



SRTCT'S

**SUMAN RAMESH TULSIANI TECHNICAL CAMPUS – FACULTY OF ENGINEERING,  
KHAMSHET**

An ISO 9001:2015 Certified Institute

APF-6A

Issue No.:02

Revision No: 0

Rev. Date: 15/06/2018

**Notice**

**IQAC Meeting-1 Agenda**

Academic Year: 2024-25

Semester: I

Date: 22/08/2024

First IQAC Meeting is scheduled as follows:

**Day & Date :** Thursday , August 22, 2024

**Time :** 11:00 AM

**Venue:** Principal Office.

**Chairperson:** Dr. J.B. Sankpal(Principal).

**Coordinator:** Mrs. Anjali Sanjivanrao More

**Agenda:**

1. Confirmation of minutes of IQAC meeting held on 02/02/2024
2. Review of even Semester Academic Year 2024-25.
3. Review of Academic Audit for even Semester Academic Year 2024-25.
4. Review of NAAC, NBA, ISO activities .
5. Feedback and result analysis of all the departments.
6. Discussion with Student, Alumni, Industry, Parents (Committee Members)
7. IQAC Internal Audit Compliance Report of AY 2024-25.
8. Finalization of Documents, Formats, and Policies by Departments.
9. Any other point with permission of head of institute

All IQAC members are requested to attend the meeting.

Mrs. Anjali Sanjivanrao More  
IQAC, Coordinator

Dr. J. B. Sankpal  
Principal

CC to :

- 1) Principal SRTTC Office
- 2) All Heads of the department and Faculty members
- 3) Admin Office





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**Minutes of IQAC Meeting-1**

**AY 2024-25**

Academic Year: 2024-25

Semester: I

Date: 22/08/2024

<b>Agenda 1</b>	<b>Confirmation of minutes of IQAC meeting held on 13 /02/2024.</b>
Resolution	IQAC coordinator have confirmed the minutes of the IQAC meeting held on 13/02/2024.
<b>Agenda 2</b>	<b>Review of Even Semester Academic Year 2023-24.</b>
Resolution	Dr. J. B. Sankpal , Principal along with IQAC coordinator have reviewed Odd Semester activities for the Academic Year 2024-25 and instructed to follow the standardization work in stipulated time.
<b>Agenda 3</b>	<b>Review of Academic Audit for even Semester Academic Year 2024-25.</b>
Resolution	IQAC coordinator has reviewed Semester-2, Academic Year 2023-24.
<b>Agenda 4</b>	<b>Review of preparation of NAAC, ISO activities.</b>
Resolution	The process of AQAR preparation is starting for the year.
<b>Agenda 5</b>	<b>Feedback and result analysis of all the departments.</b>
Resolution	Feedback and result analysis of all the staff have been taken and as per the instructions by Principal Sir, Appreciation and warning letters have been issued to concerned staff members.
<b>Agenda 6</b>	<b>Discussion with Student, Alumni, Industry, Parents (Committee Members)</b>
Resolution	Alumni and industry experts mainly focused on students participation in research specially, participating in hackathons and startups.
<b>Agenda 7</b>	<b>IQAC Internal Audit Compliance Report of AY 2023-24.</b>

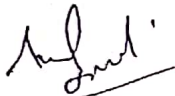


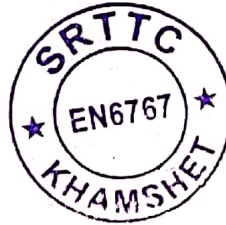
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Resolution	The original compliance submission deadline was extended as per the Principal's instructions and the <b>final fixed deadline for compliance submission is 28/09/2024</b> . Departments must submit all necessary documents. to the IQAC by this date.
Agenda 8	<b>Finalization of Documents, Formats, and Policies by Departments as per the ISO formats</b>
Resolution	Departments and section heads must finalize their documents, formats, and policies according to accreditation requirements and formally communicate them to the IQAC for record-keeping and uniform implementation.
Agenda 9	<b>Date for Next IQAC Meeting</b>
Resolution	The next meeting of the IQAC is scheduled for 20/02/2025.
Agenda 10	<b>Any other Point with Permission of the Chairman</b>
Resolution	It was resolved that all members must be present for meetings on time

  
Mrs. Anjali Sanjivanrao More  
IQAC, Coordinator



  
Dr. J. B. Sankpal  
Principal

CC to :

1. Principal SRTTC Office
2. All Heads of the department and Faculty members
3. Admin Office