



Date: 27/04/2022

## Minutes of IQAC Meeting Held on 27/04/2022

Sr. No.	Agenda point	Details of discussion and conclusion	Action taken if any
01	Review of previous IQAC meeting held on	Chairman of the IQAC committee welcomed all the members of the committee and introduced all the college updates to all.  IQAC Coordinator reviewed previous minutes of meeting held on 22/07/2021	—
02	Documentation of metric	IQAC coordinator suggested there is need to check all supporting documents as per SOP again.	All criteria coordinators and corresponding metric coordinators were suggested to check supporting documents as per SOP.
03	Formatting of documents	Font size, paper size, margin, etc. formatting related points are discussed and finalized.	—
04	Order of arrangement of data	The sequence of arrangement of data in all documents is decided. The sequence should be First Mechanical, then computer, then Civil and last Electronic and Telecommunications department.	—
05	Printing record	—	All criteria heads are suggested to maintain a sperate register to maintain the printing record of respective criteria.



**SHRI. GOPINATH MAHADEO VEDAK PRATISHTHAN'S**  
**G. M. VEDAK INSTITUTE OF TECHNOLOGY**  
**Academic Year 2021-2022**

---

Sr. No.	Name	Designation in the committee
01	Dr. D. N. Jaiswal	Chairman
02	Prof. A. R. Ghadage	Member
03	Prof. Y. R. Galinde	Member
04	Prof. K. R. Metha	Member
05	Hon. U. N. Vedak	Member
06	Mr. Purshotam Mule	Member
07	Mr. Jayesh S. Gurav	Member
08	Mr. Amar R. Deo	Member
09	Shri Shrinivas Bendkhale	Member
10	Prof. S. M. Kamat	NAAC Coordinator
11	Prof. S. E. Gawali	IQAC Coordinator

*Handwritten signatures and initials:*  
- Next to Sr. No. 01: *Shadga*  
- Next to Sr. No. 04: *Pu*  
- Next to Sr. No. 07: *Chavhan*  
- Next to Sr. No. 08: *Chavhan*  
- Next to Sr. No. 10: *S.M. Kamat*  
- Next to Sr. No. 11: *S.E. Gawali*

