

**Venue: Office of the Vice-Chancellor, Dr. Babasaheb Ambedkar Technological University**

A meeting of all the members of IQAC was held on 29-10-2012 at 4.00 p.m.

Following members attended the meeting:

1. Dr. R. B. Mankar (Chairman)
2. Dr. P.V. Vijay Babu (Internal Member - Senior Teacher)
3. Dr. P.K. Brahmanekar (Internal Member - Senior Teacher)
4. Dr. M. A. Dabhade (Invited Member - Teacher)
5. Dr. S. M. Pore (Internal Member - Senior Teacher)
6. Prof. S. R. Sutar (Internal Member - Senior Teacher)
7. Prof. V. P. Jawanjale (Internal Member - Senior Teacher)
8. Dr. L.N. Singh (Internal Member - Senior Teacher)
9. Dr. H.A. Mujawar (Internal Member - Senior Teacher)
10. Dr. M. Sadaiah (Invited Member - Teacher)
11. Dr. R. S. Pawade (Invited Member - Teacher)
12. Prof. A. W. Kiwelekar (Internal Member - Senior Teacher)
13. Prof. V. J. Kadam (Invited Member - Administration)
14. Mr. S. P. Vaidya (Invited Member - Administration)
15. Dr. V. G. Sargade (Member Secretary)

Following members could not attend the meeting:

1. Dr. G. M. Deshmukh
2. Dr. P. K. Katti
3. Dr. Neeraj Agrawal
4. Dr. S. L. Nalbalwar
5. Dr. R. P. Kate
6. Dr. H. N. Warhatkar
7. Dr. V. J. Bansod
8. Prof. A.P. Shesh
9. Prof. M.P. Bhagat
10. Mr. V. S. Chavan

Following points were discussed and decisions were taken:

**Item No. 1: To take final decision on ISO 9001:2008**

- It was decided to place the work order to Precise Quality Systems, Mumbai with following conditions:
  - i. Training charges should be made inclusive in the basic cost itself instead of showing it extra (Rs. 1,20,000/-)
  - ii. The post-certification charges should be shown only for 2- years (1,80,000/-) instead of showing it for 3 – years (2,70,000/-).
- The work order should be placed at the earliest so that the relevant activities can begin in the month of November-2012.

**Item No. 2: To finalize the applications to NBA and NAAC accreditation**

- It was agreed that final applications should be sent to NBA and NAAC on or before 30/11/2012 by the respective departments.
- The respective HoDs were asked to expedite the preparations for the accreditation.
- The Vice-Chancellor emphasized the need of getting accredited by NAAC for getting the benefits of being a University from various government agencies.

**Item No. 3: To take a review of all the previous meetings**

- It was noticed that there are quite a few pending tasks which were assigned in the previous meetings.
- All the members were asked to go through the minutes all the previous meetings carefully and act accordingly. They were asked to list the relevant tasks/activities in those minutes and conform/comply accordingly.
- Dr. V. G. Sargade was asked to send a list of all the pending tasks to all the members.

**Item No. 4: To take a review of academic activities**

- The Vice-Chancellor asked all the HoDs about the status of academic activities in compliance with the academic calendar.
- All the HoDs informed that the academic activities are in good progress and will be completed as per the academic calendar satisfactorily.

**Item No. 5: To know the status of expenditure of the budgeted amount up to 30<sup>th</sup> September, 2012**

- The Vice-Chancellor expressed a concern over the status of expenditure because there is no noticeable expenditure.
- It was urged that purchase proposals should be kept ready so as to be discussed in the next meeting of Purchase Committee scheduled on 22/11/2013.
- It was decided that the Tender documents should be kept ready during 20/11/2012 to 30/11/2012.
- Stores Verification Officer and Finance Officer should ensure that the tender opening will be during 21/12/2012 to 1/1/2013.
- It was informed that the tender documents for the equipment proposed under 12<sup>th</sup> Plan of UGC should also be prepared.
- The Vice-Chancellor will send the list of equipment proposed under 12<sup>th</sup> Plan of UGC.

**Item No. 6: To discuss about the Accounts Code**

- The Vice-Chancellor appealed all the HoDs to study the Accounts Code which has been already sent to all on 7/8/2012.
- This will help in knowing the new procedures and rules for purchasing.
- HoDs were also asked to send the copy of Accounts Code to all the faculty members in the respective departments so that they can study the relevant part of it.
- The careful study and thorough understanding of the Accounts Code will ensure hassle-free purchasing of goods, equipment, and services for the department.

**Item No. 7: To take a review of TEQIP-II activities**

- The Vice-Chancellor appealed TEQIP-II Coordinator and Nodal Officers to comply with the requirements of SPFU well within the stipulated period of time.
- It was decided that the fellowships for M. Tech. and Ph. D students should be finalized at the earliest possible.
- TEQIP-II coordinator was asked to submit the Finance-related information to SPFU on urgent basis.

**Item No. 8: To prepare a review of UGC XI<sup>th</sup> Plan**

- The Vice-Chancellor asked all the HoDs to fill the relevant information in the format which would be sent to all very soon.

**Item No. 9: To decide about UGC XII<sup>th</sup> Plan work distribution**

- The Vice-Chancellor informed that the University has received ad-hoc grant from UGC which is mainly for developmental and coaching-related activities.
- The distribution of responsibilities for carrying out these activities would be done very shortly.

The meeting ended with thanks to the chair.

The next meeting would be held on 30<sup>th</sup> November, 2012.

**Dr. V. G. Sargade**  
**Member - Secretary**