



**N.K.P. SALVE INSTITUTE OF MEDICAL SCIENCES &
RESEARCH CENTRE AND LATA MANGESHKAR HOSPITAL**

Digdoh Hills, Hingna Road, Nagpur – 440 019

Ph. (07104) 665000,244291, Fax:(07104) 306111 E-Mail:nkpsims1@rediffmail.com Website www.nkpsims.in

NKPSIMS & RC and LMH/IQAC/ 01-12/2023

27th January,2023

MINUTES OF MEETING
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Venue: **Conference Hall**

Date: **20th January, 2023**

Time: **1.00 p.m.**

Following members were present in the meeting: -

1	Dr Kajal Mitra	Chairperson
2	Dr Mohana Majumdar	Director IQAC
3	Dr. Arti Kasulkar	Member Secretary
4	Dr Manish Sawane	Administrative Representative
5	Dr Madhur Gupta	Administrative Representative
6	Dr Deepali Onkar	Teacher Representative
7	Dr Tanuja Manohar	Teacher Representative
8	Dr Kalpana P.Date	Teacher Representative
9	Dr Pragati J.Karmarkar	Teacher Representative
10	Dr. Pradeep Pazare	Teacher Representative
11	Dr. Prachi Dixit	Teacher Representative
12	Dr Shilpa Hajare	Teacher Representative
13	Dr Trupti Dongre	Teacher Representative
14	Dr. Tasneem Ansari	Teacher Representative
15	Dr Rajesh Dehankar	Alumni Representative
16	Dr. Amruta Dashputra	Alumni Representative
17	Dr. Shadma Quazi	Alumni Representative
18	Dr Archana Joshi	Stakeholder Representative (Parent)
19	Dr. Mayank Gadkari	Administrative Representative
20	Mr. Kiran Satpute	Administrative Representative

At the outset Dr. Mohana Majumdar, Director IQAC welcomed Hon. Dean and all members present for the meeting and discussion was held as under: -

1. Hon. Dean informed that a team of VSPM's Advisory Board will be visiting the campus shortly. Director, IQAC Dr. Mohana Majumdar suggested that we can discuss our issues regarding NAAC with the Board members.
2. Director IQAC discussed the queries related to AQAR submission with all the Criteria Chairpersons.
3. In a question on Biogas raised by Chairperson Criteria 7, it was suggested by Dr Majumdar that Dr. Arti Kasulkar, Prof. FMT and Dr. Lokesh Gotmare, SAO will look into the matter.

...contd..2.

4. Discussion about inclusion of E-Pathshala was held. After discussion on the matter, Dr. Kajal Mitra, Dean informed that Dr. Rajesh Dehankar will put the updates after consulting the Librarian in the next meeting.
5. Dr. Deepali Onkar, suggested that a Quality Improvement program specifically for Teachers should be conducted regularly. Dr. Mohana said that we will consult the advisors on this matter.
6. Dr. Kalpana Date, Chairperson, Criteria 5 discussed, Placement Cell activities. After discussion Dean Sir advised regularizing the matter with the help of HR Department if it is delayed.
7. Dr. Pradeep Pazare, Chairperson Criteria 8 suggested that a standard Attendance sheet shall be used for all activities. Director IQAC and All the chairpersons also agreed to this point.
8. Dr. Pragati Karmarkar, Chairperson Criteria 2 suggested that the report of any activity should be concise.
9. Dr. Madhur Gupta, Chairperson, Criteria 3 suggested that there should be criteria-wise emails for the correspondence amongst all the criteria. Dr. Mohana said that some data overlap and also all teachers should be informed about data distribution as per criteria. In order to overcome this, the Refresher course for all will be scheduled.
10. Dr. Mohana Majumdar, Director, IQAC suggested that we can try to use Google Forms for collection of data. She further said that Clerks of all the departments should be trained in the use of ERP. Dr. Mohana further informed that there will be a Software Demonstration for data collection in the month of March.
11. Dr. Dehankar put the point of the slow speed of computers in IQAC office. Director, IQAC informed that a letter for new advanced computers will be sent.

The meeting concluded with vote of thanks to the Chair.


 (Dr. Mohana Majumdar)
 Director, IQAC
Director, IQAC
NKPSIMS & RC and LMH, Nagpur.

Copy to : 1. All concerned who attended the meeting
2. All Criterion Chairpersons