

Shree Dhanlaxmi Foundation's  
Vishwakarma Dadasaheb Chavan Institute of Management and Research  
Malwadi Masur

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Director  
Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)

**Shree Dhanlaxmi Foundation's**  
**Vishwakarma Dadasaheb Chavan Institute Of Management and Research**  
**Malwadi Masur**

**MEETING NOTICE**

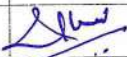



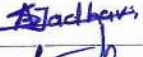

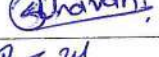

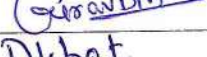

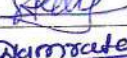
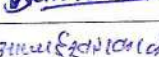
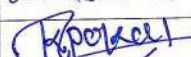

Date:-15/11/2022

It is hereby notified that the 1<sup>st</sup> meeting of the Institute's IQAC will be held on 26<sup>th</sup> November 2022 in the IQAC room at 11.00 AM.

**Agenda for the Meeting**

1. Confirmation of the minutes of the previous meeting of ADC held on 23<sup>rd</sup> July 2022.
2. To have a discussion on the syllabi of the University (circulated to all the members) and adopt the same in Toto
3. To approve the names of the members of various institutional committees.

**Following members are requested present for the meeting:**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amif D chavan	Management representative	
4	Mr.P.J.Patil	Office Administrative	
5	Ms.A.B.Thorat	Teacher Representative	
6	Mr.G.K.Injekar	Teacher Representative	
7	Ms.S.D.Chavan	Teacher Representative	
8	Ms.B.S.Dol	Teacher Representative	
9	C.A.D.M.Gurav	Employer	
10	Ms.Deepali Khot	Member of NGO	
11	Mr.shekhar Kale	Student Representative	
12	Ms.Namrata Dhekle	Student Representative	
13	Mr.Appso Kale	Parent Representative	
14	Mr.Krushnat Pokale	Alumni representative	

Minutes of the 1<sup>st</sup> IQAC meeting held on 26<sup>th</sup> November at 11.00 AM in the IQAC room of Vishwakarma Dadasaheb Chavan Institute of Management and Resarch, Malwadi Masur.



Director  
Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)

The Director welcomed all the members to the very first meeting of the IQAC of the Institute. He requested the Secretary of VDCIMR, Mr. Amit Chavan to formally announce that the IQAC has been established in the Institute. He congratulated all the members on being part of the IQAC. He informed the members about the importance of the IQAC and the roles of its members. He also emphasized on how the IQAC will be responsible for quality enhancement and quality sustenance in almost all the aspects of the Institute and especially academics.

**Item No. 1: Confirmation of Minutes: Minutes of the previous meeting were circulated as taken on read. The minutes was confirmed.**

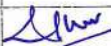
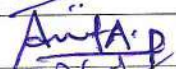
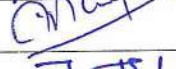


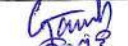
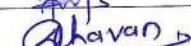
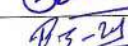
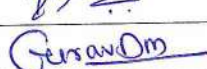
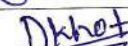
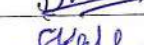

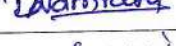
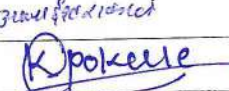
Minutes of the previous meeting of the Institute's Academic Development Committee (ADC) were taken as read and confirmed.

**Item No. 2:** The syllabi of Shivaji University for the a.y. 2022-23 were circulated to all the members well in advance and the same were adopted in Toto.

**Item No. 3:** The list of the various institutional committees was placed before the members. After a brief discussion, the faculty coordinators and members of the various committees were approved along with the objectives and functions of each committee.

**Resolution No. 1:** Resolved that the list of various institutional committees was unanimously approved and accepted.

**Following members were present for meeting.**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	
4	Mr.P.J.Patil	Office Administrative	
5	Ms.A.B.Thorat	Teacher Representative	
6	Mr.G.K.Injekar	Teacher Representative	
7	Ms.S.D.Chavan	Teacher Representative	
8	Ms.B.S.Dol	Teacher Representative	
9	C.A.D.M.Gurav	Employer	
10	Ms.Deepali Khot	Member of NGO	
11	Mr.shekhar Kale	Student Representative	
12	Ms.Namrata Dhekle	Student Representative	
13	Mr.Appso Kale	Parent Representative	
14	Mr.Krushnat Pokale	Alumni representative	

  
Director

Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Mahwadi (Masur)



**Shree Dhanlaxmi Foundation's**  
**Vishwakarma Dadasaheb Chavan Institute Of Management and Research**  
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**MEETING NOTICE**

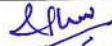
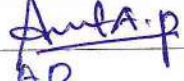

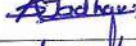
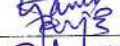
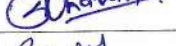

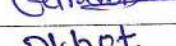
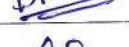

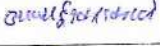
**Date:-15/12/2022**

It is hereby notified that the 2<sup>nd</sup> meeting of the Institute's IQAC will be held on 20<sup>th</sup> December 2022 in the IQAC room at 11.30 AM.

**Agenda for the Meeting**

1. To take a mid-term review of the Academic Calendar for the a.y. 2022-23.
2. To take a decision to organize an orientation programme for faculty on the revised NAAC guidelines.
3. To take a review of the research activities of the faculty and to promote research by the students

**Following members are requested present for the meeting:**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	AB
4	Mr.P.J.Patil	Office Administrative	
5	Ms.A.B.Thorat	Teacher Representative	
6	Mr.G.K.Injekar	Teacher Representative	
7	Ms.S.D.Chavan	Teacher Representative	
8	Ms.B.S.Dol	Teacher Representative	
9	C.A.D.M.Gurav	Employer	
10	Ms.Deepali Khot	Member of NGO	
11	Mr.shekhar Kale	Student Representative	AB
12	Ms.Namrata Dhekle	Student Representative	
13	Mr.Appso Kale	Parent Representative	
14	Mr.Krushnat Pokale	Alumni representative	AB

  
**Director**  
Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)

Minutes of the 2<sup>nd</sup> IQAC meeting held on 20<sup>th</sup> December 2022 in the IQAC room at 11.30 AM of Vishwakarma Dadasaheb Chavan Institute of Management and Research, Malwadi Masur.

IQAC Coordinator Dr.Aparna Sawant mam welcome to all member for meeting.


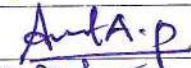

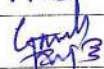
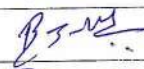
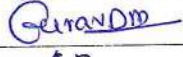

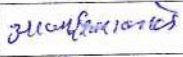

**Confirmation of Minutes:** Minutes of the previous meeting were circulated and taken on read. The minutes was confirmed.

**Item No. 1:** Review of academic calendar for the a.y. 2022-23. A mid term review of the academic calendar was discussed to ascertain whether all the activities were in line with the planned academic calendar for the year. Prof. Aparna Sawant informed the meeting that the activities conducted so far during the present academic year were as per the academic calendar.

**Item No. 2:** The informed all the faculty members that the Institute will be going in for obtaining NAAC accreditation during the present academic year. Hence in view of the revised guidelines of NAAC accreditation, it was necessary to have an orientation programme for the faculty members on the revised guidelines.

**Resolution No. 2:** Resolved that a One day orientation workshop for faculty members on NAAC revised Assessment and Accreditation Framework on 25<sup>th</sup> December 2022. The Director was authorized to decide on the resource person for the workshop.

Following members were present for meeting.

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	
4	Mr.P.J.Patil	Office Administrative	AB
5	Ms.A.B.Thorat	Teacher Representative	AB
6	Mr.G.K.Injekar	Teacher Representative	
7	Ms.S.D.Chavan	Teacher Representative	AB
8	Ms.B.S.Dol	Teacher Representative	
9	C.A.D.M.Gurav	Employer	
10	Ms.Deepali Khot	Member of NGO	AB
11	Mr.shekhar Kale	Student Representative	
12	Ms.Namrata Dhekle	Student Representative	AB
13	Mr.Appso Kale	Parent Representative	
14	Mr.Krushnat Pokale	Alumni representative	

  
Director

Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)



**Shree Dhanlaxmi Foundation's**  
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**Malwadi Masur**

**MEETING NOTICE**

**Date:-07/02/2023**

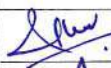
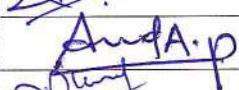

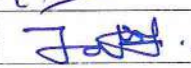
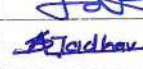

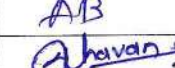
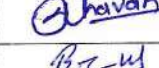
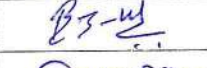
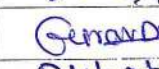
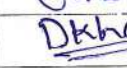


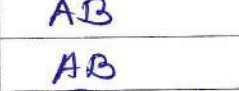
It is hereby notified that the 3<sup>rd</sup> meeting of the Institute's IQAC will be held on 15<sup>th</sup> Feb. 2023 in the IQAC room at 12.00 PM.

**Agenda for the Meeting**

.1 To take a review of the analysis of student's feedback on Curriculum and Faculty and take suitable corrective actions

2. To place before the Governing Council /LMC the proposal for purchase of desktop computers of latest configuration..

**Following members are requested present for the meeting:**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	
4	Mr.P.J.Patil	Office Administrative	
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10	Ms.Deepali Khot	Member of NGO	
11	Mr.shekhar Kale	Student Representative	
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13	Mr.Appso Kale	Parent Representative	
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**Director**

Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)


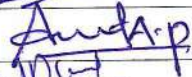

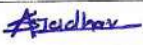
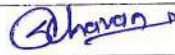
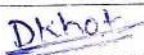
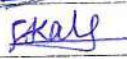
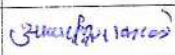

Minutes of the 3<sup>rd</sup> IQAC meeting held on 15<sup>th</sup> Feb. at 12.00 PM in the IQAC room of Vishwakarma Dadasaheb Chavan Institute of Management and Research, Malwadi Masur. The Director welcomed all the members to the meeting of the IQAC of the Institute

**Confirmation of Minutes:** Minutes of the previous meeting were circulated and taken on read. The minutes was confirmed.

**Item No. 1:** The analysis of the student's feedback on curriculum and faculty taken at the end of the 1<sup>st</sup> and 3<sup>rd</sup> semester were placed before the meeting. The Director pointed out that no significant anomaly was observed from the analysis.

**Item No.2:** A decision was taken on the infrastructure development of the Institute with respect to the desktop computers in the computer labs of the Institute. The Director informed the meeting that the present computers were purchased in the year 2010, hence the need to upgrade the same. It was decided to place before the GC/LMC a list of hardware required for the computer labs.

**Following members were present for meeting.**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	
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Director

Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)

**Shree Dhanlaxmi Foundation's**  
**Vishwakarma Dadasaheb Chavan Institute Of Management and Research**  
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**MEETING NOTICE**

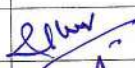
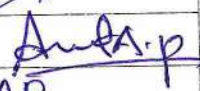

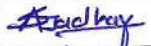

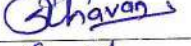
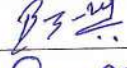
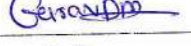

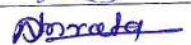
**Date:-11/04/2023**

It is hereby notified that the 4<sup>th</sup> meeting of the Institute's IQAC will be held on 18<sup>th</sup> April 2023 in the IQAC room at 04.00 PM.

**Agenda for the Meeting**

1. To take a review of the Add-on courses introduced by the Institute.
2. Any other matter with the permission of the Chair.

**Following members are requested present for the meeting:**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	AB
4	Mr.P.J.Patil	Office Administrative	
5	Ms.A.B.Thorat	Teacher Representative	
6	Mr.G.K.Injekar	Teacher Representative	
7	Ms.S.D.Chavan	Teacher Representative	
8	Ms.B.S.Dol	Teacher Representative	
9	C.A.D.M.Gurav	Employer	
10	Ms.Deepali Khot	Member of NGO	AB
11	Mr.shekhar Kale	Student Representative	
12	Ms.Namrata Dhekle	Student Representative	
13	Mr.Appso Kale	Parent Representative	AB
14	Mr.Krushnat Pokale	Alumni representative	AB

Minutes of the 4<sup>th</sup> IQAC meeting held on 18<sup>th</sup> April at 04.00 PM in the IQAC room of Vishwakarma Dadasaheb Chavan Institute of Management and Research, Malwadi Masur. The Director welcomed all the members to the meeting of the IQAC of the Institute

  
**Director**  
Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Malwadi (Masur)

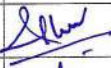
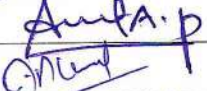

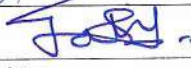
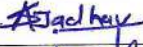

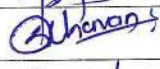
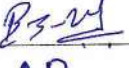

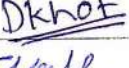
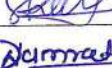
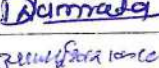
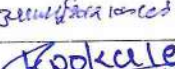




**Confirmation of Minutes:** Minutes of the previous meeting were circulated and taken on read. The minutes was confirmed.

**Item No. 1:** Dr. N.R.Jadhav sir take review of add -on courses from faculty members and students. And discuss with faculty member and students whether courses are running properly or not.

Meeting adjourn with single Agenda

**Following members were present for the meeting:**

Sr.No.	Name of the member	Designation	Signature
1	Dr.N.R.Jadhav	Chairperson	
2	Dr.A.P.Sawant	IQAC Coordinator	
3	Hon.Amit D chavan	Management representative	
4	Mr.P.J.Patil	Office Administrative	
5	Ms.A.B.Thorat	Teacher Representative	
6	Mr.G.K.Injekar	Teacher Representative	
7	Ms.S.D.Chavan	Teacher Representative	
8	Ms.B.S.Dol	Teacher Representative	
9	C.A.D.M.Gurav	Employer	
10	Ms.Deepali Khot	Member of NGO	
11	Mr.shekhar Kale	Student Representative	
12	Ms.Namrata Dhekle	Student Representative	
13	Mr.Appso Kale	Parent Representative	
14	Mr.Krushnat Pokale	Alumni representative	

  
Director  
Vishwakarma Dadasaheb Chavan Institute of  
Management & Research, Mahwadi (Masur)