

ITM SKILLS UNIVERSITY NAVI MUMBAI

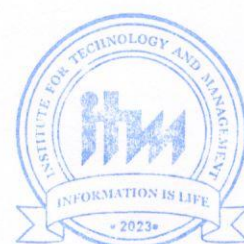
ACTION TAKEN REPORT (ATR)

1st Internal Quality Assurance Cell (IQAC) Meeting

Meeting No.	:	IQAC - 01 / 2023
Day / Date	:	September, 8th 2023
Time	:	11:30 A.M.
Mode	:	Offline & Online
Place	:	Board Room, ITM Skills University Navi Mumbai.

Agenda

1. Welcome note by Vice-Chancellor.
2. The Constitution of IQAC.
3. The introduction of key Role and Responsibilities of IQAC Members in University operations.
4. To consider and approve the functions of IQAC. (IQAC Policy...)
5. To consider and approve the NAAC Criterion heads and working committee.
6. Any other business.



Meeting Attendance

Dr. Jaywant V. Shelar
Dr. Lakshmi Mohan
Mr. Nitin Putcha
Mr. Kiran Rane
Dr. Saritprava Das
Prof. Purva Tawde
Dr. Sankalp Rao
Dr. Nisha Chanda
Dr. Sapna Modi
Mr. Sanjay Kumar
Mr. Rahul Rathi
Mr. Ramesh Neelakantan
Prof. Sudhakar Chillarige
Ms. Radha Amrute
Dr. Sagar Chitre
Dr. Nitin Poddar
Dr. Snigdharani Mishra
Dr. Shilpa Jaykar
Prof. Gulshan Kumar



Action Taken Report

The Action Taken Report (ATR) of the previous Internal Quality Assurance Cell (IQAC) Meeting (8th September 2023)

Sr No. of Minutes of BOM Meeting	Proposed Agenda	Action Taken	Date of Action Taken
2	The Constitution of IQAC.	<ul style="list-style-type: none">• The appointment letter has been sent to the all-committee members and received their acceptance letter.• Also shared an IQAC Policy with all the appointed members.• Quarterly Audit has been scheduled for achieving set goals.	08.09.2023
5	To consider and approve the NAAC Criterion heads and working committee.	<ul style="list-style-type: none">• The appointment letter has been sent to the all-committee members and received their acceptance letter.• Internal meeting was conducted and informed all the NAAC Criterion heads and working committee members about their roles and responsibilities.• Started conducted weekly review meeting to understand the progress in the given field areas.	15.09.2023

