

M.S.P. Mandal's



DEOGIRI INSTITUTE OF TECHNOLOGY AND MANAGEMENT
STUDIES,
DEOGIRI COLLEGE CAMPUS, STATION ROAD,
AURANGABAD

Tel:0240-2353701

Website: www.ditms.org

E-mail: mspmditms@gmail.com

Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Date: 10th May, 2022

Notice

It is hereby informed to all the Members of IQAC that IIQA is successfully Approved by NAAC and on this approval, a meeting is scheduled in the Director's office at 4:00 pm, to discuss metric wise SSR and its documentation.


Co-Ordinator
IQAC DITMS
A'bad


DIRECTOR
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Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Minutes of the Meeting

The meeting of the internal quality assurance cell was held on 10th May,2022, at 4:00 pm in the IQAC office at DITMS. Dr. Pallavi Bhalerao , IQAC coordinator, welcomed the members to the meeting. Dr. Anuya Chandorkar, Director of DITMS, appreciated all the members of IQAC for getting approved IQA on NAAC portal, and also discussed that after successful submission and approval of IQA, SSR submission should be scheduled properly.

The Director focused on the issues and discussed on following points which are related to submission of SSR :

- Data templates of SSR prepared by all Criteria heads were discussed.
- Quantitative data prepared by the team was evaluated.
- Instructions were given to do proper evaluation and analyze all documentary evidence prepared by all the criteria heads.
- All criteria heads were instructed to do proper scanning the documents to be uploaded along with SSR.


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Director

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Date: 18th May, 2022

Notice

It is hereby informed to all the Criteria heads of NAAC that the meeting is scheduled on 19th May, 2022 at 3.00 pm at IQAC hall.

The main agenda of the meeting is to have a review of the documents collected for SSR and proceedings for the Printing and scanning of the same.

Agenda :

1. To read and confirm minutes of the last meetings.
2. To Finalize the data collected by each criterion.
3. To make Final evaluation of documents collected and reports prepared by the criteria head.
4. To compile documents as per criteria norms.
5. Any other discussion with the permission of the chairman.


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DEOGIRI COLLEGE CAMPUS, STATION ROAD,
AURANGABAD

Tel:0240-2353701

Website: www.ditms.org

E-mail: msspmditms@gmail.com

Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Minutes of the Meeting

Meeting No.	Date: 19th May, 2022	Time 3:00 pm
Present Members: 10	Dept/Committee: IQAC	

The meeting of the internal quality assurance cell for the Academic year 2022-23 was held on 19th May, 2022, at 3:00 pm in the IQAC office at DITMS. The meeting was chaired by Director Dr. Anuya Chandorkar. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
<ul style="list-style-type: none"> To read and confirm minutes of the last meetings. 	Minutes of the previous meeting were confirmed.
<ul style="list-style-type: none"> Finalizing the data collected by each criterion. 	It was decided that criteria wise schedule should be prepared and all criteria wise document as per norms should be checked and verified
<ul style="list-style-type: none"> To make Final evaluation of documents collected and reports prepared by the criteria head. 	It was guided and Instructions were given to do proper evaluation and analyze all documentary evidence prepared by all the criteria heads.
<ul style="list-style-type: none"> To compile documents as per criteria norms. 	It was guided and suggested by the Director that the documents which are properly checked and finalized should be properly stamped and filed.
<ul style="list-style-type: none"> To design for bridge courses, and Short term courses. 	It was guided and suggested by the Director and IQAC coordinator to design a bridge course related to Basic Computer Fundamental and Basic Accountancy.
<ul style="list-style-type: none"> Any other discussion with the permission of the chairman. 	It was discussed that the website should be properly updated and a new tab for NAAC documents should be created.

The meeting was adjourned after the vote of thanks to the chair.

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AURANGABAD

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Website: www.ditms.org

E-mail: mspm Ditms@gmail.com

Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Date: 18th June, 2022

Notice

All the IQAC members are hereby informed that the meeting for the Academic year 2022-23 is scheduled on 19th, June, 2022 in the IQAC office at 1:00 pm. The brief of agenda of the meeting is as follows:-

Agenda

- To read and confirm minutes of the last meetings.
- To verify and submit SSR before due date
- To Prepare and submit Departmental Calendar for the academic year 2022-23
- To prepare, schedule and submit the Induction program and departmental orientation 2022-23 for the students.
- To design for bridge courses, and Short term courses.
- To prepare and submit timetable and work distribution department wise for the academic year 2022-23.
- Any other discussion with the permission of the chairman.


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STUDIES,
DEOGIRI COLLEGE CAMPUS, STATION ROAD,
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E-mail: mspmdditms@gmail.com

Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Minutes of the Meeting

Meeting No.	Date: 19th June, 2022	Time 1:00 pm
Present Members: 10	Dept/Committee: IQAC	

The first meeting of the internal quality assurance cell for the Academic year 2022-23 was held on 19th June, 2022, at 1:00 pm in the IQAC office at DITMS. The meeting was chaired by Director Dr. Anuya Chandorkar. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
<ul style="list-style-type: none"> To read and confirm minutes of the last meetings. 	Minutes of the previous meeting were confirmed.
<ul style="list-style-type: none"> To verify and submit SSR before due date 	It was decided that SSR Metric wise documentation should be Verified and submitted before 22 June 2022, as it is the last day of submission of SSR.
<ul style="list-style-type: none"> To Prepare and submit the Departmental Calendar for the academic year 2022-23. 	It was decided to prepare the departmental calendar by the Department BBA, BCA and BSc.(CS) for keeping harmony in the working of all three departments. It was also resolved that the departmental calendar should be prepared in tune with the Academic calendar prescribed by Dr. Babasaheb Ambedkar Marathwada University.
<ul style="list-style-type: none"> To prepare, schedule and submit the Induction program and departmental orientation 2022-23 for the students. 	It was guided and suggested by the Director to the Program coordinators to prepare proper planning for the Induction program followed by Departmental orientation.
<ul style="list-style-type: none"> To design for bridge courses, 	It was guided and suggested by the Director and IQAC coordinator to design a bridge

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and Short term courses.	course related to Basic Computer Fundamental and Basic Accountancy.
<ul style="list-style-type: none">To prepare and submit timetable and work distribution department wise for the academic year 2022-23.	It was informed to all the program coordinators to prepare and submit workload distribution and timetable for the academic year 2022-23.
<ul style="list-style-type: none">Any other discussion with the permission of the Chairman.	This was also discussed to counsel students from time to time to keep them updated and motivated and inform them about the Code of Conduct and Mentoring system to the Students in the Induction program. Further it was also discussed that NAAC SSR Metric wise documentation should be Verified and submitted before 22 june 2022, as it is the last day of submission of SSR.

The meeting was adjourned after the vote of thanks to the chair.

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Dr. Anuya Chandorkar

Director

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Date: 8th July, 2022

Notice

All the IQAC members are hereby informed that the first meeting of the Academic year 2022-23 is scheduled on 9th July, 2022 in the IQAC office at 2:00 pm. The brief of agenda of the meeting is as follows:-

Agenda

- To read and confirm minutes of the last meetings.
- To Check, verify queries raised by NAAC portal related with SSR
- To Update and Circulate Code of Conduct to all Stakeholders
- To submit departmental Workload, time table and teaching plan to IQAC.
- To plan and schedule Continuous Internal Evaluation for the semester.
- Any other discussion with the permission of the chairman.


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E-mail: mSPMDITMS@gmail.com

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Director

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Minutes of the Meeting

Meeting No.	Date: 9th July, 2022	Time 2:00 pm
Present Members: 12	Dept/Committee: IQAC	

The meeting of the internal quality assurance cell was held on 9th July, 2022, at 2:00 pm in the IQAC office at DITMS. The meeting was chaired by Director Dr. Anuya Chandorkar. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
<ul style="list-style-type: none"> To read and confirm minutes of the last meetings. 	Minutes of the previous meeting were confirmed.
<ul style="list-style-type: none"> To Verify and Complete the queries received from NAAC portal related to SSR. 	It was guided and suggested by the Director and IQAC coordinator to check every metric query properly and fulfill it with proper documents.
<ul style="list-style-type: none"> To Update and Circulate Code of Conduct to all Stakeholders 	It was guided and suggested by the Director and IqacCoordinator that, Code of Conduct Committee should conduct a meeting for updating any rule and further work on circulating Mechanism for the same.
<ul style="list-style-type: none"> To submit departmental Workload, time table and teaching plan to IQAC. 	It was informed to all the program coordinators to prepare and submit workload distribution and timetable department wise for the academic year 2022-23.
<ul style="list-style-type: none"> To plan and schedule Continuous Internal Evaluation for the semester. 	It was informed to the Internal Evaluation Committee to prepare and submit Schedules for Unit tests and prelims of this term.
<ul style="list-style-type: none"> Any other discussion with the permission of the Chairman. 	<ul style="list-style-type: none"> This was also discussed to counsel students from time to time to keep them updated and motivated and inform them about the Code of Conduct and Mentoring system to the Students in the Induction program.

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	<ul style="list-style-type: none">• Further it was also discussed that NAAC Query Metric wise documentation should be Verified and submitted before 22 July 2022, as it is the last day of submission of SSR Query.
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The meeting was adjourned after the vote of thanks to the chair.

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Director

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Date: 15 sept, 2022

Notice

All the IQAC members are hereby informed that the meeting is scheduled on 15th Sept, 2022 in the IQAC office at 2:00 pm. The brief of agenda of the meeting is as follows:-

Agenda

- To read and confirm minutes of the last meetings.
- To finalize tentative dates for NAAC Peer Team Visit
- To check and verify criteria wise documents and presentation
- Any other discussion with the permission of the chairman.


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STUDIES,
DEOGIRI COLLEGE CAMPUS, STATION ROAD,
AURANGABAD

Tel:0240-2353701

Website: www.ditms.org

E-mail: mspmdditms@gmail.com

Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Minutes of the Meeting

Meeting No.	Date: 15th Sept, 2022	Time 2:00 pm
Present Members: 10	Dept/Committee: IQAC	

The meeting of the internal quality assurance cell was held on 15th Sept, 2022, at 2:00 pm in the IQAC office at DITMS. The meeting was chaired by Director Dr. Anuya Chandorkar. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
<ul style="list-style-type: none"> To read and confirm minutes of the last meetings. 	Minutes of the previous meeting were confirmed.
<ul style="list-style-type: none"> To finalize tentative dates for NAAC Peer Team Visit 	It was suggested by the Director to verify and check the Academic calendar for finalizing dates for Peer Team visit, after discussion it was decided to choose options of last week of October, first week of November or Second week of November.
<ul style="list-style-type: none"> To check and verify criteria wise documents and presentations. 	It was guided and suggested by the Director and IqacCoordinator that Criteria wise documents should be maintained.
<ul style="list-style-type: none"> Any other discussion with the permission of the Chairman. 	It was also discussed that department wise presentations and documentation should be prepared.

The meeting was adjourned after the vote of thanks to the chair.

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Dr. Anuya Chandorkar

Director

principalditms610@gmail.com

Date 9th Nov. 2022

Notice

It is hereby informed to all the Members of IQAC that our Institute has been Accredited with “A” grade for the NAAC first cycle, a meeting is scheduled in the Director’s office at 4:00 pm for the celebration and discussion on the recommendation given on the NAAC Peer Team Visit Report.


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Minutes of the Meeting

The meeting of the internal quality assurance cell was held on 9th Nov,2022, at 4:00 pm in the IQAC office at DITMS. Dr. Pallavi Bhalerao , IQAC coordinator, welcomed the members to the meeting. Dr. Anuya Chndorkar Director of DITMS appreciated all the members of IQAC for obtaining A grade during the First Cycle of NAAC Accreditation, and requested the IQAC to take steps ahead for a better future of the Institute.

The Director focused on the issues which were recommended by NAAC Peer Team mentioned in the Report:

- Establishing and Developing Language Laboratory
- Research and research Proposal , faculty members be encouraged to submit research proposals to the funding agencies.
- Focus on more quality MOUs and Collaborations with Universities, Institutes of Eminence and Industries.
- Strengthening career counseling and placement cell activities.
- Efforts should be made to mobilize funds from Central and State Govt. agencies for research and infrastructural development
- Efforts should be made for the introduction of the courses of Tourism and travel, Hospitality, Digital marketing and Aviation Management and PG Programme in Computer Science.
- Strategic Plan for the introduction of NEP be drawn.
- Library Automation using ILMS
- Teacher Student Ratio to be improved.
- NPS, Health and accidental insurance for the Staff.

The committee discussed the NAAC Peer Team recommendations and resolved to implement the recommendations which are acceptable and suitable to the University and frame a plan of action for the same .

The meeting was adjourned after the vote of thanks to the chair.

Establishment : 2006
NAAC 'A' Grade CGPA : 3.20



Dr. Gaikwad R.R.
I/C Director

Marathwada Shikshan Prasarak Mandal's

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Center Code: 610

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E-mail : ditms@mspmandal.in

Date: 5th Dec.2022

Notice

All the IQAC members are hereby informed that the second term opening meeting of the Academic year 2022-23 is scheduled on 5th Dec, 2022 in the IQAC office at 1:00 pm. The brief of agenda of the meeting is as follows: -

Agenda

- To read and confirm minutes of the last meetings.
- To welcome and felicitate new In-charge Director
- To submit departmental workload, timetable and teaching plan of Second Semester to the IQAC.
- To Prepare, schedule and submit details of the Activities to be taken in this term.
- One day orientation program for TPO and faculties of Management Science to be taken this term.
- Any other discussion with the permission of the chairman.


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Center Code: 610

Tel. No. : 0240 - 2353701

Website : www.ditms.org

E-mail : ditms@mspmandal.in

Minutes of the Meeting

Meeting No. Date 05/12/2023 Time 01:00 pm

Present Members: 9 Dept/Committee: IQAC

The meeting of the internal quality assurance cell for the Academic year 2022-23 was held on 5th Dec, 2023, at 01:00 pm. The meeting was chaired by Director Dr. Rameshwar R. Gaikwad. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
1. To read and confirm minutes of the last meetings.	Minutes of the previous meeting were confirmed.
2. To welcome and felicitate the new In charge Director.	All faculties of DITMS felicitated and welcomed the new Incharge Director.
3. To submit departmental workload, timetable and teaching plan of Second Semester to the IQAC.	It was informed to all the program coordinators to prepare and submit workload distribution and timetable for the second term of Academic year 2022-23.
4. To Prepare, schedule and submit details of the Activities to be taken in this term.	After the discussion, it was resolved that NSS camp, Cultural Activities, should be scheduled and schedule should be prepared after considering the Time table of Unit test and prelim. Seminar, workshops should be properly scheduled and should be submitted to IQAC
5. One day orientation program for TPO and faculties of Management Science to be taken in this term.	After the discussion, it was resolved that responsibilities should be distributed to the staff members' respective schedules and submitted to IQAC up to 19th Dec. 2023
6. Any other discussion with the permission of the Chairman.	It was also discussed that for One day orientation Chief Guest, Banners and Invitations to the MSPM's all Colleges should also be worked out and should be submitted along with Schedule.

The meeting was adjourned after the vote of thanks to the chair.

Establishment : 2006
NAAC 'A' Grade CGPA : 3.20



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I/C Director

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Website : www.ditms.org

E-mail : ditms@mspmandal.in

Date: 11th Jan.2023

NOTICE

All the IQAC members are hereby informed that the meeting is scheduled to be held on 11th **Jan, 2023** in the IQAC office at 1:00 pm. The brief of agenda of the meeting is as follows:-

Agenda

1. To read and confirm minutes of the last meetings.
2. To schedule the Internal examination for the academic year 2022-23.
3. To update the Institute website.
4. To Decide and finalize cultural gathering for students.
5. To decide and finalize dates for NSS Special Camp
6. Any other discussion with the permission of the Chairman.


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E-mail : ditms@mspmandal.in

Minutes of the Meeting

Meeting No. Date 11/01/2023 Time 01:00 pm
Present Members: Dept/Committee: IQAC

The meeting of the internal quality assurance cell for the Academic year 2022-23 was held on 11th Jan,2023, at 01:00 pm. The meeting was chaired by Director Dr. Rameshwar R. Gaikwad. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
1.To read and confirm minutes of the last meetings.	Minutes of the previous meeting were confirmed.
2. To schedule the Internal examination for the academic year 2022-23.	It was discussed that the Internal exam committee should schedule for Unit Test and Prelim for this second term and submit the schedule to IQAC.
3. To update the Institute website.	After the discussion, it was resolved that Website should be updated. Peer Team Visit videos should be added to the website.
4. To Decide and finalize cultural gathering for students.	After the discussion, it was resolved that cultural activities should be planned by the cultural committee, it was further discussed that these activities should be planned keeping in view the Internal Evaluation Schedule.
5. To decide and finalize dates for NSS Special Camp	After the discussion, it was resolved that the NSS Special Camp should be scheduled in February. Schedule should be verified with the Internal Exam Schedule.
7. Any other discussion with the permission of the Chairman.	-----

The meeting was adjourned after the vote of thanks to the chair.

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NAAC 'A' Grade CGPA : 3.20



Dr. Gaikwad R.R.
I/C Director



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Date: 11th Feb, 2023


NOTICE

All the IQAC members are hereby informed that the meeting is scheduled to be held on 12th Feb., 2023 in the Director's office at 2:00 pm. The brief agenda of the meeting is as follows: -

Agenda

1. To read and confirm minutes of the last meetings.
2. To discuss and design Feedback systems for all stakeholders.
3. To take follow up of submission process of MIS and Academic audit
4. Any other discussion with the permission of the chairman.


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Minutes of the Meeting

Meeting No

Date 12th Feb, 2023

Time 2:00 pm

Present Members: 10

Dept/Committee: IQAC

The meeting of the internal quality assurance cell for the Academic year 2022-23 was held on 12th Feb., 2023, at 2:00 pm in the Director's office at DITMS. The meeting was chaired by Director Dr. R.R. Gaikwad. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
1.To read and confirm minutes of the last meetings.	Minutes of the previous meeting were confirmed.
2. To discuss and design Feedback systems for all stakeholders.	After the discussion it was resolved that a feedback system should be developed for all stakeholders.
3.To take follow up of submission process of MIS and Academic audit	After discussion it was decided to take follow up and all program coordinators are instructed to take initiative to fill the information and complete the report asper the schedule mentioned.
4. Any other discussion with the permission of the chairman.	It was guided and suggested by the Director and IQAC coordinator that all program coordinators need to collect syllabus completion reports from all the teachers and submit them to IQAC. Further it was also decided to inform all stakeholders to fill Feedback form through which new changes can be initiated for betterment of all.

The meeting was adjourned after the vote of thanks to the chair.

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Dr. Gaikwad R.R.
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Date 19th April,2023

NOTICE

All the IQAC members are hereby informed that the meeting is scheduled to be held on **20th April 2023** in the IQAC office at 2:00 pm. The brief of agenda of the meeting is as follows: -

1. To read and confirm minutes of the last meetings.
2. To prepare a prospectus and review process of admission for the academic year 2023-24.
3. To prepare the tentative academic calendar for 2023-24 as per guidelines of the University.
4. To review and discuss the time table committee for the academic year 2023-24.
5. Any other discussion with the permission of the Chairman.


Co-Ordinator
IQAC DITMS


DIRECTOR
DEOGIRI INSTITUTE OF TECHNOLOGY &
MANAGEMENT STUDIES A'BAD.

Establishment : 2006
NAAC 'A' Grade CGPA : 3.20



Dr. Gaikwad R.R.
I/C Director

Marathwada Shikshan Prasarak Mandal's

Deogiri Institute of Technology & Management Studies,

Chhatrapati Sambhajnagar-431005. Maharashtra, India

Affiliated to : Dr. Babasaheb Ambedkar Marathwada University, Chh. Sambhajnagar
Center Code: 610

Tel. No. : 0240 - 2353701
Website : www.ditms.org
E-mail : ditms@mspmandal.in

Minutes of the Meeting

Meeting No

Date **20th April 2023**

Time 2:00 pm

Present Members: 10

Dept/Committee: IQAC

The meeting of the internal quality assurance cell for the Academic year 2022-23 was held on **20th April 2023**, at 2:00 pm in the Director's office at DITMS. The meeting was chaired by Director Dr. R.R. Gaikwad. The following Agenda Items were discussed during the meeting and it was unanimously resolved to implement the same.

Agenda	Resolutions
1.To read and confirm minutes of the last meetings.	Minutes of the previous meeting were confirmed.
2. To prepare a prospectus and review process of admission for the academic year 2023-24.	After the discussion it was resolved that all Program coordinators are instructed to prepare Prospectus for Academic year 2023-24.
3.To prepare the tentative academic calendar for 2023-24 as per guidelines of the University.	After discussion it was decided to keep the tentative calendar for 2023-24 and verify after the University Calendar publication as and when circulated.
4.To review and discuss the time table committee for the academic year 2023-24.	It was guided and suggested by the Director and IQAC coordinator that all program coordinators keep the Time table ready for next academic year by keeping in view all new updates in the syllabus as declared by the University.
5. Any other discussion with the permission of the Chairman.	-----

The meeting was adjourned after the vote of thanks to the chair.