



MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARCHITECTURE, RASAYANI
Pillai HOCL Educational Campus via Panvel, Dist. Raigad - 410207

Date 6/06/2023

NOTICE

All the members of the IQAC (Internal Quality Assurance Cell) are hereby informed to attend a meeting which will be held on 15th June 2023 at 2.30 pm in the Conference room.

Agenda for the Meeting:

1. Reading and confirmation of MOM of IQAC meeting held on 1st March 2023
2. Finalizing Academic Calendar
3. Review of draft SSR
4. Review of Action taken report of perspective plan AY 2018- AY 2023
5. Draft Perspective plan for AY 2023- AY 2028
6. NSS activities
7. COA TTP programme to be hosted by the Institute
8. Any other item with permission of the chair.

All the members are required to attend the meeting.

Prof. Sandhya Mhatre
IQAC Co-ordinator

Prof. Suchita Sayaji
Chairperson



Mahatma Education Society's
PILLAI HOC COLLEGE OF ARCHITECTURE RASAYANI

Internal Quality Assurance Cell

Venue	PHCOA	Time	2.30 pm	Date	15/06/2023
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Agenda :

1. Reading and confirmation of MOM of IQAC meeting held on 1st March 2023
2. Finalizing Academic Calendar
3. Review of draft SSR
4. Review of Action taken report of perspective plan AY 2018- AY 2023
5. Draft Perspective plan for AY 2023- AY 2028
6. NSS activities
7. COA TTP programme to be hosted by the Institute
8. Any other item with permission of the chair.

Minutes of Meeting

1. The Chairperson convened the meeting, welcomed the members present and announced the revised IQAC Committee for Academic year 2023-24

Chairperson: Ar. Suchita Sayaji

Management Representative: Dr. Lata Menon, Dr. Priam Pillai

Senior Administrative Officer: Mr. Pragnesh Shah

Administrative Officers: Ms. Sheena Nair , Mr. Shahrukh Daood Sayyad , Mrs. Linju Bhaskar

Teachers: Prof. Amrut Deshpande, Prof. Aswathy Rajagopal , Prof. Akanksha Ruchi Horo, Prof. Amit Kadam, Prof. Renuka Wazalwar, Prof. Abhishek Chakraborty

Students: Mr. Hardik Dukre

Alumni: Ar. Siddhesh Satere

Employer: Ar. Deepali Chawak, Ar. Sreejesh Pisharody

IQAC Coordinator: Prof. Sandhya Mhatre

2. The minutes of meeting held on 1st March 2023 were read and approved by members present.

Proposed by – Prof. Amit Kadam

Seconded by – Prof. Amrut Deshpande

3. Academic Calendar for the Semester was discussed and finalized.
4. Review of draft SSR and progressive NAAC Criteria work was done by the Committee. It is decided that the institute will apply for NAAC by July 2023.
5. IQAC Coordinator presented the Action taken report of the perspective plan for quality enhancement initiatives for AY 2018-AY 2023. The members discussed and approve the Action taken report.
6. Quality initiatives for new perspective plan were discussed and draft perspective plan for AY 2023-AY 2028 to be prepared.
7. Since University NSS Cell is allocated to the college, unit of 100 Volunteers to be formed and NSS Programme Officers to be appointed.
8. Suggestions are invited from faculty regarding various NSS Activities that can be carried out in the Academic year.
9. Speakers to be shortlisted for proposal of Teachers Training Programme to be hosted with Council of Architecture –Training and Research Centre.

The meeting ended with a vote of thanks by the Chair.

Suchita Sayaji

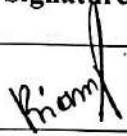
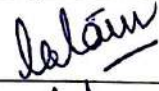

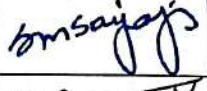


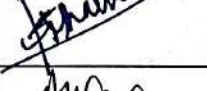
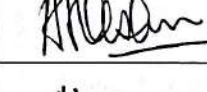
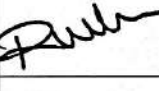
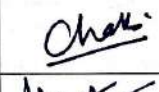
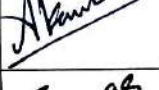
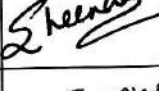
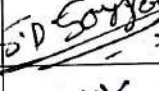


Prof. Suchita Sayaji

Chairperson



Pillai HOC College of Architecture, Rasayani

Attendees for IQAC Meeting held on 15th June 2023

S.No	Name	Position	Signature
1	Dr.Priam Pillai	Management Representative	
2	Dr.Lata Kasture Menon	Management Representative	
3	Mr.Praghesh Shah	Senior Administrative Officer	
4	Prof. Suchita M. Sayaji	Chairperson	
5	Ar. Deepali Chawak	Employer/Industrialists Member	
6	Ar. Sreejesh Pisharody	Employer/Industrialists Member	
7	Prof. Sandhya Mhatre	IQAC Co-ordinator	
8	Prof. Amrut Deshpande	Faculty Member	
9	Prof. Aswathy Rajgopal	Faculty Member	Ab
10	Prof. Amit Kadam	Faculty Member	Ab.
11	Prof. Renuka Wazalwar	Faculty Member	
12	Prof. Abhishek Chakraborty	Faculty Member	
13	Prof. Akanksha Ruchi	Faculty Member	
14	Ms. Sheena Nair	Administrative Staff (Accounts)	
15	Mr. Shahrukh Daood	Administrative Staff (Registrar)	
16	Mrs. Linju Bhaskar	Administrative Staff	
17	Mr. Hardik Dukre	Member (student)	
18	Ar. Siddhesh Satere	Alumni Member	Ab.



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Approved by COA, Government of Maharashtra and Affiliated to University of Mumbai

Inst. Code- AR3427


Action taken report

Meeting : Internal Quality Assurance Cell (IQAC) held on 15/06/2023

Agenda no.	Agenda	Action taken
1.	Reading and confirmation of MOM of IQAC meeting held on 1st March 2023	The minutes of meeting held on 1/03/2023 were read and approved by members present.
2.	Finalizing Academic Calendar	With reference to UoM Academic calendar, the Academic calendar for the semester was finalized
3.	Review of draft SSR	The committee reviewed the draft SSR and decided that institute will apply for NAAC by July 2023
4.	Review of Action taken report of perspective plan AY 2018- AY 2023	IQAC coordinator, Prof. Sandhya Mhatre presented the Action taken report of perspective plan AY 2018- AY 2023. The report was approved by the members present.
5.	Draft Perspective plan for AY 2023- AY 2028	The IQAC committee to prepare the perspective plan for AY 2023-AY 2028 and present the draft in the next meeting
6.	NSS activities	Prof. Kedar Shinde, Prof. Shivaji Sarvade and Prof. Akanksha Ruchi were appointed as the program coordinators for NSS. A unit of 100 student volunteers was formed.
7.	COA TTP programme to be hosted by the Institute	Prof. Aswathy Rajagopal and Prof. Abhishek Chakraborty to invite suggestions from faculty members and shortlist speakers for the COA TTP program.


IQAC Coordinator
(Prof. Sandhya Mhatre)




Chairperson
(Prof. Suchita Sayaji)



MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARCHITECTURE, RASAYANI
Pillai HOCL Educational Campus via Panvel, Dist. Raigad - 410207

Date 11/10/2023

NOTICE

All the members of the IQAC (Internal Quality Assurance Cell) are hereby informed to attend a meeting which will be held on 19th October 2023 at 2.00pm in the conference room.

Agenda:

1. Reading and confirmation of MOM of IQAC meeting held on 5th June 2023
2. Preparations for the NAAC peer team visit
3. Finalizing Perspective plan for AY 2023- AY 2028
4. COA TTP programme
5. IIC events and activities
6. Inviting experts for PHCOA Insight series
7. NSS activities
8. Alumni meet
9. Any other item with permission of the chair.

All the members are required to attend the meeting.

Prof. Sandhya Mhatre
IQAC Co-ordinator

Prof. Suchita Sayaji
Chairperson



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PILLAI HOC COLLEGE OF ARCHITECTURE RASAYANI

Internal Quality Assurance Cell

Venue	PHCOA	Time	2.00 pm	Date	19/10/2023
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Agenda :

1. Reading and confirmation of MOM of IQAC meeting held on 15th June 2023
2. Preparations for the NAAC peer team visit
3. Finalizing Perspective plan for AY 2023- AY 2028
4. COA TTP programme
5. IIC events and activities
6. Inviting experts for PHCOA Insight series
7. NSS activities
8. Alumni meet
9. Any other item with permission of the chair.

Minutes of Meeting

1. The Chairperson convened the meeting and welcomed the members present.
2. The minutes of meeting held on 15th June 2023 were read and approved by members present.
Proposed by – Prof. Renuka Wazalwar
Seconded by – Prof. Abhishek Chakraborty
3. The Chairperson discussed the preparation and coordination for the NAAC peer team visit and allotment of roles and duties to faculty members. Respective subject faculties to collect the Semester wise students work for display room.
4. IQAC Coordinator presented the draft of the perspective plan for AY 2023-AY 2028. Various quality initiatives were discussed, and it is decided that the suggestions from peer team will be incorporated in the final perspective plan.
5. The TTP coordinators discussed the feedback received from COA TRC for the Teachers training program to be hosted by the institute.
6. IIC coordinator discussed the events and activities to be conducted in the upcoming semester according to the IIC term calendar.

7. Discussion to invite experts in different fields of architecture as a part of PHCOA Insight series. Suggestions are invited from faculty members.
8. NSS in charge put forward to initiate implementation of the sanctioned activities in primary school of Karade village, Rasayani.
9. The Chairperson proposed to conduct an Alumni meet to encourage Alumni participation in the events and activities of the Institute.

The meeting ended with a vote of thanks by the Chair.

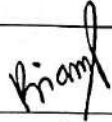
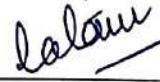

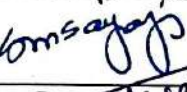


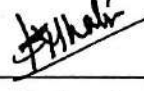

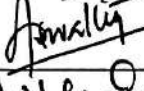

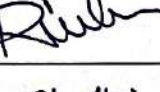




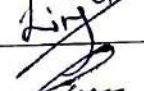


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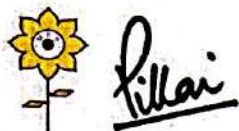
Prof. Suchita Sayaji
Chairperson



Pillai HOC College of Architecture, Rasayani

Attendees for IQAC Meeting held on 19th October 2023

S.No	Name	Position	Signature
1	Dr.Priam Pillai	Management Representative	
2	Dr.Lata Kasture Menon	Management Representative	
3	Mr.Praghesh Shah	Senior Administrative Officer	
4	Prof. Suchita M. Sayaji	Chairperson	
5	Ar. Deepali Chawak	Employer/Industrialists Member	
6	Ar. Sreejesh Pisharody	Employer/Industrialists Member	
7	Prof. Sandhya Mhatre	IQAC Co-ordinator	
8	Prof. Amrut Deshpande	Faculty Member	
9	Prof. Aswathy Rajgopal	Faculty Member	
10	Prof. Amit Kadam	Faculty Member	
11	Prof. Renuka Wazalwar	Faculty Member	
12	Prof. Abhishek Chakraborty	Faculty Member	
13	Prof. Akanksha Ruchi	Faculty Member	
14	Ms. Sheena Nair	Administrative Staff (Accounts)	
15	Mr. Shahrukh Daood	Administrative Staff (Registrar)	
16	Mrs. Linju Bhaskar	Administrative Staff	
17	Mr. Hardik Dukre	Member (student)	
18	Ar. Sagar Jog	Alumni Member	



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Action taken report

Meeting : Internal Quality Assurance Cell (IQAC) held on 19/10/2023

Agenda no.	Agenda	Action taken
1.	Reading and confirmation of MOM of IQAC meeting held on 15th June 2023	The minutes of meeting held on 15/06/2023 were read and approved by members present.
2.	Preparations for the NAAC peer team visit	Following roles and responsibilities are allotted to the faculty members: Display room – Criteria 1 : Pooja Hiremath Criteria 2 : Abhishek Chakraborty Criteria 3 : Renuka Wazalwar Criteria 4: Sagarika Mukherjee Criteria 5: Amit Kadam Criteria 6: Amrut Deshpande Criteria 7: Rajnigandha Chaudhary Hospitality – Pooja Hiremath Coordination with alumni and parents - Yugantara Kale Visit to the adopted village - Kedar Shinde, Akanksha Ruchi Coordination with students - Amit Mhatre Student Council – Amit Kadam Student work display - Aswathy Rajagopal
3.	Finalizing Perspective plan for AY 2023- AY 2028	Prof. Sandhya Mhatre, IQAC Coordinator presented the draft perspective plan 2023-2028. It was decided that the plan will be finalized after incorporating suggestions from the NAAC peer team, since the NAAC peer team visit is scheduled on 7 th and 8 th December 2023.
4.	COA TTP programme	Prof. Aswathy Rajagopal and Prof. Abhishek Chakraborty discussed the progress of the COA TTP programme and the feedback received from COA TTP.



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5.	IIC events and activities	IIC coordinator, Prof. Aswathy Rajagopal discussed the events and activities to be conducted in the upcoming semester according to the IIC term calendar.
6.	Inviting experts for PHCOA Insight series	Suggestions were invited from faculty for inviting experts in various fields for PHCOA Insight series. Shortlisted expert : Ar. Suhas Borse, Application of GRC in Architecture
7.	NSS activities	The NSS team conducted a cleaning and wall painting program of primary school in Karade village under the guidance of Prof. Kedar Shinde.
8.	Alumni meet	Alumni meet is organized on 28 th October 2023 at Hotel Royal Tulip, Kharghar. Prof. Aswathy Rajagopal and Prof. Amit Kadam are appointed to coordinate for arranging the Alumni Meet. An invitation to be sent on all the alumni groups to attend the same.


IQAC Coordinator
(Prof. Sandhya Mhatre)




Chairperson
(Prof. Suchita Sayaji)



MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARCHITECTURE, RASAYANI
Pillai HOCL Educational Campus via Panvel, Dist. Raigad - 410207

Date 14/12/2023

NOTICE

All the members of the IQAC (Internal Quality Assurance Cell) are hereby informed to attend a meeting which will be held on 22nd December 2023 at 11.00am in the conference room.

Agenda:

1. Reading and confirmation of MOM of IQAC meeting held on 19th October 2023
2. Review of NAAC peer team visit
3. Finalization of perspective plan for AY 2023-AY 2028
4. In house research publication
5. COA TTP Programme
6. Uploading of institutional data on COA portal
7. NIRF and IIRF Ranking
8. IIC Regional meet
9. Inviting experts for PHCOA Insight series
10. Any other item with permission of the chair.

All the members are required to attend the meeting.

Prof. Sandhya Mhatre
IQAC Co-ordinator



Prof. Suchita Sayaji
Chairperson

Mahatma Education Society's
PILLAI HOC COLLEGE OF ARCHITECTURE RASAYANI

Internal Quality Assurance Cell

Venue	PHCOA	Time	11.00 am	Date	22/12/2023
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Agenda :

1. Reading and confirmation of MOM of IQAC meeting held on 19th October 2023
2. Review of NAAC peer team visit
3. Finalization of perspective plan for AY 2023-AY 2028
4. In house research publication
5. COA TTP Programme
6. Uploading of institutional data on COA portal
7. NIRF and IIRF Ranking
8. IIC Regional meet
9. Inviting experts for PHCOA Insight series
10. Any other item with permission of the chair.

Minutes of Meeting

1. The Chairperson convened the meeting and welcomed the members present.
2. The minutes of meeting held on 19th October 2023 were read and approved by members present.
Proposed by – Prof. Aswathy Rajagopal
Seconded by – Prof. Amit Kadam
3. The Chairperson informed that NAAC has decided for a revisit for the institution. All the necessary preparations to be done again and faculty members to continue with the allotted roles and duties during the revisit. The committee also reviewed the feedback given by the NAAC peer team visit and discussed the necessary improvements to be made.
4. The IQAC coordinator presented the revised perspective plan for AY 2023-AY 2028 after incorporating suggestions given by the NAAC peer team. The finalization of the Perspective Plan is pending, awaiting inputs from NAAC revisit.
5. The Chairperson proposed to have an in-house research publication on Architecture and related topics. An invite to be sent to the students, alumni and faculty members for submitting their research papers.

6. COA Teachers Training Programme is scheduled online from 26th Feb to 1st March. The Program coordinator discussed about the TTP schedule and the infrastructure requirements for the same.
7. Faculty coordinators were appointed for uploading of required data on the COA portal. Semester wise students work to be compiled in a common drive for uploading.
8. Faculty Coordinators were appointed to upload data for NIRF and IIRF ranking. Strategies to score an improved ranking were discussed.
9. Experts in different fields like business management, modern architecture, modern construction techniques, environmental architecture etc. were shortlisted for the PHCOA Insight series. Shortlisted experts : Prof. Smita Dalvi, Ar. Abhijeet Pendharkar, Ar. Saurabh Popli. The list will be open for additions and review till further notice.
10. IIC coordinator shortlisted four participants from students and faculty members to be enrolled for the Institution's Innovation Council Regional Meet 2024.

The meeting ended with a vote of thanks by the Chair.

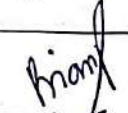
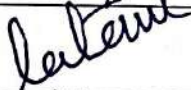

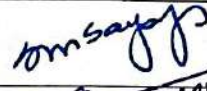
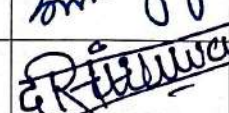

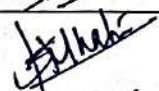
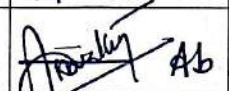
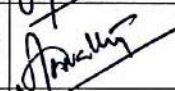





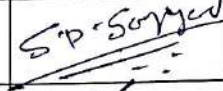

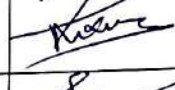



Prof. Suchita Sayaji
Chairperson



Pillai HOC College of Architecture, Rasayani

Attendees for IQAC Meeting held on 22nd December 2023

S.No	Name	Position	Signature
1	Dr.Priam Pillai	Management Representative	
2	Dr.Lata Kasture Menon	Management Representative	
3	Mr.Praghesh Shah	Senior Administrative Officer	
4	Prof. Suchita M. Sayaji	Chairperson	
5	Ar. Deepali Chawak	Employer/Industrialists Member	
6	Ar. Sreejesh Pisharody	Employer/Industrialists Member	
7	Prof. Sandhya Mhatre	IQAC Co-ordinator	
8	Prof. Amrut Deshpande	Faculty Member	
9	Prof. Aswathy Rajgopal	Faculty Member	
10	Prof. Amit Kadam	Faculty Member	
11	Prof. Renuka Wazalwar	Faculty Member	
12	Prof. Abhishek Chakraborty	Faculty Member	
13	Prof. Akanksha Ruchi	Faculty Member	
14	Ms. Sheena Nair	Administrative Staff (Accounts)	
15	Mr. Shahrukh Daood	Administrative Staff (Registrar)	
16	Mrs. Linju Bhaskar	Administrative Staff	
17	Mr. Hardik Dukre	Member (student)	
18	Ar. Sagar Jog	Alumni Member	



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Action taken report

Meeting : Internal Quality Assurance Cell (IQAC) held on 22/12/2023

Agenda no.	Agenda	Action taken
1.	Reading and confirmation of MOM of IQAC meeting held on 19th October 2023	The minutes of meeting held on 19/10/2023 were read and approved by members present.
2.	Review of NAAC peer team visit	Since NAAC has decided for a revisit for the institution, faculty members will continue with the allotted roles and duties during the revisit. Following roles and responsibilities are allotted to the faculty members: Display room – Criteria 1 : Pooja Hiremath Criteria 2 : Abhishek Chakraborty Criteria 3 : Renuka Wazalwar Criteria 4: Sagarika Mukherjee Criteria 5: Amit Kadam Criteria 6: Amrut Deshpande Criteria 7: Rajnigandha Chaudhary Hospitality – Pooja Hiremath Coordination with alumni and parents - Yugantara Kale Visit to the adopted village - Kedar Shinde, Akanksha Ruchi Coordination with students - Amit Mhatre Student Council – Amit Kadam Student work display - Aswathy Rajagopal
3.	Finalization of perspective plan for AY 2023-AY 2028	On account of scheduled revisit by NAAC, the finalization of perspective plan for AY 2023-AY 2028 is pending. However, the draft perspective plan may be implemented and suggestions post the revisit will be incorporated.



Mahatma Education Society's

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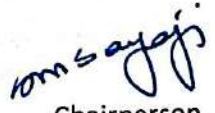
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4.	In house research publication	Prof. Aswathy Rajagopal and Prof. Sandhya Mhatre are appointed to coordinate with the students, alumni and faculties for compilation of research papers and proceed with the research publication.
5.	COA TTP Programme	Since the COA Teachers Training Programme is scheduled online, from 26 th Feb to 1 st March 2024, the Program coordinator , Prof. Abhishek Chakraborty put forth the infrastructure requirements for conducting the online program. Prof. Aswathy Rajagopal and Prof Sagarika Mukherjee are appointed as the online coordinators for the program.
6.	Uploading of institutional data on COA portal	A common drive is to be created for uploading of semester wise students' work by respective faculty incharge. Prof Sagarika Mukherjee, Prof. Sandhya Mhatre and Prof. Aswathy Rajagopal are appointed to compile and upload the institutional data on COA portal
7.	NIRF and IIRF Ranking	Prof. Akanksha Ruchi is appointed to upload the required data on the portal for NIRF and IIRF ranking.
8.	IIC Regional meet	Prof. Aswathy Rajagopal and Prof. Sandhya Mhatre are shortlisted for participating in the IIC Regional meet to be held on 6 th February 2024.
9.	Inviting experts for PHCOA Insight series	Suggestions were invited from faculty for inviting experts in various fields for PHCOA Insight series. Shortlisted experts : Prof. Smita Dalvi, Ar. Saurabh Popli, Prof. Ketan Vira


IQAC Coordinator
(Prof. Sandhya Mhatre)




Chairperson
(Prof. Suchita Sayaji)



MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARCHITECTURE, RASAYANI
Pillai HOGL Educational Campus via Panvel, Dist. Raigad - 410207

Date 01/03/2024


NOTICE

All the members of the IQAC (Internal Quality Assurance Cell) are hereby informed to attend a meeting which will be held on 11th March 2024 at 10.30am in the conference room.

Agenda:

1. Reading and confirmation of MOM of IQAC meeting held on 22nd December 2023
2. Review of NAAC peer team revisit
3. Finalization of perspective plan for AY 2023-AY 2028
4. Value added courses
5. NPTEL-SWAYAM, ACEDGE courses
6. Arcause club
7. Competitions
8. Inviting experts for PHCOA Insight series, Vimanthan
9. Any other item with permission of the chair.

All the members are required to attend the meeting.


Prof. Sandhya Mhatre
IQAC Co-ordinator



Prof. Suchita Sayaji
Principal

Mahatma Education Society's
PILLAI HOC COLLEGE OF ARCHITECTURE RASAYANI

Internal Quality Assurance Cell

Venue	PHCOA	Time	10.30 am	Date	11/03/2024
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Agenda :

1. Reading and confirmation of MOM of IQAC meeting held on 22nd December 2023
2. Review of NAAC peer team revisit
3. Finalization of perspective plan for AY 2023-AY 2028
4. Value added courses
5. NPTEL-SWAYAM, ACEDGE courses
6. Arcause club
7. Competitions
8. Inviting experts for PHCOA Insight series, Vimanthan
9. Any other item with permission of the chair.

Minutes of Meeting

1. The Chairperson convened the meeting and welcomed the members present.
2. The minutes of meeting held on 22nd December 2023 were read and approved by members present.
Proposed by – Prof. Renuka Wazalwar
Seconded by – Prof. Aswathy Rajgopal
3. The committee reviewed the feedback given by the NAAC peer team visit and discussed the necessary improvements to be made.
4. The IQAC coordinator presented the final perspective plan for AY 2023-AY 2028 after incorporating suggestions given by the NAAC peer team.
5. The Chairperson proposed to conduct Value Added Certificate Courses for the students from 3rd to 7th June. Suggestions were invited from faculty members regarding various courses that can be conducted and faculty coordinators were appointed to invite experts from various fields to conduct the courses.
6. The students to be encouraged to enrol and complete MOOC courses like NPTEL, Udemy, ACEDGE etc.

7. The ACEDGE co-ordinator to form the Arcause club of students and ensure participation of students in the various quarterly activities conducted by Arcause.
8. The Chairperson announced the upcoming competitions in Architecture. The faculties to shortlist the competition briefs to be adopted in Design studios and encourage the students to participate in various competitions.
9. Experts in different fields like hospital design, urban design etc. were shortlisted for the PHCOA Insight series. Shortlisted experts : Ar. Anupama Karnam, Ar. Yadneshwar Pathak. The list will be open for additions and review till further notice.
10. Proposals for study tours are invited from the faculties.

The meeting ended with a vote of thanks by the Chair.

Suchita Sayaji

Prof. Suchita Sayaji
Chairperson





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Action taken report

Meeting : Internal Quality Assurance Cell (IQAC) held on 11/03/2024

Agenda no.	Agenda	Action taken
1.	Reading and confirmation of MOM of IQAC meeting held on 22nd December 2023	The minutes of meeting held on 22/12/2023 were read and approved by members present.
2.	Review of NAAC peer team visit	The feedback given by NAAC peer team was reviewed and improvements to be made were discussed.
3.	Finalization of perspective plan for AY 2023-AY 2028	The perspective plan for AY 2023-AY 2028 is finalized and approved by the Committee and sent to CDC for approval.
4.	Value added courses	Prof. Aswathy Rajagopal and Prof. Sandhya are appointed as coordinators for the Value-added certificate program. The coordinators are given the responsibility to invite experts from various fields, float the programs to the students, finalize the students list and organize the Value-added certificate program from 3 rd to 7 th June 2024.
5.	NPTEL-SWAYAM ACEDGE courses	Prof. Sandhya Mhatre is given the responsibility to maintain a record of students who enroll and complete MOOC courses. The students to submit a certificate of the completed course to Prof. Sandhya
6.	Arcause club	Prof. Sandhya Mhatre is appointed to coordinate with Ethos for the formation of Arcause club and upload the quarterly events on the website



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7.	Competitions	Prof. Aswathy is appointed to approve and maintain a record of different competition briefs selected by students and allot a mentor to the students
8.	Inviting experts for PHCOA insight series	Prof. Abhishek Chakraborty is appointed as the incharge for PHCOA Insight series, Vimanthan. Prof Abhishek to coordinate with the faculty members to invite experts from various fields for the series.
9.	Any other item with permission of the chair	Prof. Aswathy is appointed as the in charge for organizing study tours. Faculties to give study tour proposals to Prof. Aswathy.


IQAC Coordinator
(Prof. Sandhya Mhatre)




Chairperson
(Prof. Suchita Sayaji)