



Minutes of the IQAC meeting with Committee Members held on 12th May at 3:00 PM in the IQAC, 4th floor of the Institute:

Members Present: 1) Dr. Reena Poojara 2) Dr. Swati Agarwal 3) Dr. Vaibhav Patil	4) Ms. Shefali Parab 5) Mr. Amit Penta
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Member(s) Absent : Dr. P.N.Nemade, , Mr. Mayur Joshi , Dr. Monika Shrimali , Ms Priyal Vishwakarma(at job),

The meeting started at 3:00 PM and Dr. Swati Agrawal opened the agenda of the meeting, for the discussions as below:

The agenda items were;

Agenda 1 – Planning for student’s internship: The director emphasized the importance of proactive and timely placement of students for internships. The responsibility for planning and execution is assigned jointly to the Career Management Cell (CMC) and all Heads of Departments (HODs).

Agenda 2 - Review and strengthen partnerships with industry to improve placement outcomes: The director will assess the effectiveness of existing industry collaborations and explore new strategic partnerships to enhance placement opportunities. Emphasis will be placed on establishing MoUs, increasing industry engagement through seminars, guest lectures, and live projects, and aligning student skillsets with current market demands to improve employability.

Agenda 3 – Introduce structured formats or digital tracking for mentoring progress and Students Profiling.: The IQAC Coordinator proposed the adoption of a uniform structure for mentor-mentee interactions, including regular documentation and progress tracking. It was proposed in the meeting that all the mentors need to maintain the profiles of the students. It was suggested that departments implement digital or manual systems to monitor the effectiveness of mentoring and ensure timely support for students.

Next IQAC meeting is scheduled in August 2026.

Prepared by:


Dr. Swati Aggarwal

Coordinator, IQAC, AIMS

Submitted to:


Dr. Reena Poojara

Chairman, IQAC, AIMS