



Minutes of the IQAC meeting with Committee Members held on 2nd January 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) Dr. Monika Shrimali	5) Ms. Shefali Parab 6) Mr. Amit Penta
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Member(s) Absent : Dr. P.N.Nemade, , Mr. Mayur Joshi , ,Ms Priyal Vishwakarma(In Lecture),

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: Subject allotment & Session Plan: The Director asked each faculty member to give their interest of subjects for semester IV as well as semester II to ensure that semesters starts on time smoothly. Faculties were instructed to prepare session plan for the same before the 1st lecture and get it signed by the director.

Agenda 2: Attendance Rules & Regulations: The Director clarified the criteria for eligibility to appear in the Final Term Examination. Students with pending fees who were previously not allowed to attend lectures must have at least 50% attendance, while others must meet the 75% attendance requirement. Medical cases will be considered at

the mentor's discretion. 10% freedom is to be given to students considering their documentation work.

Agenda 3: Research Conference: Director asked all the faculties to bring atleast three research paper from their contacts to contribute for the upcoming Research Conference 2026

Next IQAC meeting is scheduled in May 2026.

Prepared by:



Dr. Swati Agrawal
Coordinator, IQAC, AIMS

Submitted to:



Dr. Reena Poojara
Chairman, IQAC, AIMS