

**IQAC Minutes of Meeting & Action Taken Report**

Sr. No.	Discussion Point	Relevant Action Taken
1	Confirmation of minutes and action taken report of the meeting held on 07/10/2024	Minutes confirmed unanimously; ATR noted and approved by the members.
2	Review on e-books & e-journals use and subscription	Usage data presented; decision taken to renew subscriptions and increase awareness among students and staff.
3	Proposal & review of AQAR 2023-24 placed before the Governing Body	AQAR reviewed; minor updates suggested before final submission post Governing Body approval.
4	Discussion on the conduct of SWARANG 25 & TECHKNOLEDGE 25	Event committees formed; tentative schedule and budget discussed and approved.
5	Review of Committee and Cell-related activities	Activity reports of various cells submitted; suggestions given for better inter-cell coordination.
6	Initiatives by the Institutional Innovation Council (IIC)	IIC updates shared; proposal for a startup mentorship drive in Jan-Feb 2025 approved.
7	Value-added courses, NPTEL initiatives, and encouragement for students	List of upcoming courses circulated; faculty assigned to mentor NPTEL participants.
8	Purchase of new equipment and software	Requirements from departments reviewed; purchase proposal approved for Q4 2024-25.
9	Review of collaborative activities	Existing MoUs reviewed; proposal for two new academic-industry collaborations approved.
10	Review & proposal of Green Audit, Gender Equality, Environment Awareness, Human Values activities	Green Audit planned for March 2025; awareness activities scheduled from January 2025.
11	Feedback Analysis of Odd Semester	Feedback data analyzed; areas of improvement identified and shared with faculty.
12	Any other matters with the permission of the Chair	Suggestion accepted for organizing a faculty development program in April 2025.

Principal

**Principal**

Copy to:

1. The Principal, Swaminarayan Siddhanta Institute of Technology, Kalmeshwar, Dist. Nagpur - 441501
2. IQAC File
3. All HoDs
4. Registrar
5. All concerned Members

IQAC Coordinator

IQAC

Swaminarayan Siddhanta Institute  
of Technology, Kalmeshwar, Nagpur