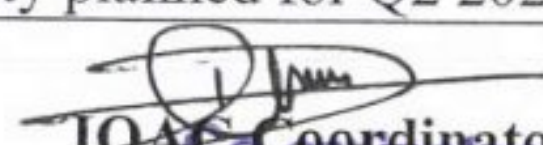




IQAC Minutes of Meeting & Action Taken Report

Sr. No.	Agenda Points (Discussion)	Action Taken / Decision
1	Confirmation of minutes and ATR of the meeting held on 17/12/2024	Minutes and ATR were confirmed and approved unanimously.
2	Grant of Autonomous Status	The proposal for applying for autonomous status was reviewed. Process initiation assigned to a dedicated committee.
3	Review and formation of institutional policies	Revised policies on research, mentoring, and IT usage approved. Drafting of new policy on sustainability initiated.
4	Appointment of staff	Approval given for recruitment of faculty in Civil, CSE, and supporting staff. Advertisement and interview process to begin.
5	Review and formation of committees	Committees restructured for IQAC sub-units, academic audit, and green audit. New heads assigned.
6	Conduction of SWARANG 25, TECHKNOLEDGE 25 & Virtual Reality Workshop	Events successfully conducted; feedback recorded. Appreciation noted for coordinators. Reports submitted to IQAC.
7	Review of FDPs/Workshops	3 FDPs and 2 student development programs were conducted successfully. Upcoming plans for AI/ML FDPs discussed.
8	Training & placement drives	Drives conducted with 7 companies; placement of 22 students recorded. Alumni-specific T&P drives planned.
9	Value-added courses & NPTEL initiatives	Enrollment in NPTEL and 5 VACs noted. Departments advised to increase awareness and mentoring support.
10	Departmental Student Association Activities	All departments submitted their activity calendars. More interdepartmental activities encouraged.
11	Class conduction planning	Reviewed department-wise academic progress. Instructions given to maintain teaching logs and coverage tracking.
12	Internal examinations for Even Semester	Schedule finalized for mid-semester exams in May 2024. Instructions for timely paper setting and evaluation issued.
13	Admission promotional activities 2025-26	Strategy approved involving digital campaigns, school visits, and alumni endorsements. Action team formed.
14	Future academic plan for 2025-26	Focus areas identified: digital learning, research culture, and student innovation. Departments to submit annual plans by May.
15	Any other matter with permission of Chair	Proposal for "One Faculty, One Patent" initiative accepted. CSR-based outreach activity planned for Q2 2024.


Principal


IQAC Coordinator
IQAC

- Copy to:
1. The Principal
Swaminarayan Siddhanta Institute of Technology, Kalmeshwar,
 2. IQAC File
 3. All HoDs
 4. Registrar
 5. All concerned Members

Swaminarayan Siddhanta Institute
 of Technology, Kalmeshwar, Nagpur