DTE Institute Code : 6217

Estd 2009

Shri Balasaheb Mane Shikshan Prasarak Mandal's

ASHOKRAO MANE GROUP OF INSTITUTIONS

An Autonomous Institute

Address : Vathar Tarf Vadgaon, Tal. Hatkanangale, Dist. Kolhapur - 416 112 (Maharashtra)

Phone : (0230) 2407740, 2407760 Fax : (0230) 2407750 Email : director@amgoi.edu.in Website : www.amgoi.org

Approved by : AICTE, New Delhi No. F-No. MS (NewInt) 2009 / 08, Higher & Technical Education Department, Govt. of Maharashtra, Directorate of Technical Education, Mumbai. Affiliated to : Dr. Babasaheb Ambedkar Technological University, Lonere - Raigad. (B.Tech. & M.Tech. Programs). Shivaji University, Kolhapur. (MBA Program).

Accredited by NAAC

Founder President
Late Shri. Ashokrao Mane

President
Hon. Shri. Vijaysinh A. Mane

INTERNAL QUALITY ASSURANCE CELL
LIST OF MEMBERS
(ACADEMIC YEAR 2025-26 TO 2027-28)

Sr.	Names of the Members	Organization	Designation
1	Dr. Mrs. Sangeeta R. Chougule	Director, AMGOI, Vathar	Chairman
2	Prof. Pravin B. Ghewari	Campus Director and Associate Professor, AMGOI, Vathar	Member
3	Mrs. Manisha V. Mane	NGO (Ashokrao Mane Social Foundation) (Representative from local society)	Member
4	Mr. Yashwant R. Patil	Director, BMSPM, Ambap	Member
5	Prof. Dr. A. C. Adamuthe	Professor & HOD, Department of Information Technology Rajarambapu Institute of Technology, Islampur	Member
6	Mr. Milind K. Paramane	MD, Yash Enterprises, Ichalkaranji, Maharashtra, India.	Member
7	Mr. Pravin T. Patil	Manager - Quality Assurance Kirloskar Oil Engine Ltd., Kagal, Kolhapur	Member
8	Dr. Seema S. Patil	Dean- Academics, AMGOI, Vathar	Member
9	Dr. Jaydeep M. Shinde	Dean- Student Affairs, AMGOI, Vathar	Member
10	Dr. Vinaya K. Thombare	Dean R & D, AMGOI, Vathar	Member
11	Prod. Dr. S. S. Sutar	I/C Direcor, MBA, AMGOI, Vathar	Member
12	Mr. Rahul B. Bodake	Registrar, AMGOI, Vathar	Member
13	Prof. Avinash A. Uthale	Training & Placement Officer, AMGOI, Vathar	Member
14	Prof. Rohit P. Patil	Controller of Examination, AMGOI, Vathar	Member
15	Dr. Digvijay J. Powar	HOD, E&TC Engineering, AMGOI, Vathar	Member
16	Dr. Amol A. Suryawanshi	HOD, Applied Science & Humanities, AMGOI, Vathar	Member
17	Prof. Suraj S. Redekar	HOD,Computer Science & Engineering, AMGOI, Vathar	Member
18	Mr. Sambhaji Dattu Patil	Parent Representative	Member
19	Mr. Sumit A. Kokitkar	Senior Managing Consultant Exusia Pvt Ltd., Pune (Alumni Representative)	Member
20	Mr. Nishant S. Sakhare	Student Representative, AMGOI, Vathar (ME)	Member
21	Dr. Amit S. Shelake	Dean-IQAC, AMGOI, Vathar	Member Secretay

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
Ashokrao Mane Group Of Institutions
Vathar Tarf Vadgaon, Tal. Hatkanangale
Dist. Kolhapur, Maharashtra - 416112

Record No.: AMGOI/IQAC/101

INTERNAL QUALITY ASSURANCE CELL

Date- 10/09/2025

MEETING NOTICE

ACADEMIC YEAR 2025-26 (MEETING NO- 1)

All the members of **Internal Quality Assurance Cell** of Institute are hereby kindly requested to attend themeeting (Meeting No. 1) for the academic year 2025-26.

- Day & Date- **22/09/2025 (Monday)**
- Time- **11.00 am**
- Venue- **Board Room, AMGOI, Vathar**

Agenda of the meeting

1. Welcome address by Director.
2. Review of the previous meeting with action taken report by Dean, IQAC.
3. Presentation of five years strategic plan by Dean, IQAC.
4. Presentation of Action Plan by Dean, Academics
5. Presentation of Action Plan by Dean, Student Affairs
6. Presentation of Action Plan by Dean, Research and Development
7. Seeking Expert suggestions
8. Finalization of schedule for
   a. Internal Academic and Administrative Audit 2024-25 (Even semester) and
   b. Internal Academic and Administrative Audit 2025-26 (Odd semester)
9. Any other points, with the permission of chair
10. Vote of thanks.

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
Ashokrao Mane Group Of Institutions
Vathar Tarf Vadgaon, Tal. Hatkanangale
Dist. Kolhapur, Maharashtra - 416112

Record No.: AMGOI/IQAC/102

INTERNAL QUALITY ASSURANCE CELL

Date-22/09/2025

MINUTES OF MEETING

ACADEMIC YEAR 2025-26

MEETING NO- 1

(22/09/2025)

Attendance of the meeting

Sr.	Names of the Members	Committee Specifics	Sign
1	Dr. Mrs. Sangeeta R. Chougule	Chairman	
2	Prof. Pravin B. Ghewari	Member	
3	Mrs. Manisha V. Mane	Member	
4	Mr. Yashwant R. Patil	Member	AR
5	Prof. Dr. A. C. Adamuthe	Member	
6	Mr. Milind K. Paramane	Member	
7	Mr. Pravin T. Patil	Member	online Presence
8	Dr. Seema S. Patil	Member	
9	Dr. Jaydeep M. Shinde	Member	
10	Dr. Vinaya K. Thombare	Member	
11	Prod. Dr. S. S. Sutar	Member	
12	Mr. Rahul B. Bodake	Member	
13	Prof. Avinash A. Uthale	Member	
14	Prof. Rohit P. Patil	Member	
15	Dr. Digvijay J. Pawar	Member	
16	Dr. Amol A. Suryawanshi	Member	
17	Prof. Suraj S. Redekar	Member	
18	Mr. Sambhaji Dattu Patil	Member	Absent
19	Mr. Sumit A. Kokitkar	Member	online presence.
20	Mr. Nishant S. Sakhare	Member	
21	Dr. Amit S. Shelake	Member Secretary	

Details of the meeting

- Time- 11.00 am
- Venue- Board Room, AMGOI, Vathar

Minutes of the meeting

1. **Welcome address by Director.**
   The meeting commenced at 11:00 am with a warm welcome by Dr. (Mrs.) Sangeeta R. Chougule, Director & Chairperson, IQAC. She greeted all members and highlighted the importance of sustained quality enhancement in academics, research, and institutional processes.

2. **Review of the previous meeting with action taken report by Dean, IQAC.**
   Dean IQAC, Dr. A. S. Shelake, presented the Action Taken Report of the previous meeting. All members acknowledged the actions taken and approved the ATR.

3. **Presentation of five years strategic plan by Dean, IQAC.**
   Dean IQAC presented the updated Five-Year Strategic Plan, emphasizing:
   - Effective implementation of National Education Policy (NEP) 2020
   - Increasing quality and quantity of placements
   - Achieve Accreditation and Recognition
   - Increasing SWAYAM, NPTEL certifications
   - Organizing FDPs, STTPs, Workshops, Training, Technical competitions for enhancement of Knowledge, Skills and Attitude
   - Strengthening Research and Incubation
   - Students Centric Initiative

   Members appreciated the plan and suggested to consider all these points for appraisal.

4. **Presentation of Action Plan by Dean, Academics**
   Dean, Academics, Dr. Seema S. Patil shared the academic plan for academic year 2025-26. She also elaborated about the completed and ongoing activities.
   Prof. Dr. A. C. Adamuthe emphasized the critical importance of strict adherence to the Academic Calendar under the institute's Autonomy status. He highlighted that all departments must align teaching plans, assessments, and academic activities precisely with the approved academic calendar to maintain institutional discipline and compliance with autonomous regulations.

5. **Presentation of Action Plan by Dean, Student Affairs**
   The Dean, Student Affairs, Dr. J. M. Shinde, detailed student development, technical events, sports, NSS, efforts taken for skill development through various dedicated platforms and soft-skills activities. He also briefed about the activities under various Student clubs.
   Mr. Pravin T. Patil appreciated the activities under skill development department and they also suggested to have maximum focus on building industry ready engineers.

6. **Presentation of Action Plan by Dean, Research and Development**
   Dean, Research and Development, Dr. Vinaya K. Thombare presented plans to:
   - Increase publication output in Scopus/SCI journals.
   - Encourage patent filing and innovation competitions.
   - Establish R&D culture in emerging technologies.

   Mrs. Manisha V. Mane appreciated the individual and department-level R&D targets and suggested to implement similar action plan for MBA.

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ASHOKRAO MANE GROUP OF INSTITUTIONS
Tal. Hatkanangale Dist. Kolhapur
Vathar Tarf Vadgaon

7. **Seeking Expert suggestions**
Suggestions were invited from all the expert members. External and senior faculty experts provided key suggestions:
   - Mr. Milind K. Paramane suggested to sstrengthen a centralized documentation system for IQAC considering accreditation (NAAC, NBA, ISO)
   - Mr. Yashwant R. Patil suggested to strengthen alumni engagement for training, internships, and funding.
   - Prof. Pravin B. Ghewari suggested to conduct periodic bench-marking with reputed institutions.

8. **Finalization of schedule for**

a. **Internal Academic and Administrative Audit 2024-25 (Even semester)**
It was decided to schedule an Internal Academic and Administrative Audit 2024-25 (Even semester) in the 1st week on December, 2025.

b. **Internal Academic and Administrative Audit 2025-26 (Odd semester)**
It was decided to schedule an Internal Academic and Administrative Audit 2025-26 (Odd semester) in the 4st week on December, 2025.

9. **Any other points, with the permission of chair**
Proposal to start a training program for non-teaching staff was discussed. Also, members recommended upgrading the Learning Management System for better academic tracking.

10. **Vote of thanks.**
Dr. A. S. Shelake, Dean IQAC, proposed a vote of thanks, expressing gratitude to the Chairperson and all members for their valuable contributions.
The meeting concluded at 12:30 pm.

Dr. (Mrs.) S. R. Chougule
Director
Dr. Mrs. S. R. Chougule
DIRECTOR
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Record No.: AMGOI/IQAC/119

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT OF PREVIOUS MEETING

PREVIOUS MEETING DATE- (25/04/2025)

Sr. No.	Action Item Description	Assigned To & Target Date	Completion Status	Actions Taken / Summary of Completion	Remarks / Next Steps
1	• To carry out detailed academic planning considering the autonomy status. • To refer the academic policies of various reputed universities and institutes.	Dr. S. S. Patil, Dr. S. S. Sarade & Mr. R. P. Patil (31st May 2025)	Completed	• Detailed academic planning have been made by referring the details of reputed universities and Institutes. • All the academic policies have reviewed and approved by Board of studies and Academic Council	• Effective execution of the same
2	• To revise and re-frame administrative policies considering the autonomy status. • To plan a visit to various reputed universities and institutes	Prof. P. B. Ghewari & Mr. R. B. Bodake (31st May 2025)	Completed	• Administrative policies have been revised. • Establishment of Various statutory and Non statutory committees have been established. • The approval of these committees has been taken from the academic council and Board of Governors. • A visit to RIT, Islampur (Empowered Autonomous Institute) was conducted	• Effective execution of the same
3	• To prepare a policy document of the respective section mentioning minute details. • To have a rigorous follow up system for effective execution all policies and activities under each section.	All Deans and respective section heads (31st May 2025)	Completed & Ongoing	• All sections have prepared their policy documents. • All policies have reviewed and approved by Local Management committee, Academic Council and Board of Governors. • IQAC is taking regular follow ups.	• Effective execution of the same • Regular follow ups
4	• To prepare phase-wise planning to undergo NBA accreditation. • To start preparations from upcoming academic year	Dr. B. A. Jadhawar (2026-27)	Completed & Ongoing	• A review of eligible programs have been taken and action plan has been prepared. • Action plan have reviewed and approved by Local Management committee, Academic Council and Board of Governors. • Preparations have been started	• NBA orientation Programs • Monthly follow ups

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. (Mrs.) S. R. Chougule
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Dist. Kolhapur, Maharashtra - 416112

Record No.: AMGOI/IQAC/101

INTERNAL QUALITY ASSURANCE CELL

Date- 17/11/2025

MEETING NOTICE

ACADEMIC YEAR 2025-26 (MEETING NO- 2)

All the members of **Internal Quality Assurance Cell** of Institute are hereby kindly requested to attend themeeting (Meeting No. 2) for the academic year 2025-26.

- Day & Date- **04/12/2025 (Thursday)**
- Time- **11.00 am**
- Venue- **Board Room, AMGOI, Vathar**

Agenda of the meeting

1. Welcome address by Director.
2. Review of the previous meeting with action taken report by Dean, IQAC.
3. Discussion and corrective actions on Internal Academic and Administrative Audit Report 2024-25 (Even semester)
4. Planning of activities for internal stakeholders.
5. Submission of AQAR
6. Conduction of External Academic Audit of 2024-25 and report submission to DBATU
7. Seeking Expert suggestions for overall development of the Institute
8. Any other points, with the permission of chair
9. Vote of thanks.

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
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Record No.: AMGOI/IQAC/102

INTERNAL QUALITY ASSURANCE CELL

Date-04/12/2025

MINUTES OF MEETING

ACADEMIC YEAR 2025-26

MEETING NO- 2

(04/12/2025)

Attendance of the meeting

Sr.	Names of the Members	Committee Specifics	Sign
1	Dr. Mrs. Sangeeta R. Chougule	Chairman	
2	Prof. Pravin B. Ghewari	Member	
3	Mrs. Manisha V. Mane	Member	
4	Mr. Yashwant R. Patil	Member	Absent
5	Prof. Dr. A. C. Adamuthe	Member	
6	Mr. Milind K. Paramane	Member	
7	Mr. Pravin T. Patil	Member	Online
8	Dr. Seema S. Patil	Member	
9	Dr. Jaydeep M. Shinde	Member	
10	Dr. Vinaya K. Thombare	Member	
11	Prod. Dr. S. S. Sutar	Member	
12	Mr. Rahul B. Bodake	Member	
13	Prof. Avinash A. Uthale	Member	
14	Prof. Rohit P. Patil	Member	
15	Dr. Digvijay J. Powar	Member	Absent
16	Dr. Amol A. Suryawanshi	Member	
17	Prof. Suraj S. Redekar	Member	
18	Mr. Sambhaji Dattu Patil	Member	Absent
19	Mr. Sumit A. Kokitkar	Member	Online
20	Mr. Nishant S. Sakhare	Member	
21	Dr. Amit S. Shelake	Member Secretary	

Details of the meeting

- Time- 11.00 am
- Venue- Board Room, AMGOI, Vathar

Minutes of the meeting

1. **Welcome address by Director.**
   Dr. (Mrs.) Sangeeta R. Chougule, Director, formally welcomed all the members to the meeting. She appealed to everyone for their valuable inputs during the meeting.

2. **Review of the previous meeting with action taken report by Dean, IQAC.**
   Dean, IQAC, Dr. A. S. Shelake reviewed the last meeting held on 22/09/25 and presented the Action Taken Report (ATR). Accordingly, the strategic plan implementation has begun across departments, Academic R & D and Student development activities are being executed as per the approved action plans.
   All external experts appreciated the Management, Campus Director, Directors, all Deans, HODs and all teaching and non-teaching staff for achieving huge success in the International Summit and International Conferences. All the activities were found to be meeting the action plan.

3. **Discussion and corrective actions on Internal Academic and Administrative Audit Report 2024-25 (Even semester).**
   As decided in the previous meeting, the internal audit for 2024-25 is in process. Mr. Milind K. Paramane suggested taking corrective actions before the external audit and also suggested revising the Internal Audit formats (for internal audit of 2025-26 under autonomy), if possible, considering NBA and NAAC SSR/SAR.

4. **Planning of activities for internal stakeholders.**
   Mrs. Manisha V. Mane instructed to organize maximum activities for internal stakeholders, including students and staff. She emphasized on organizing a workshops on enhancing professional skills for non-teaching staff. Dr. Mrs. Sangeeta R. Chougule assured about the same to all.

5. **Submission of AQAR**
   Dean IQAC briefed about the status of AQAR preparations.
   Prof. Dr. A. C. Adamuthe strictly advised to make the necessary compliance and complete the work before deadlines. Dean, IQAC assured everyone that the submission of AQAR will be done effectively within the stipulated time.
   - Deadline for departmental submission: 15th December 2025
   - Compilation and review: 16th –22nd December 2025
   - Final AQAR submission to NAAC: As per the notification (probably before 31/12/2025)

6. **Conduction of External Academic Audit of 2024-25 and report submission to DBATU**
   As per the instructions from DBATU, Dr. (Mrs.) Sangeeta R. Chougule, Director conveyed that the External Academic Audit of 2024-25 will be done on 12/12/2025. She further informed that Dr. S. M. Pore, Associate Professor, DBATU, Lonere and Dr. P. D. Patil, Associate Professor, Shivaji University, Kolhapur, have been appointed as External Auditors.



7. **Seeking Expert suggestions for overall development of the Institute**
Key suggestions were invited from all members for overall development of the Institute. Accordingly, Prof. P. B. Ghewari appreciated team efforts of all staff during International Summit and International Conference and informed to continue the same in future.

8. **Any other points, with the permission of chair**
Nil

9. **Vote of thanks.**
Dr. A. S. Shelake, Dean IQAC, proposed a vote of thanks, expressing gratitude to the Chairperson and all members for their valuable contributions.
The meeting concluded at 12:00 pm.

Dr. (Mrs.) S. R. Chougule
Director
Dr. Mrs. S. R. Chougule
DIRECTOR
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Record No.: AMGOI/IQAC/119

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT OF PREVIOUS MEETING

PREVIOUS MEETING DATE- (22/09/2025)

Sr. No.	Action Item Description	Assigned To & Target Date	Completion Status	Actions Taken / Summary of Completion	Remarks / Next Steps
1	• To consider all points of strategic plan for appraisal	Dr. A. S. Shelake 2025-26	Ongoing	• All points have been considered in appraisal	• Effective execution of the same • Regular follow ups
2	• To align teaching plans, assessments, and academic activities precisely with the approved academic calendar to maintain institutional discipline and compliance with autonomous regulations.	Dr. S. S. Patil 2025-26	Ongoing	• All activities are being conducted strictly as per the academic calendar	• Effective execution of the same • Regular follow ups
3	• To have maximum focus on building industry ready engineers.	Dr. J. M. Shinde 2025-26	Ongoing	• Efforts are being taken to build industry ready engineering through Skill Development Department	• Effective execution of the same • Regular follow ups
4	• To implement similar action plan of R & D cell for MBA.	Dr. V. K. Thombare 2025-26	Ongoing	• Same R & D policies and same action plan is also made mandatory for MBA section. • Effective implementation of the same is going on at MBA.	• Effective execution of the same • Regular follow ups

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S.R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
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Record No.: AMGOI/IQAC/101

INTERNAL QUALITY ASSURANCE CELL

Date- 10/02/2026

MEETING NOTICE

ACADEMIC YEAR 2025-26 (MEETING NO- 3)

All the members of **Internal Quality Assurance Cell** of Institute are hereby kindly requested to attend the meeting (Meeting No. 3) for the academic year 2025-26.

- Day & Date- **23/02/2026 (Monday)**
- Time- **11.00 am**
- Venue- **Board Room, AMGOI, Vathar**

Agenda of the meeting

1. Welcome address by the Director.
2. Review of the previous meeting with the action taken report by the Dean, IQAC.
3. Discussion and corrective actions on Internal Academic and Administrative Audit Report 2025-26 (Odd semester)
4. Planning of activities for internal stakeholders.
5. Preparation of AQAR (2024-25 and 2025-26 Odd sem)
6. Review of NBA-related work
7. Seeking expert suggestions for the overall development of the Institute
8. Any other points, with the permission of the chair
9. Vote of thanks.

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
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Record No.: AMGOI/IQAC/102

INTERNAL QUALITY ASSURANCE CELL

Date-23/02/2026

MINUTES OF MEETING

ACADEMIC YEAR 2025-26

MEETING NO 3

(23/02/2026)

Attendance of the meeting

Sr.	Names of the Members	Committee Specifics	Sign
1	Dr. Mrs. Sangeeta R. Chougule	Chairman	
2	Prof. Pravin B. Ghewari	Member	
3	Mrs. Manisha V. Mane	Member	ABSENT
4	Mr. Yashwant R. Patil	Member	ABSENT
5	Prof. Dr. A. C. Adamuthe	Member	
6	Mr. Milind K. Paramane	Member	ABSENT
7	Mr. Pravin T. Patil	Member	Online
8	Dr. Seema S. Patil	Member	
9	Dr. Jaydeep M. Shinde	Member	
10	Dr. Vinaya K. Thombare	Member	
11	Prod. Dr. S. S. Sutar	Member	
12	Mr. Rahul B. Bodake	Member	
13	Prof. Avinash A. Uthale	Member	
14	Prof. Rohit P. Patil	Member	
15	Dr. Digvijay J. Powar	Member	
16	Dr. Amol A. Suryawanshi	Member	
17	Prof. Suraj S. Redekar	Member	
18	Mr. Sambhaji Dattu Patil	Member	
19	Mr. Sumit A. Kokitkar	Member	online
20	Mr. Nishant S. Sakhare	Member	
21	Dr. Amit S. Shelake	Member Secretary	

Details of the meeting

- Time- 11.00 am
- Venue- Board Room, AMGOI, Vathar

Minutes of the meeting

1. Welcome address by the Director.

   The meeting commenced with a welcome address by the Dr. Mrs. Sangeeta R. Chougule, Director, who greeted all members and emphasized the importance of continuous quality improvement and collaborative efforts for institutional development.

2. Review of the previous meeting with the action taken report by the Dean, IQAC.

   The Dean, IQAC, presented the review of the previous meeting along with the Action Taken Report. All members noted the progress made on previously assigned tasks and appreciated the efforts of concerned departments.

3. Discussion and corrective actions on Internal Academic and Administrative Audit Report 2025-26 (Odd semester)

   The Internal Audit Report was discussed in detail. Key observations were highlighted, and necessary corrective actions were proposed. Departments were instructed to address identified gaps within stipulated timelines.

   Also, the discussion was based on the audit conducted for the academic year 2024-25 by Dr Babasaheb Ambedkar Technological University, Lonere, in December 2025. The university declared the institute's performance "Excellent," a recognition appreciated by all members.

4. Planning of activities for internal stakeholders.

   Various academic, co-curricular, and administrative activities were proposed for students, faculty, and staff. Mr. Yashwant R. Patil emphasized giving focus on the professional development of faculty.

5. Preparation of AQAR (2024-25 and 2025-26 Odd sem)

   The preparation status of AQAR reports was reviewed by Dr. A. C. Adamuthe. It was observed that the data for the academic year 2024-25 has been prepared and is ready. The data for the academic year 2025-26 is being prepared and will be ready at the end of this academic year. The deadline was decided as 30/07/2026.

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Accordingly, responsibilities were assigned for timely data collection, documentation, and submission. Members were instructed to ensure accuracy and completeness.

6. Review of NBA-related work

The progress of NBA accreditation work was reviewed. Departments presented updates on the criteria-wise documentation. It was observed that the NBA work is going on as per the decided schedule. The Director stressed adherence to timelines and quality benchmarks.

7. Seeking expert suggestions for the overall development of the Institute

Prof. Pravin B. Ghewari, Campus Director, appealed to all for their valuable inputs for the overall development of the Institute. Several points related to institutional improvement were discussed, including infrastructure upgrades as per the increase in intake and strengthening alumni engagement for better placements.

Members also discussed the need for expert guidance in areas such as research, industry collaboration, and curriculum enhancement. It was decided to invite external experts for consultation. Mr. Pravin T. Patil and Mr. Sumit A. Kokitkar suggested to undergo ISO certification along with NBA that will be beneficial for the standardization of processes and documentation.

8. Any other points, with the permission of the chair

Nil

9. Vote of thanks.

Dr. A. S. Shelake, Dean IQAC, proposed a vote of thanks, expressing gratitude to the Chairperson and all members for their valuable contributions.

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
Ashokrao Mane Group Of Institutions
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Dist. Kolhapur, Maharashtra - 416112

Record No.: AMGOI/IQAC/119

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT OF PREVIOUS MEETING

PREVIOUS MEETING DATE- (04/12/2025)

Sr. No.	Action Item Description	Assigned To & Target Date	Completion Status	Actions Taken / Summary of Completion	Remarks / Next Steps
1	• To take necessary corrective actions before the external DBATU audit	Dr. A. S. Shelake 12/12/2025	Completed	• Corrective actions taken • Received 'Excellent' remark by DBATU	--
2	• To revise the internal audit formats for the audit under autonomy for the academic year 2025-26	Dr. A. S. Shelake December, 2025	Completed	• Revisions have been made • Revised audit form is prepared by considering NBA and NAAC criteria	• Effective implementation of the same
3	• To organize maximum activities for internal stakeholders	Dr. J. M. Shinde 2025-26	Ongoing	• Various activities for professional development have been organised and are being organised	--
4	• To make necessary compliance and to complete the AQAR work before the deadline	Dr. A. S. Shelake 15/12/2025	Completed	• AQAR report and all supportive documents are ready in soft and hard form for submission to the NAAC portal (AQAR-NAAC portal is not active so far)	• Submission of the AQAR report to the AQAR-NAAC portal when the portal becomes active.
	• To conduct an external DBATU audit for 2024-25 and submit the report to DBATU	Dr. A. S. Shelake 31/12/2025	Completed	• External DBATU audit conducted on 12/12/2026 • Reports submitted to DBATU • Received 'Excellent' remark by DBATU	• Maintaining the same remark hereafter

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
Ashokrao Mane Group Of Institutions
Vathar Tarf Vadgaon, Tal. Hatkanangale
Dist. Kolhapur, Maharashtra - 416112

Record No.: AMGOI/IQAC/101

INTERNAL QUALITY ASSURANCE CELL

Date- 11/05/2026

MEETING NOTICE

ACADEMIC YEAR 2025-26 (MEETING NO- 4)

All the members of **Internal Quality Assurance Cell** of Institute are hereby kindly requested to attend the meeting (Meeting No. 4) for the academic year 2025-26.

- Day & Date- **29/05/2026 (Friday)**
- Time- **11.00 am**
- Venue- **Board Room, AMGOI, Vathar**

Agenda of the meeting

1. Welcome address by the Director.
2. Review of the previous meeting with the action taken report by the Dean, IQAC.
3. Discussion on Strategic Planning (Yearly action plan) for the academic year 2026-27.
4. Revision and finalization of various Institutional Policies for the academic year 2026-27.
5. Conduction of External Academic & Administrative Audit for the academic year 2025-26 as per UCG guidelines for an Autonomous Institute.
6. Review of NBA-related work
7. Any other points, with the permission of the chair
8. Vote of thanks.

Dr. A. S. Shelake
Dean, IQAC

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
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Vathar Tarf Vadgaon, Tal. Hatkanangale
Dist. Kolhapur, Maharashtra - 416112

Record No.: AMGOI/IQAC/102

INTERNAL QUALITY ASSURANCE CELL

Date-29/02/2026

MINUTES OF MEETING

ACADEMIC YEAR 2025-26
MEETING NO - 4
(29/05/2026)

Attendance of the meeting

Sr.	Names of the Members	Committee Specifics	Sign
1	Dr. Mrs. Sangeeta R. Chougule	Chairman	
2	Prof. Pravin B. Ghewari	Member	
3	Mrs. Manisha V. Mane	Member	ABSENT
4	Mr. Yashwant R. Patil	Member	ABSENT
5	Prof. Dr. A. C. Adamuthe	Member	
6	Mr. Milind K. Paramane	Member	ONLINE PRESENCE
7	Mr. Pravin T. Patil	Member	ONLINE PRESENCE
8	Dr. Seema S. Patil	Member	
9	Dr. Jaydeep M. Shinde	Member	
10	Dr. Vinaya K. Thombare	Member	
11	Prod. Dr. S. S. Sutar	Member	
12	Mr. Rahul B. Bodake	Member	
13	Prof. Avinash A. Uthale	Member	
14	Prof. Rohit P. Patil	Member	ABSENT
15	Dr. Digvijay J. Powar	Member	
16	Dr. Amol A. Suryawanshi	Member	
17	Prof. Suraj S. Redekar	Member	
18	Mr. Sambhaji Dattu Patil	Member	
19	Mr. Sumit A. Kokitkar	Member	ONLINE PRESENCE
20	Mr. Nishant S. Sakhare	Member	
21	Dr. Amit S. Shelake	Member Secretary	

Details of the meeting

- Time- 11.00 am
- Venue- Board Room, AMGOI, Vathar

Minutes of the meeting

1. Welcome address by the Director.

   The meeting commenced with a welcome address by Dr. Mrs. Sangeeta R. Chougule, Director, who greeted all members and emphasized the importance of continuous quality improvement and collaborative efforts for institutional development. She also recalled the vision and missions of the institute.

2. Review of the previous meeting with the action taken report by the Dean, IQAC.

   The Dean, IQAC, presented the review of the previous meeting along with the Action Taken Report. All members noted the progress made on previously assigned tasks and appreciated the efforts of concerned departments.

3. Discussion on Strategic Planning (Yearly action plan) for the academic year 2026-27.

   Dr. A. S. Shelake presented the five-year Strategic Plan, and he also presented the Action Plan for the academic year 2026-27. Prof. Dr. A. C. Adamuthe suggested to conduct several awareness sessions for the faculty to make them aware of the ways to achieve the targeted goal. Mr. Pravin T. Patil showed his interested to conduct any kind of such session if required. All appreciated his interest and also approved the action plan.

4. Revision and finalization of various Institutional Policies for the academic year 2026-27.

   Mr. R. B. Bodake, Registrar, Dr. S. S. Patil, Dean-Academics, Dr. J. M. Shinde, Dean-Students Affairs, Dr. V. K. Thombare, Dean- R & D and Dr. A. S. Shelake, Dean- IQAC presented their existing policies to all members. Prof. Dr. A. C. Adamuthe suggested several changes in various policies. He further informed that the policies should be revised considering five years strategic plan. Mr. Milind K. Paramane highlighted the importance of such policies in an autonomous institute and for certifications like ISO. Mr. Sumit A. Kokitkar also informed to have detailed policy and Standard Operating Procedures (SOP) for the implementation of all policies.

SHRI BALASAHEB MANE SHIKSHAN PRASARAK MANDAL'S ASHOKRAO MANE GROUP OF INSTITUTIONS Vathar Tarf Vadgaon Tal. Hatkanangale Dist. Kolhapur

5. Conduction of External Academic & Administrative Audit for academic year 2025-26 as per UCG guidelines for Autonomous Institute.

   Director Dr. Mrs. Sangeeta R. Chougule informed all that it is mandatory to conduct the External Academic & Administrative Audit for the academic year 2025-26. Accordingly, the institute is planning to conduct the same in August. All members approved the same.

6. Review of NBA-related work

   The progress of NBA accreditation work was reviewed. Departments presented updates on the criteria-wise documentation. It was observed that the NBA work is progressing as per the agreed schedule. The Director stressed adherence to timelines and quality benchmarks.

   Prof. Dr A. C. Adamuthe suggested sending the Prequalifier to all external experts for their suggestions and also conducting a demo visit before submitting the SAR.

7. Any other points, with the permission of the chair

   Nil

8. Vote of thanks.

   Dr. A. S. Shelake, Dean IQAC, proposed a vote of thanks, expressing gratitude to the Chairperson and all members for their valuable contributions.

Dr. (Mrs.) S. R. Chougule
Director

Dr. Mrs. S. R. Chougule
DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal's
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Shri Balasaheb Mane Shikshan Prasarak Mandal's
ASHOKRAO MANE GROUP OF INSTITUTIONS
Vathar Tarf Vadgaon | Kolhapur | Maharashtra
An Autonomous Institute

Record No.: AMGOI/IQAC/119

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT OF PREVIOUS MEETING

PREVIOUS MEETING DATE- (23/02/2026)

Sr. No.	Action Item Description	Assigned To & Target Date	Completion Status	Actions Taken / Summary of Completion	Remarks / Next Steps
1	• To give focus on the professional development of the faculty	Dr. A. S. Shelake	Completed	• Faculties are being made aware of their personal and profession growth during every meeting and discussions	--
2	• To undergo ISO certification	Dr. A. S. Shelake	Ongoing	• It was decided to prepare for NBA initially and to go for ISO after NBA visit.	• Maintaining all documents as per standard norms.
3	• To prepare AQAR for 2024-25 and 2025-26	Dr. A. S. Shelake	Ongoing	• AQAR report and all supportive documents are ready in soft and hard form for submission to the NAAC portal (AQAR-NAAC portal is not active so far)	• Submission of the AQAR report to the AQAR-NAAC portal when the portal becomes active.

Dr. A. S. Shelake
Dean, IQAC

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