



Shri Shivaji education society's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL  
MEDICAL COLLEGE,  
SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators



**Dr. Anil T. Deshmukh**  
IQAC Chairman

## Title Page

### Minutes of meeting IQAC

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**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 01 /2022

Date:- 22 /01 /2022

## Meeting Notice

Ref.- Dean office letter no.PDMMC/Est/5012/2021 dt.9/9/2021

Subject- 1<sup>st</sup> meeting of IQAC committee members as per NAAC guidelines

All the members of IQAC committee are requested to attend the meeting as per schedule.

Date- 25/1/2022

Time- 12 noon

Venue- Department of Biochemistry

Agenda- 1) To discuss about mission, vision and quality policy of institution

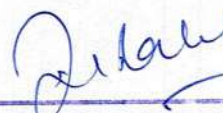
2) To discuss about quality objectives & SOP of IQAC


3) To nominate a member secretary of IQAC

4) Regarding creation of a window tab on college website

5) Discuss about Feedback committee & AAA(academic & administrative Audit) committee.

  
IQAC Coordinator  
Dr PDMMC,Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
DEAN  
Dr PDMMC,Amravati

Copy to:-1) Hon'ble Director, Dr PDMMC,Amravati  
2) Dean, Dr PDMMC,Amravati  
3) HOD....., Dr PDMMC,Amravati  
4) Members of IQAC, Dr PDMMC,Amravati





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**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 03 /2022

Date:- 25 /01 /2022

### Minutes of Meeting

First meeting of IQAC (Internal Quality Assessment Cell) committee was held on 25/01/2022 at Biochemistry department under the chairmanship of Hon'ble Dean Dr.A T Deshmukh.

Following members were present in the meeting-

Dr P.P. Torkadi, Dr.M.W.Jagtap, Dr P.K.Kute, Dr A.P.Nikam, Mr.A.V.Bharkad

Following members were absent-

Dr. R.N. Ingole, Dr. V.R. Vasnik, Dr N.V.Barabde,  
Mr.G.K.Thakare,Mr.P.V.Adsod,Ms.KhushbuWadalkar,Mr.G.R.Deshmukh,Mr.V.R.Pandit,  
Dr.H.S.Lunge,Dr Veda Vivek,Mr.Deepak Chavan

Following points were discussed in the meeting-

- 1) The chair welcome all the members of IQAC to the first meeting.
- 2) The chair took review of the guidelines for creating of IQAC as per NAAC
- 3) The Vision, Mission and Quality policy of the institute was discussed with members and approved
- 4) The quality objectives of IQAC were discussed and approved
- 5) The SOP of IQAC was discussed and approved
- 6) Dr P.K.Kute was nominated and accepted as secretary of IQAC by all the members
- 7) It was suggested that a separate tab/window for NAAC & IQAC should be created on college website.
- 8) IQAC coordinator suggested that a committee for academic & administrative audit(AAA) should be constituted. The chair agreed for the same.
- 9) IQAC coordinator suggested that regular feedback should be taken from stakeholders through Feedback committee for further analysis.





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**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

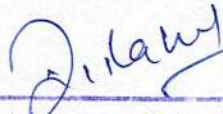
**Dr. Anil T. Deshmukh**  
IQAC Chairman


- 10) NAAC coordinator suggested that activity report of various departmental activities should be sent to NAAC & IQAC committee in soft copies. He also recommended that SWOC analysis should be done by Dr P.R.Tekade&Dr.V.R.Vasnik ( members of 80/21 committee) for IQAC & NAAC
- 11) Dr P.K.Kute suggested that as per metric no.2.2.3 of NAAC, "Student's Club" activity should be started by SAMC of college. This will nurture innate qualities of students and foster the confidence in them for their holistic development.
- 12) NAAC Coordinator suggested to arrange following programs in the college in near future-
- A talk on personality development for students – 'Seven Habits'
  - A guest lecture for staff & students on 'orientation about RTI'
  - Felicitation and guest lecture of shri. ShankarbabaPapalkar to explore opportunities for involvement of students in social activities.

Meeting ended with vote of thanks by IQAC coordinator Dr P P Torkadi.

  
Coordinator  
IQAC

Dr PDMMC Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dean  
DEAN  
Dr. P. D. M. M. C. Amravati  
Deshmukh Memorial Medical  
College, Amravati.





Shri Shivaji Education Society, Amravati  
Dr. Panjabrao Alias Bhausaheb Deshmukh Memorial  
Medical College, Amravati  
IQAC





Out No. PDMMC/ IQAC/ 02/2022


Date:- 25/01/2022

1<sup>st</sup> IQAC meeting dated 25/01/2022

S.N.	Name	Signature
1.	Dr A. T. Deshmukh	
2	Dr M.W.Jagtap	
3	Dr V.R.Vasnik	
4	Dr P.K.Kute	
5	Dr A.P.Nikam	
6	Mr.G.K.Thakare	
7	Mr.P.V.Adsod	
8	Dr R.N.Ingole	
9	Ms.Khushbu Wadalkar	
10	Mr.G.R.Deshmukh	
11	Mr.V.R.Pandit	
12	Dr.H.S.Lunge	
13	Dr.N V Barabde	
14	Mr.A V Bharkad	
15	Mr.Deepak Chavan	
16	Dr Veda Vivek	
17	Dr.P.P.Torkadi	

  
IQAC Coordinator  
Dr PDMMC, Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dr. Panjabrao Alias Bhausaheb  
Deshmukh Memorial Medical  
College, Amravati.





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**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman


Out No. PDMMC/ IQAC/ 10 /2022


Date:- 28/01/2022


**Action Taken Report of IQAC**

**IQAC Meeting No. 1 Date: 28/01/2022**

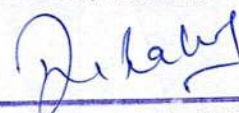
Sr. No.	Resolution No.	Subject	Action Taken
1.	3	Vision Mission, Quality Policy, Quality Objectives	Documents approved by Chairperson IQAC on 25/01/2022
2.	4	Objectives	Documents approved by IQAC on 25/01/2022
3.	5	SOP of IQAC	Documents approved by IQAC on 25/01/2022
4.	6	Secretary, Nomination	Dr. P. K. Kute was nominated as secretary by IQAC on 25/01/2022
5.	7	Separate Tab for NAAC/ IQAC on college Website	Created and displayed on website
6.	8	AAA Committee	AAA Committee is nominated by Dean Letter No. PDMMC/Est/497/2022 Dt.28/01/2002
7.	9	Feedback	Student Feedback is being taken by Curriculum Committee Chairperson- Dr. K. A. Bansod
8.	10	SWOC Analysis	Committee for SWOC, Exe. Summary, Profile & Ext. Profile is to be newly constituted

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

**Copy to:-**1) Hon'ble Director, Dr PDMMC, Amravati  
2) Dean, Dr PDMMC, Amravati  
3) HOD....., Dr PDMMC, Amravati  
4) Members of IQAC, Dr PDMMC, Amravati

  
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**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 08 /2022

Date:-05/08/2022

**Minutes of Meeting**

2<sup>nd</sup> Meeting of IQAC (Internal Quality Assessment Cell) committee with AAA advisor (through online mode) was held on 03/08/2022 at 11am in council hall under the chairmanship of Hon'ble Dean Dr.A T Deshmukh.

Following members were present in the meeting-

Dr.M.W.Jagtap, Dr P.P. Torkadi, Dr A.P.Nikam, Dr N.V.Barabde

Following members were absent-

Dr. R.N. Ingole, Dr.P.K.Kute, Dr. V.R.Vasnik,

Mr.G.K.Thakare,Mr.P.V.Adsod,Ms.Khushbu Wadalkar,Mr.G.R.Deshmukh,Mr.V.R.Pandit,

Dr.H.S.Lunge,Dr Veda Vivek,Mr.Deepak Chavan

Following points were discussed in the meeting-

- 1) AAA advisor Dr. Shubhangi Mhaske-Jedhe took review of IQAC work done so far.
- 2) Dr M.W.Jagtap, NAAC coordinator and Dr P P Torkadi IQAC coordinator shared the slides of related work like mission vision statement, objectives, minutes of meeting etc. with AAA advisor.
- 3) Dr Mhaske madam advised to prepare mission, vision statement on the line of that of criteria VI of NAAC
- 4) She advised to prepare booklet of IQAC as per standards of NAAC.
- 5) She also advised to include roles of each member of IQAC committee and to add a nominee from management in this committee. She advised to combine NAAC steering committee and IQAC committee for better coordination during NAAC related activities.
- 6) She advised to conduct regular meetings of IQAC committee.
- 7) Dr Mhaske advised to prepare a format of AAA(academic and administrative audit), to be circulated to all departments for entering relevant details before AAA audit.





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**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators


**IQAC**


**Dr. Anil T. Deshmukh**  
IQAC Chairman

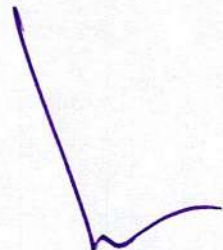
- 8) She advised that all departments should have data and documentation relevant to that department pertaining to all criteria of NAAC. She also informed that every department should prepare its own SSR in the same format as per the RAF manual.

Meeting ended with vote of thanks by IQAC coordinator Dr P P Torkadi.

  
Coordinator  
IQAC  
Dr P DMMC Amravati

  
Secretary  
IQAC  
Dr P DMMC Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
DEAN  
Dr. Panjabrao alias Bhausaheb  
Deshmukh Memorial Medical  
College, Amravati.



# IQAC - 2<sup>nd</sup> Meeting

apsara

Date: 03/08/2022

SN	Name	Signature
1.	Dr. A. T. Deshmukh	W
2.	Dr. M. W. Jagtap	MW
3.	Dr. P. P. Torkadi	P.P.
4.	Dr. A. P. Nikam	A.P.
5.	Dr. N. V. Barabde	N.V.

*P. D. M. M. C.*

Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

*P. D. M. M. C.*

DEAN  
Dr. Panjabrao alias Bhausaheb  
Deshmukh Memorial Medical  
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**Dr. Milind W. Jagtap**  
IQAC coordinators



**Dr. Anil T. Deshmukh**  
IQAC Chairman


Out No. PDMMC/IQAC/ \ \ /2022


Date: 28/ 11 /2022


**Action Taken Report of IQAC**

**IQAC Meeting No. 2 Date:05/08/2022**

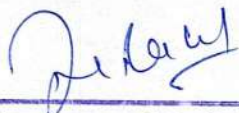
Sr. No.	Resolution No.	Subject	Action Taken
1.	4	Booklet on IQAC	Preparation is process. Dr. P. K. Kute under guidance of Dr. Torkadi & Dr. Jagtap is preparing the IQAC Booklet.
2.	5	Role of each Member of IQAC to be defined	Action taken, roles defined and newly constituted IQAC is circulated. Letter No.PDMMC/Est/7536/2022Dt.03/10/2022
3.	7	AAA Format Preparation	AAA Committee under the Chairpersonship of Dr. S. S. Pande is constituted and the work is under process.
4.	8	All departments to prepare SSR	Action Taken – Progress report ready.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

**Copy to:-**1) Hon'ble Director, Dr PDMMC,Amravati  
2) Dean, Dr PDMMC,Amravati  
3) HOD....., Dr PDMMC,Amravati  
4) Members of IQAC, Dr PDMMC,Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati





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**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 09 /2022

Date:- 05/12/2022

### Meeting Notice

**Ref.-** Dean office letter no.PDMMC/Est/5012/2021 dt.9/9/2021

**Subject-** 3<sup>rd</sup> meeting of IQAC committee as per NAAC guidelines.

All the members of IQAC committee (List Attached) are requested to attend the meeting as per schedule given below:

**Date- Tuesday, 13December, 2022**

**Time- 3:00 P. M. onwards**

**Venue- Council Hall, Dean Office.**

The members (List Attached) are requested to attend the meeting to discuss the following Agenda:

**Agenda:**

- 1) Welcome & Order to call- 3:00 P. M.
- 2) Confirmation of minutes of last meeting.
- 3) Address of Management Representative- Hon'ble Mr. Hemantbhai W. Kalmegh.
- 4) Action taken report of IQAC- Dr. P. P. Torkadi.
- 5) Progress Report of NAAC Preparedness- Dr. Milind Jagtap.
- 6) Discussion on planning for NAAC Accreditation.
- 7) Difficulties faced by Criteria Chairpersons.
- 8) Any other subject matter with permission of chair.

**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

**Dr. M. W. Jagtap**  
NAAC/ IQAC Coordinator  
Dr P. D. M. M. C., Amravati

**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC Chairperson  
Dr P. D. M. M. C., Amravati

- Copy to:-** 1) Hon'ble Director, Dr PDMMC, Amravati  
2) Dean, Dr PDMMC, Amravati  
3) HOD....., Dr PDMMC, Amravati  
4) Members of IQAC, Dr PDMMC, Amravati

Chairperson - Criteria No. 6  
NAAC Steering Committee  
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**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 12 /2022

Date:-15/12/2022

**Minutes of Meeting**

3<sup>rd</sup> Meeting of IQAC (Internal Quality Assessment Cell) committee was held on 13/12/2022 at 03pm in council hall under the chairmanship of Hon'ble Dean Dr.A T Deshmukh.

Following members were present in the meeting-

Shri. HemantbhauKalmegh, Dr.M.W.Jagtap, Dr P.P. Torkadi, Dr. P R Bhise, Dr S S Pande, Dr Pushpa Junghare, Dr P.R.Tekade, Dr Ajay Daphale, Dr Atul Als, Dr P K Kute, Dr N.V.Barabde, Dr K A Bansod, Dr V R Wasnik, Dr P V Kale, Dr S S Vyas, Dr Ranjana Khorgade, Dr Archana Nikam, Mr.PrashantAdsod, Mr.Vikrant Pandit,

Following members were absent-

Dr R H Nistane , Dr. M S Pokale, Dr.R S Singh, mrs.K S Wadalkar, Mr.SwarajSanap,Dr Abha Lahoti,

Following points were discussed in the meeting-

- 1) The chairman IQAC Dr.A.T.Deshmukh welcome management representative shri Hemant bhauKalmegh.
- 2) The minutes of last meeting were confirmed by IQAC coordinator Dr.P.P.Torkadi
- 3) IQAC coordinator read out the action taken report of I and II IQAC meetings
- 4) Dr.M.W.Jagtap, NAAC coordinator presented the progress report of NAAC steering committee till date.
- 5) Dr.P.P.Torkadi presented the progress report of IQAC till date in front of members.
- 6) Respected executive member of SSES, shri Hemant bhauKalmegh asked the progress and problems faced by each criteria chairperson
- 7) He gave his valuable inputs regarding further course of action in regards of NAAC.





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**Dr. Milind W. Jagtap**  
IQAC coordinators


**IQAC**


**Dr. Anil T. Deshmukh**  
IQAC Chairman

- 8) He suggested to conduct green audit, fire audit etc. by external agencies. He further advised to increase number of publication by faculty in journals acceptable by NAAC. He advised to focus on MOUs, Best practices and outreach activities which we are already doing.
- 9) Dr.P.P.Torkadi suggested to take up quality initiative in the form of software for facilitating leave application process for all staff of the college. The chairperson told that new software for this purpose will be installed shortly.
- 10) IQAC coordinator informed that criteria wise meetings shall be scheduled soon for preparation of final SSR.
- 11) shri Hemant bhauKalmegh suggested to arrange next IQAC meeting in last week of January 2023 to discuss metric wise data of SSR. He further suggested that final SSR should be ready by 15<sup>th</sup> march 2023.


Meeting ended with vote of thanks by IQAC coordinator Dr P P Torkadi.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati  
Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C.,

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IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman


Out No. PDMMC/ IQAC/ 12A /2023


Date:- 10/01/2023


**Action Taken Report of IQAC**

**IQAC Meeting No. 3 Date:13/12/2022**

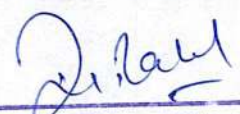
Sr. No.	Resolution No.	Subject	Action Taken
1.	08	Green audit & fire audit by external agency	External agency is hired for conducting green audit & fire audit. Their work is under process.
2.	08	MOUs, Best practices	Recently a MOU with HVPM DCPE is done for sports medicine. MOU with cancer hospital, Sawangi is in pipeline. Human milk bank will be shown as best practice.
3.	09	Software for leave application	Online attendance byNMC-AEBAS platform is already in use. Log in IDs and passwords by employees are being used. Authorization and sanction by HODs-in use. For HODs-Dean is sanctioning authority- in use. Now staff members can apply online for all kinds of leave.
4.	10	Criteria wise meetings for SSR	Schedule for criteria wise meetings for discussion on SSR is already circulated.

  
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IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
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**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 15 /2023

Date:- 11/02/2023

### Meeting Notice

**Ref.-** Dean office letter no.PDMMC/Est/709/2023 dt.1/2/2023- NAAC serial meetings

**Subject-** 4<sup>th</sup> meeting of IQAC committee as per NAAC guidelines.

All the members of IQAC committee (List Attached) are requested to attend the meeting as per schedule given below:

**Date- Wednesday, 15 February, 2023**


**Time- 12 noon onwards**

**Venue- Council Hall, Dean Office.**


The members (List Attached) are requested to attend the meeting to discuss the following Agenda:

**Agenda:**


- 1) Welcome & Order to call- 12 noon
- 2) Confirmation of minutes of last meeting.
- 3) NAAC war room preparation- stationary, AC
- 4) Discussion on IQA
- 5) Feedback analysis report
- 6) NABH & NABL documents related to criteria 6.5.3
- 7) Issue of SOP/mechanism for conduction of various activities
- 8) Mentoring session by Dental faculty
- 9) Any other subject matter with permission of chair.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator

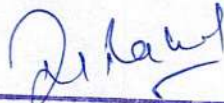
**Dr P. D. M. M. C., Amravati**

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC Coordinator

**Dr P. D. M. M. C., Amravati**

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC Chairperson  
**Dr P. D. M. M. C., Amravati**

- Copy to:-** 1) Hon'ble Director, Dr PDMMC, Amravati  
2) Dean, Dr PDMMC, Amravati  
3) HOD....., Dr PDMMC, Amravati  
4) Members of IQAC, Dr PDMMC, Amravati

  
**Chairperson - Criteria No. 6**  
**NAAC Steering Committee**  
**Dr. P. D. M. M. C. Amravati**





Shri Shivaji education society's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL  
MEDICAL COLLEGE,  
SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 16 /2023

Date:-16/02/2023

**Minutes of Meeting**

4<sup>th</sup> Meeting of IQAC (Internal Quality Assessment Cell) committee was held on 15/02/2023 at 12noon in council hall under the chairmanship of Hon'ble Dean Dr.A T Deshmukh.

Following members were present in the meeting-

Dr.M.W.Jagtap, Dr P.P. Torkadi, Dr S S Pande, Dr P K Kute, Dr N.V.Barabde, Dr R S Singh

Following members were absent-

Dr P R Tekade, Dr M S Pokale, Mrs.K S Wadalkar, Dr Abha Lahoti

Following points were discussed in the meeting-

- 1) Dr M W Jagtap, NAAC Coordinator asked about stationary requirement for NAAC war room. Dean sir agreed for the same.
- 2) Issue of IIQA was discussed with respected Dean sir. It was decided that IIQA to be filled in by IQAC/NAAC team.
- 3) Dr P P Torkadi IQAC coordinator informed that feedback of teachers, students, patients, alumni and non teaching staff have been received. He informed that analysis report of the same will be prepared soon.
- 4) Dr P P Torkadi informed that information of criteria 6.5.3 on NABH & NABL documents is not yet received from respective incharges. Dean sir instructed to remind respective coordinators for the same.
- 5) Regarding mentoring session by Dental college faculty, Dean sir asked NAAC coordinator to arrange the session in next week
- 6) NAAC coordinator & IQAC coordinator raised an issue of mechanism for arrangement of different programs/activities. The need for SOP/mechanism for





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**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators


**IQAC**


**Dr. Anil T. Deshmukh**  
IQAC Chairman

smooth conduction of any program was emphasized. Dean sir asked to prepare a mechanism to streamline overall conduction of any activity in the college.

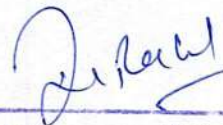
7) Meeting ended with vote of thanks by IQAC coordinator Dr P P Torkadi.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

Copy to:-1) Dean, Dr PDMMC, Amravati  
2) HOD....., Dr PDMMC, Amravati  
3) Members of IQAC, Dr PDMMC, Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati



NAAC Meeting  
with IQAC & AQR

Date: 15/02/2023

Page No.

Date :

**IQAC - 4<sup>th</sup> Meeting**

Name	Signature
Dr. A.T. Deshmukh	
Dr. M.W. Jagtap	
Dr. P.P. Torhadi	
Dr. P.K. Kute	
Dr. R.S. Ugr	
Dr. Mrs. S.S. Pande	
Dr. N.V. Barabole	

*Debaraj*

Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

DEAN

Dr. Panjabrao alias Bhausaheb  
Deshmukh Memorial Medical  
College, Amravati





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MEDICAL COLLEGE,  
SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman


Out No. PDMMC/ IQAC/ 16A /2023


Date:- 06/03/2023


**Action Taken Report of IQAC**

**IQAC Meeting No. 4 Date:15/02/2023**

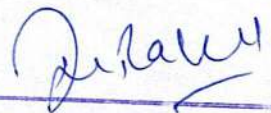
Sr. No.	Resolution No.	Subject	Action Taken
1.	01	Stationary for NAAC war room	Cupboard, table, laptop has been received for NAAC war room.
2.	02	IIQA filling	Information for IIQA is being gathered from Dean office.
3.	03	Feedback report	Analysis of feedback from students, teachers, alumni, patients & non teaching staff is prepared by IQAC team and the same is sent to Dean office for further action.
4.	04	Information on 6.5.3	Information of 6.5.3 on NABH & NABL documents has been received by IQAC team
5.	06	SOP for conduction of any program	SOP for conduction of any program/CME/workshop/seminar by various departments is prepared and circulated by IQAC & NAAC team.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

**Copy to:-** 1) Hon'ble Director, Dr PDMMC, Amravati  
2) Dean, Dr PDMMC, Amravati  
3) HOD....., Dr PDMMC, Amravati  
4) Members of IQAC, Dr PDMMC, Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati





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Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ \ 9 /2023

Date:-16/03/2023

### Meeting Notice

**Subject-** 5<sup>th</sup> meeting of IQAC committee as per NAAC guidelines.

All the members of IQAC committee are requested to attend the meeting as per schedule given below:

**Date- Wednesday, 22 March 2023**


**Time- 12 noon onwards**


**Venue- Council Hall, Dean Office.**


The members are requested to attend the meeting to discuss the following Agenda:

**Agenda:**

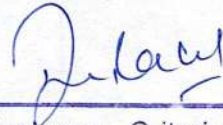
- 1) Welcome & Order to call- 12 noon
- 2) Confirmation of minutes of last meeting.
- 3) NAAC war room preparation
- 4) Follow up of SSR from criteria chairpersons
- 5) Discussion on Profile and Extended profile of college
- 6) Discussion on IIQA of college
- 7) Feedback - analysis report, recommendations, action taken report
- 8) Preparation for upcoming NABH inspection
- 9) Planning of training session for technical experts of NAAC team
- 10) Any other subject matter with permission of chair.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

**Copy to:-** 1) Dean, Dr PDMMC, Amravati  
2) HOD....., Dr PDMMC, Amravati  
3) Members of IQAC, Dr PDMMC, Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati





Shri Shivaji education society's  
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Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 20 /2023

Date:- 23/03/2023

**Minutes of Meeting**

5<sup>th</sup> Meeting of IQAC (Internal Quality Assessment Cell) committee was held on 22/03/2023 at 12noon in council hall under the chairmanship of Hon'ble Dean Dr.A T Deshmukh.

Following members were present in the meeting-

Shri Hemantbhau Kalmegh, Dr.M.W.Jagtap, Dr P.P. Torkadi, Dr P K Kute, Dr P. R. Tekade, Dr M S Pokale, Dr R S Singh, Dr P V Kale, Dr K A Bansod, Dr S S Pande, Dr P R Bhise, Dr Ajay Jawarkar, Dr Atul Alsi, Dr Ajay Daphale, Dr P S Junghare, Dr Ashish Tayade, Mrs. K S Wadalkar, Dr N V Barabde, Mr. V R Pandit, Mr Swaraj Sanap,

Following members were absent- Dr Abha Lahoti

Following points were discussed in the meeting-

- 1) The chairman IQAC, Dr.A.T.Deshmukh welcome all the members.
- 2) The minutes of last meeting were confirmed.
- 3) Dr M W Jagtap informed that now NAAC war room work is almost finished except the the rack for files, one computer system and one AC for the room. The chair agreed to provide the things within a week.
- 4) Dr Jagtap told that the follow up of SSR from criteria chairpersons is in process. The team of NAAC & IQAC has started scrutiny of these files. At the same time a soft copy of these files is being sent to our advisor madam for further rectification & suggestions if any.
- 5) Dr P P Torkadi discussed the issue of extended profile, IIQA to be filled along with SSR. It was decided that these shall be filled in by separate committee headed by Dr Ashish Tayade.





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**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL  
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Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com





**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators


**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

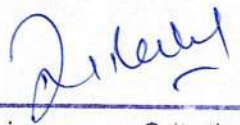
- 6) Dr Torkadi informed that after taking the feedback from various stakeholders now the analysis report is ready and the same will be sent to Dean office with recommendations by IQAC team.
- 7) Dr P R Tekade informed that the entry level NABH inspection is scheduled on 8<sup>th</sup> april and the preparations for the same are going on. The necessary instructions are being given to concerned incharges for readiness during inspection.
- 8) Dr Torkadi suggested a training session for technical persons related to NAAC work. Dr Jagtap added that such persons to be sent to VYWS Dental college to get accustomed to technical aspect of SSR. The chair agreed for the same and instructed to arrange the session in this week only.
- 9) Meeting ended with vote of thanks by IQAC coordinator Dr P P Torkadi.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati





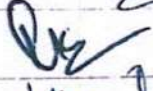
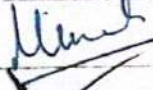

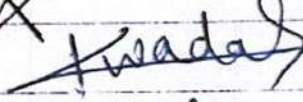
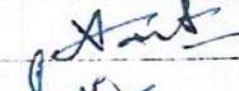


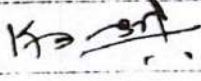
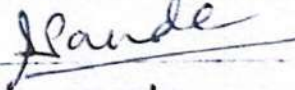
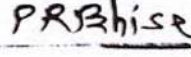
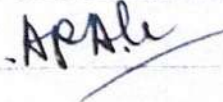

**Copy to:-** 1) Dean, Dr PDMMC, Amravati  
2) HOD....., Dr PDMMC, Amravati  
3) Members of IQAC, Dr PDMMC, Amravati

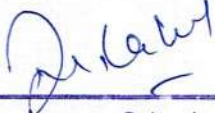
  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati



**Dr PANJABRAO DESHMUKH MEMORIAL  
MEDICAL COLLEGE, AMRAVATI**

**Internal Quality Assurance Cell (IQAC)- 5<sup>th</sup> meeting      Date-22/03/2023**

S.N.	Name of the member	Signature
1.	Dr. A.T. Deshmukh	
2.	Shri Hemantbhai Kalnag	
3.	Dr. M.W. Jagtap	
4.	Dr. P.P. Joskadi	
5.	Dr. P.R. Tekade	
6.	Dr. P.K. Kute	
7.	Dr. M.S. Pokale	
8.	Dr. R.S. Singh	
9.	Mrs. K.S. Wadarkar	
10.	Mr. V.R. Pandit	
11.	Mr. Swaraj Sanap	
12.	Dr. N.V. Bhasabde	
13.	Dr. P.V. Kale	
14.	Dr. K.A. Bansod	
15.	Dr. S.S. Pande	
16.	Dr. P.R. Bhise	
17.	Dr. Ajay Jawarkar	
18.	Dr. Atul Alsi	
19.	Dr. Ajay Daphale	
20.	Dr. P.S. Junghare	

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

DEAN  
Dr. Panjabrao alias Bhasabhe  
Deshmukh Memorial Medical  
College, Amravati.





Shri Shivaji education society's  
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MEDICAL COLLEGE,  
SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman


Out No. PDMMC/ IQAC/ 20A/2023


Date:- 11/04/2023


**Action Taken Report of IQAC**

**IQAC Meeting No. 5 Date:22/03/2023**

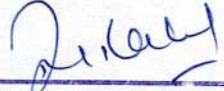
Sr. No.	Resolution No.	Subject	Action Taken
1.	03	Stationary for NAAC war room	One rack for files and one computer has been received
2.	04	Scrutiny of criteria files	Scrutiny of SSR files of criteria no.1 to 4 has been completed by NAAC & IQAC team. The same has been sent back to chairpersons for corrections.
3.	05	Extended profile and IIQA	It is being filled in by separate committee headed by drAsishTayade and shall be completed soon.
4.	06	Feedback analysis with recommendations	Analysis report of feedback with its recommendations has been prepared by IQAC team and sent to management/Dean for further action
5.	07	NABH inspection	Entry level NABH inspection was held on 8 <sup>th</sup> april by NABH assessors. The report of the same shall be communicated soon to us by NABH board/MS office.
6.	08	Orientation of NAAC technical team	Technical team of NAAC was sent to VYWS dental college for orientation regarding technical aspects of SSR filling, documents uploading, links etc. under the leadership of technical expert mr.V. Pandit

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

**Copy to:-** 1) Dean, Dr PDMMC, Amravati  
2) HOD....., Dr PDMMC, Amravati  
3) Members of IQAC, Dr PDMMC, Amravati

  
**Chairperson - Criteria No. 6**  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati





Shri Shivaji education society's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL  
MEDICAL COLLEGE,  
SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 22 /2023

Date:-21/04/2023

### Meeting Notice

**Subject-** 6<sup>th</sup> meeting of IQAC committee as per NAAC guidelines.

All the members of IQAC committee are requested to attend the meeting as per schedule given below:

**Date- Wednesday, 26 April 2023**


**Time- 12 noon onwards**


**Venue- Council Hall, Dean Office.**


The members are requested to attend the meeting to discuss the following Agenda:

**Agenda:**

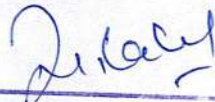
- 1) Welcome & Order to call- 12 noon
- 2) Confirmation of minutes of last meeting.
- 3) NAAC preparedness
- 4) Discussion on criteria wise SSR submission in hard & soft copies
- 5) Discussion on online/offline meeting with NAAC advisor madam
- 6) Feedback - action taken report
- 7) Tentative schedule preparation for NAAC work
- 8) Registration of college on NAAC HEI portal
- 9) Any other subject matter with permission of chair.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

- Copy to:-** 1) Dean, Dr PDMMC, Amravati  
2) HOD....., Dr PDMMC, Amravati  
3) Members of IQAC, Dr PDMMC, Amravati

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati





Shri Shivaji education society's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL  
MEDICAL COLLEGE,  
SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators

**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

Out No. PDMMC/ IQAC/ 23 /2023

Date:- 27/04 /2023

**Minutes of Meeting**

6<sup>th</sup> Meeting of IQAC (Internal Quality Assessment Cell) committee was held on 26/04/2023 at 12noon in council hall under the chairmanship of Hon'ble Dean Dr.A T Deshmukh.

Following members were present in the meeting-

Shri HemantbhauKalmegh, Dr.M.W.Jagtap, Dr P.P. Torkadi, Dr P K Kute, Dr P. R.Tekade, Dr M S Pokale, Dr R S Singh, Dr P V Kale, Dr K A Bansod, Dr S S Pande, Dr P R Bhise, Dr Ajay Jawarkar, Dr Atul Alsi, Dr Ajay Daphale, Dr P S Junghare, Dr Ashish Tayade, mrs.K S Wadalkar,Dr N V Barabde, Mr. V R Pandit, Mr Swaraj Sanap

Following members were absent- Dr Abha Lahoti

Following points were discussed in the meeting-

- 1) The chairman IQAC, Dr.A.T.Deshmukh welcome all the members.
- 2) The minutes of last meeting were confirmed.
- 3) Dr Jagtap informed about the current status of NAAC work. He told that criteria wise SSR in hard and soft copies has been received to NAAC office. The scrutiny of Criteria I, II, III, VI,VII,VIII has been completed by NAAC & IQAC team. Scrutiny of criteria IV & V is in process. Departmental PPT presentations from almost all departments have been received by NAAC office.
- 4) He further informed that PPT presentations of NAAC, IQAC and all criteria needs to be prepared for presenting during NAAC peer team visit. The instructions for the same have been circulated to concerned persons.
- 5) Dr Jagtap added that soft copy of SSR of all criteria has been sent to our advisor madam and its scrutiny is in process. Madam shall give us the feedback on SSR after which offline visit of advisor madam shall be arranged in our college.





Shri Shivaji education society's  
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SHIVAJI NAGAR, AMRAVATI**

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com





**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators


**IQAC**

**Dr. Anil T. Deshmukh**  
IQAC Chairman

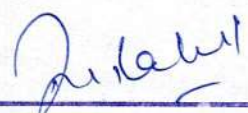
- 6) Regarding feedback report dr Torkadi informed that recommendations on feedback were sent to Dean office for further approval by college council. The action has been initiated by Dean office regarding feedback on campus cleanliness, hygiene in canteen and hostel and other issues. Letters have been sent to concerned incharges for improvement in quality.
- 7) Dr Jagtap discussed tentative schedule for NAAC work from IIQA submission to DVV & SSS steps. All the members agreed for the same. He further informed that we have registered on NAAC HEI portal on 18 april 2023 and so our schedule should be time bound.
- 8) Meeting ended with vote of thanks by IQAC coordinator Dr P P Torkadi.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
Dr P. D. M. M. C., Amravati

- Copy to:-** 1) Dean, Dr PDMMC, Amravati  
2) HOD....., Dr PDMMC, Amravati  
3) Members of IQAC, Dr PDMMC, Amravati




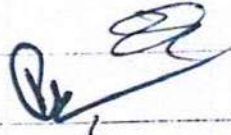

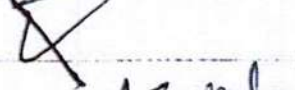

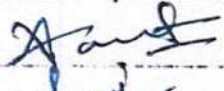


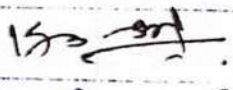
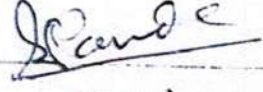
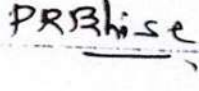
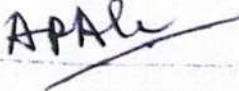
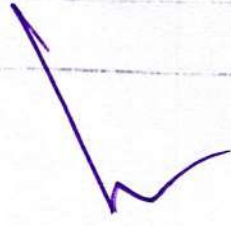
  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati




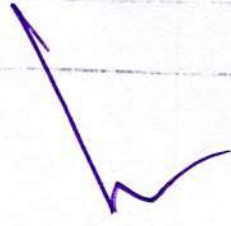
**Dr PANJABRAO DESHMUKH MEMORIAL  
MEDICAL COLLEGE, AMRAVATI**

**Internal Quality Assurance Cell (IQAC)- 6<sup>th</sup> meeting**

27  
Date-26/04/2023

S.N.	Name of the member	Signature
1.	Dr. A. T. Deshmukh	
2.	Shri Hemantbhai Kalmegh	
3.	Dr. M. W. Jagtap	
4.	Dr. P. P. Tokadi	
5.	Dr. P. R. Tekade	
6.	Dr. P. K. Kute	
7.	Dr. M. S. Pokale	
8.	Dr. R. S. Singh	
9.	Mrs. K. S. Wadalkar	
10.	Mr. V. R. Pandit	
11.	Mr. Swaraj Sanap	
12.	Dr. N. V. Bazarbde	
13.	Dr. P. V. Kale	
14.	Dr. A. B. Bansod	
15.	Dr. S. S. Pandre	
16.	Dr. P. R. Bhise	
17.	Dr. Ajay Jawarkar	
18.	Dr. Atul Aisi	
19.	Dr. Ajay Daphale	
20.	Dr. P. S. Junghare	

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
**DEAN**  
Dr. Panjabrao alias Bhausaheb  
Deshmukh Memorial Medical  
College, Amravati





Shri Shivaji education society's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH MEMORIAL  
MEDICAL COLLEGE,**  
SHIVAJI NAGAR, AMRAVATI

Phone: 0721-2662353, email: drpdmmc2007@rediffmail.com



**Dr. Prasad P. Torkadi**  
**Dr. Milind W. Jagtap**  
IQAC coordinators



**Dr. Anil T. Deshmukh**  
IQAC Chairman


Out No. PDMMC/ IQAC/ 23 A /2023


Date:- 10/05/2023


**Action Taken Report of IQAC**

**IQAC Meeting No. 6 Date:26/04/2023**

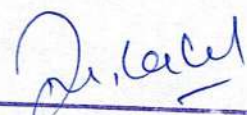
Sr. No.	Resolution No.	Subject	Action Taken
1.	03	Scrutiny of criteria IV & V SSR	SSR of criteria IV & V has been received, its scrutiny is completed by NAAC team & sent to respective committee for corrections.
2.	04	Criteria wise PPT presentation	PPT presentation of criteria III is received.
3.	05	Online meeting with NAAC advisor	Online meeting with NAAC advisor was conducted for crit.I on 2/5/23 and for crit.II on 9/5/23.
4.	06	Recommendations on feedback	Based on recommendations on feedback by IQAC team, action was initiated by Dean office and letters have been issued to concerned incharges.

  
**Dr. P. P. Torkadi**  
IQAC Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. M. W. Jagtap**  
NAAC/ IQAC, Coordinator  
Dr P. D. M. M. C., Amravati

  
**Dr. A. T. Deshmukh**  
DEAN  
IQAC/NAAC, Chairperson  
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**Copy to:-**1)Dean, Dr PDMMC,Amravati  
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**Chairperson - Criteria No. 6**  
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Dr. P. D. M. M. C. Amravati