

DR. BALIRAM HIRAY
COLLEGE OF ARCHITECTURE

ISO 9001:2015 CERTIFIED

S. No. 341, Next to New English School, Govt. Colony, Bandra (East), Mumbai 400 051.
Tel. #91-22-2657 0986 / 892 Telefax : 91-22-2657 3181 Website : www.hiray.edu.in E-mail : hirayarch@yahoo.co.in

C. REF. :

Management Review Committee (MRC) Meeting ^{DATE} II/2019

MEETING NO: 02

DATE:07/09/2019

ISO MEETING NOTICE

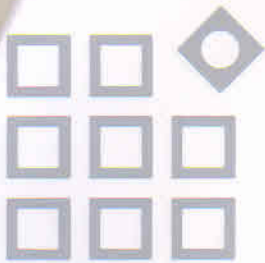
This is to inform all the ISO members that there will be a meeting at our institute on Wednesday, 9th October, 2019 in the conference room on the ground floor. All members are requested to attend the meeting.

Agenda for the meeting is given below:

1. ISO Dept.- Placement details for B.Arch and M.Arch
2. Architecture Dept - Sub-objective in the results of B.Arch

Dipika Parayane
ISO coordinator

Copy to:
All ISO members



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Minutes of the MRC meeting II/ 2019

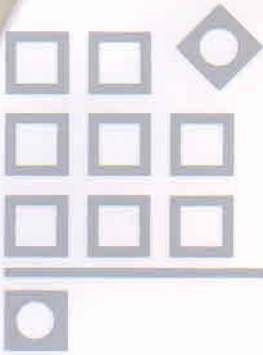
A meeting of ISO of Dr. Baliram Hiray College of Architecture was conducted on Wednesday, 9th October, 2019 in the conference room on the ground floor.

The following were present:

1. Mr. Prasad Hiray
2. Ms. Shalini Shrimali
3. Ms. Swarupa Sane
4. Mr. Anil Parab
5. Ms. Sulbha Mandgaonkar
6. Ms. Dipika Parayane

Summary of the minutes where action is to be taken

Department	Points Discussed	Action Plan
ISO Coordinator Dept.	<p>Final Placement details should be maintained for B.Arch and M.Arch</p> <p>M.Arch results to be recorded in CGPA / Grade pattern.</p> <p>In Placement details – the heading should be - List of leading 20 companies out of many companies who have taken our students for internship.</p> <p>Mental Health Management Training to be arranged for Architecture Dept.</p>	<p>The record will be maintained from the academic year 2018-19 (recent passed out batch)</p> <p>The record of M.Arch results will be converted into grade pattern for the academic year 2018-19 and the same pattern will be followed in future.</p> <p>The suggested change is implemented.</p> <p>Mental Health Management Training will be arranged for Architecture Dept, in November 2019.</p>
Architecture Dept.	<p>Sub-objective may be added in the results of B.Arch. – either to increase the percentage of results between O to D grade or to reduce the percentage of results between D and E grade.</p>	<p>The meeting will be conducted by the concerned authorities to finalize the decision. The same will be implemented from the next academic year 2020-21.</p>



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Department	Points Discussed	Action Plan
Administration Dept.	<p>Chart should be maintained for cleaning of water tank.</p> <p>Chart should be maintained for cleaning of wash rooms and the same should be monitored by the concerned appointed person.</p>	<p>Chart will be maintained for cleaning of water tank.</p> <p>Instructions will be given to the Housekeeping contractor and the same will be monitored by the concerned person (floor wise)</p>
Library Dept.	<p>Book Trolley to be purchased for easy handling and easy movement of the books.</p> <p>Portable Vacuum Cleaner to be purchased for easy cleaning of the books.</p>	<p>Multiple quotations should be obtained from different vendors and also online rates can be checked in order to purchase Book Trolley and Portable Vacuum Cleaner.</p>

Dipika Parayane
ISO Coordinator

Prasad Hiray
President