



ESTD.1983

Shri Gajanan Shikshan Sanstha's
SHRI SANT GAJANAN MAHARAJ COLLEGE OF ENGINEERING,
EGAON – 444203, DIST. BULDHANA (MAHARASHTRA STATE), INDIA

* Recognized by A.I.C.T.E., New Delhi,* Affiliated to Sant Gadge Baba Amravati University, Amravati &
*Approved by the D.T.E., M.S. Mumbai

Ph.Nos : 8669638081/8669638082
Website : www.ssgmce.ac.in

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registrar@ssgmce.ac.in

Ref.No.GMCE/IQAC/2024

Date: 4/01/2024

To,
All Authorities and Members
IQAC, SSGMCE, Shegaon

Sub: Meeting Notice

Respected Sir,


All authorities and members of the IQAC are hereby informed that the IQAC meeting is scheduled on 8/01/2024 at 11:00 am.

Venue: Meeting Hall (New Administration Building)

Everyone is requested to attend the meeting.

The Agenda of the meeting is given below:

- Item No. 1: Review of previous meeting minutes
- Item No. 2: ISO Mock Audit
- Item No. 3: External Academic Audit
- Item No.4: Subscription of Coursera
- Item No.5: NAAC preparation Review
- Item No.6: Any other items with the permission of the Chair


Dr. A.U. Jawadekar
(IQAC Coordinator),

Dr. S.B.Somani	Principal
Prof. D.L.Bhombe	Dean Academics
Prof. V.M.Umale	Dean, Exams
Dr.S.R.Paraskar	HOD, ELPO
Dr.S.P.Trikal	HOD, MECH
Dr.J.M.Patil	HOD, CSE
Dr.A.S.Manekar	HOD, IT
Dr.M.N.Tibdewal	HOD, EXTC
Dr P.M.Kuchar	HOD ,MBA
Dr.A.S.Tale	HOD, ASH
Prof.A.V.Patil	Registrar
Prof U.A.Jawadekar	MR , ISO
Dr S.S.Jadhao	R&D Chief Coordinator
Prof A.B.Solanke	T&P Officer
Gaurishankar Joshi	Student Coordinator



Minutes of the meeting of IQAC

Date :09/01/2024

As per the meeting notice of the IQAC dated 04-01-2024, the meeting of the IQAC was held on
8/01/2024 at 11.00 am.

Venue: Meeting Hall (New Administration Building)

The following Authorities and Members of the IQAC were present for the meeting.

Dr.S.B.Somani	Principal	
Prof D.L.Bhombe ,	Dean Academics	
Prof. V.M.Umale,	Dean, Exams	
Dr.S.R.Paraskar	HOD, ELPO	
Dr.S.P.Trikal	HOD, MECH	
Dr J.M.Patil,	HOD, CSE	
Dr.A.S.Manekar	HOD, IT	
Dr.M.N.Tibdewal	HOD, EXTC	
Dr P.M.Kuchar	HOD, MBA	
Dr.A.S.Tale	HOD, ASH	
Prof.A.V.Patil	Registrar	
Prof U.A.Jawadekar	MR,ISO	
Dr S.S.Jadhao,	R&D Chief Coordinator	
Prof A.B.Solanke ,	T&P Officer	
Gaurishankar Joshi ,	Student Coordinator	
Dr.A.U.Jawadekar	IQAC Coordinator	

The Principal welcomed all the members to the meeting,



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The meeting was held as per the agenda.

Item No 1: Review of previous meeting minutes

Resolution No 1: The minutes of the previous meeting held on 9/09/2023 were reviewed and approved without any modifications.

Item No. 2:ISO Mock Audit

Resolution No.2:The IQAC coordinator proposed conducting an ISO mock audit before the final audit. The Principal approved the dates for the mock audit, setting it for January 16 and 17, 2024. He directed the ISO Management Representative (MR) to create a detailed schedule and distribute it to all departments. The ISO MR highlighted that the audit would encompass all major departments, focusing on key processes, documentation, and compliance with ISO standards. Internal auditors with expertise in ISO standards will be appointed to lead the audit. The principal emphasized that the audit team's responsibilities should include preparing audit checklists, reviewing documents, and reporting their findings.

Item No. 3: External Academic Audit

Resolution No.3:The IQAC Coordinator presented the findings from the recent external academic audit. The Principal explained that the audit's purpose was to evaluate the academic processes, curriculum quality, faculty performance, and student outcomes. The IQAC praised the IT and Mechanical department for its strong curriculum initiatives and for accurately providing the necessary data for NAAC. The IQAC Coordinator advised all the departments to develop an action plan and implement corrective measures to ensure continuous improvement

Item No. 4: Subscription of Coursera

Resolution No.4: The IQAC discussed that, based on suggestions from students and IQAC members; the institute has acquired 275 Coursera licenses. The student coordinator expressed gratitude for the college's efforts and highlighted that students would significantly benefit from this opportunity. The IQAC requested the heads of the department to submit a usage report to the office and to motivate students to take full advantage of the free courses.

Item No. 5: NAAC Preparation Review



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Resolution No.5: The IQAC Coordinator updated the committee on the on-going NAAC preparation, outlining the progress achieved to date. Key areas needing additional focus were identified, along with the steps required for successful accreditation. Additionally, the Coordinator noted that the target date for IIQA submission is February 22nd and urged all department heads to ensure their data is submitted on time. The Principal directed that all qualitative metrics data be shared with all departments for review.

Item No. 6: Any other items with the permission of the Chair

No Item

The meeting concluded with vote of thanks.

Dr.A.U.Jawadekar
(IQAC Coordinator)

Dr. S.B.Somani
(Principal)

PRINCIPAL
Shri Sant Gajanan Maharaj
College of Engineering, Shegaon.





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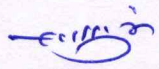
ACTION TAKEN REPORT

Minutes of the Meeting: Dated 08-01-2024

Meeting on	Actionable Points	Action Taken
Item No.1	To confirm the minutes of meeting dated 9/09/2023	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	ISO Mock Audit	ISO, MR developed a detailed schedule for the mock audit, outlining the audit timeline and specific tasks. Departments were guided on organizing their documentation, ensuring that all necessary records and evidence were readily available for review.
Item No.3	External Academic Audit	The department developed an action plan to address the areas for improvement identified in the audit findings and submitted it to the IQAC office.
Item No.4	Subscription of Coursera	The licenses were distributed to students based on a selection process that considered academic needs and student interests. An awareness program was launched to inform students about the availability of Coursera licenses and the benefits of taking these courses.
Item No.5	NAAC preparation Review	IQAC submitted all the SSR qualitative metrics data to all departments


Dr. A.U. Jawadekar
(IQAC Coordinator)

Copy forwarded to all HODs/Deans for their immedia


Dr. S.B. Somani
(Principal)
PRINCIPAL
Shri Sant Gajanan Maharaj
College of Engineering, Shegaon.

