



Shri Gajanan Shikshan Sanstha's
**SHRI SANT GAJANAN MAHARAJ COLLEGE OF ENGINEERING
SHEGAON - 444203, DIST. BULDANA (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", Institution Accredited by N.A.A.C. (UGC) Bangalore

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Email.principal@ssgmce.ac.in, register@ssgmce.ac.in
Website- www.ssgmce.org

Ref.No.GMCE/IQAC/2018

Date: 21/06/2018

To,
All Authorities and Members
IQAC, SSGMCE,
Shegaon-444203.

Sub: Meeting Notice.


Respected Sir,

All Authorities and Members of the IQAC are hereby informed that the meeting of the IQAC is convened on 25/06/2018 at 11.00 a.m. in the meeting hall of the college for consideration and decision on the following items.

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: To approve the Academic Calendar and Planner for the academic year-2018-19
Item No. 3 :Discussion on Outcomes of IQAC 2017-18
Item No.4 :IQAC Action Plan 2018-19 for the Institute.
Item No.5:Conduction of first year student induction program
Item No.6: Submission of NBA Pre-Qualifier
Item No.7 :Any other items with the permission of the Chair.


Dr.A.U. Jawadekar
IQAC Coordinator),

- | | |
|----------------|-----------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Exams | Prof. V.M.Umale |
| 3. HOD, ASH | Dr.N.A.Patil |
| 4. HOD, ELPO | Dr.S.R.Paraskar |
| 5. HOD, MECH | Dr.S.P.Trikal |
| 6. HOD, CSE | Dr.N.M.Kandoi |
| 7. HOD, IT | Mr.A.S.Manekar |
| 8. HOD, EXTC | Dr.G.S.Gawande |
| 9. HOD, MBA | Dr. H. M. Jha |
| 10. Registrar | Prof.A.V.Patil |



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Minutes of the meeting of IQAC

26/06/2018

As per the meeting notice of the IQAC dated 21-06-2018, the meeting of the IQAC was held on 25/06/2018 at 11.00 a.m. in the meeting hall of the college.

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

- | | |
|----------------------|------------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Academics | Dr.A.U.Jawadekar |
| 3. Dean, Exams | Prof. V.M.Umale |
| 4. HOD, ASH | Dr.N.A.Patil |
| 5. HOD, ELPO | Dr.S.R.Paraskar |
| 6. HOD, MECH | Dr.S.P.Trikal |
| 7. HOD, CSE | Dr.N.M.Kandoi |
| 8. HOD, IT | Mr.A.S.Manekar |
| 9. HOD, EXTC | Dr.G.S.Gawande |
| 10. Registrar | Prof.A.V.Patil |
| 11. IQAC Coordinator | Dr A.U.Jawadekar |
| 12. HOD, MBA | |

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 13/03/2018 were reviewed and approved without any modifications.

Item No. 2 : To approve the Academic Calendar and Planner for the academic year 2018-19

Resolution No.2: The IQAC Coordinator presented copies of the proposed academic calendar and planner for the academic year 2018-19 to the authorities and members for review. A thorough discussion took place regarding the academic calendar. Members expressed their views on the distribution of teaching days and ensuring an adequate number of teaching days per semester. After considering the suggestions and discussing the implications, all members unanimously approved the proposal to follow the academic calendar of Sant Gadge Baba Amravati University, Amravati, for the academic year 2018-19.

Item No. 3 : Discussion on Outcomes of IQAC 2017-18.

Resolution No.3: The IQAC Coordinator initiated the preparation of a comprehensive report highlighting the outcomes and achievements of IQAC initiatives for the academic year 2017-18. The report covers various quality improvement activities,



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initiatives, and their impact on the overall academic and administrative processes. The members engaged in a detailed discussion to validate the reported outcomes and achievements, providing additional insights and recommendations. The Principal provided valuable insights and suggestions for further improving the effectiveness of IQAC initiatives.

Item No. 4 : Discussion on IQAC Action Plan 2018-19 for the Institute.

Resolution No.4: The IQAC Coordinator prepared the IQAC Action Plan for the academic year 2018-19, considering the institution's vision, mission, and quality enhancement goals. The draft of the IQAC Action Plan was shared with IQAC members. The members provided their insights and recommendations. After addressing any concerns and considering the suggestions, the action plan was approved by the Principal and members.

Item No. 5: Conduction of first year student induction program

Resolution No.5: The Head of the ASH Department proposed organising an induction programme for the first-year BE engineering students, aiming to welcome and familiarise them with our educational institution. The Principal added that the programme should provide essential information and introduce students to the campus facilities, faculty, and peers, creating a conducive environment for their academic and personal growth. Additionally, the Principal suggested appointing a coordinator to ensure the smooth conduct of the programme. All members unanimously approved the proposal.

Item No. 6: Submission of NBA Pre-Qualifier

Resolution No.6: The Head of the ASH Department proposed organising an induction programme for the first-year BE engineering students, aiming to welcome and familiarise them with our educational institution. The Principal added that the programme should provide essential information and introduce students to the campus facilities, faculty, and peers, creating a conducive environment for their academic and personal growth. Additionally, the Principal suggested appointing a coordinator to ensure the smooth conduct of the programme. All members unanimously approved the proposal.



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Item No. 7: 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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Actions taken on the decision taken by the IQAC at its meeting held on June 25, 2018

Meeting on	Actionable Points	Action Taken
Item No.1	To confirm the minutes of meeting dated 13/03/2018	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	To approve the Academic Calendar and Planner for the academic year 2018-19	The IQAC Coordinator documented the approved academic calendar and planner, ensuring it is readily available for reference and dissemination among faculty, staff, and students. It was uploaded to the college's official website and shared via relevant communication channels.
Item No.3	Discussion on Outcomes of IQAC 2017-178	The IQAC Coordinator documented the validated outcomes and achievements of IQAC 2017-18, ensuring they are readily available for future reference and reporting purposes. The report was also shared with IQAC members including faculty and staff, for their review.
Item No.4	Discussion on IQAC Action Plan 2018-19 for the Institute.	The IQAC Coordinator documented the approved IQAC Action Plan, ensuring it is readily available for implementation. The plan, which guides the execution of various quality enhancement initiatives throughout the academic year, was circulated to all faculty and staff.
Item No.5	Conduction of first year student induction program	The Principal appointed a program coordinator from the ASH department to ensure the smooth conduct of the program. The conduction dates of the program were August 2–August 4, 2018. The program commenced with an orientation session, where university officials and faculty welcomed the students. They were provided with an overview of the institution's history, values, academic policies, and campus safety guidelines. Guided tours were organised to familiarise students with various campus facilities, including libraries, laboratories, sports complexes, and student centres. Faculty members from different departments introduced themselves and provided an overview of the courses offered. Students had the opportunity to ask questions and clarify academic-related doubts.
Item No.6	Submission of NBA Pre-Qualifier	The Principal assigned specific responsibilities to relevant departments for gathering and compiling the required information for the NBA Pre-Qualifier



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		<p>submission. Each department was held accountable for providing accurate data and documentation related to their respective programs. The IQAC coordinator set clear deadlines for each task to ensure timely completion. These deadlines were communicated to the respective departments, faculty members, and staff involved in the preparation of the Pre-Qualifier document. The departments worked diligently to collect all necessary information and documentation required for the Pre-Qualifier submission. On June 29, 2018, the completed NBA Pre-Qualifier submissions for the four engineering programs and one for the MBA program were submitted on the NBA portal within the designated timeframe.</p>
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Dr. A.U. Jawadekar
(IQAC Coordinator)


Dr. S.B. Somani
(Principal)

Copy forwarded to all HODs/Deans for their immediate implementation.

PRINCIPAL
Shri Sant Gajanan Maharaj
College of Engineering, Shegaon.





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Website- www.ssgmce.org

Ref.No.GMCE/IQAC/2018

Date: 6/09/2018

To,
All Authorities and Members,
IQAC, SSGMCE,
Shegaon-444203

Sub: Meeting Notice.


Respected Sir,

All Authorities and Members of the IQAC are hereby informed that the meeting of the IQAC is convened on 13/09/2018 at 11.00 a.m. in the meeting hall of the college for consideration and decision on the following items.

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: Preparation of upcoming Industry Institute Meet
Item No. 3 :Discussion on Conducting Community Development Programs
Item No.4 :Offering Foreign Language courses
Item No.5 : Any other items with the permission of the Chair.


Dr. A.U. Jawadekar
IQAC Coordinator),

- | | |
|----------------|-----------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Exams | Prof. V.M.Umale |
| 3. HOD, ASH | Dr.N.A.Patil |
| 4. HOD, ELPO | Dr.S.R.Paraskar |
| 5. HOD, MECH | Dr.S.P.Trikal |
| 6. HOD, CSE | Dr.N.M.Kandoi |
| 7. HOD, IT | Mr.A.S.Manekar |
| 8. HOD, EXTC | Dr.G.S.Gawande |
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Minutes of the meeting of IQAC

Date: 14/09/2018

As per the meeting notice of the IQAC dated 06-09-2018, the meeting of the IQAC was held on 13/09/2018 at 11.00 a.m. in the meeting hall of the college.

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

1. Principal	Dr.S.B.Somani	
2. Dean, Exams	Prof. V.M.Umale	
3. HOD, ASH	Dr.N.A.Patil	
4. HOD, ELPO	Dr.S.R.Paraskar	
5. HOD, MECH	Dr.S.P.Trikal	
6. HOD, CSE	Dr.N.M.Kandoi	
7. HOD, IT	Mr A.S.Manekar	
8. HOD, EXTC	Dr.G.S.Gawande	
9. Registrar	Prof.A.V.Patil	
10 IQAC Coordinator	Dr.A.U.Jawadekar	

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 25/06/2018 were reviewed and approved by all the members.

Item No. 2 :Preparation of upcoming Industry Institute Meet

Resolution No.2:The Principal emphasised that the primary objective of the Industry Institute Meet is to facilitate meaningful interactions and collaboration between academia (educational institutions) and industry (corporate organisations). The IQAC coordinator further added that such meets are necessary to foster partnerships and collaborations between industry and academic institutions, bridging the gap between theoretical knowledge and real-world applications. The Principal suggested establishing an organising committee comprising faculty members and staff to oversee the planning and execution of the event.

Item No. 3 :Conducting Community Development Programs

Resolution No.3: The IQAC coordinator emphasised the importance of community engagement and the institution's dedication to social responsibility and also reviewed the outcomes and impact of previous community development programs conducted by the institution, reflecting on the lessons learned and areas for improvement. In line with this, the Principal instructed all Heads of Departments to generate ideas and evaluate various initiatives that can effectively address the specific needs and



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priorities of the community. To ensure a structured approach to implementation, the Principal requested the development of a comprehensive implementation plan for each community development program. Additionally, the Principal assigned the Community Development Program (CDP) Coordinator the responsibility of developing a detailed action plan, which would serve as a roadmap for executing the initiatives effectively and efficiently.

Item No. 4 :Offering Foreign Language courses.

Resolution No.4: The Principal emphasised the significance of offering foreign language education to enhance students' skills and global perspectives. The IQAC coordinator further emphasised the potential benefits, such as improving communication skills, cultural understanding, and employability. Following the discussion, the Head of the ASH department explored different foreign language options that could be offered to students, considering the relevance and popularity of languages. In this regard, some members recommended the inclusion of the German language as a potential option. Acknowledging the recommendations, the Principal assigned the task of organising the foreign language courses to the ASH department.

Item No. 5: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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Meeting	Actionable Points	Action Taken
Item No.1	Confirmation and approval of the minutes from the previous IQAC meeting dated 25/06/2018	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	Preparation of upcoming Industry Institute Meet	The Principal effectively defined the roles and responsibilities of each committee member, ensuring seamless coordination. A coordinator was appointed to oversee the smooth conduct of the event. Each department took the initiative to identify potential guest speakers from the industry who could deliver keynote addresses or actively participate in panel discussions. A comprehensive schedule was meticulously crafted for the Industry Institute Meet, allocating time slots for various sessions, networking breaks, and lunch. The coordinator efficiently coordinated with the invited speakers and industry participants to finalise their session timings, ensuring an organised and engaging event. The successful execution of the meet on January 19 and 20, 2019 offered invaluable opportunities for students to showcase their projects, research, and innovative ideas to esteemed industry representatives.
Item No.3	Conducting Community Development Programs	Each department identified the objectives, target beneficiaries, and expected outcomes of the selected community development programs. The Community Development Program (CDP) Coordinator, recognising the significance of a well-structured approach, developed a detailed action plan. This plan played a crucial role in ensuring the smooth and effective conduct of the programs.
Item No.4	Organization of Foreign language courses	The Principal appointed a faculty member from the ASH department as the organiser for the foreign language course. The faculty coordinator, identified the specific student groups that would benefit from the foreign language classes and also assessed the availability of qualified instructors to deliver the course. As a result, 45 participants registered for the foreign language course. These participants actively engaged in the classes and successfully completed the course. In recognition of their achievements, they were awarded certificates for their successful completion of the course.


Dr.A.U.Jawadekar
(IQAC Coordinator)




Dr.S.B.Somani
(Principal)

PRINCIPAL

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College of Engineering, Shegaon.**

Copy forwarded to all HODs/Deans for their immediate implementation, if



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Website- www.ssgmce.org

Ref.No.GMCE/IQAC/2018

Date: 07/12/2018

To,
All Authorities and Members,
IQAC, SSGMCE,
Shegaon-444203.

Sub: Meeting Notice.

Respected Sir,

All Authorities and Members of the IQAC are hereby informed that the meeting of the IQAC is convened on 13/12/2018 at 11.00 a.m. in the meeting hall of the college for consideration and decision on the following items.

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: Organization of workshop on NAAC
- Item No. 3 :Submission of SAR to NBA
- Item No.4 :Review of preparation upcoming Alumni meet
- Item No.5: Any other items with the permission of the Chair.

Dr. A.U.Jawadekar
IQAC Coordinator),

- | | |
|------------------------|-----------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Exams | Prof. V.M.Umale |
| 3. HOD, ASH | Dr.N.A.Patil |
| 4. HOD, ELPO | Dr.S.R.Paraskar |
| 5. HOD, MECH | Dr.S.P.Trikal |
| 6. HOD, CSE | Dr.N.M.Kandoi |
| 7. HOD, IT | Mr.A.S.Manekar |
| 8. HOD, EXTC | Dr.G.S.Gawande |
| 9. Registrar | Prof.A.V.Patil |
| 10. HOD, MBA | Dr. H. M. Jha |
| 11. Alumni Coordinator | Dr. D.D.Nawgaje |



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Minutes of the meeting of IQAC

Date :14/12/2018

As per the meeting notice of the IQAC dated 07-12-2018, the meeting of the IQAC was held on 13/12/2018 at 11.00 a.m. in the meeting hall of the college.

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

1. Principal	Dr.S.B.Somani	
2. Dean, Exams	Prof. V.M.Umale	
3. HOD, ASH	Dr.N.A.Patil	
4. HOD, ELPO	Dr.S.R.Paraskar	
5. HOD, MECH	Dr.S.P.Trikal	
6. HOD, CSE	Dr.N.M.Kandoi	
7. HOD, IT	Mr.A.S.Manekar	
8. HOD, EXTC	Dr.G.S.Gawande	
9. Registrar	Prof.A.V.Patil	
10. Alumni Coordinator	Dr. D.D.Nawgaje	
11. IQAC Coordinator	Dr .A.U.Jawadekar	

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 13/09/2018 were reviewed and approved by all the members.

Item No. 2 :Organization of workshop on NAAC

Resolution No.2: The IQAC coordinator highlighted the importance of familiarizing faculty and staff with the changes in the NAAC accreditation format. The Principal strongly emphasized the significance of organizing a workshop focused on the new NAAC format and its relevance to the institution's accreditation process. The Principal suggested forming a committee to ensure effective coordination and preparation for conducting an informative and successful workshop for faculty and staff members. All members expressed their approval for this initiative.

Item No. 3 :Submission of SAR to NBA

Resolution No.3:During the meeting, the Principal emphasized the importance of effective coordination and preparation to compile and submit the SAR accurately within the specified timeline. NBA departmental coordinators discussed the progress



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made in preparing the SAR, including data collection, analysis, and documentation. The IQAC coordinator discussed the process of data verification and quality assurance to ensure the accuracy and reliability of the information presented in the SAR. Additionally, the IQAC coordinator reviewed the structure and organisation of the SAR to ensure its alignment with the NBA's guidelines and requirements.


Item No. 4 : Review of preparation of upcoming Alumni meet .

Resolution No.4: The principal explained that the objective of the alumni meet is to foster a sense of community, strengthen the bond between the alumni and the institution, provide networking opportunities, and gather feedback for improvement. The alumni coordinator suggested actively engaging alumni during the meeting. Ideas such as showcasing alumni achievements, facilitating networking opportunities, and involving them in sessions or discussions were discussed. IQAC members discussed different strategies for inviting alumni and effective communication methods. The members suggested utilising email invitations, social media promotion, the institution's website, or exploring the alumni database. The principal asked the alumni coordinator to prepare a program structure for the alumni meet. The IQAC coordinator stated the mechanisms for collecting feedback from alumni and emphasised the importance of analysing the feedback and using it for future improvements.

Item No. 5: 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.



Shri Gajanan Shikshan Sanstha's

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Website- www.ssgmce.org

Actions taken on the decision taken by the IQAC at its meeting held on December 13-2018:

Meeting on	Actionable Points	Action Taken
Item No.1	Confirmation and approval of the minutes from the previous IQAC meeting dated 13/09/2018	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	Organization of workshop on NAAC	The Principal appointed an organising committee to plan and execute the workshop. The organising committee created a comprehensive agenda, focusing on the key changes in the NAAC accreditation format and their implications for the institution. The content encompassed presentations, and discussions, successfully engaging all the participants. Esteemed experts, namely Dr. D.V. Patil, Dr. M.R. Sanghavi, and Dr. S.D. Sancheti, were cordially invited as resource persons to deliver the workshop. Their profound knowledge of the new accreditation format added immense value. Consequently, the NAAC workshop, conducted on February 22, 2019, achieved resounding success. Faculty and staff members comprehensively understood the new accreditation format and its implications for the institution. Moreover, the workshop instilled a profound sense of awareness and preparedness for the forthcoming accreditation process.
Item No.3	Submission of SAR to NBA	All departmental HODs, faculty, and staff members demonstrated exceptional dedication in ensuring the timely and accurate compilation of the report. The team diligently collected and analysed relevant data, encompassing all aspects of the institution's academic, administrative, and infrastructure domains. It was confirmed that all necessary sections and supporting evidence were included in the report. Additionally, extensive documentation was compiled to provide




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		<p>substantial evidence of the institution's achievements, initiatives, and quality enhancement efforts. This comprehensive documentation included academic programs, faculty details, student performance, infrastructure facilities, and stakeholder feedback. Rigorous, multiple rounds of checks were conducted to ensure the accuracy, consistency, and validity of the information presented in the SAR. Upon finalising the SAR and obtaining the necessary approvals, the report was successfully submitted to the NBA in February 2019.</p>
Item No.4	Review of preparation of upcoming Alumni meet	<p>The Alumni Coordinator prepared a comprehensive program structure for the alumni meet, incorporating keynote speakers, panel discussions, interactive sessions, and cultural activities. The program structure was reviewed and approved by the Principal. The finalised program structure was circulated to all departments involved in the organisation of the alumni meet. Responsibilities for different tasks, including invitation distribution, program planning, and logistics management, were assigned to specific individuals. The alumni meet was successfully conducted on January 5, 2019. A total of 272 alumni attended the meet, indicating active participation. Feedback forms and surveys were provided to the alumni during the event to gather their opinions and suggestions. The collected feedback was analysed thoroughly to identify areas for improvement.</p>


Dr. A.U. Jawadekar
(IQAC Coordinator)




Dr. S.B. Somani
(Principal)

PRINCIPAL
Shri Sant Gajanan Maharaj
College of Engineering, Shegaon.

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Ref.No.GMCE/IQAC/2019

Date: 08/03/2019

To,

All Authorities and Members,
IQAC, SSGMCE,
Shegaon-444203.

Sub: Meeting Notice.


Respected Sir,

All Authorities and Members of the IQAC are hereby informed that the meeting of the IQAC is convened on 14/03/2019 at 11.00 a.m. in the meeting hall of the college for consideration and decision on the following items.

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:Conducting Feedback and survey
- Item No. 3 :Conduction of Academic Audit
- Item No.4 :Organizing project Competition
- Item No. 5: Review of Training and Placement activities
- Item No.6 : Any other items with the permission of the Chair.


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

- | | |
|----------------|-----------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Exams | Prof. V.M.Umale |
| 3. HOD, ASH | Dr.N.A.Patil |
| 4. HOD, ELPO | Dr.S.R.Paraskar |
| 5. HOD, MECH | Dr.S.P.Trikal |
| 6. HOD, CSE | Dr.N.M.Kandoi |
| 7. HOD, IT | Mr.A.S.Manekar |
| 8. HOD, EXTC | Dr.G.S.Gawande |
| 9. HOD, MBA | Dr. H. M. Jha |
| 10. Registrar | Prof.A.V.Patil |
| 11. TPO | Dr V.N.Thute |



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Minutes of the meeting of IQAC

Date : 15/03/2019

As per the meeting notice of the IQAC dated 08/03/2019, the meeting of the IQAC was held on 14/03/2019 at 11.00 a.m. in the meeting hall of the college.

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

- | | | |
|----------------------|-------------------|--|
| 1. Principal | Dr.S.B.Somani | |
| 2. Dean, Exams | Prof. V.M.Umale | |
| 3. HOD, ASH | Dr.N.A.Patil | |
| 4. HOD, ELPO | Dr.S.R.Paraskar | |
| 5. HOD, MECH | Dr.S.P.Trikal | |
| 6. HOD, CSE | Dr.N.M.Kandoi | |
| 7. HOD, IT | Mr.A.S.Manekar | |
| 8. HOD, EXTC | Dr.G.S.Gawande | |
| 9. Registrar | Prof.A.V.Patil | |
| 10. TPO | Dr V.K. Thute | |
| 11. IQAC Coordinator | Dr .A.U.Jawadekar | |

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 13/12/2018 were reviewed and approved by all the members.

Item No. 2 :Conducting Feedback and survey

Resolution No.2: The principal stated the objective of conducting feedback and a survey on teaching and learning, emphasising the importance of improving the quality of education. IQAC members suggested that the feedback and survey should cover various aspects, including teaching quality, infrastructure, support services, co-curricular activities, and the overall student experience. Dean was assigned the responsibility of preparing the schedule for conducting student feedback.

Item No. 3 :Conduction of Academic Audit

Resolution No.3:The Principal emphasized the importance of evaluating and ensuring the quality and effectiveness of academic programs and processes through an academic audit. He further expressed that the institution aims to identify areas for improvement and enhance the overall quality of education provided through the objective of the academic audit. The IQAC coordinator presented the identified



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parameters for the academic audit. The key areas to be evaluated include teaching-learning methods, assessment and evaluation practices, faculty development, infrastructure, and student support services. The Principal asked the IQAC coordinator to prepare a schedule for the academic audit.

Item No. 4: Organizing project Competition.

Resolution No.4: The Principal emphasised the importance of providing a platform for final year students to showcase their project ideas and skills. In line with this, it was decided to organize a project competition that would foster innovation, creativity, and collaborative problem-solving among the students. The Principal assigned the research coordinator the responsibility of establishing the guidelines and rules for the project competition.

Item No. 5: Review of Training and Placement activities

Resolution No.5: The Training and Placement Officer (TPO) gave a presentation on the various activities conducted during the academic year. He provided an overview of the number of training sessions held, the types of training sessions, and the industries/companies that participated. Additionally, he discussed feedback received from students and employers regarding the quality of training provided. The Principal asked the TPO to identify any skill gaps observed during the placement process or feedback sessions and also formulate strategies to bridge these gaps and enhance students' employability.

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)

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Actions taken on the decision taken by the IQAC at its meeting held on March 14, 2019:

Meeting on	Actionable Points	Action Taken
Item No.1	Confirmation and approval of the minutes from the previous IQAC meeting dated 13/12/2018	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	Conducting Feedback and survey	The Dean Academics prepared a comprehensive schedule for collecting student feedback. The schedule included specific dates, timings, and locations for administering the surveys. The schedule was communicated to all heads of departments for their reference and coordination. Feedback was collected from a significant number of students across all departments. The IQAC members analysed the survey findings. An action plan was developed to address the specific issues raised by the students based on the identified areas for improvement. The IQAC members proposed a range of improvement strategies and initiatives for the next academic year. Initiatives included faculty development programs, infrastructure enhancements, student support services enhancements, and the introduction of new co-curricular activities.
Item No.3	Conduction of Academic Audit	The IQAC coordinator prepared a comprehensive schedule for the academic audit. The schedule was communicated to the audit committee for their reference and coordination. The necessary documentation, such as syllabus completion records, teaching materials, assessment records, student feedback, faculty development program details, workshops attended or organised, and faculty research publications, was collected for the audit. The academic audit was conducted as per the established schedule. The audit committee thoroughly evaluated the collected documentation. The audit findings, recommendations, and suggestions for improvement were compiled into a comprehensive report. The audit report was submitted to the Principal for review and approval. Upon review and approval by the Principal, the audit report was shared with the IQAC and all departments. This allowed them to



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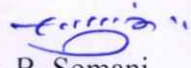
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		identify areas for improvement and develop action plans accordingly.
Item No.4	Organizing project Competition	<p>The Research Coordinator, in collaboration with the IQAC members, prepared a schedule for the project competition, The IQAC members discussed and finalised the evaluation criteria for the competition, considering factors such as innovation, technical proficiency, relevance to the objectives, and potential societal impact.</p> <p>Based on the developed guidelines, industry professionals, faculty members, and alumni were invited to evaluate the projects. After the evaluation process, the winners were announced and awarded prizes and certificates in recognition of their outstanding performance.</p>
Item No.5	Review of Training and Placement activities	<p>Based on the feedback received from students and employers regarding the quality of training sessions, necessary improvements are made to enhance their effectiveness. The Training and Placement Officer (TPO) conducted a thorough analysis of the placement performance, considering factors such as the number of students placed, average salary packages, and sectors of placement. Areas with lower placement rates were identified and targeted for improvement. An action plan for the upcoming academic has been formulated, with a focus on continuous improvement in training and placement activities.</p>


Dr. A.U. Jawadekar
(IQAC Coordinator)




Dr. S. B. Somani
(Principal)

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