



**SHRI GAJANAN SHIKSHAN SANSTHA'S**  
**SHRI SANT GAJANAN MAHARAJ COLLEGE OF ENGINEERING,**  
**SHEGAON – 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  
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Email- principal@ssgmce.ac.in  
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Ref.No.GMCE/IQAC/2020

Date: 16/07/2020

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 IQAC meeting is scheduled for 23/07/2020 at 11:00 a.m. It will be conducted online via Microsoft Teams.

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 for the academic year 2020-2021
- Item No. 3: Discussion on Outcomes of IQAC 2019-20
- Item No.4: Action plan for current Academic year.
- Item No.5: Conduction of Online Lectures on Microsoft teams
- Item No.6: Organization of STTPs
- Item No.7: Organization of FDP
- Item No.8: Governance Functionalities
- Item No 9: 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.N.A.Patil	HOD, ASH
Dr.S.R.Paraskar	HOD, ELPO
Dr.S.P.Trikal	HOD, MECH
Dr.S.B.Patil	HOD, CSE
Mr.A.S.Manekar	HOD, IT
Dr.G.S.Gawande	HOD, EXTC
Dr. H.M. Jha	HOD, MBA
Prof.A. V.Patil	Registrar
Dr S.S.Jadhao	ELPO
Dr V.K.Thute	TPO



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**Minutes of the meeting of IQAC**

Date : 24/07/2020

As per the meeting notice of the IQAC dated 16-07-2020, the meeting of the IQAC was held online on 23/07/2020 at 11.00 a.m. via Microsoft teams.

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. N.A.Patil	HOD, ASH	
Dr. S.R.Paraskar	HOD, ELPO	
Dr. S.P.Trikal HOD	MECH	
Dr. S.B.Patil, HOD	CSE	
Mr. A.S.Manekar	HOD, IT	
Dr.G.S.Gawande	HOD, EXTC	
Prof. A.V.Patil	Registrar	
Dr. V.K.Thute	TPO	
Dr. A.U.Jawadekar	IQAC Coordinator	

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 13/12/2019 were reviewed and approved without any modifications.

**Item No. 2:** To approve the Academic Calendar for the academic year 2020-21

**Resolution No.2:** Dean Academics presented copies of the proposed academic calendar for the academic year 2020-21 to the authorities and members for their review. It was decided that the activity schedule could be revised as needed in response to the on-going



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Covid-19 pandemic, in alignment with notifications received from Sant Gadge Baba Amravati University.

**Item No. 3:** Discussion on Outcomes of IQAC 2019-20

**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 2019–20. The coordinator provided an overview of the various workshops, skill development programs, and curricular activities conducted to enhance student development. Furthermore, the coordinator congratulated the Head of the Mechanical Department for receiving an AICTE Grant of fourteen lakhs eight nine thousand rupees under the MODROB scheme.

The report also mentioned the successful completion of six months of training for two faculty members, Mr. V.S. Ingole and Mr. N.M. More, at FAB Lab Pabal. Additionally, the IQAC highlighted the successful conduction of an Industry-Institute meet, which provided significant motivation to students. The Principal provided valuable insights and suggestions for further improving the effectiveness of IQAC initiatives.

**Item No. 4:**Action plan for current Academic year.

**Resolution No.4:**All the heads of the department presented their action plans for the academic year 2020-2021. Some members expressed the opinion that, considering the on-going Covid-19 pandemic situation, it would be challenging to achieve the set targets related to student activities. It was decided to encourage the students to register for SWAYAM – NPTEL courses.

**Item No. 5 :**Review of Online Lectures on Microsoft teams

**Resolution No.5:** The Dean of Academics presented a comprehensive review of the online lectures conducted via Microsoft Teams. He highlighted that the majority of students actively participate in these online learning sessions. However, it was acknowledged that certain students, particularly those residing in rural areas, occasionally



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face technical challenges that impact their learning experience. These challenges encompass issues related to connectivity, platform usability, and accessibility.

The Heads of Departments further emphasized that faculty members are taking proactive steps to engage with these students. They are sharing recorded lectures and providing comprehensive lecture notes, ensuring that all students have equitable access to the educational resources necessary for their academic success. The Principal commended the faculty for their consistent delivery of high-quality content. This includes the integration of multimedia and effective presentation techniques, which have contributed to enhancing the overall learning experience

**Item No. 6: Organization of STTPs**

**Resolution No.6:**The Head of the Electrical Engineering department shared the plan for an AICTE-sponsored STTP on "Software Utility for Teaching and Research in Electrical Engineering," which is to be organized by the Electrical Department. The STTP is scheduled in three phases in accordance with AICTE's directives. Dr. S.S. Jadhao, the coordinator of the STTP, stated that its purpose is to enhance the teaching, computing, and analytical skills of the faculties and research scholars. He also mentioned that the expected number of participants for this STTP is 80 and provided a brief overview of the planning for this event. The Head of the Computer Science and Engineering (CSE) department also briefed us about the planning of the upcoming STTP organized by the CSE department, focusing on "Machine Learning and its Applications in Data Analytics."The Principal instructed that official announcements be made for both of these STTPs.

**Item No. 7: Organization of FDP**

**Resolution No.7:** The IQAC Coordinator shared important details about the upcoming Faculty Development Program (FDP) titled 'Scholar Leader Program.' The FDP will feature Retired Major General Neeraj Bali, CEO of Landscape Advisors, as the resource person. This FDP is designed to focus on practical leadership issues and personal growth, with the aim of helping faculty members enhance their skills and professional



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development. The Principal instructed the IQAC Coordinator to prepare the FDP schedule and circulate it to all departments, ensuring that everyone is well-informed and prepared for this valuable learning opportunity..

**Item No. 8:** E Governance Functionalities.


**Resolution No.8**The IQAC Coordinator presented the new functionalities of e-governance introduced in this session. These include online lectures conducted on Microsoft Teams, with some faculty members using Google Meet for meetings with students. The Electrical department has purchased a license for Zoom software to facilitate the conduction of STTPs. Additionally, OBS Recorder is utilized by a few faculty members for recording their lectures. Webinars are being arranged on the Webex platform, and online exams are conducted on the Microsoft Teams platform. Projects and seminars are also conducted on the Teams platform.

The Principal expressed appreciation for the efforts taken by all departments in implementing e-governance and suggested encouraging students to utilize digital resources such as e-books, online journals, and research databases to support teaching and research activities


**Item No. 9:** 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 July 23, 2020

Meeting on	Actionable Points	Action Taken
Item No.1	To confirm the minutes of meeting dated 13/12/2019	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 2020-21	The IQAC Coordinator documented the approved academic calendar 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	Outcomes of IQAC 2019-20	The IQAC Coordinator has meticulously documented the verified outcomes and accomplishments of the IQAC for the academic year 2019–20, ensuring their accessibility for future reference and reporting needs. Additionally, the report has been disseminated to IQAC members, comprising both faculty and staff, for their thorough review.
Item No.4	Action plan for current Academic year.	Action Plan, approved by IQAC
Item No.5	Review of Online Lectures on Microsoft teams	Efforts appreciated by IQAC, and e resources shared with students
Item No.6	Organization of STTPs	Information regarding the organization of the STTP circulated to all departments for their reference.
Item No.7	Organization of FDP	Schedule and details of the program circulated to participants
Item No.8	E Governance Functionalities	IQAC noted the suggestion given by Principal and acted accordingly

  
Dr. A.U. Jawadekar  
(IQAC Coordinator)

  
Dr. S.B. Somani  
(Principal)

**PRINCIPAL**

**Shri Sant Gajanan Maharaj  
College of Engineering, Shegaon.**

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





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Ref.No.GMCE/IQAC/2021

Date: 11/01/2021

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 IQAC meeting is scheduled for 15/01/2021 at 11:00 a.m. It will be conducted online via Microsoft Teams.

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: Review of MOOCs Courses
- Item No. 3: Presentation of ICT Policy
- Item No.4: Refinement in CO-PO Attainment Method
- Item No.5: Planning of Technical Event Pursuit
- Item No.6: Student Satisfaction Survey
- Item No.7: AICTE guidelines for promoting Gender equity
- Item No.8: Completion of Final Year Project
- Item No 9: 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.N.A.Patil	HOD, ASH
Dr.S.R.Paraskar	HOD, ELPO
Dr.S.P.Trikal	HOD, MECH
Dr.S.B.Patil	HOD, CSE
Mr.A.S.Manekar	HOD, IT
Dr.G.S.Gawande	HOD, EXTC
Dr. H. M. Jha	HOD, MBA
Prof.A.V.Patil,	Registrar
Prof S.P.Badar,	Coordinator Pursuit



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**Minutes of the meeting of IQAC**

Date :16/01/2021

According to the meeting notice from the IQAC dated 11-01-2021, the IQAC meeting was held on 15/01/2021 at 11:00 a.m. in an online mode

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.N.A.Patil	HOD, ASH	
Dr.S.R.Paraskar	HOD, ELPO	
Dr.S.P.Trikal	HOD, MECH	
Dr.S.B.Patil	HOD, CSE	
Mr.A.S.Manekar	HOD, IT	
Dr.G.S.Gawande	HOD, EXTC	
Prof.A.V.Patil,	Registrar	
Prof S.P.Badar	Coordinator Pursuit	
Dr.A.U.Jawadekar	IQAC Coordinator	

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 23/07/2020 were reviewed and approved without any modifications.

**Item No. 2:** Review of MOOCs Courses

**Resolution No.2:** Dean Academics presented the review of MOOCs courses, including statistics regarding student and faculty enrolment across various courses on platforms such as SWAYAM, NPTEL, Coursera, edX, etc. Few committee members unanimously suggested a measure to promote student engagement. They proposed that students who successfully complete these courses will have their credits transferred into their assignment marks. All members of the committee approved this suggestion. The Principal instructed the Dean Academics to promptly notify students regarding this beneficial opportunity.



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**Item No. 3:** Presentation of ICT Policy

**Resolution No.3:** The IQAC Coordinator presented the institute's ICT policy, highlighting its objectives, which include enhancing technology use for teaching and administration, ensuring data security, and promoting digital literacy. The Principal emphasized the importance of ethical considerations and the responsible use of ICT resources and data by all users. The Principal also instructed that the updated policies be emailed to all concerned and made available on the institute website.

**Item No. 4:** Refinement in CO-PO Attainment Method

**Resolution No.4:** The IQAC Coordinator expressed the need for some changes in the attainment process, incorporating suggestions received from the expert NBA team. The coordinator presented the modified method of CO-PO mapping and attainment, emphasizing that CO-PO mapping matrices have been revised to align with Competencies and Performance Indicators as outlined in the AICTE Exam reform documents. IQAC approved these modifications. The Principal instructed that guidelines should be provided to the departments accordingly.

**Item No. 5:** Planning of Technical Event Pursuit

**Resolution No.5:** The Pursuit Coordinator presented plans for the upcoming technical event, "Pursuit," which has been adapted for online mode due to the ongoing COVID-19 pandemic. The primary objective of this event is to provide students with a platform to showcase their talents in a competitive spirit. The coordinator outlined the event's components, including paper presentations, project expos, workshops, poster presentations, and coding contests, all of which will be conducted virtually using Microsoft Teams and Google Meet. Notably, the Principal suggested that all student chapters should be included in the event planning process to ensure comprehensive participation and coordination, thereby avoiding any unnecessary redundancies and ensuring a well-organized and efficient event.

**Item No. 6:** Student Satisfaction Survey

**Resolution No.6:** IQAC Coordinator presented a comprehensive analysis of the



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survey results, emphasizing significant findings and trends related to student satisfaction. The survey parameters are centred on the teaching and learning processes within the institute. The analysis revealed that students have expressed a desire for more initiatives related to career guidance and counselling services. Principal recommended planning additional activities to guide students in preparing for competitive exams.

**Item No. 7:** AICTE guidelines for promoting Gender equity

**Resolution No.7:** The IQAC Coordinator provided AICTE guidelines for promoting gender equity in the institution as a means to inspire girl students. The guidelines emphasize the importance of equal opportunities, the establishment of a safe and inclusive learning environment, and the empowerment of women pursuing technical and engineering fields. AICTE encourages institutions to develop women-centric programs and incentives, such as scholarships, mentoring initiatives, and tailored support services, to attract and retain female students. Additionally, the guidelines stress the significance of conducting awareness programs, workshops, and sensitization sessions for students, faculty, and staff to raise awareness about gender equity issues and foster an inclusive atmosphere. In response to this, the Principal recommended the creation of a comprehensive gender plan that outlines all the activities aimed at promoting gender equity within the institution

**Item No. 8:** Completion of Final Year Project

**Resolution No.8** Principal recommended that all Heads of Departments (HODs) ensure the timely completion of final year students' projects and thesis reports in accordance with the established guidelines. Additionally, he instructed the initiation of project progress monitoring rounds in an online mode. The Dean Exams suggested planning the external project examination in an online format, aligning with the directions provided by the university due to the ongoing COVID-19 pandemic. As a practical measure, it has been decided that students will submit their project reports only in a soft copy format, eliminating the need for hard copy submissions.



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**Item No. 9:** 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**  
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Actions taken on the decision taken by the IQAC at its meeting held on January 15, 2021

Meeting on	Actionable Points	Action Taken
Item No.1	To confirm the minutes of meeting dated 23/07/2020	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	Review of MOOCs Courses	As per the instruction from Principal, Dean of Academics notified students that their NPTEL credits will be transferred into their assignment marks.
Item No.3	Presentation of ICT Policy	The ICT policy has been mailed to all departments and also made available on the website.
Item No.4	Refinement in CO-PO Attainment Method	The IQAC Coordinator documented the modified CO-PO mapping and attainment method, and circulated it to all departments for necessary actions
Item No.5	Planning of Technical Event Pursuit	Pursuit coordinators, along with all student chapters, planned various online technical activities.
Item No.6	Student Satisfaction Survey	IQAC coordinator circulated the key findings of Student satisfaction survey to all the departments for necessary action
Item No.7	AICTE guidelines for promoting Gender equity	Based on the suggestions provided by the Principal, a Gender Action Plan is prepared for execution
Item No.8	Completion of Final Year Project	The guidelines for the preparation of the project report and details regarding the project progress monitoring round have been notified to students.

Dr. A.U.Jawadekar  
(IQAC Coordinator)

Dr. S.B.Somani  
(Principal)

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