



NOTICE

The meeting of Internal Quality Assurance Cell (IQAC) has been scheduled on Tuesday, 26/03/2024, at 03.00 pm. All the members of IQAC are hereby informed to attend the same without fail.

Venue: Conference Room, A wing.

Agenda of the meeting:

1. To confirm the minutes of meeting conducted on 18 January 2024
2. To brief about the status of AQAR 2022-23
3. Information about the Career Advancement Scheme (CAS) for the duration ending 2023
4. Information about the activities conducted in the college: Synergy, Sports, and Celebration of Shivaji Maharaj Jayanti etc.
5. Information about the Placement of students for the batch 20223-24
6. Extending the Library Hours in the College
7. Information about the Status of Academic Monitoring for ODD Semester (2023-24) and Monthly Review of January & February 2024
8. Any other point with the permission of chair


Coordinator, IQAC
Chairman, IQAC

Minute of the Meeting

3rd Meeting of Internal Quality Assurance Cell (IQAC) has been conducted on 26 March 2024. The following are the minutes of the meeting:

1. The minutes of the previous meeting (17 Jan 2024) have been read and confirmed.
2. The list of important/demanding NPTEL courses (dept wise) shall be prepared by respective HODs and those courses shall be promoted into the students for better certification in view of NEP for earning the credits.
3. Academic Monitoring: It will be conducted on bimonthly by the committee of three officials i.e. Dean (Academics), Dean (R&D) and IQAC Coordinator. The monthly reports will be submitted to the Principal within first week of every month during academics.
4. It is suggested to place a box in each classroom for students' academic doubts occurred during everyday lectures. Students/Class Representative will collect all the doubts and shall put in the box. Every evening it will be opened by respective HODs and suggestions will be notified to respective teacher. Immediate action shall be taken by teacher and reported to HOD.
5. Continuous Assessment for laboratory course should be rubric based, transparency and students acknowledgement to be maintained. Students should know the marks given to their lab performance and other internal assessment credentials.
6. Every subject teacher should prepare the rubrics for their respective term work credentials. Students should be well aware of these activity wise rubrics. CO and PO Attainment Calculations (IA only) of current semester will be prepared by all teachers and will be monitored by HOD and Monitoring committee.
7. Different levels of rubrics should be used as per the year of students (i.e. level 4.5 for FE, 5 for SE, 5.5 for TE and 6 for Final year students) reference of UGC Exam Reforms can be taken for the same.
8. Dean R&D should prepare the list of the areas (in campus and out of campus) to visit by different students for experiential learning purposes and to update the Problem Bank on continuous basis. Accordingly plan to be prepared at department level; the review of the same will be conducted in next meeting.

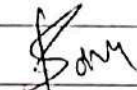
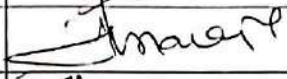
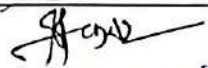
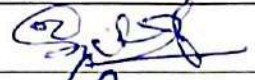
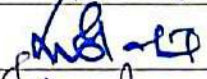
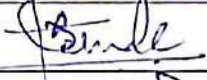
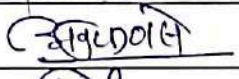

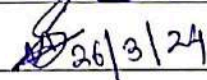
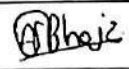
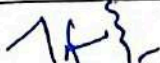
9. GFT specific parameters (Annexure 1) are to be added in PBAS form and to be linked with CAS, and should be circulated to all staff, CAS process for AY 2022-23 and AY 2023-24 will be initiated in June 2024. CAS processes should be completed within three months from the date of an announcement.
10. CAS process to be implemented for the teachers appointed at institute level with the same parameters. The experience in GFT only will be considered for the same.
11. Fundamental concepts in each course to be prepared by the respective teacher, to be compiled by HOD in booklet formats to be shared to students for the improvement in students' technical knowledge as per placement point of view.
12. For improvement in placement; department level meeting with students, HOD, staff and TPO should be arranged and to discuss necessary points accordingly. Plan to be prepared by TPO.
13. In Library following things to be availed for students' usage: Old Exam Question Papers with Model Answers (course wise).
14. It is requested by Prof. K. M. Gajmal that the activity for Center of Excellence shall be initiated on "Augmented Reality" in Computer Engineering Department.
15. Sustainable Development Center (Shaswat) shall be established at Civil Department to organize and conduct various activities.

The meeting is concluded with the vote of thanks expressed by the IQAC Coordinator.


Chairman, IQAC
4/4/24

Meeting of Internal Quality Assurance Cell (IQAC)

Date: 26/03/2024

Sr. No.	Name of the Member	Designation	Representation	Signature
1	Dr. Pramod B Patil	Chairman	Head of Institute	
2	Dr. A. B. Marathe	Member	Management Representative	
3	Prof. S C Munghate	Member	Registrar (General Administration)	
4	Dr. M S Satpute	Member	Representative of Senior Teacher	
5	Dr. S K Patil	Member	Representative of Teacher	
6	Dr S P Tekade	Member	Representative of Teacher	
7	Prof. A V Phanse	Member	Representative of Teacher	
8	Prof. K M Gajmal	Member	Representative of Teacher	
9	Prof. S S Methe	Member	Training & Placement Officer	 26/3/24
10	Mr. Ashok Patil	Member	Employer & Industrialist	
11	Mr. Kisan Chavan	Member	Stakeholder (Parent)	
12	Mr. Sadanand Kulkarni	Member	Local Society Member	
13	Mr. Aniket Auti	Member	Alumni	
14	Mr. Aditya Bhoje	Member	Student Representative (Male)	
15	Miss. Durva Pandit	Member	Student Representative (Female)	
16	Dr. Nitin Kolekar	Member	IQAC Coordinator	

CIR. No.24/Jan-Dec. 2024

2th April 2024

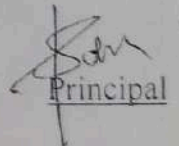
CIRCULAR

Following is the extract of few points resolved in the College Development Committee and Internal Quality Assurance Cell meetings regarding following task needs to be monitored for operational continuously for completion through the mentioned identified authorities.

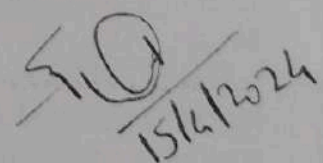
Sr. No.	Particulars	Completed	
		Through	By
1.	<p>1. To identify NPTEL courses: Courses shall be promoted among students in line with NEP 2020 to earn credits.</p> <p>2. To place a box in each classroom for students' academic doubts occurred during everyday lectures. Students/Class Representative will collect all the doubts and shall put in the box. Every evening it will be opened by respective HODs and suggestions will be notified to respective teacher. Immediate action shall be taken by teacher and reported to HOD.</p> <p>3. To prepare <u>Booklet format</u> for the fundamental concepts in each course within department with an objective of placement based on students' technical knowledge. This initiative is based on the feedback received from the recruiters/companies.</p> <p>4. To prepare and submit the <u>University Examination Question Papers</u> along with <u>Model/Answers</u> for the examination summer 2022 onwards for each subject before the end of the current session/semester to Library for student reference.</p>	Dean (Academic)	HoD
2.	<p>1. To prepare <u>Rubric Based Activity Evaluation Sheet</u> for laboratory activity and/or term work for each subject. Further, Teacher should display the lab performance evaluation score of each student based on the rubric identified and submit it to department after verification by students with their</p>	Dean (Academic)	HoD

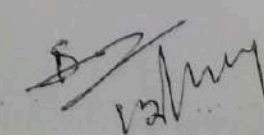
	signatures.		
	2. Quality Parameters along with their evaluation sheet is implemented with the effect from academic year 2024-25 and onwards for the submission of PBAS form. Promotions through CAS/Direct will be based on benchmark.		
3.	1. To prepare the list of areas (in campus and out of campus) to visit by different branch students for experiential learning purposes 2. Update the Problem Bank on continuous basis. Accordingly plan to be prepared at department level and should be submitted immediately.	Dean R&D	HoD
4.	Prof K M Gajmal is deputed to initiate Center of Excellence on "Augmented Reality" in the college with immediate effect. Prof K M Gajmal is informed to prepare the proposal for the same and expedite under the guidance of Dean (R&D).	Dean R&D	HoD(CE & AIML) and Prof. K. M. Gajmal

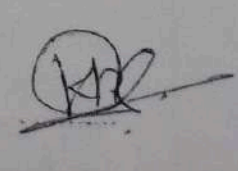
Both the Deans and Prof K M Gajmal are informed to prepare Action Taken report on above mentioned points and present it in next IQAC convened in the month of May/June 2024.


Principal



Dean (Academic) → 
15/6/2024

Dean (R&D) → 
12/6/24


Prof. K.M. Gajmal → 

Reports to be presented during the IQAC Meeting to be conducted on 03/06/2024
 (As per the minutes of IQAC Meeting (26/03/2024) & CIR.NO.24/Jan-Dec. 2024)

Sr. No.	Head	To Be Presented By
1	To identify NPTEL courses; this shall be promoted among students in line with NEP 2020 to earn credit	
2	To place a box in each classroom for students' academic doubts occurred during everyday lectures. Students/Class Representative will collect all the doubts and shall put in the box. Every evening it will be opened by respective HODs and suggestions will be notified to respective teacher. Immediate action shall be taken by teacher and reported to HOD	
3	To prepare Booklet format for the fundamental concepts in each course within department with an objective of placement based on students' technical knowledge. This initiative is based on the feedback received from the recruiters/companies	Dean (Academics)
4	To prepare & submit Examination Question Papers along with Model Answers for the examination summer 2022 onwards for each subject before the end of the current session/semester to Library for students' reference	
5	To prepare Rubric Based Activity Evaluation Sheet for lab activity and/or term work for each subject. Further; Teacher should display the lab performance evaluation score of each student based on the rubric identified and to be verified by students with their signatures	
6	To prepare the list of areas (in campus and out of campus) to visit by different students for experiential learning purposes and to update the Problem Bank on continuous basis. Accordingly plan to be prepared at department level and should be submitted immediately	Dean (R&D)
7	To update the Problem Bank on continuous basis. Accordingly plan to be prepared at department level and to be submitted immediately	

8	Prof. K. M. Gajmal is deputed to initiate Center of Excellence on Augmented Reality in the college with immediate effect. Prof. K. M. Gajmal is informed to submit the proposal for the same to Dean R&D	Prof. K. M. Gajmal
9	Quality Parameters along with their evaluation sheet is implemented with the effect from academic year 2024-25 and onwards for the submission of PBAS form. Promotion through CAS/direct recruitment process will be based on benchmarks	IQAC Coordinator




Chairman IQAC
24/5/24