MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/01/2018	March 30, 2018

Venue: Board Room, SKNSCOE, Pandharpur

A meeting of all the members of IQAC was arranged on 30 March 2018 at 11.00 a.m. Following members attended the meeting:

1. Dr.K.J.Karande (Chairperson)
2. Prof. S.B.Pharkute (Management Member)
3. Dr. P.J.Kulkarni (Academician)
4. Dr.S.N.Talbar (Academician)
5. Dr. A. K. Panchal (Academician)
6. Dr.C.P.Pise (Faculty Member)
7. Dr.R.T.Vyavahare (Faculty Member)
8. Dr.S.G.Kulkarni (Faculty Member)
9. Prof.S.P.Ganjewar (Faculty Member)
10. Prof.A.O.Mulani (Faculty Member)
11. Prof.S.V.Pingale (Faculty Member)
12. Prof.A.I.Nikam (Faculty Member)
13. Prof.S.D.Katekar (Faculty Member)
14. Dr.R.N. Badge (Faculty Member)
15. Prof.S.G.Deshmukh (Faculty Member)
16. Prof. C. M. Deshmukh (Faculty Member)
17. Prof. D. D. Mohite (Faculty Member)
18. Prof. S. V. Pawar (Faculty Member)
19. Mr.Ganesh Gadage (Representative, Parents)
20. Miss. Prajakta Gadage (Representative, Student)
21. Miss. Savita Gujare (Representative, Student)
22. Mr.Vishal Shrishrimal (Representative, Alumni)
23. Prof.S.S.Kulkarni (Coordinator, IQAC)

Following members could not attend the meeting:
1. Prof. M.G.Bhat (Management Representative)
2. Shri. Pandurang B.Dandawate (Industry Representative)
3. Shri. Nitin Kulkarni (Industry Representative)
4. Shri. Ashok Pawar (Employer)
5. Ms. Shraddha Shahane (Representative, Alumni)
6. Mr.Maruti Patil (Representative, Alumni)
7. Miss. Shruti Nagane (Representative, Student)
8. Mr.S.S.Mali (Representative, Parents)

Agenda No. 1: To reconstitute the IQAC Committee Members.

Dean Quality Assurance read the minutes of Internal Quality Assurance cell's meeting held on Friday 30th March, 2018. The members confirmed the first Internal Quality Assurance cell's meeting minutes.

Agenda No.2: Discussion on roles and responsibilities of IQAC members

Dean Quality Assurance explained the roles of Academician, Industry Person and parents along with responsibility of faculty members and IQAC coordinator.

Agenda No. 3: Discussion on NAAC "Peer Team Remarks" made during visit for First Cycle of Accreditation during October, 2017.

Dean Quality Assurance read the strengths, weaknesses and suggestions given by NAAC peer team during their visit for First Cycle of Accreditation during 5-6 October, 2017. Discussions were made on weaknesses & suggestions pointed out by peer team in detail.

Agenda   No. 4: Discussion and preparation of "Action Plan" based upon NAAC Peer Team Remarks.

Chairperson has given presentation on action plan based on NAAC peer team remarks and member gave suggestions to overcome the weaknesses.

Agenda   No. 5: Discussion on Teaching Learning Process

Dean Quality Assurance read existing teaching learning process implemented in the Institute. Member gave suggestions about teaching learning process.

- **Dr.S.N.Talbar suggested that**
  - To implement innovative teaching methodology
  - Recording of few lectures need to be made of two to three faculty members
  - Motivate the student, understanding difficulties and create learning environment

- **Dr. A.K.Panchal suggested that**
  - Enhance the teaching methodology by making photography, use of PPT and ICT tools
  - Don't focus only on weak student but encourage quality students also. Make availability of Internship and their activity with NIT and IIT.
  - Teacher of Institute can take benefit of well-known Institutes like IIT/NIT, IISC Bangalore laboratories.

- **Dr. P.J.Kulkarni suggested that**
  - Teaching should be student centric
  - Make technical quality improvement plan

- Concentrate on NBA teaching learning process which include attainment of PO and CO.

- **Prof.S.B.Pharkute suggested that**
- Start working on teaching learning process with reference to new format of NAAC and NBA

Agenda   No. 6: Discussion on Institutional feedback

Dean Quality Assurance explained, existing format of feedback and format of feedback to be designed for the stakeholders: include students, parents, employers, and alumni.

- **Dr.S.N.Talbar suggested that**
- While taking feedback from employer, it should be taken for students who worked at least for one year in their Industry.

- **Prof.S.B.Pharkute suggested that**
- Feedback should be strengthened from internal and external stakeholders and improve it every year with certain modification
- Course feedback can also be included at the of semester

- **Dr. A.K.Panchal suggested that**
- The information about the details of alumni with their current position should be collected for feedback
- Appreciation letters to good teachers can also be given for encouragement

- **Dr. P.J.Kulkarni suggested that**
- Training should be given to the all students about feedback
- Feedback of students should be taken at mid semester and end of semester.
- Faculty should focus on examination oriented and knowledge teaching

- **Parent representative Mr.Ganesh Gadage suggested that**
- Parents are happy about teaching learning process and activities carried out in the Institute, but more efforts should be taken on training and recruitment of students in industries.

Agenda   No. 7: Suggestions by all members on Research and development activity and Consultancy

Dean Quality Assurance explained the existing efforts taken for research and development activities for students and faculty members. R&D coordinator also explained

research activities carried out in the Institute. The discussion were made by the members and gave suggestions about training and placement.

- ➢ Make tie up with industries for Internship and placement. Also Internship training for students should be for at least one month.
- ➢ Use the facilitates of INUP and NCPRE, which are helpful for LIVE projects to the students
- ➢ Focus on projects which are helpful to the society as well as to the Industry
- ➢ Make consultancy cell and showcase its facility to Industry, and nearby organizations.
- ➢ Faculty summer internship program can be added as faculty skill enhancement

- **Dr. P.J.Kulkarni suggested that**
  - ➢ MoU with TATA technology, Infosys and WIPRO can be made so that student and faculty can join for training, sponsored projects and research
  - ➢ Institute to Institute or department to department of other Institute liasoning may be increased to share knowledge and activities
  - ➢ Prepare advanced lab in the department like 3-D printer, artificial intelligence

Agenda   No. 8: **Training & Placement activities**

Dean Quality Assurance explained the existing efforts taken for training and value addition program for students. Training and placement coordinator also explained activities carried out for students. The discussion were made by the members and gave suggestions about training and placement.

- **Prof. S.B.Pharkute suggested that**
- ➢ T& P department should keep department wise record of students who become entrepreneur and taken admission for higher studies along with their recruitment details. No students should be unemployed.
- **Mr.Vishal Shrishrimal suggested that**
  - ➢ Placement efforts can be made not only on private job but also focus on Government Jobs

Agenda No. 9: **Discussion on "Annual Quality Assurance Report - AQAR" format and preparation.**

Dean Quality Assurance explained the procedure of mandatory submission of AQAR to NAAC office. The discussions were made on content to be updated according to AQAR format.

The meeting ended with the thanks by IQAC coordinator to all members for their active involvement in enhancing the quality of the Educational Programs at SKNSCOE, Pandharpur.