



SHAHAJIRAO PATIL VIKAS PRATISHTHAN
S. B. PATIL COLLEGE OF ENGINEERING, INDAPUR, DIST: PUNE.

ACA – R-108
Rev : 00
Date: 01.07.2014

**Minutes of Meeting
(2nd IQAC Meeting)**

Academic Year: 2018-19
Semester: I

Ref: SPVP/SBPCOE/2018-19/008

Date: 2.10.18

IQAC Meeting

Following members were present for the meeting conducted on 1-10-2018 at 3:00 pm in conference hall.

➤ **Agenda of the meeting**

1. Teaching conclusion and syllabus status
2. End Semester exam planning status
3. Final practical/oral exam planning
4. Feedback of staff

➤ **Members present**

1. Dr. P. D. Nemade, Principal & Chairperson
2. Prof. Suryavanshi N.T. HOD Civil
3. Prof. Bhosale A.C., HOD E&TC
4. Prof. S. A. Sirdeshpande, HOD, Computer Engineering
5. Prof. Y. S. Bahendwar., Dean R & D
6. Prof. Karpe S. R., HOD Electrical Engineering
7. Prof. Jagtap V. B., TPO
8. Prof. Jagdale S. K., First Year HOD
9. Prof. Kolgiri S. G., COE
10. Prof. Kshirsagar S. R. IQAC Coordinator
11. Mr. Bhanavase Sachin S. Director, Shivmani Infotech Pvt. Ltd. Baramati Industrialist

Few members could not able to attend the meeting.

1. Dr. Desai G. M. Executive Director, PCET, Pune Management Member
2. Dr. Sanjay Chakne Principal, ASC College, Indapur, Pune. Local Society Nominee
3. Mr. Devkar Sumit B. President, Students Council Student Nominee
4. Mr. Ingole Akshay President, Alumni Association Alumni Nominee
5. Mr. Gaikwad Sanjay Hanumant Parent of Amar Gaikwad SE Civil Parent Nominee

12. Prof. S. A. Sirdeshpande, IQAC Coordinator welcomed all present IQAC member & told about the agenda of meeting. Dr. P. D. Nemade, Principal & Chairperson felicitated Mr. Bhanavase Sachin S. Director, Shivmani Infotech Pvt. Ltd. Baramati Industrialist.





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Agenda No 01: Teaching conclusion and syllabus status

1. Prof. Kshirsagar S. R, Dean academic given the brief about completion of teaching and syllabus during the semester with the help of weekly syllabus completion report. He told about the further dates to complete the term. He also told to plan/status for the conduct of lectures to fail students and giving the guidance to the weak/slow learner students, discussed about the plan for submission of TW and policy about students having attendance less than 75%.
2. Prof. Suryavanshi N.T. explained about the no. of students having attendance less than 75%.how during students interaction guide the students about importance of attendance ,he told about what the department has taken care to complete the syllabus and activities.
3. Similarly, all the HOD's told about their department efforts for improving student's attendance and participation of students in various activities.
4. Prof. Jagdale S. K. is the first year coordinator told about efforts taken by first year teachers For students to improve the results, he was very sure about more results than previous year.
5. Prof. Karpe S. R., who is the tutor coordinator told about facilities to be improved to reduced students complaints/suggestion in campus. Mess & Canteen complaints are continuously coming during tutor meeting from all dept.
6. Prof. Jagtap V.B, Training and placement officer discussed about lacuna of students during campus placement and response of the students for soft skill/training activity, if attendance improves there will be improvement in no of students placed, he listed how many drives conducted and till date placement of the students. Companies are coming but students are not becoming eligible in aptitude test.
7. Mr. Gaikwad D. T, Registrar said about the compliance of AICTE, DTE,and SPPU till date filling of various ranking forms,etc.

Agenda No. 2 End Semester exam planning status

1. Prof. Kolgiri S. G., COE said that we have done the planning end semester examination by appointing internal senior supervisor and other team members. He told about the stationary availability for practical and oral examination. He told to submit budget for the same and complete it within stipulated time. He also requested for cooperation to conduct all examination smoothly.





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2. Prof. Kshirsagar S. R, Dean academic discussed about planning of end semester examination and decided policies to improve student's attendance and performance. All decisions are being discussed with test committee and coordinator with Res. Principal.


Agenda No. 3 Final practical/oral exam planning

1. Prof. Kolgiri S. G., COE told about the schedule of practical and oral examination. He told probable dates of theory examination.
2. All have said to finalize supervision duty as early as possible.
3. Dr. P. D. Nemade, Principal & Chairperson told to carry out PR/OR and theory examination smoothly.

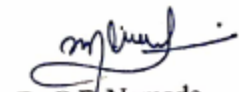
Agenda No. 4 Feedback of staff

1. Prof. Jagdale S. K., First Year HOD being a feedback coordinator told few staff are lagging by their feedback than target. Told to improve the target of the feedback.
2. Dr. P. D. Nemade, Principal & Chairperson told to take the decision of the same in document review meeting of ISO.

Prof. Suryavanshi N.T. HOD Civil has given the vote of thanks.


Prof. Sirdeshpande S. A.
IQAC Coordinator




Dr. P. D. Nemade
Principal