



ACA – R-108
Rev : 00
Date: 01.07.2014

**Minutes of Meeting
(1st IQAC Meeting)**

Academic Year: 2018-19
Semester: I

Ref: SPVP/SBPCOE/2018-19/

Date: 16.6.18

IQAC Meeting

Following members were present for the meeting conducted on 15-6-2018 at 2:30 pm in conference hall.

➤ **Agenda of the meeting**

- Commencement of Semester (SE, TE, BE)
- Student general meeting at departmental level
- Student chapter formation
- Industrial Visit
- Academic events

➤ **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

Few members could not 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. Bhanavase Sachin S. Director, Shivmani Infotech Pvt. Ltd. Baramati Industrialist
6. Mr. Gaikwad Sanjay Hanumant Parent of Amar Gaikwad SE Civil Parent Nominee

Prof. S. A. Sirdeshpande, IQAC Coordinator welcomed all present IQAC member & told about the agenda of meeting.





Agenda No 01: Commencement of Teaching

1. Prof. Kshirsagar S. R, Dean academic had given the brief about commencement of teaching and university schedule for first semester of academic year 2018-19. All HoD, Academic Monitoring coordinators, Process owners of ISO and all section academic calendar and committee has sent. He told to forward the same to all staff members. Also these things are uploaded on website. He expected to plan the activities before conclusion of teaching to complete all activities and syllabus. He told about the further dates to complete the term and available number of days for teaching. He put the academic calendar in front of all members.
2. Prof. Suryavanshi N.T. explained about the students' attendance at the commencement. As less number of students presents affects syllabus completion. He was expecting proper action against students having less attendance.
3. Similarly, all the HOD's told about need of department efforts for improving student's attendance from commencement and to improve performance.
4. Dr. P. D. Nemade, Principal & Chairperson told to contact all the students and convey the message to attend the college regularly otherwise strict action will be taken. All class teacher and tutor teachers to take corrective action on the same. He told action against students having less attendance will be taken by discussion in meeting in the month of March and decision will be finalized.

Agenda No. 2 Student general meeting at departmental level

1. Prof. Kshirsagar S. R, Dean academic discussed about conduction of meeting at departmental level of faculty and students of various association of department. He told these are needed to fulfill the requirements of statutory bodies and smooth conduction of activities of the department.
2. Prof. Karpe S. R., HOD Electrical Engineering for tbeing tutor coordinator also added to take regular tutor meetings to know some issues at department and institute level.
3. Prof. S. A. Sirdeshpande, IQAC Coordinator told to involve the students in various activities so that interest and success of events both will be achieved.

Agenda No. 3 Student chapter formation

1. Prof. Y. S. Bahendwar., Dean R & D told how R&D activities of IIC will go through out the



Research publication by faculty and students is less which needs to improve. Also he added to start at least one student's chapter in each department. He told through such chapters' lot of research and innovation, ideas can collect the students which will help for R&D cell.

2. Dr. P. D. Nemade, Principal & Chairperson told to carry out R&D activities very seriously and sincerely. We have to create students interest in research then their participation will increase. Make them to participate in all activities of R&D like Smart India Hackathon, Project Exhibition etc. All should try for students' chapter at department level to increase students' participation outside the college and to have guidance from experts. Few departments has not started chapter he told to make aware the students for the same.
3. All HoD's told about their chapters of department and activities conducted and planned. Mechanical Engineering HoD told he is trying for the same.

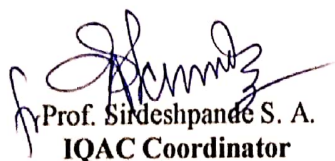
Agenda No. 4 Industrial Visit

1. Prof. Bhosale A.C., HOD E&TC being a industrial visit coordinator told to submit plan of industrial visit of each department along with their budget. After every visit coordinator has to submit the report of industrial visit.
2. Dr. P. D. Nemade, Principal & Chairperson told to arrange visit before month of October so as to help for syllabus completion. Everyone has to take proper care and follow safety rules during visit.

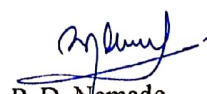
Agenda No. 5 Semester event planning

1. All HoD's told about their planning of the semester specially events to be conducted in a semester. All have brought the plan of their departmental events with them.
2. Dr. P. D. Nemade, Principal & Chairperson told to call industry experts, visiting and adjunct professor for the seminar and expert lecture in respective department. Arrangement of events should be such that it should not hamper much lectures and practicals.

Prof Prof. Jagdale S. K., First Year HOD has given the vote of thanks.


Prof. Sirdeshpande S. A.
IQAC Coordinator




Dr. P. D. Nemade
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