

Sipna College of Engineering & Technology, Amravati
Internal Quality Assurance Cell (IQAC)

Dated 4th July 2018

Minutes of the meeting dated 4th July 2018

The following members were present:

1. Dr. R. M. Kadu, Secretary (Member, College Trust)
2. Principal (Chairman IQAC)
3. Dr. A. A. Gurjar (IQAC Coordinator)
4. Dr. S. S. Dhande, Head, Computer Sci. & Engg.
5. Dr. A. D. Gawande, Head, Electronics & Telecomm. Engg.
6. Dr. V. S. Gulhane, Head, Information Tech.
7. Prof. R. V. Rothkar, Head, Civil Engg.
8. Prof. S. S. Ingole, Head, Mechanical Engg.
9. Dr. N.V. Shirbhate, Head, Science & Humanities.
10. Prof. N.A. Dhawale, Head, MBA
11. Dr. S. V. Rode, Dean – Development & Planning
12. Dr. G. P. Dhok, Dean – Academic Affairs
13. Dr. P. R. Malasne, Dean – Student Affairs
14. Prof. Y. S. Khandekar, Dean – Infrastructure & Utility
15. Prof. S. V. Potdar, Dean – Industry Institute Interaction and Corporate Relation
16. Dr. A. P. Thakare, Degree Programme Coordinator -BE
17. Dr. V.T. Gaikwad, Degree Programme Coordinator-ME
18. Dr. V. K. Shandilya, Degree Programme Coordinator – Ph.D.
19. Dr. S.M. Deshpande, Librarian
20. Mr. S.B. Gupta, Registrar
21. Ms. Saloni N. Khandelwal, Student Representative
22. Mr. Priyesh Jaiswal, Alumni Representative

Agenda:

1. To confirm the minutes of the last meeting.
2. Academic planning for session 2018-19.
3. To discuss about the stakeholders feedback.
4. To discuss about activities to be conducted through Alumni Association.
5. To discuss about mentoring of students through Teacher- Guardian Scheme.

6. To discuss about the procurement of books as per the requirement till date.
7. Planning of the Placement activities.
8. To discuss about R & D activities and submission of Research Proposals.
9. To discuss about conduct of department wise Seminars, Work-shops and STTPs
10. To discuss about the schedule of students' feedback.
11. To discuss about conduction of Parents Meet.
12. Any other subject with permission of Chair.

Following points were discussed:

- i. The minutes of the last meeting were unanimously approved.
- ii. The IQAC discussed about the conduction of Academic Activities for Academic Year 2018-19.
- iii. It was decided to collect feedback from stakeholders from the month of July 2018.
- iv. Future activities to be conducted by alumni like seminars, guest lectures, Alumni Meet, Workshops etc. are discussed.
- v. Discussed on various issues related to allocation, mentoring system through Teacher-Guardian scheme.
- vi. Discussed on the procurement of books for the session 2018-19 & also about the procurement of additional books.
- vii. Training & Placement officer has briefed about the placement activities to be carried out in session 2018-19 & discussion in this regard is done.
- viii. Research & Development activities in the college were reviewed in the meeting and it was decided to submit proposals to the All India Council for Technical Education, New Delhi for research activities.
- ix. Activities like conduct of department wise Seminars, Work-shops and STTPs were discussed and schedule for the same to be finalized by the Heads of the Departments.
- x. Schedule of conduct of students' feedback was discussed.
- xi. It was decided to conduct the Parents Meet of CMPS/IT Dept on 25th Aug 2018 and EXTC/MECH/CIVIL/INST Dept. on 8th Sep 2018.
- xii. UGC and AICTE are actively encouraging colleges and Universities to adopt atleast one online course a semester for credit transfer. These courses also serve as faculty development programmes. In view of this

IQAC has decided that Institute faculties should enroll for NPTEL courses in order to learn the subjects they wish to master in greater depth.

Sd/-

Principal (Chairman IQAC)