



Shri Gajanan Shikshan Sanstha's
SHRI SANT GAJANAN MAHARAJ COLLEGE OF ENGINEERING
SHEGAON - 444203, DIST. BULDANA (MAHARASHTRA STATE), INDIA

"Recognized by A.I.C.T.E., New Delhi" Affiliated to Sant Gadge Baba Amravati University, Amravati
"Approved by the D.T.E., M.S. Mumbai", Institution Accredited by N.A.A.C. (UGC) Bangalore

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Ref.No.GMCE/IQAC/2016

Date: 16/09/2016

To,
All Authorities and Members,
IQAC, SSGMCE,
Shegaon-444203.

Sub: Meeting Notice

Respected Sir,

All Authorities and Members of the IQAC are hereby informed that the meeting of the IQAC is convened on 19/09/2016 at 11.00 a.m. in the meeting hall of the college for consideration and decision on the following items.

Everyone is requested to attend the meeting.

The Agenda of the meeting is given below:


Item No. 1 : To confirm the minutes of meeting held on 20-06-2016

Item No. 2 : To conduct IEEE Bombay Section Congress (IBSC) 2017

Item No. 3 : To Develop of Rubrics for continuous evaluation

Item No.4 : To conduct Internal academic audit

Item No.5 : Any other items with the permission of the Chair.


Dr A.U.Jawadekar
(IQAC Coordinator)

- | | |
|----------------------|---------------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Academics | Prof. A.U.Jawadekar |
| 3. Dean, Exams | Prof. V.M.Umale |
| 4. HOD, ASH | Dr.N.A.Patil |
| 5. HOD, ELPO | Dr.S.R.Paraskar |
| 6. HOD, MECH | Dr.S.P.Trikal |
| 7. HOD, CSE | Dr.N.M.Kandoi |
| 8. HOD, IT | Dr.S.S.Prabhune |
| 9. HOD, EXTC | Dr.G.S.Gawande |
| 10.Registrar | Prof.A.V.Patil |
| 11. IEEE Faculty Adv | Prof P.R.Wankhade |
| 12. IQAC Coordinator | Prof.A.U.Jawadekar |



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Minutes of the meeting

20/09/2016

As per the meeting notice of the IQAC dated 16-09-2016, the meeting of the IQAC was held on 19/09/2016 at 11.00 a.m. in the meeting hall of the college.

The following Authorities and Members of the IQAC were present for the meeting.

- | | |
|----------------------|---------------------|
| 1. Principal | Dr.S.B.Somani |
| 2. Dean, Academics | Prof. A.U.Jawadekar |
| 3. Dean, Exams | Prof. V.M.Umale |
| 4. HOD, ASH | Dr.N.A.Patil |
| 5. HOD, ELPO | Dr.S.R.Paraskar |
| 6. HOD, MECH | Dr.S.P.Trikal |
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| 8. HOD, IT | Dr.S.S.Prabhune |
| 9. HOD, EXTC | Dr.G.S.Gawande |
| 10. Registrar | Prof.A.V.Patil |
| 11. IEEE Faculty Adv | Prof P.R.Wankhade |
| 12. IQAC Coordinator | Prof.A.U.Jawadekar |

The meeting was held as per the agenda.

Item No. 1 :To confirm the minutes of meeting held on 20-06-2016

Resolution No.1

The IQAC coordinator presented the minutes of the meeting held on June 20, 2016. After reviewing the minutes of the meeting, it was approved by IQAC members.

Item No. 2 :To conduct IEEE Bombay Section Congress (IBSC) 2017

Resolution No.2

The IQAC coordinator discussed conducting an international conference organised by the IEEE Bombay Section at SSGMCE. The IEEE Faculty Advisor talked about how this premier event would provide a platform for sharing the most recent developments in smart cities as well as possible research opportunities. He informed



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regarding the planning of the conference and briefed about the advisory committee, technical committee and organizing committee .Principal asked the Faculty Advisor to announce officially the dates of conference

Item No. 3 :Development of Rubrics for continuous evaluation

Resolution No.3

The IQAC coordinator discussed how the use of rubrics improves the fairness and accuracy of the evaluation process. Additionally, some members noted that the use of rubrics enables teachers to assess student work in a way that is more reliable, fair, and consistent. Principal proposed that the IQAC coordinator create rubrics for evaluating projects, seminars, and other types of lab work.

All the members gave their approval.

Item No. 4 :To conduct Internal academic audit.

Resolution No.4


The IQAC coordinator talked about the importance of conducting internal and external audits in order to evaluate the academic performance of both individual faculty members and the entire department. HODs stated that this strategy encourages members to take responsibility for their academic success. The principal asked Dean Exams and Dean Academics to conduct class test audits and academic audits. He informed the IQAC coordinator to record the observations..

Item No. 5:


Any other items with the permission of the Chair

No Item.

The meeting concluded with vote of thanks..


Prof A.U.Jawadekar
(IQAC Coordinator)




Dr. S.B.Somani
(Principal)



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Action taken on the decision taken by the IQAC at its meeting held on September 19, 2016:

Meeting on	Actionable Points	Action Taken
Item No.1	To confirm the minutes of meeting held on 20 th June 2016	The minutes of meeting after confirmation was sent to HODs, and Deans .
Item No.2	To conduct IEEE Bombay Section Congress (IBSC) 2017	The IEEE Faculty Advisor officially announced the dates of conference as January 27-29, 2017. He prepared the schedule and other details of the conference. After the schedule was approved by the principal, it was sent to the HODs to be circulated among faculty members.
Item No.3	Development of Rubrics for continuous evaluation	The IQAC coordinator prepared the rubrics for projects, seminars, and lab work. After it was approved by the Principal, it was sent to the HODs for necessary action.
Item No.4	To conduct Internal academic audit.	The department audit committee was formed to examine the pattern and quality of the question papers for the class test. Reports were submitted to Dean Exams .Schedule for the academic audit was decided and circulated to each department.


Prof A.U. Jawadekar
(IQAC Coordinator)


Dr S.B. Somani
(Principal)

Copy forwarded to all HODs/Deans for their immediate implementation, if any

