



SHRI GAJANAN SHIKSHAN SANSTHA'S
SHRI SANT GAJANAN MAHARAJ COLLEGE OF ENGINEERING,
SHEGAON – 444203, DIST. BULDHANA (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

Ph.Nos : 8669638081 / 8669638082
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Ref.No.GMCE/IQAC/2019.

Date: 17/06/2019

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 20/06/2019 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 : Review of previous meeting minutes
- Item No. 2 : To approve the Academic Calendar and Planner for the academic year 2019-20
- Item No. 3 : Discussion on Outcomes of IQAC 2018-19
- Item No. 4 : Strategic Plan of Institute.
- Item No. 5 : CBCS scheme introduced by SGBAU
- Item No. 6 : Student Satisfaction Survey
- Item No. 7 : Preparation for upcoming NBA inspection
- Item No. 8 : Code of Conduct
- Item No. 9 : Organization of International Conference
- Item No 10 : Any other items with the permission of the Chair.

Dr.A.U.Jawadekar
(IQAC Coordinator)

Dr..S..B.Somani
Prof. D.L.Bhombe
Prof. V.M.Umale,
Dr.N.A.Patil
Dr.S.R.Paraskar
Dr.S.P.Trikal
Dr.N.M.Kandoi
Mr.A.S.Manekar
Dr.G.S.Gawande
Dr. H. M. Jha
Prof.A.V.Patil,
Dr. S.B.Patil, Prof
Dr V. Thute

Principal
Dean Academics
Dean, Exams
HOD, ASH
HOD, ELPO
HOD, MECH
HOD, CSE
HOD, IT
HOD, EXTC
HOD, MBA
Registrar
EXTC
TPO



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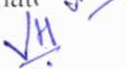
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Minutes of the meeting of IQAC

Date :21/06/2019

As per the meeting notice of the IQAC dated 17-06-2019, the meeting of the IQAC was held on 20/06/2019 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.

Dr. S.B.Somani	Principal	
Prof. D.L.Bhombe	Dean Academics	
Prof. V.M.Umale,	Dean, Exams	
Dr. N.A.Patil	HOD, ASH	
Dr. S.R.Paraskar	HOD, ELPO	
Dr. S.P.Trikal	HOD, MECH	
Dr. N.M.Kandoi	HOD, CSE	
Mr. A.S.Manekar	HOD, IT	
Dr. G.S.Gawande	HOD, EXTC	
Prof. A.V.Patil	Registrar	
Dr. S.B.Patil,	EXTC	
Dr. V.K.Thute	TPO	
Dr. A.U.Jawadekar ,	IQAC Coordinator	
Dr. H.M.Jha		

The meeting was held as per the agenda.

Item No 1: Review of previous meeting minutes

Resolution No 1: The minutes of the previous meeting held on 14/03/2019 were reviewed and approved without any modifications.

Item No. 2: To approve the Academic Calendar and Planner for the academic year 2019-20

Resolution No.2: The IQAC Coordinator presented copies of the proposed academic calendar and planner for the academic year 2019-20 to the authorities and members for review. A thorough discussion took place regarding the academic calendar.



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Members expressed their views on the distribution of teaching days and ensuring an adequate number of teaching days per semester. After considering the suggestions and discussing the implications, all members unanimously approved the proposal to follow the academic calendar of Sant Gadge Baba Amravati University, Amravati, for the academic year 2019-20

Item No. 3: Discussion on Outcomes of IQAC 2018-19

Resolution No.3: The IQAC Coordinator initiated the preparation of a comprehensive report highlighting the outcomes and achievements of IQAC initiatives for the academic year 2018-19. The IQAC coordinator provided an overview of the various workshops, skill development programs, and curricular activities conducted to enhance student development. Furthermore, the IQAC expressed gratitude to the Training and Placement (T&P) officer for their outstanding performance in student placement.

The report also touched upon the Green Campus initiatives undertaken by the institute. Additionally, the IQAC highlighted the successful implementation of the 360 Training program for IoT and Machine Learning. This program has proven to be instrumental in equipping participants with advanced skills in IoT and Machine Learning, including proficiency in programming languages. The Principal provided valuable insights and suggestions for further improving the effectiveness of IQAC initiatives.

Item No. 4: Discussion on Strategic Action Plan 2019-20 for the Institute.

Resolution No.4: The IQAC Coordinator prepared the strategic Action Plan for the academic year 2019-20, taking into consideration the institution's vision, mission, and goals for enhancing quality. Subsequently, the draft of the IQAC Action Plan was shared with IQAC members, who actively contributed their insights and recommendations. During the discussion, the IQAC coordinator suggested a greater emphasis to be given on ICT-supported teaching and learning. Additionally, IQAC members recommended encouraging faculty members to secure funding from various organizations to support the organization of Faculty Development Programs (FDPs), Short Term Training Programs (STTPs), and initiatives focused on modernizing laboratory



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facilities. After addressing all concerns and carefully considering the suggestions, the action plan received unanimous approval from both the Principal and IQAC members.

Item No. 5: CBCS scheme introduced by SGBAU

Resolution No.5: Dean Academics presented the CBCS scheme introduced by SGBAU starting from the academic year 2019-2020. He discussed the program structure, including courses, credits, and elective options. The heads of departments were requested to provide a list of electives to be offered in the upcoming academic year. Principal suggested planning accordingly for the addition of new electives

Item No. 6: Student Satisfaction Survey

Resolution No.6: IQAC Coordinator presented a comprehensive analysis of the survey results, emphasizing significant findings and trends related to student satisfaction. The survey parameters are centred on the teaching and learning processes within the institute. The analysis revealed that students have expressed a desire for more initiatives related to career guidance and counselling services. Principal recommended planning additional activities to guide students in preparing for competitive exams.

Item No. 7: Preparation for upcoming NBA inspection

Resolution No.7: The IQAC Coordinator provided an overview of the upcoming NBA inspection, offering insights into its purpose, scheduled date, and the scope of the visit. Subsequently, the Principal proposed two key recommendations to better prepare for the inspection. First, he suggested that the institution plan and schedule mock inspections. These simulated visits would serve as valuable exercises to identify any areas that might require attention and improvement, ensuring that the institution is well-prepared when the actual inspection takes place. Additionally, the Principal emphasized the importance of establishing a communication plan. This plan would be instrumental in disseminating relevant information about the NBA inspection to the institution's staff, faculty, alumni, and students, ensuring everyone is well-informed and aligned with the preparations



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Item No. 8: Code of Conduct

Resolution No.8 The IQAC Coordinator presented the draft copy of the code of conduct, which is intended to be applicable to all stakeholders within the institution. Following this presentation, the Principal instructed all department heads and deans to actively monitor and ensure adherence to the code of conduct among their respective areas. After a thorough discussion and unanimous approval from all members present, the Principal recommended publishing the finalized code of conduct document on the institution's website


Item No. 9: Organization of International Conference

Resolution No.9: The Electronics and Telecommunication Department is organizing the International Conference on Innovative Trends and Advances in Engineering and Technology (ICITAET-2019), scheduled for December 27th and 28th, 2019. The conference enjoys the technical sponsorship of the IEEE Bombay section. The Head of the Electronics and Telecommunication Department and the conference coordinator shared insights regarding the planning of this prestigious event. In response to this, the Principal has formally instructed the Head of the Department to make an official announcement about the organization of the conference. Furthermore, the Principal has requested the IQAC to extend its support to the conference, ensuring quality standards, academic integrity, and compliance with institutional guidelines

Item No. 10: Any other items with the permission of the Chair

No Item.

The meeting concluded with vote of thanks.


Dr. A.U. Jawadekar
(IQAC Coordinator)




Dr. S.B. Somani
(Principal)
PRINCIPAL
Shri Sant Gajanan Maharaj
College of Engineering, Shegaon.



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Actions taken on the decision taken by the IQAC at its meeting held on June 20, 2019

Meeting on	Actionable Points	Action Taken
Item No.1	To confirm the minutes of meeting dated 14/03/2019	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	To approve the Academic Calendar and Planner for the academic year 2019-20	The IQAC Coordinator documented the approved academic calendar and planner, ensuring it is readily available for reference and dissemination among faculty, staff, and students. It was uploaded to the college's official website and shared via relevant communication channels.
Item No.3	Outcomes of IQAC 2018-19	The IQAC Coordinator documented the validated outcomes and achievements of IQAC for academic year 2018-19, ensuring they are readily available for future reference and reporting purposes. The report was also shared with IQAC members including faculty and staff, for their review.
Item No.4	Strategic Action Plan 2019-20 for the Institute.	The IQAC Coordinator documented the approved IQAC Action Plan, ensuring it is readily available for implementation. The plan, which guides the execution of various quality enhancement initiatives throughout the academic year, was circulated to all faculty and staff.
Item No.5	CBCS scheme introduced by SGBAU	The CBCS scheme introduced by SGBAU is circulated to all departments for implementation by the Dean of Academics
Item No.6	Student Satisfaction Survey	IQAC coordinator circulated the key findings of Student satisfaction survey to all the departments for necessary action
Item No.7	Preparation for upcoming NBA inspection	As per the instructions given by the Principal, the schedule of the NBA visit was circulated to all the departments, and the concerned departments arranged a mock inspection by experts from a reputed institute.
Item No.8	Code of Conduct	The Code of Conduct document has been published on the website for all stakeholders
Item No.9	Organization of International Conference	Information regarding the organization of the International Conference has been circulated to all departments for their reference.


Dr. A.U. Jawadekar
(IQAC Coordinator)




Dr. S.B. Somani
(Principal)

PRINCIPAL

Copy forwarded to all HODs/Deans for their immediate implementation, if a **Shri Sant Gajanan Maharaj College of Engineering, Shegaon.**