



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/2019

Date: 08/03/2019

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 14/03/2019 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:Conducting Feedback and survey

Item No. 3 :Conduction of Academic Audit

Item No.4 :Organizing project Competition

Item No. 5: Review of Training and Placement activities

Item No.6 : Any other items with the permission of the Chair.

  
Dr. A.U. Jawadekar  
(IQAC Coordinator),

- |                |                 |
|----------------|-----------------|
| 1. Principal   | Dr.S.B.Somani   |
| 2. Dean, Exams | Prof. V.M.Umale |
| 3. HOD, ASH    | Dr.N.A.Patil    |
| 4. HOD, ELPO   | Dr.S.R.Paraskar |
| 5. HOD, MECH   | Dr.S.P.Trikal   |
| 6. HOD, CSE    | Dr.N.M.Kandoi   |
| 7. HOD, IT     | Mr.A.S.Manekar  |
| 8. HOD, EXTC   | Dr.G.S.Gawande  |
| 9. HOD, MBA    | Dr. H. M. Jha   |
| 10. Registrar  | Prof.A.V.Patil  |
| 11. TPO        | Dr V. N. Thute  |



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**Minutes of the meeting of IQAC**

Date : 15/03/2019

As per the meeting notice of the IQAC dated 08/03/2019, the meeting of the IQAC was held on 14/03/2019 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.

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

12. HOD, MBA  
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 13/12/2018 were reviewed and approved by all the members.

**Item No. 2 :** Conducting Feedback and survey

**Resolution No.2:** The principal stated the objective of conducting feedback and a survey on teaching and learning, emphasising the importance of improving the quality of education. IQAC members suggested that the feedback and survey should cover various aspects, including teaching quality, infrastructure, support services, co-curricular activities, and the overall student experience. Dean was assigned the responsibility of preparing the schedule for conducting student feedback.

**Item No. 3 :** Conduction of Academic Audit

**Resolution No.3:** The Principal emphasized the importance of evaluating and ensuring the quality and effectiveness of academic programs and processes through an academic audit. He further expressed that the institution aims to identify areas for improvement and enhance the overall quality of education provided through the objective of the academic audit. The IQAC coordinator presented the identified





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parameters for the academic audit. The key areas to be evaluated include teaching-learning methods, assessment and evaluation practices, faculty development, infrastructure, and student support services. The Principal asked the IQAC coordinator to prepare a schedule for the academic audit.

**Item No. 4: Organizing project Competition.**

**Resolution No.4:** The Principal emphasised the importance of providing a platform for final year students to showcase their project ideas and skills. In line with this, it was decided to organize a project competition that would foster innovation, creativity, and collaborative problem-solving among the students. The Principal assigned the research coordinator the responsibility of establishing the guidelines and rules for the project competition.

**Item No. 5: Review of Training and Placement activities**

**Resolution No.5:** The Training and Placement Officer (TPO) gave a presentation on the various activities conducted during the academic year. He provided an overview of the number of training sessions held, the types of training sessions, and the industries/companies that participated. Additionally, he discussed feedback received from students and employers regarding the quality of training provided. The Principal asked the TPO to identify any skill gaps observed during the placement process or feedback sessions and also formulate strategies to bridge these gaps and enhance students' employability.

**Item No. 6: 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 March 14, 2019:

Meeting on	Actionable Points	Action Taken
Item No.1	Confirmation and approval of the minutes from the previous IQAC meeting dated 13/12/2018	The draft copy of the minutes of the previous meeting was circulated to all IQAC members.
Item No.2	Conducting Feedback and survey	The Dean Academics prepared a comprehensive schedule for collecting student feedback. The schedule included specific dates, timings, and locations for administering the surveys. The schedule was communicated to all heads of departments for their reference and coordination. Feedback was collected from a significant number of students across all departments. The IQAC members analysed the survey findings. An action plan was developed to address the specific issues raised by the students based on the identified areas for improvement. The IQAC members proposed a range of improvement strategies and initiatives for the next academic year. Initiatives included faculty development programs, infrastructure enhancements, student support services enhancements, and the introduction of new co-curricular activities.
Item No.3	Conduction of Academic Audit	The IQAC coordinator prepared a comprehensive schedule for the academic audit. The schedule was communicated to the audit committee for their reference and coordination. The necessary documentation, such as syllabus completion records, teaching materials, assessment records, student feedback, faculty development program details, workshops attended or organised, and faculty research publications, was collected for the audit. The academic audit was conducted as per the established schedule. The audit committee thoroughly evaluated the collected documentation. The audit findings, recommendations, and suggestions for improvement were compiled into a comprehensive report. The audit report was submitted to the Principal for review and approval. Upon review and approval by the Principal, the audit report was shared with the IQAC and all departments. This allowed them to





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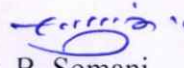
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		identify areas for improvement and develop action plans accordingly.
Item No.4	Organizing project Competition	<p>The Research Coordinator, in collaboration with the IQAC members, prepared a schedule for the project competition. The IQAC members discussed and finalised the evaluation criteria for the competition, considering factors such as innovation, technical proficiency, relevance to the objectives, and potential societal impact.</p> <p>Based on the developed guidelines, industry professionals, faculty members, and alumni were invited to evaluate the projects. After the evaluation process, the winners were announced and awarded prizes and certificates in recognition of their outstanding performance.</p>
Item No.5	Review of Training and Placement activities	<p>Based on the feedback received from students and employers regarding the quality of training sessions, necessary improvements are made to enhance their effectiveness. The Training and Placement Officer (TPO) conducted a thorough analysis of the placement performance, considering factors such as the number of students placed, average salary packages, and sectors of placement. Areas with lower placement rates were identified and targeted for improvement. An action plan for the upcoming academic has been formulated, with a focus on continuous improvement in training and placement activities.</p>

  
Dr. A.U. Jawadekar  
(IQAC Coordinator)



  
Dr. S. B. Somani  
(Principal)

**PRINCIPAL**  
**Shri Sant Gajanan Maharaj**  
**College of Engineering, Shegaon.**

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