


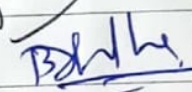

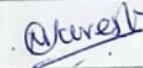


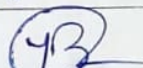


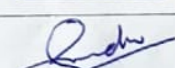
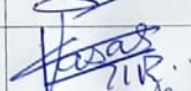
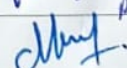
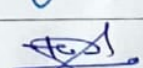
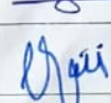
SNJB's Late Sau. KantabaiBhavarlalji Jain College of Engineering, Chandwad.

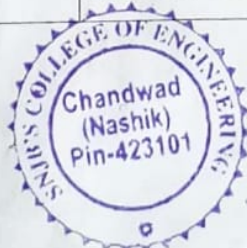
Minutes of Staff Meeting Held on Saturday 10th June 2017

MEETING NO: 03/2017

A meeting of the Internal Quality Assessment Cell (IQAC) of our SNJB's Late Sau. Kantabai Bhavarlalji Jain College of Engineering, Chandwad is scheduled to be held on 10/06/2017 at 03:30 p.m. in conference hall. Following members were present for the meeting.

Members Present:-

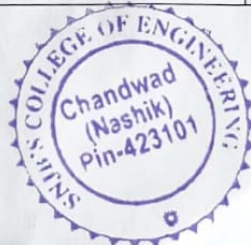
<u>Sr.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Sign</u>
1	Dr. M. D. Kokate	Principal	
2	Mr. Dineshkumarji Lodha	Management Representative	
3	Mr. Mahesh Gujarathi	Local Society Member	
4	Ms. Noshin Kureshi	Student	
5	Mr. Jay Desai	Alumni	
6	Mr. Manish Kothari	Industrialist	
7	Mr. Santosh Mutha	Industrialist	
8	Prof. Y. L. Bhirud	Member, HOD Civil Engineering Course	
9	Prof. Mrs. K. M. Sanghavi	Member, HOD Computer Engineering Course	
10	Prof. P.S. Desai	Member, HOD Information Technology Course	
11	Prof. S.D. Sancheti	Member, HOD Mechanical Engineering Course	
12	Prof. U. S. Kasar	Member, HOD MBA Engineering Course	
13	Prof. M. A. Mechkul	Member, Teacher	
14	Prof. H. K. Padmanabhan	Member, Teacher	
15	Prof. Nirmal Khyati	Member, Teacher	



<u>Sr.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Sign</u>
16	Prof. L. B. Pawar	Member, Teacher	
17	Prof. Ms. N. C. Mutha	Member, Teacher	
18	Prof. P. A. Kapase	Member, Placement Cell	
19	Prof. M. A. Ahire	Member, Coordinator, First Year	
20	Prof. S. D. Sancheti	Member, College Examination Officer	
21	Mr. M. B. Kedar	Member, Librarian	
22	Mr. S. Y. Burkule	Member, Establishment	
23	Mr. M. M. Jadhav	Member, Student Activities	
24	Mr. S. P. Landge	Member, Account Clerk	
25	Mr. S. B. Arote	Member, Clerk	
26	Dr. V. A. Wankhede	Coordinator	

Following points discussed & decided the line of action during the meeting.

<u>Sr. No.</u>	<u>Point to be discussed</u>	<u>Particular</u>	<u>Action Taken</u>
1	Review of Last Meeting	Review of last meeting	Review of last meeting taken by committee
2	various committee works	Discussion on functioning of various committees i.e. Anti ragging committee, Internal complaint committee,	Following committee is performing their duties in the Institute. 1. Anti ragging committee 2. Anti ragging squad 3. Internal Complaint committee 4. Local Management Committee / College Development Committee. Members discussed about prevention to avoid ragging situations. Discussion on regular visits to the hostel members decided to display emergence contact number on notice boards of college and hostels.



3	Discipline committee	Discussion on discipline committee	Hon. Principal took review of discipline committee, Members of the committee, procedure to form new discipline committee. They also discussed to spreading awareness to be present at national anthem activity, to report college on time, to wear complete uniform, to maintain attendance.
4	ERP review	Committee took follow up of ERP software from Prof. Dr. Sanghavi M.R.	Prof. Dr. Sanghavi suggested to spread awareness regarding ERP software use in staff members, he suggested to arrange seminar for ERP software on the awareness in staff & to inform updated facility available on ERP software. He had submitted various ERP report.
5	Ambulance and wheelchair.	Availability of Ambulance and wheelchair in the campus.	Hon. Principal informed regarding facility of wheelchair and ambulance in college. Members decided that to display emergence service contact number of Ambulance. it should be displayed on college notice board ,hostel notice board. Members decided to inform students about availability of wheelchair in college at T&P section and contact person.
6	Confidence building workshop.	Discussion on organizing confidence building workshop	For the improvement of self confidence of staff as well as students, committee suggested to conduct/organize guest lecturers in institute. It can help to improve stage daring and self confidence. It was decided to specially include FE student in the same. Mrs. Hon Y.S. & Mrs. Khivsara B.A. will coordinate the activity
7	Parking shed	Discussion done on construction of parking shed for two and four wheeler.	Mr. A.C. Mahajan will coordinate the activity and complete construction of parking shed within two months.



8	Book purchasing	Discussion done on library book purchasing	All HOD had submitted book list to Dr. M.B. Kedar – Librarian and he had purchased the book as per list attached.
9	Water harvesting	Water harvesting required as per AICTE norms	Dr. S.N. Kalia done Water harvesting project near workshop building of capacity 1,00,000 ltrs.
10	NAAC review	Discussion done on NAAC review	Prof. Dr. Wankhede V.A . presented progress of NAAC preparation.
11	student's dress code & attendance	Discussion on student's dress code & attendance	Committee suggested increasing the threshold level of our college, by informing students regarding compulsory attending the lectures, also suggested to compulsion of proper uniform to students as well as staff members excepting Thursday.
12	Partition work	Discussion done on partition work progress in the Mechanical and Applied Science lab	Partition work order issued by store and work is in progress which will finish before end of August 2017.
13	New syllabus	Discussion on new syllabus declared by Savitribai Phule Pune University.	Mr. M. B. Kedar Librarian will make available all new syllabus declared by Savitribai Phule Pune University and all teaching staff member to prepare necessary activity for teaching process based on new syllabus.



Dr. Kokate M.D.

Principal