

SNJB's Late Sau KBJ College of Engineering, Chandwad

IQAC

Meeting No: 16/21















Date : 03/12/2021

Minutes of Meeting

Meeting held on 3rd December, 2021 from 3 pm to 4.30 pm at the Meeting Hall.

Following staff members were present :

Members present:-

Sr.No	Name	Designation	Signature
1	Prof. Dr. M.D. Kokate	Principal	
2	Prof. Dr. M.R. Sanghavi	Vice-Principal	
3	Prof. Dr. Y.L. Bhirud	HOD, Civil Engineering	
4	Prof. Dr. S.D. Sancheti	HOD, Mechanical Engineering	
5	Prof. Dr. R.K. Agrawal	HOD, Entc	
6	Prof. Dr. A.R. Bora	HOD, MBA	
7	Prof.S.B. Chavan	HOD, Applied Science	
8	Prof. Mrs. K.M. Sanghavi	NAAC & IQAC Coordinator	
9	Prof. Dr. U.S. Kasar	Member, Assistant Professor, MBA	
10	Prof. Dr. Swapnil Patore	Member, Assistant Professor, Civil	
11	Prof. Dr. Preeti Boraste	Member, Assistant Professor, MBA	
12	Prof. Ankit Gujrathi	Member, Assistant Professor, Mechanical	
13	Prof. Yogita Rathod	Member, Assistant Professor, Entc	
14	Prof. Asha Pawar	Member, Assistant Professor, Applied Science	

Agenda of the Discussion :


Awareness of the NAAC SSR Uploading process to all the members .

Following points were discussed in the meeting :

Sr. No	Topics Discussed on	Particular	Task Allocated to staff & Action Taken
1	Agenda of the Meeting	» Prof. K.M. Sanghavi welcomed Principal sir, Vice Principal Sir, all the Heads of the Departments and all the NAAC Co-ordinators and continued the presentation from last meeting and asked all the members to express their suggestions and ideas.	To all members
2	Discussion on Criteria 04	» Prof. K.M. Sanghavi explained the subpoints , marks allotted and tentative score for each sub points for criteria 04 and explained the activities included in detail.	To all members View
3	Suggestion by Dr. M.R. Sanghavi sir and Dr. M.D. Kokate sir	» Dr M.R. Sanghavi sir suggested to consider Google Classrooms in LMS and Dr. M.D. Kokate sir suggested to install Smart LCD in the Classroom for LMS.	To all members, Patare sir
4	Discussion on Library Usage	» Prof. K.M. Sanghavi raised the point of Library usage and its utilisations required. Dr. M.D. Kokate sir suggested Pataresir to take the help of Dr. Kedar sir for library utilization and make a policy for it. Dr. M.D. Kokate sir also suggested considering the Library on Wheels utilization.	To all members, Patare sir
4	Discussion of IT Infrastructure	» Dr.M.R. Sanghavi sir informed all the members that we are planning for making the entire Campus Wifi enabled in the	To all HODs

		coming days. Dr. M.D. Kokate sir asked all the Heads to identify the spots for Wifi installations	
5	Discussion on the Maintenance of Entire Campus	Dr. M.D. Kokate sir asked Dr. S.D. Sancheti sir to share the SOP for maintenance of the college infrastructure to Patare sir.	To Dr. S.D. Sancheti sir and Patare sir
6	Discussion on Criteria 5	Prof. K.M. Sanghavi explained the subpoints, marks allotted and tentative score for each sub points for criteria 05 and explained the activities included in detail.	To all members
7	Discussion on Scholarship by NGO/College	Dr. M.D. Kokate sir asked Kasar sir to take the data available with Dr. M.M.Rathore sir and Dr. S.D. Sancheti sir about the private scholarship given by the college. The data for Jain scholarship is available with Landge sir (Accounts)	To Dr. U.S. Kasar sir
8	Discussion on Sports Achievement	Dr. M.D. Kokate sir asked all the heads to share the sports achievement data for last five years to Kasar sir. Dr. M.D. Kokate sir also asked all the heads to organize a meeting of All the Toppers.	To all Heads, Kasar sir
9	Discussion on Criteria 6	Prof. K.M. Sanghavi explained the subpoints, marks allotted and tentative score for each sub points for criteria 06 and explained the activities included in detail.	To all members.
10	Discussion on Institute Vision and Mission	Dr. M.R. Sanghavi sir suggested Prof. K.M. Sanghavi mam to rethink and have a discussion on the Institute Vision and Mission by IQAC dept.	To Prof. K.M. Sanghavi mam, all IQAC

			co-ordinator s
11	Discussion on Internal Financial Audit	» Prof. Yogita Hon mam informed all the members that Internal financial Audit is not done by us. Dr. M.D. Kokate sir suggested to start the Internal Financial Audit from this year.	To Accountant Mr. Landage
12	Discussion on Quality Assurance initiatives	» Prof. K.M. Sanghavi mam asked all the members to plan the Quality assurance initiatives and events for this academic year and execute them in the next semester.	To all the HODs. View
13	Discussion on Criteria 07	» Prof. K.M. Sanghavi explained the subpoints , marks allotted and tentative score for each sub points for criteria 07 and explained the activities included in detail.	To all members.
14	Discussion on E-waste policy	» Dr. M.D. Kokate suggested Mokal sir to search agencies which will assist the institute for E-waste and frame the policy accordingly.	To all HODs
15	Discussion on the Green Audit	» Dr. M.D. Kokate asked Dr.Y.L. Bhirud sir to perform Green audit and water conservation audit this year	To Dr. Y.L. Bhirud sir.
16	Conclusion of the meeting	» Prof. K.M. Sanghavi concluded the meeting thanking all the members for active participation during the discussion.	To all members


IQAC MOM Coordinator
Mr. A.S. Gujrathi


NAAC & IQAC Coordinator
Prof. K.M. Sanghavi


Principal
Dr. M.D. Kokate