

SNJB's Late Sau KBJ College of Engineering, Chandwad
IQAC
Meeting No: 11/20

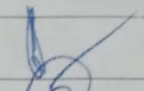

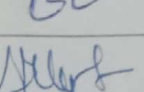
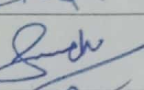
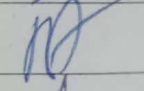
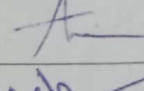
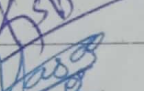
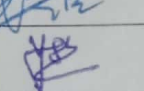
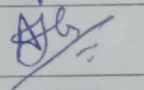
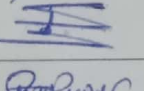
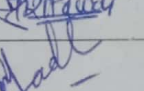

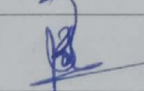
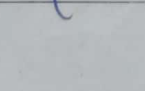

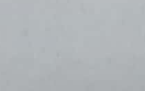
Date : 25/9/2020

Minutes of Meeting

Meeting held on 25th September, 2020 from 3.00 pm to 4.00 pm on Zoom online.

Following staff members were present :

Members present:-

Sr. No.	Name	Designation	Signature
1.	Dr. M.D. Kokate	Principal	
2.	Prof. Dr. Y. L. Bhirud	Member, HOD Civil Engineering	
3.	Prof. Dr. M. R. Sanghavi	Member, HOD Computer Engineering & Information Technology	
4.	Prof. Dr. R.K. Agrawal	Member, HOD E&TC Engineering	
5.	Prof. Dr. S. D. Sancheti	Member, HOD Mechanical Engineering	
6.	Prof. Dr. A. R. Bora	Member, HOD MBA Engineering	
7.	Prof. S.B. Chavan	Member, HOD Applied Science	
8.	Prof. Mrs. K.M. Sanghavi	IQAC Coordinator	
9.	Prof. Dr. U. S. Kasar	Member, Assistant Professor, MBA	
10.	Prof. Y.S. Rathod	Member, Assistant Professor, E&TC	
11.	Prof. A.S. Gujrathi	Member, Assistant Professor, Mechanical	
12.	Prof. P.S. Desai	Member, Assistant Professor, IT	
13.	Prof. Mrs. A.D. Pawar	Member, Assistant Professor, Applied Science	
14.	Mr. M. M. Jadhav	Member, Student Section	
15.	Mr. S. P. Landge	Member, Account Section	
16.	Mr. S. B. Arote	Member, Clerk	

Participants (16)

Find a participant

- Computer Department (Host, me)
- KS Kainjan Sanghavi (Co-host)
- Mahesh Sanghavi (Co-host)
- Ankit Gujrathi
- AP Asha Pawar
- Dr Umesh Kasar
- Dr. Kokate, Principal, SNJB's COE
- Dr. Abhay Bora
- MJ Mohan jadhav
- PD Pankaj Desai
- RA Rajesh Agrawal
- SA Sandip Arote
- SS Santosh Sancheti
- SC Sunil chavan
- ...

Invite Mute All ...

Participants (16)

Find a participant

	Mahesh Sanghavi (Co-host)		
	Dr. Kokate, Principal, SNJB's COE		
	Santosh Sancheti		
	Ankit Gujrathi		
	Asha Pawar		
	Dr Umesh Kasar		
	Dr. Abhay Bora		
	Mohan Jadhav		
	Pankaj Desai		
	Rajesh Agrawal		
	Sandip Arote		
	Sunil Chavan		
	Yogita Rathod		
	Yuvaraj Bhirud		

Invite Mute All ...

Agenda of the Discussion :

IQAC AQAR Report Review meeting for A.Y. 2019-20 and planning for A.Y. 2020-21.

Following points were discussed in the meeting :

Sr. No	Topics Discussed in the Meeting	Particular	Task Allocated to staff & Action Taken
1	Review of last meeting	⇒ Committee member discussed the review of last meeting dated 13th August 2020	Pending points discussed.
2	Meeting Objective Target Audience Year Wise Criteria Analysis Report	⇒ Prof. K.M. Sanghavi explained the Meeting objectives, Target Audience, yearwise of criteria analysis report to all the members	To all members
2	Teachers Feedback, Employers Feedback	⇒ Teachers Feedback and Employers feedback to be prepared for fulfilling the criteria 1. ⇒ Prof. A.R. Bora informed all the members that the employer's feedback is taken by MBA dept.	Principal suggested A.S. Gujarathi to design the Teachers feedback in compliance to both NAAC and NBA requirement and take it for last year's passed out student.
3	Faculty Awards	⇒ Prof. K.M. Sanghavi urged all the HODs to promote the faculties to apply for state level and national / International level awards.	All HODs will share the same in their meeting with faculty
4	Student Satisfaction Survey	⇒ Prof. K.M. Sanghavi informed all the members that the Student Satisfaction Survey is to be designed and will be circulated to all after final approval from higher authorities	Prof. N.P. Bora prepared the design and after finalization will be circulated To all HODs and Dept IQAC Coordinators



5	Research Fund	<p>➤Prof. K.M. Sanghavi urged all the HODs to motivate the staff members to get research funds from industries, govt. Agencies.</p>	Principal suggested to all HODs to conduct meeting in this regard with all the research/project coordinators
6	Incubation Centre	<p>➤Prof. K.M. Sanghavi urged all the members to focus on the creating an incubation centres</p>	Informed To all HODs and Dept IQAC Coordinators to take the steps for the same
7	Teachers Incentives for Awards	<p>➤Prof. K.M. Sanghavi urged to frame a policy in respect to Teachers Incentives for Awards</p>	To all HODs and Principal sir
8	Book Chapters	<p>➤Prof. K.M. Sanghavi informed all the members in A.Y 2019-20, a book chapter was published by Prof. Khyati Nirmal and hence in this year all other staff members can contribute the same.</p>	A Seminar is to be organized for the same to motivate the faculties.
9	Scopus Indexed Journals	<p>➤Prof. K.M. Sanghavi urged all the members to publish the journal papers in Scopus indexed journals</p>	Principal asked to make a policy for teachers incentives for Journal Publications in discussion with Research Dean
10	Technology Upgradations	<p>➤Prof. K.M. Sanghavi urged all the HODs for the technology upgradation</p> <p>➤Prof. M.R. Sanghavi informed all the members that Computer Department is continuously upgrading their labs and infrastructure as per the requirements</p>	Prof. M.R.Sanghavi took the responsibility to see the Technology upgradation

11	Media Centre	➡Prof. K.M. Sanghavi urged to improve the utilisation of the media centre available in the library.	Prof. Y.L. Bhirud to appoint an Media Centre Co-ordinator and frame a policy for it.
12	Record of Student Performance	➡Prof.K.M. Sanghavi requested all the HODs to frame a mechanism to record the entries and proofs for Students going to Higher studies, GATE, TOEFEL, GRE.	To all HODs
13	Student Involvement in Administrative bodies	➡Prof.K.M. Sanghvi requested all the HODs form an Departmental Advisory Bodies(DAB), Grievance Cell and include students in it.	Arote sir to take the students name from all the department and add them in administrative bodies.
14	Alumni Contribution	➡Prof. K. M. Sanghavi requested all the HODs to improve the Alumni Contribution in terms of technology upgradation, knowledge sharing and in terms of financial support.	HODs focus on the same and promote the same in the alumni
15	Financial Audit	➡Prof. K. M. Sanghavi requested Prof Y.N. Hon madam to contact Landge sir and check the status for Financial Audit for A.Y. 2019-20.	Informed by Lanadage Sir to Hon Mam About the 2019-20 delayed till now due to COVID-19 situation
16	Corpus Fund	➡Prof.K.M. Sanghavi highlighted the need of corpus fund for the institute	Prof. A.R. Bora explained the meaning of corpus funds for any organisation.

17	Support Staff Development	»»Prof.K.M. Sanghavi suggested to conduct at least three Support Staff Development during an Academic Year	To all HODs and IQAC Coordinators to focus on the same
18	Gender Equity Program	»»Prof.K.M. Sanghavi suggested to conduct Gender Sensitization, Self Defence Program this year	To all HODs and IQAC Coordinators
19	Environment and Sustainability Initiatives/Alternatives	»»Prof.K.M. Sanghavi instructed all the IQAC Coordinators to plan and execute at least one activity under this section	Sustainability Cell Incharge was informed to take over the activity
20	Code of Conduct and Human Values Handbook	»»Principal asked Prof. A.R.Bora to prepare a draft for the same	Prof. Abhay Bora sir (HOD,MBA) prepared the draft
21	Eco-friendly Campus	»»Prof.K.M. Sanghavi requested all the HODs to share new ideas to make the campus more eco-friendly	To all HODs
22	Institutional Distinctiveness	»»Prof. K.M. Sanghavi explained all the members about our institute distinctiveness and proposed an idea for collecting it from each staff member through google form.	IQAC Coordinator shared a Google form to take the inputs and prepared the document of the same
23	Future Plan	»»Prof.K.M. Sanghavi asked all the HODs to submit their future plans in writing to IQAC Coordinators.	To all HODs and IQAC Coordinators

24	Introduction to IQAC Team members	<p>→ Prof. K.M. Sanghavi introduced all the newly added IQAC members and</p>	<p>Principal praised Prof. K.M. Sanghavi for her effort and urged all the members to work hard next two years for achieving better grades in the next cycle.</p>
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Minutes of Meeting Coordinator

Mr. A.S. Gujrathi (Mech Dept) 
 Mr. P.S. Desai (IT Dept) 

IQAC Co-ordinator

Prof. K.M. Sanghavi