

Internal Quality Assurance Cell

Minutes of meeting Held on Saturday, 28th March 2020

IQAC (Internal Quality Assurance Cell) Meeting of SNJB's Late Sau. Kantabai Bhavarlalji Jain College of Engineering was held on Saturday, 28th March 2020 at 03:00 p.m. Online on Zoom like App (Work from Home) & following members were present for the same.

Following Members Present:

Sr. No.	Name	Department	Mobile No.	Sign
1	Dr. Kokate M. D.	Principal	9423173506	
2	Dr. Sanghavi M. R.	Computer	9423390385	
3	Prof. Sanghavi K. M.	Computer	9921343342	
4	Dr. Agrawal R. K.	E&TC	9420967386	
5	Dr. Bora A. R.	MBA	9422774224	
6	Prof. Pandit V. M	Civil	9423028873	
7	Prof. Desai P. S.	I.T.	9730478001	
8	Prof. Bora N. P	Computer	9689421504	
9	Prof. Rathod Y. S	E & TC	9766763988	
10	Prof. Gujrathi A.	Mechanical	8983700850	
11	Prof. Chavan S. B	App. Sci.	9822293112	
12	Prof. Pawar A. D.	App. Sci.	7517917011	
13	Dr. Kasar U. R	MBA	9890449666	

14	Prof. Kapse P. A.	MBA	8149529587	<u>PAKAP</u>
15	Dr. Kedar M. B.	Library	9923399303	<u>Kedar</u>
16	Mr. Arote S. B	Estt. Dept.	9421605763	<u>S. B. Arote</u>
17	Mr. Ahire. A. A.	Estt. Dept.	9421640805	<u>A. A. Ahire</u>

IQAC (Internal Quality Assurance Cell) designated Chairman Prof. Sanghavi K. M welcomed the members, Chairman expressed her view about the committee responsibility and explained the Agenda.

Agenda

- Review of Last Meeting
- Corona Awareness
- Work from Home
- Review of NBA Work
- Discussion on First Year Result Policies for Improvement
- Staff-Adjunct and Visiting Faculty
- Discussion on 7th Pay staff qualification API norms & requirement

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

1. Corona Awareness

- Prof. Sanghavi K. M. Raised awareness of the covid-19 (Hand wash, Social Distancing, etc.)

2. Work from Home

- Slide Show Presentations with Multimedia.
- Google Card Board.
- Google Forms For Surveys
- Google Classroom for Assignments.
- Animoto, Powtoon to Make Videos.
- Zoom like app for meetings (Online)
- Principal sir suggested writing a research paper to faculty.
- Sanghavi sir instructed the non-technical staff about work from home.

3. Review of NBA Work.

- As suggested by Management
- Computer

- MBA
4. **Policies to Improve First Year Result**
 - Discussion on framing/modifying previous policies to improve and intact quality results
 5. **Adjunct / Visiting Faculty**
 - Discussion done on schedule online lectures of visiting faculties through various media.
 6. **Discussions of 7th pay (Qualification and Promotion Policies).**
 - Qualification Improvements to be done for 7th pay.
 7. **Gray Areas to Focus Upon**
 - Research
 - Consultancy
 - Book Writing/ Article Writing
 - You Tube Channels
 - Online Courses Certifications
 - Non-Technical Staff Technology Upgradation
 8. **III Cell Online Meeting**
 - Discussion done on schedule Meeting of Industry Institute.
 - Discussion done on Promote them to have MOUs, T & P, sponsorship, Project Mentoring, Internships, Industrial Visit, R & D Activities & Collaborative Programmers and Trainings.
 9. **Promotions and Review of NPTEL Courses Done by Faculty.**
 - Discussion done on NATE Course of NBA
 10. **Centralized Complaint Management Committee (CCMC) to deal with NAAC**
 - Discussion done on Centralized Complaints Management Committee (CCMC) to receive complaints, suggestions and grievances is formed in NAAC.
 - http://www.naac.gov.in/docs/notification/centralised_complaints_management_committee%20_ccmc.pdf
 11. **Admission Planning 2020-21 from Home**
 - Discussion done on steps and planning to take for next academic year 2020-21.
 - Discussion done on quality intake expected.
 - Analysis of previous year students merit expected.
 12. **AQAR Report 2019-20 Preparation**
 - Discussion done on steps and planning to prepare AQAR of current academic year 2019-20 be started.