

SNJB's Late Sau KBJ College of Engineering, Chandwad  
IQAC

Meeting No: 23/22

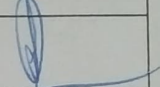
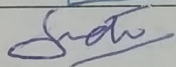
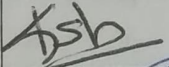
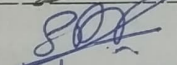
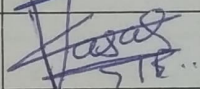
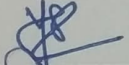
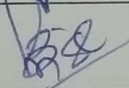
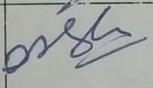
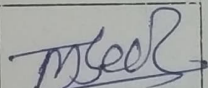
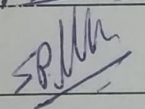
Date : 30/09/2022

Minutes of Meeting

Meeting held on 30th September, 2022 from 4.10 pm to 4.30 pm in the Meeting Hall.

Following staff members were present :

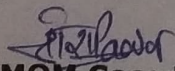
Members present:-

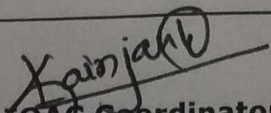
Sr.No	Name	Designation	Signature
1	Prof. Dr. M.D. Kokate	Principal	
2	Prof. Dr. S.D. Sancheti	HOD, Mechanical Engineering	
3	Prof. Mrs. K.M. Sanghavi	NAAC & IQAC Coordinator	
4	Prof. Dr. Swapnil Patare	Member, Associate Professor, Civil	
5	Prof. Dr. Kasar U.S.	Member, Associate Professor, MBA	
6	Prof. Yogita Rathod	Member, Assistant Professor, Entc	
7	Prof. Pradyumna Bora	Member, Assistant Professor, Mechanical	
8	Prof. Neha P. Bora	Member, Assistant Professor, Computer	
9	Dr. Kedar M.B	Librarian	
10	Mr. Landage S. P	Accountant	

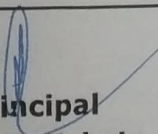
**Agenda of the Discussion :**  
**NAAC Cycle 2 Preparation and Filling of IIQA**

**Following points were discussed in the meeting :**

Sr. No	Topics Discussed on	Particular	Task Allocated to staff & Action Taken
1	Agenda of the Meeting	➔ Dr. M.D. Kokate sir informed all the members to plan for NAAC Cycle 2 considering the validity period of 1st Cycle	To all members
2	Discussion on SSR Preparation	➔ Prof. K.M. Sanghavi explained the status of last meeting for IIQA and SSR Data Collection, that 80% Data Collection was done by the Criteria Coordinators	To all members <u>SSR Status As on 1st June 2022</u>
3	Discussion on IIQA Filling	➔ Dr. M.D. Kokate sir asked all Faculties to Update the Last Status and Perform an Internal Audit to Confirm the preparation of SSR.	To all Criteria Coordinators, <u>Schedule of Audit Prepared</u>
		➔ Every Criteria Coordinator was asked to give the final status of SSR to Mrs. K.M. Sanghavi till 15th October.	To all members,
4	Discussion of Amount Sanctioning from Management on 30/9/2022 in Management Meeting	➔ Dr. M.D. Kokate sir asked Mrs. K.M. Sanghavi to prepare the Letter of Intent for Sanctioning of IIQA filling amount from Management in the meeting to be held on 1/10/22	To Mrs. K.M. Sanghavi
5	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**

  
**NAAC & IQAC Coordinator**  
**Prof. K.M. Sanghavi**

  
**Principal**  
**Dr. M.D. Kokate**