



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/02/2017-18

A meeting of all the members of IQAC was conveyed on 29-11-2017 at 4.30 p.m

Following members were attended the meeting

1. Dr S.P Patil (chairman)
2. Mr. J.L Mudegaonkar(Administrative Officer)
3. Mr. Kulkarni S.M (HOD CS& Engg)
4. Mr.Agawane S.R(Management Representative)
5. Mr Gajare S.N (Local Society Member)
6. Mr Sachin Desai (Industrilist)
7. Mr.Jadhav Y.T (Alumni)
8. Mr Joshi A.A (Dean Academics)
9. Mr Shivpuje D.B(HOD E&TC Engg)

- 1) **Academic Planning:** Semester II for academic year 2017-18 will start on 01 Jan 2018 and will be ended on 13 April 2018. Academic calendar will be prepared by Dean (Academics) according to new circular provided by Solapur University about term duration. This time Sports days, Technical event "KARMATECH" and Annual Gathering Day must be indicated in Academic Calendar. IQAC coordinator will be circulated to faculties and students by various ways.
- 2) **Load distribution:** HOD's should take preference forms from faculties during load distribution. There should be uniform distribution of responsibilities
- 3) **Preparation of New Faculties:** Dean Academic will take a one day Academic Preparation workshop for all the faculties before start of semester. Faculties will prepare course file as per instructions provided during workshop. New faculties need to be sent outside for training on Teaching Methodology.
- 4) **Change in Affiliating University :** FE syllabus is going to be change due to change in affiliating university from Solapur University to Dr Babasaheb Ambedkar Technological University (BATU) Lonere from 2018-19. FE faculties are instructed to prepare labs and academic material in context with syllabus laid down by BATU.

- 5) **GATE Classes:** In collaboration with Vidyalankar Mumbai, we have arranged a series of online video lectures for all the department. Schedule will be circulated to all departments timely. Prepare the timetable by considering GATE session slots allocated.
- 6) **Placement Initiatives:** Preparation of Alumni record from 2012-13 to 2016-17 for improving interaction with alumni. Invite multiple companies for interaction, MOU and Placements. Encourage faculties to visit , interact and train in industry to improve industry Institute Interaction.
- 7) **Study Session & remedial class for SE class:** To reduce drop out from SE class all HOD's should prepare a study session timetable after regular conduction of Academic during 3.45 to 5.45 PM daily one subject basis. Department may include remedial class for the subjects whose performance is found to be poor in Sem-I.
- 8) **Remedial Class for FE Class:** FE In-charge will prepare a timetable for remedial classes one subject per day during 6PM to 7.30PM. Instruct all backlog students to attend strictly to improve academic performance and reduce drop out from FE Engg.

The meeting ended with thanks to the chair.

The next meeting will be held before start of next semester.

Venue: Principal Cabin

Mr. JOSHI A.A



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/01/2017-18

A meeting of all the members of IQAC was conveyed on 29-06-2017 at 4.30 p.m

Following members were attended the meeting

10. Dr S.P Patil (chairman)
11. Mr. J.L Mudegaonkar(Administrative Officer)
12. Mr. Kulkarni S.M (HOD CS& Engg)
13. Mr.Agawane S.R(Management Representative)
14. Mr Gajare S.N (Local Society Member)
15. Mr Sachin Desai (Industrilist)
16. Mr.Jadhav Y.T (Alumni)
17. Mr Joshi A.A (Dean Academics)
18. Mr Shivpuje D.B(HOD E&TC Engg)

- 1) **Academic Planning:** Semester I for academic year 2017-18 will start on 01 July 2017 and will be ended on 30 Nov 2017. Academic calendar will be prepared by Dean (Academics) according to new circular provided by Solapur university about term duration. IQAC coordinator and will be circulated to faculties and students by various ways.
- 2) **Selection of New IQAC Department coordinator :** Expansion of the IQAC is needed to strengthen the work following faculties are nominated as departmental IQAC coordinator :- Bhosale R.J(CSE), Karvekar U.R(Mech), Ghodke Y.S(E&TC) , Mulani T.T (FE) and Sutar A.M(Civil)
- 3) **Load distribution:** HOD's should take preference forms from faculties during load distribution. There should be uniform distribution of responsibilities
- 4) **Preparation of New Faculties:** HOD's should take the initiatives to prepare new faculties in regards with course file preparation . New faculties need to be sent outside for training on Teaching Methodology.
- 5) **Syllabus Revision:** SE syllabus has changed from this academic year as CBCS pattern hence concern HOD should take a review for requirements of new purchasing for labs and books.

6) GATE Classes: In collaboration with Vidyalankar Mumbai we are going to arrange a series of online video lectures for all the department. Schedule will be circulated to all department timely.

The meeting ended with thanks to the chair.

The next meeting will be held before start of next semester.

Venue: Principal Cabin

Mr. JOSHI A.A



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/02/2016-17

A meeting of all the members of IQAC was conveyed on 31-12-2016 at 4.30 p.m

Following members were attended the meeting

1. Dr S.P Patil (chairman)
2. Mr. J.L Mudegaonkar(Administrative Officer)
3. Mr. Kulkarni S.M (HOD CS& Engg)
4. Mr.Agawane S.R(Management Representative)
5. Mr Gajare S.N (Local Society Member)
6. Mr Sachin Desai (Industrilist)
7. Mr.Jadhav Y.T (Alumni)
8. Mr Joshi A.A (Dean Academics)
9. Mr Shivpuje D.B(HOD E&TC Engg)

1. **Academic Planning:** Semester II for academic year 2016-17 will start on 02 Jan 2017 and will be ended on 02 May 2017. Academic calendar will be prepared by Dean (Academics) IQAC coordinator and will be circulated to faculties and students by various ways.
2. **Slection of New IQAC Member :** as Mr. Lonkar Y.S has left the institute Mr.Kulkarni S.M has taken charge as HOD hence same members has been added to IQAC cell.
3. **Load distribution:** HOD's should take preference forms from faculties during load distribution. There should be uniform distribution of responsibilities
4. **Review of suggestions provided by NAAC during 1st cycle of accreditations:** following suggestion are must be implemented immediately
5. **Online feedback system**
6. **History card must be made available with library books**
7. **Industrial visits needs to be organized**
8. **ECA Activity:** Include this activity in time tables to increase its regularity and effectiveness
9. **Preparation of New Faculties:** HOD's should take the initiatives to prepare new faculties in regards with course file preparation

- 10. Spoken Tutorials:** Each department must organize spoken tutorials for students.
- 11. GATE Classes:** use the timing for GATE classes from 3.30 to 5.30 PM on any three days in a weeks
- 12. Result Analysis:** Each department must prepare the presentation for result analysis and present it in front of IQAC members
- 13. Content beyond syllabus and Additional curricula:** Each department must organize additional curricula one per class. Content Beyond syllabus must be included in teaching plan for each subject by concern subject teacher with contents and number of Hrs . FE may be excluded.

The meeting ended with thanks to the chair.

The next meeting will be held before start of next semester.

Venue: Principal Cabin

Mr. JOSHI A.A



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/01/2016-17

A meeting of all the members of IQAC was convened on 22-06-2016 at 4.30 p.m

Following members were attended the meeting

1. Dr S.P Patil (chairman)
2. Mr. J.L Mudegaonkar(Administrative Officer)
3. Mr. Lonkar Y.S (HOD CS& Engg)
4. Mr.Agawane S.R(Management Representative)
5. Mr Gajare S.N (Local Society Member)
6. Mr Sachin Desai (Industrilist)
7. Mr.Jadhav Y.T (Alumni)
8. Mr Joshi A.A (Dean Academics)
9. Mr Shivpuje D.B(HOD E&TC Engg)

1. **Academic Planning:** Semester I for academic year 2016-17 will start on 27 June 2016 and will be ended on 08 Oct 2016. Academic calendar will be prepared by Dean (Academics) IQAC coordinator and will be circulated to faculties and students by various ways.
2. **Staff Requirements:** Mechanical engineering requires 04 faculties.
3. **Load distribution:** HOD's should take preference forms from faculties during load distribution. There should be uniform distribution of responsibilities
4. **ECA Activity:** Include this activity in time tables to increase its regularity and effectiveness
5. **Preparation of New Faculties:** HOD's should take the initiatives to prepare new faculties in regards with course file preparation
6. **Syllabus Revision:** FE syllabus has changed from this academic year hence FE HOD should take a review for requirements of new purchasing for labs and books.
7. **Spoken Tutorials:** Each department must organize spoken tutorials for students.
8. **GATE Classes:** use the timing for GATE classes from 3.30 to 5.30 PM on any three days in a weeks

- 9. Result Analysis:** Each department must prepare the presentation for result analysis and present it in front of IQAC members
- 10. New Initiative: DPI :** From this year we are starting a Departmental Performance Index (DPI) to evaluate the department based on different activities like result, publications, industry interaction, placements and contribution to institute development . This will be evaluated at the end of academic year.
- 11. Content beyond syllabus and Additional curricula:** Each department must organize additional curricula one per class. Content Beyond syllabus must be included in teaching plan for each subject by concern subject teacher with contents and number of Hrs . FE may be excluded.

The meeting ended with thanks to the chair.

The next meeting will be held before start of next semester.

Venue: Principal Cabin

Mr. JOSHI A.A



Date : 01 January 2016

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/02/2015-16

A meeting of all the members of IQAC was convened on 01-01-2016 at 4.30 p.m

The meeting ended with thanks to the chair.

Following members were attended the meeting

- 1. Dr S.P Patil (chairman)**
- 2. Mr. J.L Mudegaonkar(Administrative Officer)**
- 3. Mr. Lonkar Y.S (HOD CS& Engg)**
- 4. Mr.Agawane S.R(Management Representative)**
- 5. Mr Gajare S.N (Local Society Member)**
- 6. Mr Sachin Desai (Industrilist)**
- 7. Mr.Jadhav Y.T (Alumni)**
- 8. Mr Joshi A.A (Assistant Professor)**
- 9. Mr Shivpuje D.B(HOD E&TC Engg)**

- 1. Assignment of New responsibility :** Mudegaonkar J.L is promoted to Vice- Principal ,Joshi A A will be having additional responsibility as Dean (Academics), Shivpuje D.B will be looking after E&TC department as HOD.
- 2. Academic Planning:** Semester II for academic year 2015-16 will start on 04 Jan 2016 and will be ended on 09 April 2016. Academic calendar will be prepared by Dean (Academics) IQAC coordinator and will be circulated to faculties and students by various ways.
- 3. ECA Activity:** Include this activity in time tables to increase its regularity and effectiveness
- 4. NAAC Preparation:** Prepare the documentation in pursue of NAAC visit which is scheduled on 19 to 21 March 2016
- 5. Load distribution:** HOD's should take preference forms from faculties during load distribution. There should be uniform distribution of responsibilities
- 6. STTP/ Conference conduction:** Each department must organize STTP' s in association of ISTE New Delhi. One common conference must be held in this coming semester.

7. **Backlog Classes:** To improve the result for semester2 and to reduce dropout of students department should organize extra classes for subjects like M3(All),EME(E&TC Engg),SOM(Mech) etc.
8. **Content beyond syllabus and Additional curricula:** Each department must organize additional curricula one per class. Content Beyond syllabus must be included in teaching plan for each subject by concern subject teacher with contents and number of Hrs . FE may be excluded.
9. **Starting New courses:** As directives from solapur university before applying for PG course (ME in E&TC ,Mechanical Engg) faculties must be approved as “PG Teacher”. Mudegaonkar J.L ,Joshi AA, Babar A.T and Shinde S.M are suggested to fill the PG Teacher approval forms and send it to university.
10. **Implementation of Teaching improvement:** Once feedback is taken analyze it the faculty whose feedback is below 70% tell them the area in which they are lagging ask faculty to provide action plan for the improvement. Format will be provided.

The next meeting will be held before start of next semester.

Venue: Principal Cabin

Mr. JOSHI A.A



Karmayogi Engineering College, Shelve - Pandharpur

IQAC Cell

Date : 26 Jun 2015

Internal Quality Assurance Cell has established in Academic year 2013-14 . Initially it was composed of HOD's and Principal as Chairman. In academic year 2015-16 we have revised the cell as per the directives provided by NAAC , Bangalore.

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING NO. IQAC/01/2015-16

A meeting of all the members of IQAC was convened on 26-06-2015 at 4.30 p.m

Following members were attended the meeting

1. Dr S.P Patil (chairman)
2. Mr. J.L Mudegaonkar(HOD E&TC Engg & Administrative Officer)
3. Mr. Lonkar Y.S (HOD CS& Engg)
4. Mr. Agawane S.R(Management Representative)
5. Mr Gajare S.N (Local Society Member)
6. Mr Sachin Desai (Industrilist)
7. Mr. Jadhav Y.T (Alumni)
8. Mr Joshi A.A (Assistant Professor)

1. **Academic Planning:** Semester I for academic year 2015-16 will start on 06 Jun 2015 and will be ended on 10 Oct 2015. Academic calendar will be prepared by HOD CSE dept and will be circulated to faculties and students.
2. **ECA Activity:** Include this activity in time tables to increase its regularity and effectiveness
3. **NAAC SSR Completion** Prepare the SSR in pursue of NAAC accreditation process on /before 15 sept 2015 and hard copy submission to NAAC before 15 Oct 2015
4. **Load distribution:** HOD's should take preference forms from faculties during load distribution. There should be uniform distribution of responsibilities.
5. **MOU's :** Increase industry institute interaction through MOU's with prospect industry. At least 01 per departments.

6. **Placements Activities:** Training to the final year and third year students must be provided to improve employability.
7. **SWOC Analysis:** Strength , weakness , Opportunities and constrains analysis need to be performed in pursue of NAAC SSR .All HOD's must circulate format provided and get it filled from faculties, students, Alumni and prospect industries.
8. **Performance Based Appraisal System(PBAS):** Each faculty must review his performance as per the format provided . This form must be filled and duly completed till the end of academic year .

The meeting ended with thanks to the chair.

The next meeting will be held before start of next semester.

Venue: Principal Cabin

Mr. JOSHI A.A