



Vasundhara Bahuddeshiya Samajik Sanstha's
Siddhivinayak Technical Campus
Internal Quality Assurance Cell
2022-2023



Minutes of 16th Meeting

Date: 14/09/2022

Venue: AD-07

Agenda:

1. Introduction and welcome the New Members of IQAC and discussion about the role of IQAC.
2. Discussion about previous AQAR 2022-2023.
3. Review and distribution of all criteria for AQAR 2022-2023.
4. Discussion about Academic calendar for the A.Y. 2022-2023.
5. Discussion about online teaching classes.
6. Course file and other Formats
7. Any other point with the permission of chairperson.

The following members were present for meeting.

Sr. No.	Name of Member	Designation	Position
1.	Dr. Anant G. Kulkarni	Principle	Chairperson
2.	Prof. Abhishek P. Narkhede	Dean	Teacher Representative
3.	Prof. Jayesh Kokate	Assistant Professor, Electronics & Telecommunication Engineering	
4.	Prof. Naresh Metange	Assistant Professor – Mechanical Engineering	
5.	Prof. Radhika Bihade	Assistant Professor - Electrical Engineering	
6.	Prof. Yogesh Katole	Assistant Professor -Computer Science & Engineering	
7.	Prof. Vaishali Patil	Assistant Professor- Mechanical Engineering	
8.	Mr. Sagar P. Fundkar	Chairman	Management Member
9.	Mr. Shivaji L. Rahane	Office Superintendent	Administrative Officers

10	Mr. Amol Lande	Clerk Account	Representative
11	Mr. Swapnil M. Wadode	Alumni	Local Society, Student & Alumni
12	Mr. Shashank P. Deshpande	Industrialists	Employers/Industrialist s/Stakeholders
13	Mr. Satish Rathi	Industrialists	
14	Prof. Dhiraj Wankhade	Assistant Professor & HOD - Civil Engineering	IQAC Coordinator

The following members were absent for the online meeting.

Sr. No.	Name of Member	Position
1.	Mr. Shashank P. Deshpande	Industrialists
2.	Mr. Satish R. Rathi	Industrialists
3.	Mr. Amol S. Lande	Clerk Account

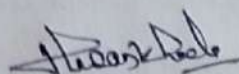
Meeting Outcomes:

1. Dr. Anant G. Kulkarni, IQAC Chairperson welcomed all member of recently updated IQAC. In the Introductory talk, he narrated the objectives and importance of IQAC to all the members. The function and role of IQAC to enhance and to sustain the quality of academic programmes of the institute was highlighted. Prof. Dhiraj G. Wankhade, explained the details of IQAC as well as Role of IQAC in the development of institute.
2. Dr. Anant G. Kulkarni, discussed previous year AQAR thourouly with all IQAC team members and ask an suggestions for addition in the AY 2022-2023.
3. Dr. Anant G. Kulkarni, discussed about preparation and review of all criteria distributed department wise as per table given below.

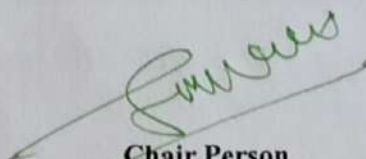
SN	Name of Branch	Criteria No.
01	Electrical Engg	Criteria No.1
02	Civil Engg	Criteria No.2
03	ASH	Criteria No.3
04	Mechanical Engg	Criteria No.4
05	CSE	Criteria No.5
06	EXTC	Criteria No.6

4. Prof. A. P. Narkhede, presented the Academic calendar for the year 2022-2023 (odd semester) as per guidelines from SGBAU.
5. It's decided that to conduct the lectures on regular basis.

6. The discussion was held to for the unified formats of course file and other related document format, all members are agree and these formats will be prepared by Prof. A. P. Narkhede, Dean.
7. With the permission of chair, Prof. Vaishali Patil described the activity conducted by T & P department & She was asked permission to conduct more online/ offline campus as per need of company for our students as well as other institute students which were agreed by all the members.



IQAC Co-ordinator
Prof. Dhiraj Wankhade
Asst. Prof. STC, Shegaon



Chair Person
Dr. Anant G. Kularni
Principal, STC, Shegaon
Principal
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Shegaon 444203 (M.S.)



Siddhivinayak Technical Campus
Internal Quality Assurance Cell
2022-2023



Minutes of 17th Meeting

Date: 28/12/2022

Venue: AD-07

Agenda:

- 1 Review of syllabus coverage for ODD semester 2022-2023
- 2 Proposal to conduct a workshop/expert lecture on department level under students Technical committee.
- 3 Proposal to conduct a workshop on Latest Trend Technology under ISTE Chapter.
- 4 Preparation of Academic calendar for 2022-23 (even semester)
- 5 Feedback for TY&FY students for odd semester
- 6 Social Service & Cultural Events for Students
- 7 Any other point with the permission of chairperson.

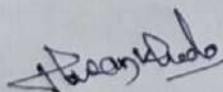
The following members were present for meeting.

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1.	Dr. Anant G. Kulkarni	Principle	Chairperson
2.	Prof. Abhishek P. Narkhede	Dean	Teacher Representative
3.	Prof. Jayesh Kokate	Assistant Professor, Electronics & Telecommunication Engineering	
4.	Prof. Naresh Metange	Assistant Professor – Mechanical Engineering	
5.	Prof. Radhika Bihade	Assistant Professor - Electrical Engineering	
6.	Prof. Yogesh Katole	Assistant Professor -Computer Science & Engineering	
7.	Prof. Vaishali Patil	Assistant Professor- Mechanical Engineering	
8.	Mr. Sagar P. Fundkar	Chairman	Management Member
9.	Mr. Shivaji L. Rahane	Office Superintendent	Administrative Officers Representative
10	Mr. Amol Lande	Clerk Account	

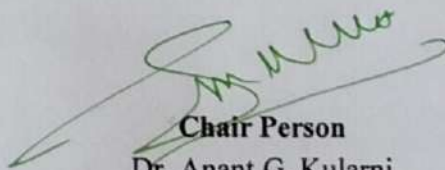
11	Mr. Swapnil M. Wadode	Alumni	Local Society, Student & Alumni
12	Mr. Shashank P. Deshpande	Industrialists	Employers/Industrialists/Stakeholders
13	Mr. Satish Rathi	Industrialists	
14	Prof. Dhiraj Wankhade	Assistant Professor & HOD - Civil Engineering	IQAC Coordinator

Meeting Outcomes:

1. Syllabus coverage and online teaching learning and internal assessment was reviewed. Almost every department had completed near about 80-85% syllabus of their respective subject. Dr. A. G. Kulkarni, IQAC chairperson and unit test coordinator suggested to prepare internal assessments marks of every subject of respective department.
2. With the discussion of chairperson & IQAC members, it was decided that every department will try to organized workshop/expert lecture under students committee in the month of March.
3. Prof. D. G. Wankhade recommended conducting a workshop on Latest Trend Technology under ISTE Chapter. It was decided that Prof. S.P. Joshi will conduct a certification course on Python Programming in the month of March-April according to academic schedule.
4. Prof. A. P. Narkhede presented the Academic calendar for the year 2022-2023 (Even Semester) as per guidelines from SGBAU and it was decided that session S-2023 for TY&FY will start from 01/01/2023 and session S-2023 for SY will start from 15/01/2023.
5. Dr. A. G. Kulkarni, IQAC chairperson confirmed that Dr. Sandeep Chavan centralized feedback coordinator will prepare a Google form for all three classes and circulate a link to every departmental feedback coordinator for circulation on students what's app group in the first week of January & at the same time teachers feedback link will also share by the coordinator on teachers departmental what's app group for teacher's feedback.
6. Under the Government & University scheme "Rashtramata Jijau & Swami Vivekananda Jayanti" is schedule in the month of 12th of January. NSS camp is schedule in the month of March for Seven days under NSS Programme officer Prof. A.B.Adhao & Prof. R.S.Bihade. The camp is situated in the village named Jalamb. In those seven days various activities will conduct like Swatactha Abhiyaan, Health Checkup Programme for both human being as well as animals. The aim of the camp is to work for development of these villages.


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 Prof. D. G. Wankhade
 Asst. Prof. STC, Shegaon




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Minutes of 18th Meeting

Date: 08/03/2023

Venue: AD-07

Agenda:

1. NAAC grade ranking improvement action plan
2. Course file and other Formats
3. Unit Test-I&II, Internal Submission, Project Exhibition dates finalization.
4. Feedback for Students & Teachers
5. Research Publication
6. Any other point with the permission of chairperson.

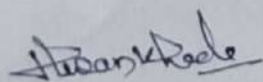
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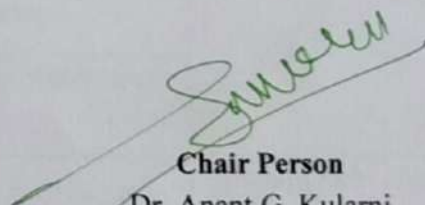
Meeting Outcomes:

1. Dr. Anant G. Kulkarni, discussed the scope for the improvement in NAAC ranking of the institute, he mentioned that quality of documentations/events/academic/co curriculum activities can be further improved.
2. Any updation or changes in course file format or any other departmental format like Unit test, SGBAU Practical etc. will be provide by the respective coordinator to every HOD for circulation in the department.
3. In the meeting it was decided that Unit Test-I for all three classes will commence from 20/03/2023 to 23/03/2023 and Unit Test-II for all three classes will commence from 02/05/2023 to 08/05/2023, also at the time of Unit test-II internal submission for respective subject is schedule in the afternoon session. This schedule will forward to Centralized Unit Test coordinator Prof. H.B.Patil for every departmental circulation. After that every department will organized a project exhibition for final year students in the last week of May.
4. Dr. A. G. Kulkarni, IQAC chairperson confirmed that Dr. Sandeep Chavan centralized feedback coordinator will prepare a Google form for session S-2023 for all three classes and circulate a link to every departmental feedback coordinator for circulation on students what's app group. At the same time teachers feedback link will also share by the coordinator on teachers departmental what's app group for teacher's feedback.
5. The discussion was held to motivate the Students, faculty members to write good quality research paper to be published in UGC recognized/ Scopus indexed/SCI journals. Also it was decided that motivate final year students to publish a paper in UGC journal based on their project topic and attached that certificate in their project report copy.



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Siddhivinayak Technical Campus
Internal Quality Assurance Cell
2022-2023



Minutes of 19th Meeting

Date: 13/07/2023

Venue: AD-07

Agenda:

1. Academic audit of programme
2. LTP/STP discussed with faculty and give suggestions AY-2023-2024
3. Planning for Next academic year & decide the plan of action for NAAC SSR Preparation:
4. Instructions to compile data
5. Strengthening Industry Academia Interaction

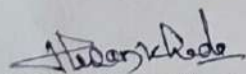
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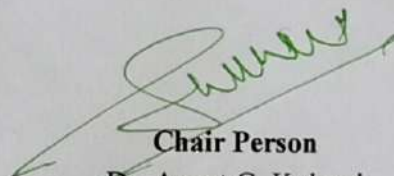
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13	Mr. Satish Rathi	Industrialists	
14	Prof. Dhiraj Wankhade	Assistant Professor & HOD - Civil Engineering	IQAC Coordinator

Meeting Outcomes:

1. Dr. A. G. Kulkarni, IQAC Chairperson directed to conduct academic audit of all the programmes and administrative audit of all the departments which includes library, sports, Administrative office, T&P, Alumni Association and ED cell for session 2023-2024.
2. It was decided that from next AY 2023-2024 every department will try to increase number of workshops/expert lectures/conferences for student's improvement. Also according to International Calendar, we are going to celebrate each and every days/activity like "Data Protection Day, mathematics Day etc." so that students will understand the importance of it.
3. Prof. A. P. Narkhede Dean will prepare the Academic calendar for the year 2023-2024 (Odd Semester) as per the revised AICTE calendar on dated 26.03.2023 and it was decided that commencement of higher classes will start from 15/09/2023. Also induction programme for first year students will schedule on 10/10/2023. It may be changed if we received any latest schedule from AICTE.
4. In view of the revised manual Dr.A.G.Kulkarni Chairperson IQAC instructed Coordinator IQAC to share new manual to all sectional heads and NAAC coordinators of every department and stated that to collect and prepare the required information if respective criteria in the latest format.
5. Industry collaborations are essential for developing research and a qualified workforce. These collaborations benefit both parties: the industry obtains skilled workers with practical training and specialized expertise, while universities have the changed the syllabus according to it and have a chance to work on pertinent technologies and problems. So it was decided that we will increased the numbers of industrial contact, so that our students will get more exposure in the industrial environment.
6. The meeting was ended with the reconfirmation of all above notes & Action items. At the end Prof. Dhiraj G. Wankhade, proposed a vote of thanks to the chairperson and the present members.



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Principal, STC, Shegaon
Principal

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Copy to: All Members (External & Internal) of IQAC for information and necessary action please.

