

Internal Quality Assurance Cell

Minutes of Meeting

Date: 05th June 2020

Committee Name.IQSC

Mode:Online,Zoom Meet

Agenda of the meeting:-

Agenda 1:-Review of earlier meeting

Agenda 2: Skill Development activity

Agenda3: Quality Education

Agenda 4: E-Page for FB and magazine

Agenda 5: Projects

Agenda 6: Online Faculty Development Program & Short Term Training Program

Agenda 7: World Environment Day celebration

Agenda.8;Skill.Development Programme

Agenda 9: Library & Virual library

Agenda 10: Faculty Development Program & Short Term Training

Following members were present

Sr. no.	COMMITTEE MEMBERS	DESIGNATION	COMMITTEE POST
1.	Sardar Navneet Singh Tuli	Secretary	GNES
2.	Dr. Shudhir N. Shelke	Principal	Chairman, IQAC
3.	Dr.N .S. Raman	Dean	Member
4.	Prof. Raju.Bondre	Asst.Professor	Committee Head
5.	Prof. Geetanjali.P.Kale	H.O.D. FY	Co-ordinator
6.	Prof. Narendra.Wadaskar	H.O.D. ME	Member
7.	Prof. Sushant.Ghajbhiye	H.O.D. CE	Member

8.	Mr. Deepak Dhote	Operation Manager, IT-NetWorkz, Nagpur.	Member
9.	Mr. Sagar R. Deogikar	Center Head, CADD, Nagpur.	Member
10.	Mr. Raj Arora	Director, Rewat Network Academy, Nagpur	Member
11.	Mr. Pravin Jadhav	Managing Director, F6 Solutions, Nagpur	Member
12.	Mr. Praful Baig	. CEO, Astral Informatic (P) Ltd. Nagpur.	Member
13.	Ms.Shahziya.Ansari	Asst.Professor	Member
14.	Ms.Priti.Nistane	Asst.Professor	Member
15.	Ankit Ranjan	Alumini	Member
16.	Shital Likhar	Liasoning officer	Member

1:

Principal & Chairman IQAC, Dr.Sudhir N.Shelke, welcomed all the members present for the meeting

Agenda 1:-Review of earlier meeting

Resolution:- Following points were discussed

Prof.Raju.Bondre,IQAC Committee head briefed about action of previous IQAC Meeting were reviewed and confirmed. She also presented the action plan for coming session.

Resolution: Following points were discussed.

1. All the HOD's are instructed to prepare timetable for the academic session 2020-21.
2. Commencement of online classes
3. Online teaching should be done by using Zoom App, Google classroom or Google duo.
In addition to this PPT's of respective subjects plus recording of voice should be done.
4. Through links or YouTube the lectures should be shared with student
5. RTMNU updated syllabus should be followed.
6. Academic calendar for the session 2020-21 should be prepared.
7. E-Notice board of all the branches should be updated.

Agenda 2: Skill Development activity

Resolution: Following points were discussed.

1. Prof.Niranjan Chitare has been appointed as the soft skill head for the online Skill development activity for the session

Agenda3: Quality Education

Resolution: Following Points we discussed.

1. All the HOD's should examine that the lectures have been conducted in their departments in their departments.
2. Regular tests should be held.
3. Extra classes for the weak students should also be conducted.
4. E-Learning should be given importance.

Agenda 4: E-Page for FB and magazine.

Resolution: Following points were discussed.

1. Prof.Mankar has been given the charge of e-page design of Mechanical Department for the session 2020-21.
2. Prof. Katare has been given the charge of e-page design of Civil Department for the

session 2020-21.

Agenda 5: Projects

Resolution: Following points were discussed.

1. All the HOD's are instructed to take the update of online projects of their students as the last date for the same.

Agenda 6: Online Faculty Development Program & Short Term Training Program

Resolution: Following points were discussed.

1. All the HoD's are instructed to organize Department wise at least one Online FDP or STTP.
2. Guest Lectures through webinars should be plan.

Agenda 7: World Environment Day celebration

Resolution: Following points were discussed.

1. All the faculties are instructed to plant atleast one plant at their place on this

World Environment Day-5th June 2020  since Institute is unable to celebrate it in College campus because of pandemic COVID19 situation.

Agenda.8;Skill.Development Programme

Resolution: Following Points were Discussed

1. Various Competitions to be held for the personality development of the students of our institute.
2. Sessions to be conducted for the students regarding Campus Drive.

Agenda 9: Library & Virtual Lab

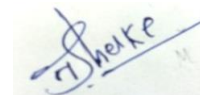
Resolution: Following points were discussed.

1. Virtual Lab practice should be done regularly.
2. Daily Library should be visited regularly & NPTEL practice should be done on regular basis.

Agenda 10: Faculty Development Program & Short Term Training Program

Resolution: Following points were discussed.

1. All the HoD's are instructed to organize Department wise at least one FDP or STTP.
2. Guest Lectures & Industrial visits should be arranged in this semester before



Principal