

Date of meeting in which ATR is presented: 10.06.2017

SVERI's College of Engineering, Pandharpur
Action Taken Report on the resolutions made in the
IQAC meeting of 29-01-2017

Item No.	Resolution	Action Taken/Status
1. Confirmation of minutes of last meeting	The minutes of the last meeting held on 22/10/2016 were read and unanimously confirmed.
2. Review of work done in respect of functions of IQAC	<p>Review of work done in respect of functions of IQAC was taken in the meeting.</p> <p>Thorough discussion was made and it was unanimously resolved as follows:</p> <p>i) Improve quality of teaching and non-teaching staff. Arrange FDP programs for them.</p> <p>ii) Encourage the faculty for higher education i.e. ME/M.Tech and Ph.D as usual.</p> <p>iii) Faculty should arrange seminar for students about minor or major projects, etc. Regarding this Dean-Students be requested to issue circular regarding this and this circular be sent to all Deans and HODs.</p> <p>iv) Every class coordinator should take care of the students especially on 15th Aug and 26th Jan programs. Student will assemble in their classroom. CC will take attendance and then CC will take students on the ground and will take care of them until program is over. Dean-Student will prepare plan by discussing it with all Deans, HODs and SVERI institute Principals regarding standing arrangement of boys student and girl student, college wise and branch wise, standing place of CC and other teaching and non-teaching staff. Dean-Student will inform all the concern accordingly.</p> <p>v) Arrange health checkup camp for all the students of SVERI. Proctor teacher should check the reports of their students. If some major problem to any student then call their parents and tell them about the problem of their ward.</p>	<p>i) 04 FDPs are being organized.</p> <p>ii) Institute motivates faculty members for pursuing ME/M.Tech and Ph.D from reputed organizations by providing study leave facility.</p> <p>iii) Circular is under preparation.</p> <p>iv) Accordingly, Dean Students is being taking care of the same.</p> <p>v) Health checkup camp is arranged.</p> <p>vi) Informed to all IQAC committee members about the same</p> <p>vii) Yoga Session is arranged.</p> <p>viii) The planning for giving seminar by Ph.D faculty member is made.</p> <p>ix) Started to practice for upkeep of documents by using Google-form link</p> <p>x) SOP is prepared by all section in-charges</p>

Item No.	Resolution	Action Taken/Status
	<p>Specially for ladies there is HB problem, to overcome this advice all the students to increase their HB by eating daily 15-20 Tulsi leaves, Gul-Shengdane, Khajur, etc.</p> <p>vi) Every member of IQAC committee should come with two suggestions or problems in the next meeting.</p> <p>vii) Yoga session be arranged.</p> <p>viii) Ph.D completed faculty should give seminar to the student on current technologies or presented or published paper by them.</p> <p>ix) Standard policy and procedure for upkeep of documents be framed. For its framing two members committee consisting of Dr. S. M. Mukane and Dr. P. S. Kachare be formed. It will submit its report in the next meeting of this committee.</p> <p>x) Standard operating procedure for conduction of functions and meetings be framed by Dean-Administration and Dean-Students.</p>	
3. About future plans to improve quality	<p>It was brought to the notice of the meeting that planning for the quality improvement is necessary.</p> <p>Thorough discussion was made and it was unanimously resolved to constitute following committee to prepare plan to improve quality</p> <ol style="list-style-type: none"> 1) Dr. P. M. Pawar- Co-ordinator 2) Dr. Sridevi Dileep- Member 3) Dr. P. S. Kachre- Member 4) Dr. S. M. Mukane- Member 5) Dr. M. K. Raul- Member 6) Prof. S. R. Gawali- Member <p>This committee will submit its report on or before 15/06/2017 to the IQAC</p>	Draft plan is prepared.
4. Issues with the permission of the chair.	There being no further issues to discuss, meeting concluded with vote of thanks to the chair and all present.	

S.M. Mukane
Coordinator
 Internal Quality Assurance Cell (IQAC)
 SVERI'S College of Engineering,
 Pandharpur



B. Pange
PRINCIPAL,
 College of Engineering,
 PANDHARPUR.