

The meeting of the Internal Quality Assurance Cell (IQAC) of SVERI's College of Engineering was held on Sunday, 29-01-2017 @ 11:00 am in Institute Premises.

Following were present for the meeting.

Sl. No	Name	Signature
1.	Dr. P.S. Kachare	PSK
2.	Mr. H.K. Bhaldar	HKB
3.	Ms. V.D. Jadhan	VJD
4.	Mr. M.I. Bohari	MIB
5.	Dr. S.A. Lenadave	SAL
6.	Dr. Madhan K. Rau	MDR
7.	Mr. C.C. Patange	CCP
8.	DR Abhay A Upat	AUP
9.	Prof. Miscel N.D.	MND
10.	Mr. Zarkar R.G.	ZRG
11.	Prof. C.B. NADAGOUDA	CBNG
12.	Mr. S.R. Garde	SRG
13.	Pradyut Bharat Kadamb	PK
14.	Mr. S.M. Shinde	SMS
15.	Maresh Tambe	MT
16.	Mr. Manasi Khirsagar	MMK
17.	Mr. A.G. Korke	AGK
18.	Mr. J.L. Upat	JLU
19.	Ms. R.R. Bhasale	RRB
20.	Ms. M.M. Bshore	MMB
21.	Mr. D. Ujjwal	DU
22.	Dr. N.B. PAWAR	NBP
23.	Dr. S.M. Mukane	SMU
24.	Mr. J.M. Bagal	JMB
25.	Mr. Y.M. Khedkar	YMK
26.	Mr. Mukund M. Pawar	MMP

Following business was transacted during the meeting.

Item No. 1:- Confirmation of the minutes of the last meeting.

Resolution No. 1:- The minutes of the last meeting held on 22-10-2016 were read and unanimously confirmed.

Proposed by:- Dr. P. S. Kachare

Seconded by:- Prof V. D. Jadhav.

Item No. 2:- Review of work done in respect of functions of IQAC.

Resolution No. 2:- Review of work done in respect of functions of IQAC was taken in the meeting.

Thorough discussion was made and it was unanimously resolved as follows,

- i) Improve quality of teaching and non-teaching staff. Arrange FDP programmes for them.
- ii) Encourage the faculty for higher education i.e. M.E./M.Tech and Ph.D. as usual.
- iii) Faculty should arrange seminar for students about minor/major projects etc. Regarding this Dean students be requested to issue circular regarding this and this circular be sent to all Deans & HODs.
- iv) Every class co-ordinator should take care of the students especially on 15th August and 26th January programmes, students will assemble first in their classroom. Class co-ordinator will take attendance and then class co-ordinator will take students on the ground and will take care of them until programme is over. Dean students will prepare plan by discussing it with all Deans, HODs and other SVERTI Institute Principals regarding standing arrangement of Boy students and Girl students, college wise and branch wise, standing place of class co-ordinators and other teaching

and non-teaching staff. Dean Students will inform all the concerned accordingly.

v) Arrange health check-up camp for all the students of SVETI. Proctor Teacher should check the reports of their students. If some major problem is found in any student then call their parents and tell them about the problem of their ward. Especially for ladies there is haemoglobin problem, to overcome this advise all the students to increase their haemoglobin by eating daily 15-20 tulsi leaves, betel shengudane, khajur, etc.

vi) Every member of Internal Quality Assurance Cell committee should come with two suggestions/problems in the next meeting.

vii) Yoga sessions be arranged.

viii) Ph.D. completed faculty should give seminar to the student on current technologies / presented or published paper by them.

ix) Standard policy and procedure for upkeep of documents be framed. For its framing, two member 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.

x) Standard operating procedure for conduction of functions and meetings be framed by Dean Administration and Dean Students.

Proposed by:- Prof. C. B. Nadagouda

Seconded by:- Prof. S. R. Gavali

Item No.3:- About future plans to improve quality.

Resolution No.3:- It was brought to the notice of the meeting that planning for the quality improvement is necessary.

Thorough discussion was made and it

Was unanimously resolved to constitute following committee to prepare plan to improve quality.

- 1) Dr. P. M. Pawar — co-ordinator
- 2) Dr. Sridevi Jileep — Member
- 3) Dr. P. S. Kachare — Member
- 4) Dr. S. M. Mukane — Member
- 5) Dr. M. K. Raval — Member
- 6) Prof. S. R. Gavali — Member

This committee will submit its report on or before 15-06-2017 to the IQAC.

Proposed by: — Prof. N. D. Misal

Seconded by: — Miss Mansi Khirsagar

Item No.4:— Issues with the permission of the Chair.

There being no further issue to discuss, meeting concluded with vote of thanks to the chair and all present.

S. Mukane

Coordinator

Internal Quality Assurance Cell (IQAC)

SVERI'S College of Engineering,

Pandharpur

B. Ronge

PRINCIPAL

College of Engineering,
PANDHARPUR