

SVERI's College of Engineering, Pandharpur
Internal Quality Assurance Cell Committee Meeting dated 27/04/2019
Action Taken Report

Item No	Resolution	Action Taken /Status
1) Confirmation of the Minutes of the last meeting	The minutes of the last meeting held on 11/02/2018 were read and unanimously confirmed.	----
2) About Review of AQARs for A.Y. 2015-16, 2016-17 and 2017-18	Meeting took the note of the same.	
3) About submission of AQAR for A.Y. 2018-19	Meeting took note of the same. The AQAR for the A.Y. 2018-19 will be ready on or before 30 th September 2019 and it will be submitted in October 2019.	It has been made ready.
4) About NAAC preparation for 2nd cycle	Thorough was made and it was unanimously resolved as follows: 1) All criterion coordinators will submit the NAAC related Excel Sheets Quantitative Matrices (Q _n) _m as per the requirement on or before 15/06/2019.	The draft NAAC related Excel Sheets Quantitative Matrices (Q _n) _m were prepared & submitted by all Criterion Coordinators to IQAC Coordinators.
	2) All criterion coordinators will submit the NAAC related data Qualitative Matrices (Q _i) _m as per the requirement on or before 15/06/2019.	The work related to Qualitative Matrices (Q _i) _m is in progress.
	3) The Institutional Information for Quality Assessment (IIQA) is required to be submitted in April 2020.	---
	4) The revised Quality Benchmarks will be prepared by NAAC coordinator on or before 20/05/2019	i) The revised Quality Benchmarks (QBs) are ready.



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5) About Review of R & D, Consultancy and Extension activities	<p>Meeting took the note of the same and further resolved as follows:</p> <p>1) Brochure should consist of all information including details of the each Machine(s)/Equipment(s)/ Apparatus(s), applications of each machine, scope in academics, etc. regarding R & D facilities at our SVERI be prepared by Dean R & D up to 31/05/2019.</p> <p>2) HODs should commercialize minimum one product per year.</p>	Brochure has been prepared.
6) About Infrastructure and learning resources	<p>Meeting took the note of the same and further resolved as follows:</p> <p>1) Writing Tablet (WACOM TABLET) one per each department be purchased.</p>	One WACOM TABLET is available in Civil Engineering & one has been purchased for Electronics & Telecommunication Engineering. For remaining departments, the process of purchasing has been started.
	<p>2) Video Recording Camera should be purchased one per department additionally to record lectures/videos.</p>	One camera per department is available.
	<p>3) Noise Cancellation Headphones with Mike one per department should be purchased.</p>	It is in process.

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7) About Innovations & Best Practices	<p>Meeting took the note of the above and further resolved as follows:</p> <p>1) Best practices should include one intellectual and one infrastructure related aspect.</p>	<p>One patent has been filed by Electronics & Telecommunication Engineering department. One day workshop on IPR has been planned for faculty members in order to motivate them in respect of filling patents.</p>
	<p>2) Best practices shall include project based learning and exposure to R& D activities in the institute to UG students.</p>	<p>1) Based on project work, research papers have been published by students in International Journal/ International Conference.</p> <p>2) F.Y. B. Tech. students have visited R & D laboratories, RHRDF Centre and NKN Centre through Orientation program.</p> <p>3) Civil Engineering Department organizes local site visits at various places for giving practical exposure to our students.</p>
	<p>3) Ideas about best practices should be collected from all faculty members.</p>	<p>This activity is in progress.</p>


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	4) Each department should arrange/conduct Gram Visit/related program for staff members and students to address societal issue(s) in the nearby village(s).	<p>Mech Dept.: It is planned in current academic year.</p> <p>Civil Dept.: We have conducted four Gram Visits in last Semester for faculty members and students as well. Further, we have planned 12 Gram Visits.</p> <p>E&TC. Dept.- It is Planned in current academic year.</p> <p>CSE Dept. Societal work – Dept. faculty with students visited nearby 3 schools and conducted awareness sessions on: a) Woman Empowerment b) Misuse of social media Name of schools: i) Sitaram Maharaj Mahavidyalaya, Khardi ii) Dawlatrao Vidyalaya, Kasegaon iii) New English School, Anawali</p>
8) Issue with the permission of the Chair	----	----
8(1) About Vision, Mission, PEOs and PSOs statements of Electrical Engineering Department	Meeting took the note of the same and recommended the same to put before the Board of Governors for its approval.	The Vision, •Mission, PEOs and PSOs statements of Electrical Engineering Department were put before the BOG and BOG has accorded its approval for the same.

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8(2) About Contribution of Students in Societal Activities	Meeting took the note of the above and further resolved as follows: i) Every student should spend at least one day in any village for societal work as an application of technical knowledge.	<p>Mech. Engg. Dept.- Every student has participated in NSS activities, Green Team activities and MESA activities.</p> <p>E&TC Engg. Dept.- Activities have been planned in current AY 2019-20. Accordingly, the same activities have been discussed with Sarpanch of Bramhpuri.</p> <p>CSE Dept.: Every student has participated in NSS activities, Green Team activities and ICON activities.</p> <p>Civil Engg. Dept.: 1) TE Civil class was divided in to three batches and sent to three villages viz. Ambe, Mundhewadi and Anawali. They have performed survey for designing the water supply system and wastewater collection system. The records of the same have been prepared. 2) 12 students from BE (Civil) class were involved in survey work of Gopalpur. 3) 05 students from BE (Civil) class performed structural audit work at Mohol. 4) 2 students from BE (Civil) class performed structural audit work at Ropale.</p>

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	ii) Every student should participate in at least one activity in the tenure of four-year program.	All the departments have checked status of students participation in activities & action plan has been made ready.
8(3) About Students Participation in Conferences/Project Exhibitions outside Maharashtra	Meeting took the note of the same and resolved unanimously that students' participation should be increased with respect to technical events such as International Conferences, National Conferences, Project Exhibitions, etc.	<p>Mech. Engg. Dept.-</p> <p>1) 57 students participated in International Conferences, National Conferences, Project Exhibitions, and Workshops outside Maharashtra state.</p> <p>2) Two project groups published papers in SCOPUS Indexed Journal and Six project groups published papers in PEER Reviewed Journal.</p> <p>E&TC. Engg. Dept.-</p> <p>Project planning has been scheduled accordingly for AY 2019-20.</p> <p>CSE Dept.: -</p> <p>299 students participated in International Conferences, National Conferences, Project Exhibitions, and Workshops.</p> <p>Event Participation Outside State: 7 Participated And 6 Winners</p> <p>Civil Engg. Dept.:</p> <p>In last semester, total 28 students have participated in International Conferences.</p> <p>This semester, we are planning to increase the number.</p>

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8(4) About involvement of MBA students for Marketing	Thorough discussion was made and it was resolved unanimously that the MBA students are required to be involved for marketing to enhance their marketing skills.	This year we have planned to involve our MBA students for promotion of all institute level technical events such as Olympus.
8(5) About challenging assignments for advanced learners	Thorough discussion was made and it was unanimously resolved that the challenging assignments/experiments be given to advance the students as an assignment/ lab work.	<p>Mech. Engg. Dept.- Prepared assignments booklet for every class as per A, B, C, D, levels. Levels B & D are expected to be solved by advanced learners. B – Difficult theory questions D – Difficult numerical</p> <p>E& TC. Engg. Dept.- Assignments are classified in ABC/ABCD categories based on difficulty level. CSE Dept.: – We have prepared assignments booklet for every class as per A, B, C, levels. Levels B & C are expected to be solved by advanced learners.</p> <p>Civil Engg. Dept.: – The assignment booklets have been prepared for every class as per the difficulty levels of questions such as A, B, C & D.</p>

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8(6) About Research and Development activities	Thorough discussion was made and it was resolved unanimously as follows: 1) Each department should develop minimum three products per year.	This activity is under progress.
	2) Contribution in respect of research publications should be increased.	Target about publication has been set for each department
8(7) About teaching and learning process	Thorough discussion was made and it was resolved as follows: 1) The participation of industry in teaching and learning process should be increased.	Mech. Engg. Dept.- 28 Expert lectures from industry persons were arranged. E&TC. Engg. Dept.- Every course faculty prepared video lectures of respective courses. CSE Dept.: 19 Expert lectures from industry persons were arranged. Civil Engg. Dept.: 1) One NDT workshop was arranged for BE [Civil] class by Ultratech Cement Industry. 2) In the academic year 2018-19, Industry expert lectures for total 72 hours were conducted for all SE to BE classes. 3) In the current semester, till date 05 Industry expert lectures were conducted for all SE to BE classes. 4) In the academic year 2018-19, total 22 Industrial visits were conducted for all SE to BE classes. 5) In the current semester till date 04 Industrial visits were conducted for all SE to BE classes.



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	2) Every faculty member should prepare video lecture of two hours and upload it on YouTube on or before 30/06/2019.	<p>Mech. Dept.- Every faculty member has recorded 2 hours video lecture.</p> <p>ENTC. Dept.- Every course faculty prepared video lectures of respective courses.</p> <p>CSE Dept.: Every faculty member has recorded 2 hours video lecture and uploaded on YouTube.</p> <p>Civil Dept.: Till date, 06 faculty members have prepared video lectures and others are instructed to finish till 30th August 2019.</p>
	3) HODs should ensure that minimum two subjects per class per semester must have recorded video lectures.	<p>Mech. Engg. Dept.- Department has planned to record two subjects of class S.Y. B. Tech. Div-C in Sem-I, A.Y.-2019-20.</p> <p>E&TC Engg. Dept.- Dept has planned three subjects. One per SE/TE & BE respectively and recording process is going on.</p> <p>CSE Dept.: We have decided to record two subjects of class S.Y. B.Tech. Div-A and B.E. CSE Div-C in Sem.-I, A.Y.-2019-20.</p> <p>Civil Engg. Dept.: Video Recording of two subjects has been started in this semester.</p>


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