



S.B. JAIN INSTITUTE OF TECHNOLOGY, MANAGEMENT & RESEARCH, NAGPUR

Emerge as a leading Institute for developing competent and creative Professionals

Agenda for tenth Meeting of Internal Quality Assurance Cell (IQAC)

1. Approval of minutes of IQAC 9th meeting held on 24th August 2019 & action taken report.
2. Discussion on external academic and administrative audit report.
3. Discussion on NPTEL online course on “Outcome based pedagogic principles for effective teaching” for Faculty Members.
4. Discussion on online certification courses offered by NPTEL for faculties and students.
5. Discussion on allocation of club hours in time table.



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Minutes of tenth Meeting of Internal Quality Assurance Cell (IQAC)

Date: 13th December 2019
Time: 2:00 p.m.
Venue: Conference Hall

Members Present:

1. Mr. Sanjeev Agrawal, CEO, S.B.J.I.T.M.R, Nagpur
2. Dr. S. L. Badjate, Principal, S.B.J.I.T.M.R, Nagpur
3. Dr. Pankaj Thote, Dean Academics, IQAC Coordinator
4. Mr. Madhav Deshpande, T&P officer
5. Dr. Rupali Kelkar, Associate Professor
6. Mr. Yogesh Sharma, Assistant Professor
7. Mr. Vishnu Shastri, Accountant
8. Mr. Rajendra Pahade, Librarian
9. Mr. Dhroove Malik, Entrepreneur, Caredoc Health Pvt. Ltd.
10. Mr. Indal Yadav, Branch Manager, Sahara India Bank, Nagpur
11. Mr. Gandhar Patwardhan, Director, S2P Edu Tech, Nagpur.
12. Ms. Ankita Gajbhiye, Student Representative
13. Mr. Mandar Kulkarni, Student Representative

Members Absent:

1. Dr. D. P. Kothari, Former VC, VIT, Vellore.

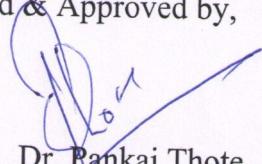
The IQAC Coordinator welcomed all the members to the meeting.

1. Dr. Pankaj Thote read the **minutes** of 9th meeting & presented its **action taken report**. It was unanimously approved by all the members.
2. IQAC Coordinator briefed the house about the **External Academic & Administrative Audit** conducted by the Institute on 7th December 2019 by the Experts. The findings/observations/suggestions of the audit report were discussed.

3. Dr. S.L. Badjate informed that the Institute had organized NPTEL online course **“Outcome based Pedagogic principles for effective teaching”** for all its faculties from 08/11/2019 to 11/11/2019 as a part of quality initiative, considering its importance in autonomy. The house appreciated the initiative and Mr. IndalYadav suggested carrying out such activities on regular basis for faculty enrichment.
4. Dr. Rupali Kelkar suggested motivating all the faculties and students to undertake online certification courses of **SWAYAM & NPTEL platform**. Also she suggested organizing seminar/workshop for the faculties in dealing the **occupational stress and living a peaceful and healthy life**. IQAC Coordinator noted down the suggestions.
5. For transformation and holistic development of the students and bringing in endless opportunities for the participation, leadership and teamwork amongst students beyond the academic programme, Dr. P. B. Thote informed the house that **Club Hour** shall be introduced in the academic time table. The students shall form various clubs such as Personality Development Club, Recent Technologies Club, Extension Activities Club or any other Club under their forum as per the need and shall register in it at the start of the semester session. Student coordinator Ms. Ankita Gajbhiye admired the initiative and expressed her gratitude towards the Institute.
6. Dean Academics briefed about the academic planning of the Institute for the upcoming session.

The meeting ended with formal vote of thanks proposed by IQAC Coordinator, Dr. Pankaj Thote.

Prepared & Approved by,


Dr. Pankaj Thote
IQAC, Coordinator

IQAC Coordinator
S.B.Jain Institute of Technology
Management & Research, Nagpur



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Action Taken Report of Ninth meeting

Agenda 2/10: Discussion on external academic and administrative audit report.

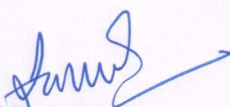
Action taken: - Dean Academics to incorporate and comply with the academic related findings/suggestions of the Report. Administrative findings/suggestions complied by the Principal.

Agenda 4/10: Discussion on Online Certification Courses offered by NPTEL

Action taken: - Faculties of the Institute has registered on NPTEL Online Certification courses and are undertaking it.

Agenda 5/10: Discussion on allocation of club hours in time table.


Action taken: - Club hours allocated in the time table on Saturday from 3:30 pm to 5:30 pm. Various clubs are formed by the students and activities under it are being carried out.


Dr. S.L. Badjate

PRINCIPAL

Principal

S. B. Jain Institute of Technology,
Management & Research,
Nagpur.


Dr. Pankaj Thote
IQAC, Coordinator

IQAC Coordinator

S.B.Jain Institute of Technology,
Management & Research, Nagpur