



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

1. Approval of minutes of IQAC 11th meeting held on 7th March 2020 & its action taken report.
2. Discussion on Institute's planning and preparedness in times of COVID-19 pandemic.



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

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

Date: 27th June 2020
Time: 2:00 p.m.
Mode: Online via Google-meet

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. Dr. D. P. Kothari, Former VC, VIT, Vellore.
10. Mr. Gandhar Patwardhan, Director, S2P Edu Tech, Nagpur.
11. Mr. Indal Yadav, Branch Manager, Sahara India Bank, Nagpur
12. Mr. Mandar Kulkarni, Student Representative
13. Ms. Ankita Gajbhiye, Student Representative

Members Absent:

1. Mr. Dhroove Malik, Entrepreneur, Caredoc Health Pvt. Ltd.

The IQAC Coordinator welcomed all the members to the meeting.


1. Dr. Pankaj Thote read the **minutes** of 11th meeting & presented its **action taken report**. It was unanimously approved by all the members.
2. Principal, Dr. S L Badjate, stated that under the COVID-19 pandemic lockdown situation, the Institute was very sensitive to the loss of academics of its students, and thereby all the academic departments had **adopted innovative means** and **modern tools** and **ensured the completion of the remaining course syllabus** (both theory & practical) of the ending 2019-20 even semester session. The faculties delivered online lectures to the students

using online platform google-meet, interacted with them in an virtual environment, provided assignments, shared course contents (PPTs/Videos), share videos of remaining practicals. The students had responded positively to these activities.

3. Dean Academics, Dr. Pankaj Thote informed that proper guidelines were framed and provided by its office for **online End Semester Examination (ESE) and Internal Practical Examination** of all the students of the Institute and was conducted successfully. Regular attendance, assignments, assessment & evaluation and feedbacks were undertaken through online means.
4. Dean Academics also informed the house that the Institute is keenly observing and following **all the guidelines provided by the University** from time to time in relation to curricular and other aspects.
5. Mr. Madhav Deshpande, T&P officer informed that the students of the Institute have undertaken online Internships during the lockdown.
6. Dr. Rupali Kelkar informed that various **faculty development initiatives** were undertaken by almost every department of the Institute during this lockdown. Faculties had attended online courses, FDPs, workshops, seminars, webinars etc. for their growth and development. The departments have also organized online FDPs, webinars etc. which also had participation from other Institutes.
7. IQAC Co-ordinator shared the Institute's planning for **various students' activities** during the month of June and July for the up-gradation & development of skills and knowledge of its students which will further enhance their competency. It included capacity building and skill enhancement initiatives such as soft skills, language and communication skills, life skills and ICT/Computing skills.
8. IQAC Co-ordinator informed that Institute's IQAC has planned a webinar on "**NIRF Ranking System**" on 30th June 2020 so as to create the awareness and disseminate information about NIRF Ranking System among the teaching fraternity.
9. Mr. Gandhar Patwardhan, Mr. Indal Yadav and Dr. D. P. Kothari applauded all the efforts of the Institute under this pandemic situation and insisted to maintain the same fervor. Ms. Ankita Gajbhiye and Mr. Mandar Kulkarni thanked the Institute and all faculty members working from home for taking such proactive steps and measures in the best interest of students under lockdown.

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

Prepared & Approved by,


IQAC Coordinator
S.B.Jain Institute of Technology
Munjal Center, Rajapur



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

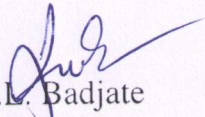
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Action Taken Report of Twelfth meeting


1. **Agenda 2/12:** Discussion on Institute's planning and preparedness in times of COVID-19 pandemic.

Action taken: -

1. The Institute has upgraded its mode of academic delivery in view of the COVID-19 situation and incorporated modern tool viz. Google Classroom for academic delivery so as to provide the best academic experience to all its stakeholder students.
2. Faculties of the Institute have attended faculty development programmes such as online certification courses, webinars, workshops, seminars etc. for the growth and development.
3. Various students' activities were conducted by the Institute during the month of June and July for the up-gradation & development of skills and knowledge of its students.
4. IQAC has conducted a webinar on "NIRF Ranking System" on 30th June 2020 so as to create the awareness and disseminate information about NIRF Ranking System.


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.