



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

Date: 24th June 2017
Time: 11:00 a.m.
Venue: Principal cabin

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. Mr. Mclin Ghosal, IQAC Co-ordinator
4. Dr. Pankaj Thote, Dean Academics
5. Mr. Madhav Despande, T&P officer
6. Mr. Indal Yadav, Branch Manager, Sahara India Bank, Nagpur
7. Mr. Vijay Matta, Asst Professor, ETC
8. Mrs. Anuja Jadhav, Asst Professor, CSE
9. Mr. Dinesh Mohod, Office Supritendent
10. Mr. Pallav Chawda, Student representative
11. Ms. Jagruti Bisen, Student representative
12. Mr. Ashish Daga, Entrepreneur

Members Absent:

1. Mr. Pramod Kumar Ramteke, Divisional Telecom Engineer, BSNL, Civil Lines, Nagpur
2. Mr. K. K. Bagaria, Managing Director, Shilpa Steel & Power Limited

1. Resolved that the IQAC unanimously approved the minutes of 1st meeting held on 10th February 2017.
2. Dr. Pankaj Thote suggested that remedial classes should be taken for failure students & extra classes to be arranged for direct 2nd year students. He also added that activity beyond syllabus should be conducted for bright students for enhancement of their skill.

Meeting Summary

3. Improvement in quality circles of laboratory was also discussed. The house suggested improving the quality of laboratories by upgrading lab manuals, conducting virtual laboratory experiments, extended lab hour, open ended experiments.
4. In addition to this, the committee will be taking surprise rounds during practical sessions to ensure that practicals are properly conducted & journals are checked from time to time.
5. The august house also suggested enhancing the course delivery methods by delivering NPTEL video lectures, including content beyond syllabus topic, planning & execution of Skill development programmes.
6. To streamline assessment & evaluation process, standard assessment & evaluation guidelines at institute level were suggested to be framed.
7. T & P officer suggested that if the students' placement is to be improved, then more aptitude hours should be conducted for them. Along with this, CRT workshops should be arranged for students at the starting of session. A suggestion was also given that industry internship can also be added in the scheme of all branches.
8. Student members suggested to implement barcode based identity cards in library linked with issue-return for system enhancement.
9. The panel also focused on infrastructure development, as infrastructure serves the public good. Equipment of projectors & computers in classrooms, water cooler services, provision of ramp for persons with disabilities etc were suggested by the panel.

The meeting ended with formal vote of thanks given by IQAC Co-Ordinator, Mr. Mclin Ghosal.

Mclin Ghosal

Prepared & Approved by,

Mr. Mclin Ghosal
IQAC, Coordinator