



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

Date: 18th November 2017
Time: 11:00 a.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 Co-ordinator
4. Mr. Madhav Despande, T&P officer
5. Mr. Vijay Matta, Asst Professor, ETC
6. Mrs. Anuja Jadhav, Asst Professor, CSE
7. Mr. Dinesh Mohod, Office Supritendent
8. Mr. Pallav Chawda, Student representative
9. Ms. Jagruti Bisen, Student representative
10. Mr. Ashish Daga, Entrepreneur
11. Mr. Pramod Kumar Ramteke, Divisional Telecom Engineer, BSNL, Civil Lines, Nagpur
12. Mr. K. K. Bagaria, Managing Director, Shilpa Steel & Power Limited
13. Mr. Indal Yadav, Branch Manager, Sahara India Bank, Nagpur

Dr. S. L. Badjate, Principal welcomed all the members to the meeting. He also welcomed new IQAC Co-ordinator, Dr. Pankaj Thote and requested him to chair the meeting.

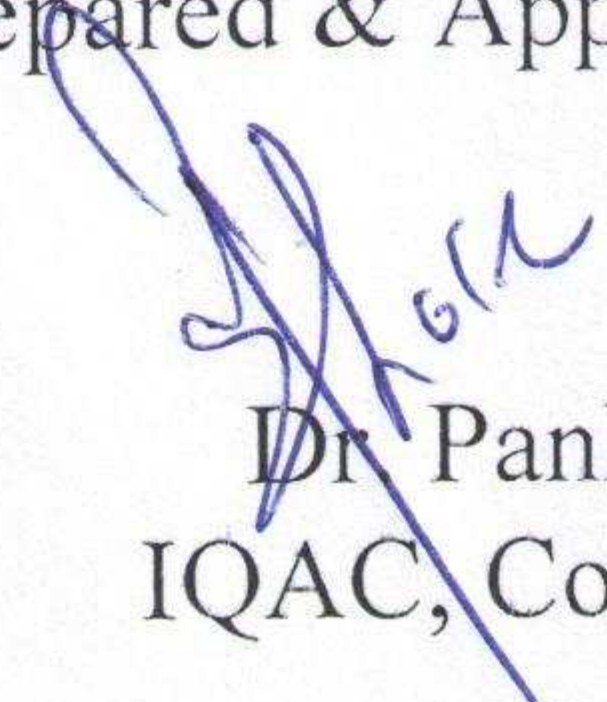
Dean Academics Dr. Pankaj Thote welcomed all the members of the house and informed all that the institute has received 'A' grade by the NAAC committee & also congratulated everyone for the same. Then the meeting started with discussing the agenda of the meeting.

Meeting Summary

1. Dr. Pankaj Thote read the minutes of 2nd meeting & presented the action taken report. It was unanimously approved by all the members.
2. Action plan for even semester 2017-18 was discussed. Dean Academics put forward the point that sessional exams & PUT questions papers should also be checked by the respective heads of the department so that it will be checked that whether all questions are mapped to particular course outcome of the course & quality of questions can also be checked. All the members unanimously agreed to the decision.
3. It was also suggested to include creative assignments in the course to imbibe creativity amongst students. Also more Industry persons must be called for expert talks, certain portion of syllabus coverage & projects mentoring. Suggestions were appreciated by the house.
4. Mr. K. K. Bagaria & Mr. Pramod Kumar Ramteke congratulated the house for getting accredited by 'A' grade. They suggested that learning & implementation must be correlated. He also suggested that looking towards the practical aspects; workshops should be included in scheme of all branches.
5. It was suggested by Principal & approved by CEO Mr. Sanjeev Agrawal that faculties and students should be encouraged to participate in conferences & seminars. Further he suggested that national conferences should be organized by departments. It was resolved that all departments would start preparations for organizing national conference in the department.
6. To appreciate & encourage the students it was decided unanimously by the members that medals & awards should be presented to the students.
7. It was suggested that the non teaching staff should upgrade their knowledge by doing some certification courses. So it was decided to arrange FDP for non teaching staff (particularly lab assistants) in college campus itself.
8. It was reported by Mr. Dinesh Mohod that the examination form filling process is a tedious process & students spend a lot of time standing in queue for submission. So it was proposed by the house to make exam form filling online & even payment procedure online which could make process easier.

The meeting ended with formal vote of thanks given by IQAC Co-Ordinator, Dr. Pankaj Thote.

Prepared & Approved by


Dr. Pankaj Thote
IQAC, Coordinator