

SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL (IQAC)

No. RCOEM/IQAC/2020/69999

Date: 23/12/2020


Meeting of Internal Quality Assurance Cell (IQAC) is scheduled online via Google Meet as follows


Day/Date: Monday, 28/12/2020

Time: 3.30 pm

AGENDA

1. Review/Confirmation of Minutes of previous IQAC Meeting
2. Action Taken Report of previous IQAC Meeting
3. Stakeholders Feedback Analysis (Session 2019-20) : Dr. (Mrs.) M. A. Hasamnis
Member Secretary, IQAC
4. Student Satisfaction Survey (Session 2019-20) : Dr. (Mrs.) M. A. Hasamnis
Member Secretary, IQAC
5. Review of MOOC's courses : Dr. Avinash J. Agrawal
Dean Academics
6. AQAR Submission : Dr. (Mrs.) M. A. Hasamnis
Member Secretary, IQAC
7. Organization of International Conference : Head, Industrial Engineering
8. AICTE Guidelines / Policies
a. AICTE Environment Policy : Dr. Swaroop Laxmi Mudliar
b. AICTE Guidelines on promoting Gender Equality in institutions to motivate Girl Students : Dr. (Mrs.) M. A. Hasamnis
9. Any other agenda with permission of Chair


Dr. (Mrs.) Meghana A. Hasamnis
Member Secretary, IQAC


Dr. Rajesh S. Pande
Principal and Chairman, IQAC

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 01/01/2021

Minutes of the Meeting, Dated: 28/12/2020

A meeting of Internal Quality Assurance Cell (IQAC) was held on 28/12/2020 at 3.30 pm Online via Google Meet.

Following members and invitees were present

1. Shri. Govindlal Agarwal, Hon'ble General Secretary, RCOEM, Nagpur
2. Dr. Rajesh S. Pande, Principal and Chairman, IQAC
3. Dr. Rajendra M. Patrikar, Professor, Center for VLSI and Nanotechnology, VNIT, Nagpur
4. Dr. Priya Wanjari, Principal, Santaji Mahavidyalaya, Nagpur
5. Mr. Ajay Yawalkar, Delivery Lead, TCS, Nagpur
6. Dr. S. D. Mohgaonkar, Dean Second Shift
7. Dr. V. S. Deshpande, HOD, Industrial
8. Dr. K. N. Agrawal, Professor, Mechanical
9. Dr. M. B. Chandak, HOD, CSE
10. Dr. Avinash J. Agrawal, Dean Academics
11. Dr. A. A. Aghase, Controller of Examinations
12. Prof. Aarti Karandikar, Assistant Professor, CSE
13. Dr. P. D. Adane, Management Representative, ISO
14. Dr. Pallavi K. Parlewar, NAAC Coordinator
15. Prof. Nikhil Damle, Registrar
16. Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC

Invitees:

17. Dr. R. B. Raut, HOD, EC
18. Dr. D. Mehra, HOD, Humanities
19. Dr. D. S. Adane, HOD IT
20. Dr. (Mrs.) A. A. Khurshid, HOD, EN/EDT
21. Dr. Chandan R. Vichoray, HOD, DMT
22. Dr. P. D. Pachpor, HOD, Civil
23. Dr. Amit Anurag, HOD, Physical Education
24. Dr. A. V. Bharati, HOD, Chemistry
25. Dr. M. M. Gupta, HOD, Mechanical
26. Dr. Y. M. Sonkhaskar, Dean SRC
27. Dr. Sanjogta Meshram, Incharge, First Year
28. Dr. S. L. Mudliar, Chemistry Dept.
29. Dr. R. U. Tiwari, HOD Physics
30. Dr. Sanjay Bodkhe, Professor, Electrical

Member Secretary, IQAC welcomed all to the meeting.

At the outset Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC welcomed External IQAC members, Dr. Rajendra M. Patrikar, Professor, Center for VLSI and Nanotechnology, VNIT, Nagpur, Dr. Priya Wanjari, Principal, Santaji Mahavidyalaya, Nagpur and Mr. Ajay Yawalkar, Delivery Lead, TCS, Nagpur to the meeting. She welcomed Shri. Govindlal Agarwal, Hon'ble General Secretary, RCOEM, Dr. Rajesh S. Pande, Principal and Chairman IQAC, IQAC Members, Head of the Departments, Deans and all invitees for the IQAC meeting.

Thereafter, the agenda items were taken up for discussion with the permission of the Chair.

Agenda 1: Review/Confirmation of Minutes of previous IQAC Meeting

Member Secretary, IQAC presented the Minutes of the previous IQAC Meeting dated 31/08/2020. All members unanimously confirmed and approved the minutes of the previous meeting.

Agenda 2: Action Taken Report of previous IQAC Meeting

Member Secretary, IQAC presented the Action Taken Report of the previous IQAC Meeting dated 31/08/2020. All members unanimously approved the Action Taken Report.

Agenda 3: Stakeholders Feedback Analysis (Session 2019-20)

Institute has a structured process of collecting Stakeholders Feedback. Stakeholder's feedback is collected from Alumni, Employer, Parents, Faculty and Students (Exit Feedback). The feedback is collected from the perspective of Curriculum Enrichment and in general suggestions are also invited. Standard formats are available. At Departmental level feedback analysis is done and corrective actions are initiated.

Dr. (Mrs.) M. A. Hasamnis, Member Secretary, IQAC presented the statistical analysis of the Stakeholders Feedback department wise. From the analysis, suggestions and observations were stated.

As per the suggestions and observations derived from the Stakeholders Feedback analysis, the concerned departments were asked to initiate necessary corrective measures.

Agenda 4: Student Satisfaction Survey (Session 2019-20)

Student Satisfaction Survey Analysis for Session 2019-20 was presented by Member Secretary, IQAC. The parameters of Student Satisfaction Survey are based on the Teaching and Learning process of the institute.

The analysis of Student Satisfaction Survey based on the teaching and learning process parameters of the institute was noted by the house.

Agenda 5: Review of MOOC's courses

Dr. Avinash J. Agrawal, Dean Academics presented review of MOOCs courses. He informed that to the extent of 20% credit transfer is allowed in every semester or the students can register for online courses provided by SWAYAM platform. He presented the statistics of the students enrolled for different courses under SWAYAM-NPTEL, COURSERA, EdX and Online Certification on Energy Literacy Course "Learn to Design Solar Home System" recommended by AICTE. Credit transfer is allowed for all four Open Electives for the online courses provided by NPTEL, Coursera, EdX. He also informed that the recorded course material was provided to the students enrolled for Honors/Minor courses and Open Elective courses. He also presented the statistics of the students enrolled in these courses.

The House appreciated the contribution of the students in registering and successfully completing the online MOOC's courses.

Agenda 6: AQAR Submission

Annual Quality Assurance Report (AQAR) for session 2019-20, prepared by IQAC was presented by Member Secretary, IQAC.

AQAR format details are as follows:

Part A

Data of the Institution

Part B

Criterion I: Curricular Aspects

Criterion II: Teaching - Learning and Evaluation

Criterion III: Research, Innovations and Extension

Criterion IV: Infrastructure and Learning Resources

Criterion V: Student Support and Progression

Criterion VI: Governance, Leadership and Management

Criterion VII: Institutional Values and Best Practices

Member Secretary, IQAC informed that AQAR has to be submitted online on NAAC Portal. She also informed that Annual Quality Assurance Report (AQAR) for session 2018-19 is submitted online on NAAC Portal on 31st October 2020.

The House suggested few changes and the AQAR 2019-20 was approved. Principal asked to incorporate the suggestions given and submit AQAR 2019-20 on NAAC portal.

Agenda 7: Organization of International Conference

Department of Industrial Engineering is organizing an International Conference on “Smart Strategies for Self Reliant Economy -An Industrial Engineering Perspective” in association with Indian Institution of Industrial Engineering (IIIE) on 11th -12th June 2021. Dr. V. S. Deshpande, Head of the Department informed regarding the planning of the Conference.

Principal asked Head of the Department to Officially Announce the organization of the Conference.

Head of the Department officially announced the organization of the International conference.

Agenda 8: AICTE Guidelines / Policies

a. AICTE Environment Policy

Dr. Swaroop Laxmi Mudliar presented the AICTE Environment Policy. It is the policy of AICTE to include environment conservation in decision making at all levels by stakeholders and to ensure awareness among all about conservation of environment and natural resources. It is the policy of AICTE to encourage projects and initiatives on afforestation, landscape and ecosystem restoration, soil and water conservation, water quality maintenance, waste management, clean energy resources and climate change mitigation.

She further presented the Statement of the Policy, Policy Objectives, Policy Implementation, Environmental Awards, Policy Reference Points, Institutional Approval Process, Policy Evaluation and Activity Monitoring. She also presented the AICTE sustainability initiatives.

b. AICTE Guidelines on promoting Gender Equality in institutions to motivate Girl Students

Dr. (Mrs.) M. A. Hasamnis presented the AICTE Guidelines on promoting Gender Equality in institutions to motivate Girl Students.

The Guidelines states that AICTE approved institutions should conduct the activities mentioned so as to: Enable gender mainstreaming, Women empowerment, Removal of gender stereotypes and Awareness on gender bias, harmony and provide, opportunities and a definite role for women in decision-making process.

The activities to be conducted are:

1. Awards for girl students (recognition or cash prize)
2. Awards for women faculty and staff members (recognition or cash prize) Maitreyi/Gargi/Gayatri to pamudra etc.
3. Seminars on gender sensitization, gender bias and stereotyping, gender equality and women's rights
4. Faculty members to conduct classroom activities which could help the students understand the differences among genders, but learn to respect each other's qualities and live in harmony
5. During institutional events, girls may be encouraged to participate actively in the conception designing, implementation, event management, monitoring, and coordination of events.
6. Ensuring value education in institutions is an added measure for safety of women on campus. The Universal Human Values, that are a mandatory part of Induction program, should be imparted in all institutions.
7. Institutions to ensure that they have an Internal Complaint Committee (ICC) for women (Students and Faculty).
8. Faculty members could undertake courses on SWAYAM on these issues.

It was decided to include the AICTE Environment Policy and AICTE Guidelines on promoting Gender Equality in institutions to motivate Girl Students as regular policies of the institution. Principal directed the concerned authorities do take necessary actions.

Agenda 9: Any other agenda with permission of Chair

No other Agenda was discussed.

The meeting ended with vote of thanks from Member Secretary, IQAC.

Hasamnis
01/01/2021

Dr. (Mrs.) Meghana A. Hasamnis
Member Secretary, IQAC

R. S. Pande

Dr. Rajesh S. Pande
Principal and Chairman, IQAC

SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

Minutes of the Meeting, Dated: 28/12/2020

Sr. No.	Agenda Items	Discussions	Action Taken
1.	Agenda 1: Review/Confirmation of Minutes of previous IQAC Meeting		Minutes of the previous IQAC Meeting dated 31/08/2020 were confirmed.
2.	Agenda 2: Action Taken Report of previous IQAC Meeting		Action Taken Report of previous IQAC Meeting dated 31/08/2020 was approved.
3.	Agenda 3: Stakeholders Feedback Analysis (Session 2019-20)	As per the suggestions and observations derived from the Stakeholders Feedback analysis, the concerned departments were asked to initiate necessary corrective measures.	Necessary actions initiated. In Progress.
4.	Agenda 4: Student Satisfaction Survey (Session 2019-20)	The analysis of Student Satisfaction Survey based on the teaching and learning process parameters of the institute was satisfactory. No concerns were reported.	Noted.
5.	Agenda 5: Review of MOOC's courses	The House appreciated the contribution of the students in registering and successfully completing the online MOOC's courses.	Noted.

6.	Agenda 6: AQAR Submission	The House suggested few changes and the AQAR 2019-20 was approved in the meeting. Principal asked to incorporate the suggestions given and submit AQAR 2019-20.	Suggestions given by the house were incorporated. AQAR 2019-20 was submitted online on NAAC Portal on 31 st December 2020.
7.	Agenda 7: Organization of International Conference	Head of the Department officially announced the organization of the International conference.	Appreciated.
8.	Agenda 8: AICTE Guidelines / Policies a. AICTE Environment Policy b. AICTE Guidelines on promoting Gender Equality in institutions to motivate Girl Students	To include the AICTE Environment Policy and AICTE Guidelines on promoting Gender Equality in institutions to motivate Girl Students as regular policies of the institution. Principal directed the concerned authorities do take necessary actions.	Necessary actions were initiated by the concerned authorities.

M. Hasamnis

Dr. (Mrs.) Meghana A. Hasamnis
Member Secretary, IQAC