

INTERNAL QUALITY ASSURANCE CELL (IQAC)

No. RCOEM/P/2016/61956

Date: 12/05/2016

Meeting of Internal Quality Assurance Cell (IQAC) is scheduled as follows

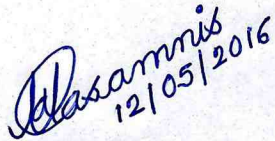
Day/Date: Friday, 20/05/2016

Time: 3.30 pm

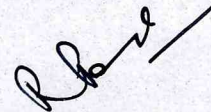
Venue: Conference Room, Administrative Block

AGENDA

1. Confirmation of minutes of previous meeting
2. Review Research and Development Dean R&D
3. Statistical Analysis of Industrial Visits Organized Professor Incharge, III Cell
4. Alumni Association Activities Professor Incharge, Alumni
5. Feedback for session 2015-16
6. Review of AQAR 2014-15 Member Secretary, IQAC
7. Any other agenda with the permission of Chair


12/05/2016

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



Dr. Rajesh S. Pande
Principal and Chairman, IQAC

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 21/05/2016

Minutes of the Meeting, Dated: 20/05/2016

A meeting of Internal Quality Assurance Cell (IQAC) was held on 20/05/2016 at 3.30 pm in the Conference Room, Administrative Block at RCOEM, Nagpur.

Following members and invitees were present

1. Dr. R. S. Pande, Principal and Chairman, IQAC
2. Dr. K. N. Agrawal, Professor & HOD (Mechanical)
3. Dr. M. B. Chandak, Professor & HOD (CSE)
4. Dr. A. A. Agashe, Dean Academics
5. Prof. Aarti Karandikar, NBA Coordinator
6. Prof. Padma Adane, Management Representative, ISO
7. Dr. P. S. Narkhede, Registrar
8. Dr. (Mrs.) M. A. Hasamnis, Member Secretary, IQAC

Invitee Members:

9. Dr. V. S. Deshpande, Professor, Industrial
10. Prof. P. A. Dwaramwar, Professor Incharge, III Cell
11. Dr. Pallavi K. Parlewar, Dean R&D
12. Dr. Preeti Voditel, HOD, MCA
13. Dr. (Mrs.) A. A. Khurshid, HOD, EN
14. Dr. Neeta Shah, Professor, DMT
15. Dr. D. R. Zanwar, Industrial
16. Dr. D. S. Adane, HOD, IT
17. Dr. M. S. Kadu, HOD, Civil
18. Dr. B. R. Chide, HOD, Mathematics
19. Dr. S. M. Pande, HOD, Physics
20. Dr. Chandan Vichoray, DMT
21. Dr. M. M. Gupta, Mechanical
22. Dr. Anupam Kher, Dean T&P
23. Prof. Mridula Korde, Incharge, Alumni
24. Dr. P. B. Kulkarni, Dean Admissions
25. Dr. Y. M. Sonkhaskar, Mechanical

Member Secretary, IQAC welcomed all to the meeting.

At the outset Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC welcomed Principal and Chairman, IQAC Dr. Rajesh S. Pande, IQAC members, Heads and invitees to the meeting.

Agenda 1: Confirmation of minutes of previous meeting

Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC presented the Minutes of the previous Meeting and the Action Taken Report. All members unanimously confirmed and approved the minutes of the meeting dated 09/03/2016.

Agenda 2: Review Research and Development

Dean R&D presented the statistical data of R&D activities on the following areas:

- (a) Major and Minor Project Proposal Submission
- (b) Total budget from funding agencies
- (c) Faculty publications and participation and organization of conferences / workshops / seminars etc.

Dean R&D stated that minor project number in our institute is very less and needs improvement. The major projects which are ongoing are only at institute level. No contribution from department. Funding from various agencies is less.

Faculty publications, participation in conferences / workshops / seminars / Faculty Development programmes are satisfactory. He emphasized faculty to publish papers in reputed Journal such as SCI, SCPOPUS, WoS. She further stated that only one International Conference was organized in the session.

Principal showed high concern about R&D activities and asked Heads to immediately take corrective actions. He asked Dean R&D to communicate the information about all the funding agencies and details about the research proposals to all faculty members.

Agenda 3: Statistical Analysis of Industrial Visits Organized

Professor In-charge, III Cell, placed the statistical analysis of the industrial visits in front of the house. He pointed out that very few departments conducted the industrial visits and that to not in core areas or specialized areas.

It was resolved that industrial visits will be arranged as per the specialization of branches. Those who have less number of industrial visits are asked to improve the number.

Agenda 4: Alumni Association Activities

Professor In-charge, Alumni presented the activities conducted during the academic session. The alumni association carries out various activities like mentoring current students, placement assistance, internship assistance, helping economically weak meritorious students through student welfare fund as well as scholarship sponsored by alumni, arranging alumni meets etc.

She further briefed the activities conducted:

- Counseling Session regarding admission procedure
- Alumni have sponsored scholarship for five meritorious and economically weak students of RCOEM till completion of their graduation.
- Alumni Visits/Alumni Student Interactions are conducted.
- Alumni are invited as Chief Guest/Key Note Speaker to address and guide the students.
- Video interaction with the Alumni to guide students is also conducted.

It was recommended to fetch more sponsorship from alumni for student development and strengthen the alumni bond further.

Agenda 5: Feedback for session 2015-16

Feedback from stakeholders was discussed at length. Principal asked to take this feedback very seriously to improve the processes and systems of our institute.

The house agreed upon working on weak areas and take necessary corrective actions.

Agenda 6: Review of AQAR 2014-15

Annual Quality Assurance Report (AQAR) for session 2014-15, was presented by Member Secretary, IQAC. All NAAC accredited institutions have to submit an annual self-reviewed progress report to NAAC, through its IQAC. The AQAR is for one academic year.

AQAR details are as follows:

Part A

Details of the Institution

IQAC Composition and Activities

Part B

Criterion I: Curricular Aspects

Criterion II: Teaching, Learning and Evaluation

Criterion III: Research, Consultancy and Extension

Criterion IV: Infrastructure and Learning Resources

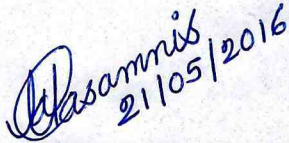
Criterion V: Student Support and Progression
Criterion VI: Governance, Leadership and Management
Criterion VII: Innovations and Best Practices

The House suggested few minor corrections and the AQAR 2014-15 was approved in the meeting. Principal asked to upload AQAR 2014-15 on our institute website and communicate to NAAC after incorporating the corrections suggested by the house.

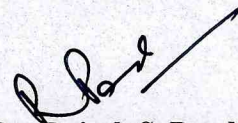
Agenda 7: Any other agenda with the permission of Chair

No other Agenda was discussed.

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



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



Dr. Rajesh S. Pande
Principal and Chairman, IQAC

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Minutes of the Meeting, Dated: 20/05/2016

Sr. No.	Agenda Items	Action Taken
1.	Agenda 1: Confirmation of minutes of previous meeting	Minutes of the Meeting dated 09/03/2016 were confirmed.
2.	Agenda 2: Review Research and Development	Dean R&D was directed to visit all departments and discuss with faculty members regarding improving R&D activities and set the targets.
3.	Agenda 3: Statistical Analysis of Industrial Visits Organized	Departments having less number of Industrial visits were asked to improve.
4.	Agenda 4: Alumni Association Activities	Professor Incharge Alumni was asked to further strengthen the networking with Alumni so that cooperation from their end will improve.
5.	Agenda 5: Feedback for session 2015-16	Concerned Departments were asked to take corrective actions and work on weak areas.
6.	Agenda 6: Review of AQAR 2014-15	AQAR 2014-15 was communicated to NAAC and uploaded on College Website.

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