

**SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**No. RCOEM/P/2018/65873**

**Date: 24/03/2018**

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

Day/Date: Wednesday, 28/03/2018

Time: 2.30 pm

Venue: Conference Room, Administrative Block

**AGENDA**

1. Confirmation of Minutes of previous Meeting

2. NBA Planning of College

Prof. Aarti Karandikar

NBA Coordinator


3. Review Quality Policy of College


Prof. Padma Adane

Management Representative, ISO

4. Organization of International Conference

5. Any other agenda with the 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: 29/03/2018**

**Minutes of the Meeting, Dated: 28/03/2018**

A meeting of Internal Quality Assurance Cell (IQAC) was held on 28/03/2018 at 2.30 pm in the Conference Room, Administrative Block at RCOEM, Nagpur.

**Following members and invitees were present**

1. Dr. Rajesh S. Pande, Principal and Chairman, IQAC
2. Dr. Rajendra M. Patrikar, VNIT, Nagpur
3. Mr. Ajay Yawalkar, Delivery Lead, Tata Consultancy Services Limited, Nagpur.
4. Mr. Vishvesh Agrawal, Alumni Representative
5. Dr. V. S. Deshpande, Professor, Industrial Engineering
6. Dr. S. D. Mohgaonkar, Dean, Second Shift
7. Dr. K. N. Agrawal, HOD, Mechanical Engineering
8. Dr. M. B. Chandak, HOD, CSE
9. Dr. (Mrs.) Neeta V. Shah, Professor, MBA
10. Dr. Pallavi K. Parlewar, NAAC Coordinator
11. Dr. Preeti S. Voditel, Professor Incharge, GEMS
12. Dr. Avinash Agrawal, NIRF Incharge
13. Prof. Aarti Karandikar, NBA Coordinator
14. Prof. Padma Adane, Management Representative, ISO
15. Dr. T. G. Arora, CoE
16. Mr. Akansha Gadhawe, II Sem, M.Tech (VLSI Design)
17. Mr. Nehal Thakre, VI Semester, Mechanical
18. Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC

**Invitees:**

19. Dr. (Mrs.) A. A. Khurshid, HOD, EN
20. Dr. R. D. Raut, HOD, EDT
21. Dr. D. S. Adane, HOD, IT
22. Dr. M. S. Kadu, HOD, Civil
23. Dr. Rupesh Pias, Dean R&D
24. Dr. R. B. Raut, HOD, EC
25. Dr. C. R. Vichoray

Member Secretary, IQAC welcomed all to the meeting.

At the outset Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC welcomed Dr. Rajendra M. Patrikar, Professor, Center for VLSI Design and Nanotechnology, VNIT, Nagpur and Vishvesh Agrawal, Alumni Representative external IQAC members.

She welcomed Principal and Chairman, IQAC, Dr. Rajesh S. Pande, IQAC members, Head of Departments, Deans and all invitees for the IQAC meeting.

She introduced the house newly joined IQAC members. Mr. Ajay Yawalkar, Delivery Lead, Tata Consultancy Services Limited, Nagpur joined as an external IQAC member in employer representative category. Three students Ms. Akansha Gadhave, II Sem, M. Tech. (VLSI Design), Mr. Ruchit Bharadwag, VI Semester, CSE, Mr. Nehal Thakre, VI Semester, Mechanical Engineering joined as student representatives. Two senior faculty members of the institute Dr. V. S. Deshpande, Professor, Industrial Engineering and Dr. K. N. Agrawal, HOD, Mechanical Engineering joined in the category of Senior Teachers in IQAC. She welcomed all new joined IQAC members.

New composition of IQAC as per Revised Accreditation Framework guidelines of NAAC is enclosed in Annexure 1.

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

#### **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 12/10/2017.

#### **Agenda 2: NBA Planning of College**

Prof. Aarti Karandikar, NBA Coordinator presented the status of NBA Accreditation of Under Graduate and Post Graduate Programmes of the institute.

She informed that Master of Business Administration (MBA), Computer Science & Engineering, Electronics & Communication Engineering, Electronics Design Technology and Information Technology Programmes have applied for Accreditation and Pre-qualifier fees are already paid.

**It was decided that the five programmes applied for Accreditation and Pre-qualifier fees paid and will submit the Self Assessment Report (SAR) till 31<sup>st</sup> July 2018.**

#### **Agenda 3: Review Quality Policy of College**

Prof. Padma Adane, Management Representative, ISO presented the Quality Policy of College. She informed that the scope of the college was reviewed and updated in MRM meeting. However review of Quality Policy Statement was deferred to be discussed and finalized in IQAC meeting.

**The house suggested no changes in the Quality Policy of College. They further suggested continuing the same statement of the Quality Policy. The Quality Policy of College was unanimously approved by the house.**

**Agenda 4: Organization of International Conferences**

Department of Mechanical Engineering proposed to organize an International Conference on Recent Advances in Mechanical Engineering (ICRAME-19). Tentative dates to be 23<sup>rd</sup>- 25<sup>th</sup> January 2019.

Also Department of Electronics Engineering proposed to organize an International Conference on Electronic Systems, Signal Processing and Computing Technologies (ICESC-2018). Tentative dates to be 29<sup>th</sup> – 30<sup>th</sup> November 2018.

Dr. K. N. Agrawal, Head, Mechanical Engineering and Dr. (Mrs.) A. A. Khurshid, Head, Electronics Engineering asked for the official announcement of the international conference.

**Principal asked them to officially announce the conference.**

**Agenda 5: Any other agenda with the permission of Chair**

No other agenda was discussed.

*M. Hasamnis*  
29/03/2018

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

*R. S. Pande*

**Dr. Rajesh S. Pande**  
Principal and Chairman, IQAC

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Minutes of the Meeting, Dated: 28/03/2018

Sr. No.	Agenda Items	Action Taken
1.	Agenda 1: Confirmation of minutes of previous meeting	Minutes of the Meeting dated 12/10/2017 were confirmed.
2.	Agenda 2: NBA Planning of College	NBA Coordinator of institute initiated the process.
3.	Agenda 3: Review Quality Policy of College	Quality Policy of College revised.
4.	Agenda 4: Organization of International Conferences	Head, Mechanical Engineering and Head, Electronics Engineering announced the Organization of the International conferences ICRAme-19 and ICESC – 2018 respectively.

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