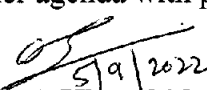**No. RCOEM/IQAC/2022/ 72301**   **Date: 5/09/2022**

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

Day/Date: Wednesday, 14/9/2022
Time: 3.00 p.m.

AGENDA

1. Review/Confirmation of Minutes of previous IQAC Meeting

2. Action Taken Report of previous IQAC Meeting

3. Stakeholders Feedback Analysis (Session 2021-22)   : Dr. (Mrs.) A.A.Khurshid
    Member Secretary, IQAC

4. Student Satisfaction Survey (Session 2021-22)   : Dr. (Mrs.) A.A.Khurshid
    Member Secretary, IQAC

5. Report on NEP 2020 Implementation Plan   : Dr. M.B.Chandak
    Dean Academics

6. Report on Quality Objective Parameters achieved   : Dr.(Mrs.) B. Neole
    (2021-22) and Quality Objective Parameters   ISO, MR
    targets for session 2022-23

7. Review of Vision and Mission of the Institute   : Dr. (Mrs.) A.A.Khurshid
    Member Secretary, IQAC

8. Question Paper Audit Policy   : Dr. A. Aghase
    Controller of Examination

9. Organization of International Conferences
    a. Innovative Computing and Applications   :Dr.(Mrs.) P.D. Adane
    (ICICA'22)   HOD, IT

    b. Intelligent Systems, Data Science and Cyber Security   : Dr.A.J.Agrawal
    (ICIDC-2022)   HOD, CSE

10. Any other agenda with permission of Chair

Dr. (Mrs.) A.A.Khurshid   **Dr. Rajesh S. Pande**
Member Secretary, IQAC   **Principal and Chairman, IQAC**

SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 14/9/2022

Minutes of the Meeting, Dated: 14/9/2022

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 14/9/2022 at 3.00 pm in the Conference Room, Administrative Block at RCOEM, Nagpur.

Following members and invitees were present

Members:

1. Shri Rajendra Purohit, General Secretary, RCOEM
2. Dr. Rajesh S. Pande, Principal, RCOEM
3. Dr. A.M.Kuthe, Professor, VNIT, Nagpur
4. Ms. Kalpana Kudlingar, Persistent Systems, Nagpur
5. Mr. Gorakh Sirsikar, Vice President (Strategy and Business Development), Nickelwala Group (joined online)
6. Dr. A. A. Aghase, Controller of Examinations
7. Dr. D.S. Adane, Dean R&I
8. Dr. Rashmi Shahu, Dean SRC
9. Dr. A.J.Agrawal, HOD, Computer Science and Engineering
10. Dr.(Mrs.)Sangita Deshmukh, Registrar
11. Dr. Pankaj Belsare, Assistant Professor, Physics
12. Dr. (Mrs.) A.A.Khurshid, Member Secretary, IQAC

Invitees:

13. Dr.V.V.Shukla, HOD, Mechanical Engineering
14. Dr. M. B. Chandak, Dean Academics
15. Dr. M.S.Kadu, HOD, Civil Engineering
16. Dr. P.D. Adane, HOD, Information Technology
17. Dr. Rupesh Pais, HOD, Management Technology
18. Dr. (Mrs.) M. A. Hasamnis, HOD, Electronics Engineering
19. Dr. D.J. Dahigaonkar, HOD, Electronics & Communication Engineering
20. Dr. R.U.Tiwari, HOD,Physics
21. Dr. Sanjay Bodkhe, HOD, Electrical Engineering
22. Dr. Amit Anurag, HOD, Physical Education
23. Dr. Sanjogta Meshram, Incharge, First Year
24. Dr. P.S. Voditel, HOD, MCA
25. Dr. J.P.Kalambe, HOD EDT & Biomedical Engineering
26. Dr. Deepshika Mehra, HOD, Humanities
27. Dr. Kaushik Roy, Dean CDPC
28. Dr. Mahendra Gupta
29.Dr. Bhumika Neole, MR,ISO

Mr. Hakimuddin Ali and Mr. C. G. Shegaonkar were granted a leave of absence.

Member Secretary, IQAC welcomed all members present at the 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 19/5/2022. 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 19/5/2022. All members unanimously approved the Action Taken Report.

Agenda 3: Stakeholders Feedback Analysis (Session 2021-22)

Member Secretary, IQAC presented the overall statistical analysis of the stakeholders' feedback sought for introducing various quality initiatives and for updating the curriculum. The action taken report and the corrective actions initiated based on the feedback received by each department were also discussed. During the discussion related to the parameter on encouragement for research as a part of faculty feedback , Dr. A.M. Kuthe suggested seeking crowdfunding from Alumni to strengthen the research activities of the faculty.

The detailed report on stakeholders' feedback is enclosed in Annexure -I.

IQAC noted the suitable actions taken by the departments in implementing the suggestions of the stakeholders for overall improvement in the teaching-learning process.

Agenda 4: Student Satisfaction Survey (Session 2021-22)

Member Secretary, IQAC presented the Student Satisfaction Survey Analysis for Session 2021-22. The parameters of the Student Satisfaction Survey are based on the teaching and learning process of the Institute. The students are largely satisfied with the overall quality of the teaching-learning process.

The detailed report on the Student Satisfaction Survey is enclosed in Annexure -II.

The analysis of the Student Satisfaction Survey based on the teaching and learning process parameters of the Institute was noted by the house and as per the observations derived from the Student Satisfaction Survey analysis, the departments were asked to initiate necessary remedial measures.

Agenda 5: Report on NEP 2020 Implementation Plan

Dr. M.B.Chandak, Dean Academics presented the report on the implementation of NEP 2020 recommendations and future actions. Efforts of the Institution to preserve Indian languages and towards integration of value-based education soft skill development, Indian knowledge system in the curriculum were presented. He informed that the Institution has also registered on the National Academic Depository(NAD) and Academic bank of Credits (ABC) to avail benefits of multiple exit and entry scheme whenever offered. A proposal to introduce more interdisciplinary courses and open electives on liberal arts to provide students broader opportunities to develop their skills was also presented in view of NEP2020 and the strategic plan in place.

The report on NEP2020 implementation is enclosed in Annexure-III.

The house noted the report on the Institutional preparedness for NEP2020 and its effort towards continuous improvement in its offerings to engage in more multidisciplinary endeavors.

Agenda 6: Report on Quality Objective Parameters achieved (2021-22) and Quality Objective Parameters targets for session 2022-23

IQAC reviews the performance of the departments on the identified quantifiable key quality objective parameters which are incorporated in the ISO process for continuous monitoring.

Dr. Bhumika Neole, MR, ISO presented the analysis of targets achieved for 2021-22 by all the departments. She appreciated the efforts taken by the CSE department for achieving the targets for placement and research activities. She presented the parameters of concern for all the departments. She also informed the house that targets are framed in consultation with all heads of the departments for first year, UG & PG departments, and the changes in quality parameters incorporated from session 2022-23.

Member Secretary informed the house that the efforts of the faculty and department towards teaching and research in view of the achievement of the key quality objective parameters were recognized during the awards ceremony held on September 5, 2022.

The quality objective parameter targets set for 2022-23 are enclosed in Annexure-IV.

The members approved the parameters targets set for session 2022-23. It was decided that the departments will review, plan and initiate necessary actions on the parameters of concern so as to achieve the targets set for session 2022-23.

Agenda 7: Review of Vision and Mission of the Institute

Member Secretary, IQAC presented the proposed statements for the Vision and Mission of the institute which is revised in view of the changing education landscape, and NEP 2020 which has a

holistic vision in transforming learning at the educational campuses. The presented Vision and Mission statements were discussed with the stakeholders and formulated keeping in view the offerings by the Institution, philosophy, and the concern for growth & society.

The proposed Vision and Mission statements of the Institute are enclosed in Annexure-V.

IQAC deliberated on the proposed statements and suggested collaborating with other renowned academic & research institutes around the world to strengthen the education & research ecosystem, set benchmark, and approved them for further submission to the Board of Management for approval.

Agenda 8: Question Paper Audit Policy

Dr. A. Aghase, Controller of Examinations presented the proposed question paper audit policy. The previous sample question papers to be audited annually will be selected by the COE office and the online process will be followed for seeking the report in the prescribed format from the external auditor recommended by the Board of Studies (BOS). The audit report will be sent to BOS for review and plan of corrective actions if any, which will be further submitted to the examination committee. The question papers are also audited as a part of the Academic and Administrative Audit.

The question paper audit policy is enclosed in Annexure-VI.

IQAC deliberated that in order to enhance the quality of learning outcomes of students, question paper setting plays a key role and workshops can be conducted for question paper setting and evaluation for the young faculty. IQAC approved the policy for further submission to Academic Council for approval.

Agenda 9: Organization of International Conference

Dr. P.D. Adane, HOD IT presented the schedule for the second International Conference on "Innovative Computing and Applications"(ICICA'22) to be organized during November 25-26, 2022 with Persistent Systems and Skillmine as knowledge partners. The presented papers will be published in the journal indexed in the Scopus database.

Dr. A.J.Agrawal, HOD, CSE presented the schedule for the International Conference on Intelligent Systems, Data Science and Cyber Security (ICIDC-2022) during December 16-17,2022 in association with National Sun Yat-sen University (NSYSU) Taiwan. The presented papers will be submitted for indexing in the Scopus database.
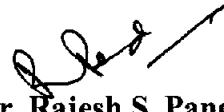
The house noted the same.

Agenda 10: Any other agenda with permission of Chair

No other agenda was discussed.

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

Dr. (Mrs.) A. A. Khurshid
Member Secretary, IQAC

Dr. Rajesh S. Pande
Chairman, IQAC
Principal
Shri Ramdeobaba College
of Engineering & Management, Nagpur-13

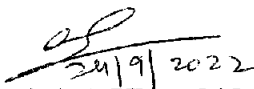# SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

Minutes of the Meeting, Dated: 14/9/2022

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 19/5/2022 were confirmed.
2.	Agenda 2: Action Taken Report of previous IQAC Meeting	--	Action Taken Report of the previous IQAC Meeting dated 19/5/2022 was approved.
3.	Agenda 3: Stakeholders Feedback Analysis (Session 2021-22)	As per the suggestions derived from the Stakeholders Feedback analysis, the concerned departments were asked to initiate necessary corrective measures.	Necessary actions are initiated.
4.	Agenda 4: Student Satisfaction Survey (Session 2021-22)	The analysis of the Student Satisfaction Survey (SSS) indicates students' are largely satisfied with the teaching-learning process. The departments were asked to initiate necessary remedial measures as per the derived observations from feedback analysis.	Communicated to departments for affirmative actions based on the observations of SSS.
5.	Agenda 5: Report on NEP 2020 Implementation Plan	IQAC noted the report on the Institutional preparedness for NEP 2020.	Communicated to Dean Academics to initiate actions to seek detailed proposals from the BOS for more interdisciplinary courses to provide students' broader opportunities to develop their skills.
6.	Agenda 6: Report on Quality objective	The targets achieved for session 2020-21 were	The quality objective parameters set by IQAC

		Parameters achieved (2021-22) and Quality Objective Parameters targets for session 2022-23	reviewed and discussions on changes in quality parameters targets for session 2022-23 were held. The house approved the same.	were finalized. Final quality objective parameters and its targets were communicated to all departments and were requested to initiate appropriate measures to achieve the targets.
7.	Agenda 7: Review of Vision and Mission of the Institute	IQAC deliberated on the proposed statements and suggested collaborating with other renowned academic & research institutes around the world to strengthen the education & research ecosystem, set benchmark, and approved them for further submission to the Board of Management for approval.	Forwarded to the Board of Management for approval.
8.	Agenda 8: Question Paper Audit Policy	IQAC noted the details of the policy and approved it for further submission to the Academic Council	Forwarded to the Academic Council for approval
9.	Agenda 9: Organization of International Conference	IQAC noted the schedule of international conferences to be organized by the IT and CSE departments.	--
10.	Agenda 10: Any other agenda with the permission of the chair	No other agenda was discussed.	--

Dr. (Mrs.) A.A.Khurshid
Member Secretary, IQAC