



Paramhansa Ramkrishna Maunibaba Shikshan Sanstha's

# Anuradha Engineering College, Chikhli

Anuradha Nagar, Sakegaon Road, CHIKHLI, Dist. Buldana

## Internal Quality Assurance Cell (IQAC)

Date: 10/08/2021

Time: 2.00 PM

### Minutes of meeting

The 1 st meeting of the session 2021-22 of internal quality assurance cell (IQAC) was held on 10 th Aug, 2021. The following persons attended the meeting.

Sr No.	Designation and affiliation	Name of person	Signature
<b>Chairperson</b>			
1	Principal	Dr. A.N.Nanhai	
<b>Members from management</b>			
2	Vice president PRMSS	Dr. V.R. Yadav,	
<b>Faculty/teachers</b>			
3	Member, H.O.D / Faculty, EXTC	Dr. R.B.Mapari	
4	Member, H.O.D/faculty CSE	Dr . A. S. Kapse	
5	Member, H.O.D./Faculty, Chem. Engg	Prof. J. K. Shinde	
6	Member, H.O.D/Faculty, Mech.Engg	Dr. K. R. Sontakke	
7	Member, T & P officer	Prof. D. G. Vywahare	
8	Member faculty Mechanical	Prof. U. M. Mohod	
<b>Members from Administration</b>			
9	Member, Dean, Administration	Dr. R. G. Kokate	
10	Member, Accounts Officer	Mr. Samadhan Kute	
<b>Nominee from local society, student, alumni</b>			
11	Member, Student nominee	Mr. Parimal K. Muley	
12	Member, Local Society	Mr. Bhagwat Bharad	
13	Member, Alumni	Mr. Manish Kulkarni	
<b>Nominee from industry</b>			
14	Member, local industrialist	Mr. Sandeep T. Patil	
<b>Coordinator/ Director of IQAC</b>			
15	Coordinator	Prof. V. D. Gurudasani	

Dr. A.N Nanhai (Principal) welcomed all participants. In the opening, remark chairman appreciated the effort and contribution of all stakeholders in the last academic year 2020-21. Thanked them for improving the academic quality of the institute.



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**Internal Quality Assurance Cell (IQAC)**

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**Item No. 1:- To confirm the minutes of the previous meeting.**

IQAC coordinator Prof. V. D. Gurudasani, read the minutes of the previous meeting held same were approved by all members.

**Item No 2:- Review of first-year admission for the current session.**

Admission process for academic year 2021-2022 was discussed, Dr. A.N. Nanhai emphasized the counselling of CET appeared students.

**Item No. 3:- Review of various academic activities for current academic year.**

IQAC coordinator discussed about student centric activities such as training for soft skill and professional development, fitness program especially in view of COVID-19. Also Dr. A.N. Nanhai proposed the conduction of Vaccination Camp for student and staff in college campus. All members were agreed for the same.

**Item No. 4:- Review of review of mentor-mentee meetings in last academic year.**

Mentor – mentee meetings conducted by each staff were reviewed. Various student-related issues found were discussed. Appropriate directions were given by the principal.



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## Item No. 5:- Review of the Training & Placement activities

Training and Placement officer Prof. D.G Vyawahare discussed about the placement activities conducted during last academic year 2020-21 and planning of the training & placement activities for Academic Year 2021-22.

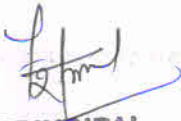
## Item No. 6:- Admission of higher class students


Principle Dr A. N. Nanhai asked all heads and deans to circulate notices to all the students of higher class to complete registration process.

As there was no other subject to discuss, the coordinator thanked all members.

The meeting was ended.

Date : 10-08-2021  
Place : CHIKHLI

  
**PRINCIPAL**  
Anuradha Engineering College,  
CHIKHLI Dist. Buldana

  
Prof. V. D. Gurudasani  
IQAC Coordinator





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**Anuradha Engineering College, Chikhli**  
Anuradha Nagar, Sakegaon Road, CHIKHLI, Dist. Buldana  
**Internal Quality Assurance Cell (IQAC)**

**Date: 11/10/2021**

**Time: 4.00 PM**

**Minutes of meeting**

The following persons attended the meeting.

Sr No.	Designation and affiliation	Name of person	Signature
<b>Chairperson</b>			
1	Principal	Dr. A.N.Nanhai	
<b>Members from management</b>			
2	Vice president PRMSS	Dr. V.R. Yadav,	
<b>Faculty/teachers</b>			
3	Member, H.O.D / Faculty, EXTC	Dr. R.B.Mapari	
4	Member, H.O.D/faculty CSE	Dr . A. S. Kapse	
5	Member, H.O.D./Faculty, Chem. Engg	Prof. J. K. Shinde	
6	Member, H.O.D/Faculty, Mech.Engg	Dr. K. R. Sontakke	
7	Member, T & P officer	Prof. D. G. Vywahare	
8	Member faculty Mechanical	Prof. U. M. Mohod	
<b>Members from Administration</b>			
9	Member, Dean, Administration	Dr. R. G. Kokate	
10	Member, Accounts Officer	Mr. Samadhan Kute	
<b>Nominee from local society, student, alumni</b>			
11	Member, Student nominee	Mr. Parimal K. Muley	
12	Member, Local Society	Mr. Bhagwat Bharad	
13	Member, Alumni	Mr. Manish Kulkarni	
<b>Nominee from industry</b>			
14	Member, local industrialist	Mr. Sandeep T. Patil	
<b>Coordinator/ Director of IQAC</b>			
15	Coordinator	Prof. V. D. Gurudasani	

**Item No.1: Review of minutes of last IQAC Meeting**

Minutes of earlier meeting held on 10/08/2021 were read and approved.

**Item No.2: to review the feedback of students on curriculum and on subject teacher**

Dr. R.P.Mapari presented a detailed analysis of feedback by students. Found satisfactory. Various suggestions given by the students were discussed.



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### **Item No.3: Reconstitution of the various committee. Subcommittees.**

Because of change of academic year and resignation from the institute by few staff. It is needed to reconstitute the various committees and subcommittees. Mr. V.D. Gurudasani proposed to reconstitute the various committees. The proposal was approved by the chairman

### **Item No 4. To review the arrangements of vaccination camp.**

Dr. A.N. Nanhai discussed about the various arrangements or vaccination camp for students and staff. He also inform other members about the schedule and date o vaccination camp to be held on 25/10/2021.

### **Item No 5: To Discuss the University online examination direction.**

Prof. P.T.Talole discuss about the procedure for online university examination due to covid-19 to be held in December month as per Sant Gadgebaba Amravati University directions.

It is decided to complete internal examination before university examination. Also Prof. P.T Talole emphazises to make aware the students about seriousness and stringent punishment for unfair means.

### **Item No 6: Felicitation of parents of meritorious students.**

Dr. A.N. Nanhai proposed to felicitate the parents of meritorious and placed students for their achievement. The proposal is unamaously accepted by all members.

As there was not any other issue to discuss, the meeting ended with the permission of chairman.

Date : 11-10-2021

Place : CHIKHLI

**PRINCIPAL**

**Anuradha Engineering College,  
CHIKHLI Dist. Buldana**

**Prof. V. D. Gurudasani**

**IQAC Coordinator**





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# Anuradha Engineering College, Chikhli

Anuradha Nagar, Sakegaon Road, CHIKHLI, Dist. Buldana

Internal Quality Assurance Cell (IQAC)

Date: 13/12/2021

Time: 11.00 AM

## Minutes of meeting

Meeting of IQAC was arranged on 13/12/2021. Member present for the meeting were as shown below.

Sr No.	Designation and affiliation	Name of person	Signature
Chairperson			
1	Principal	Dr. A.N.Nanhai	
Members from management			
2	Vice president PRMSS	Dr. V.R. Yadav,	
Faculty/teachers			
3	Member, H.O.D / Faculty, EXTC	Dr. R.B.Mapari	
4	Member, H.O.D/faculty CSE	Dr . A. S. Kapse	
5	Member, H.O.D./Faculty, Chem. Engg	Prof. J. K. Shinde	
6	Member, H.O.D/Faculty, Mech.Engg	Dr. K. R. Sontakke	
7	Member, T & P officer	Prof. D. G. Vywahare	
8	Member faculty Mechanical	Prof. U. M. Mohod	
Members from Administration			
9	Member, Dean, Administration	Dr. R. G. Kokate	
10	Member, Accounts Officer	Mr. Samadhan Kute	
Nominee from local society, student, alumni			
11	Member, Student nominee	Mr. Parimal K. Muley	
12	Member, Local Society	Mr.Bhagwat Bharad	
13	Member, Alumni	Mr. Manish Kulkarni	
Nominee from industry			
14	Member, local industrialist	Mr. Sandeep T. Patil	
Coordinator/ Director of IQAC			
15	Coordinator	Prof. V. D. Gurudasani	

Prof. V. D. Gurudasani, Coordinator (IQAC) welcomed the participants of the meeting. Various issues were discussed. Discussions on various topics are as follows.

### Item 01: Review of minutes of last IQAC Meeting

Minutes of last meeting held on 11/10/2021, were tabled by coordinator. Committee approved the same.



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**Internal Quality Assurance Cell (IQAC)**

**Item02: To conduct the induction program for students:**

As per guidelines from Government Maharashtra and Sant gadge baba university conduction of offline classes was decided from January month. Dr. A.N.Nanhai directed to take care of sanitization/precautions as per covid-19 guidelines.

Also it is decided to conduct one week induction/orientation program for newly admitted students.

**Item03: To review the AQAR for session 2020-2021**

Prof. V. D. Gurudasani presented the annual AQAR report to be submitted to NAAC portal. Members noted the annual activities and progress of institute, expressed satisfaction.

**Item04: To review green initiatives program undertaken**

Dr. A. N. Nanhai discuss about the green initiatives taken by institute. In this regard it is decided to organised plantation program in college campus.

**Item 05: To discuss the social activities to be conducted**

To make students aware about social integrity it is decided to conduct a program "Samajik Samta Karykram" program on the occasion o Dr. B.R.Ambedkar birth anniversary. Also on the occasion of National Electrol day essay/drawing/Elocution competition to be organised.

As there was no other business to transact, the meeting ended with a vote of thank, by the coordinator.

**Item 05: Dr P. S. Gawande has given charge of coordinator IQAC**

Principal Dr A. N. Nanhai has given a charge of coordinator IQAC.

Date : 13-12-2021

Place : CHIKHLI

  
PRINCIPAL  
Anuradha Engineering College,  
CHIKHLI Dist. Buldana

  
Prof. V. D. Gurudasani  
IQAC Coordinator





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**Internal Quality Assurance Cell (IQAC)**

**Date: 15/03/2022**

**Time: 11.00 AM**

**Minutes of meeting**

Meeting of IQAC was arranged on 15/03/2022. Member present for the meeting were as shown below.

Sr No.	Designation and affiliation	Name of person	Signature
<b>Chairperson</b>			
1	Principal	Dr. A.N.Nanhai	
<b>Members from management</b>			
2	Vice president PRMSS	Dr. V.R. Yadav,	
<b>Faculty/teachers</b>			
3	Member, H.O.D / Faculty, EXTC	Dr. R.B.Mapari	
4	Member, H.O.D/faculty CSE	Dr . A. S. Kapse	
5	Member, H.O.D./Faculty, Chem. Engg	Prof. V. D. Gurudasani	
6	Member, H.O.D/Faculty, Mech.Engg	Dr. K. R. Sontakke	
7	Member, T & P officer	Prof. D. G. Vywahare	
8	Member faculty Mechanical	Prof. U. M. Mohod	
<b>Members from Administration</b>			
9	Member, Dean, Administration	Dr. R. G. Kokate	
10	Member, Accounts Officer	Mr. Samadhan Kute	
<b>Nominee from local society, student, alumni</b>			
11	Member, Student nominee	Mr. Parimal K. Muley	
12	Member, Local Society	Mr.Bhagwat Bharad	
13	Member, Alumni	Mr. Manish Kulkarni	
<b>Nominee from industry</b>			
14	Member, local industrialist	Mr. Sandeep T. Patil	
<b>Coordinator/ Director of IQAC</b>			
15	Coordinator	Dr. P. S. Gawande	

**To read and confirm the minutes of the previous meeting:**

The coordinator read the minutes of the previous meeting held on 13/12/2021, before the committee. Committee approved it.





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## **1. Review of result analysis of odd semester**

Result analysis of odd semester declared by Sant gadgebaba Amravati University was discussed by all members. Hon'ble Principal suggested to prepare detail analysis of successful and failure students.

## **2. Review of placement activities of students**

T&P coordinator discuss the placement of students both in-campus and off campus with other members. T&P coordinator presented department wise data of placed students. He also informed about placement.

## **3. To keep AQAR 2019-20 in front of College Development Committee**

IQAC coordinator presented AQAR 2019-2020

## **4. Preparation to apply for second cycle of NAAC accreditation**

As there is completion of NAAC first cycle accreditation Hon'ble Principal Dr.A.N.Nanhai asked the IQAC coordinator and Head o department to prepare NAAC SSR for second cycle. IQAC coordinator inform other members to prepare documentation and formats as per SOP of NAAC manual.

## **5. Review of course outcome(CO) and program outcome (PO)**

IQAC coordinator reviewed CO PO attainment as per the target set by course teacher. IQAC also asked to submit the CO- PO attended. Head o department asked to submit documents to IQAC coordinator.



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## 6. To review curriculum development Add-on program

IQAC appeal each department to motivate all students and faculty to attend different online/offline add on courses which must be based on topics beyond syllabus, software and cutting edge technology.

Date : 15-03-2022

Place : CHIKHLI

PRINCIPAL

Anuradha Engineering College,  
CHIKHLI Dist. Buldana

Dr. P.S. Gawande

IQAC Coordinator





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**ACTION TAKEN REPORT**

**ON**

**MEETING DATED 10/08/2021**

**Actions on –**

**Item No. 2 –**

All staff and HODs were instructed accordingly in staff meeting held

**Item No. 3 –**

Action plan sought from HOD and instruction given as per discussions in meeting. Two day online workshop on Job Readiness for third year and final year student was organised. Also 'Becoming Employable Software Engineer is need of hour' An expert talk by Mr. Udayraj Bal Head(T&P) perennial systems Inc.

Online session was conducted on Fitness by Mrs. Shardatai Wanere.

**Item No. 5 -**

Prof. D.G.Vyawhare prepared the plan of placement activities .

  
**PRINCIPAL**  
Anuradha Engineering College,  
CHIKHLI Dist. Buldana

  
V.D.Gurudasani  
**Co-ordinator IQAC**



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**ACTION TAKEN REPORT**  
**ON**  
**MEETING DATED 11/10/2021**


**Actions on –**


**Item No.3-** Changes made in various committee and sub committees

**Item No. 4-** Vaccination Camp was organised in college campus for students and staff on 25/10/2021

**Item No. 5-** All students were informed about the university directions regarding online examination.

**Item No. 6 -** Program to Felicitation parents of meritorious and placed student was organised on 14/11/2021.

  
**PRINCIPAL**  
Anuradha Engineering College,  
CHIKHLI Dist. Buldana

  
Mr. V.D.Gurudasani  
Co-ordinator IQAC





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**ACTION TAKEN REPORT**

**ON**

**MEETING DATED 13/12/2021**


**Actions on –**


**Item02:** One week induction program was conducted from 3/01/2022 to 8/01/2022. Online parent meet was organized on 28/01/2022. Staff and the Principal interacted with parents. Parents got cleared their all doubts and worries.

**Item03:** AQAR report for session 2020-2021 was uploaded on NAAC portal.

**Item04:** Plantation program undertaken in college campus in the month of February

**Item05:** On the occasion of birth anniversary of Dr. B.R.Ambedkar a social program 'Samajik Samta Karykram' was organised in April 2022.

  
**PRINCIPAL**  
Anuradha Engineering College,  
CHIKHLI Dist. Buldana

  
Mr. V.D.Gurudasani  
**Co-ordinator IQAC**



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**Internal Quality Assurance Cell (IQAC)**

**ACTION TAKEN REPORT**  
**ON**  
**MEETING DATED 15/03/2022**

**Actions on –**

**1. Review of result analysis of odd semester**


All successful and failure students instructed to take additional efforts in studies. Students were guided through remedial classes and assignments.


**2. Review of placement activities of students**

Placement drive was conducted in campus. The details was uploaded.

**3. To insist the students to complete free online courses available:**

All students instructed to join online course. Most of student completed the course.

  
**PRINCIPAL**  
Anuradha Engineering College,  
CHIKHLI Dist. Buldana

  
**Dr.P.S.Gawande**  
Co-ordinator IQAC