



MARATHA VIDYA PRASARAK SAMAJ'S
KARMAVEER ADV. BABURAO GANPATRAO THAKARE
COLLEGE OF ENGINEERING



www.kbtcoe.org

Permanently Affiliated to Savitribai Phule Pune University Vide Letter No: CA/1542
& Approved by AICTE New Delhi Vide Letter No: 740-89-32 (E) ET/98
AISHE Code - C-41622

NDMVP'S/KBTCOE/IQAC/

/2019-20

Date: 25/06/2020

Notice

All the members of Internal Quality Assurance Cell (IQAC) are requested to attend the online meeting scheduled on Monday, 29/06/2020.

The agenda for the meeting is:

1. To take review of earlier meeting.
2. Online teaching policy.
3. To conduct academic and administrative (AAA) audit.
4. Review of Annual Quality Assurance Report 2019-20.
5. Any other issues raised by IQAC members.

Online Media :Zoom Cloud Meeting.

Topic: IQAC MEETING

Time: Jun 29, 2020 11:00 AM India

Join Zoom Meeting

<https://us02web.zoom.us/j/88687563249?pwd=d3ZRK1BacG11MUtHYXp4dUVrbnhTdz09>

Meeting ID: 886 8756 3249

Password: 1CiF92

IQAC Co-ordinator

Principal

Members of IQAC

Sr. No.	Name	Institute Designation	Sign
1	Dr. N.S. Patil	Education Officer & Principal	
2	Prof.N.B.Desale	Vice Principal	
3	Mr. D. D. Kulkarni	Coordinator	
4	Ms. S. J. Shinde	Registrar	
5	Mr. V. E. Raundal	ERP Coordinator	
6	Mr. M. H. Chaudhari	ERP Coordinator	
7	Dr. S.J. Kokate	Dean, Academics	
8	Dr. S.B. Sonawane	Dean, R & D	
9	Mr. B. J. Pawar	Dean, Student Affairs	
10	Dr.A.R.Kulkarni	Dean, Industry-Institute Cell	
11	Mr. S. M.Gawale	Local Committee Member	
12	Mr. Pravin P.Shelke	Alumni	
13	Ms. R.R. Shewale	NAAC Committee Members	
14	Mr. S. V. Bachhav	NAAC Committee Members	
15	Ms. S. M. Jagtap	E & T.C. Engg.	
16	Ms. G. M. Shirsat	Mechanical Engg.	
17	Mr. P. D. Aher	Civil Engg.	
18	Mr. Y.P. Patil	Instrumentation Engg.	
19	Ms. T.S. Pawar	I.T.	
20	Mr. B.S. Tarle	Computer Engg.	
21	Ms. J.V. Pagar	Engg. Science	
22	Mr. L.C. Sontakke	MBA	



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Minutes of meeting for academic year 2019-20 of Internal Quality Assurance Cell (IQAC) held on 29/06/2020 at 11:00 am online.

Online Media: Zoom Cloud Meeting. Meeting ID: 9719756331

Members Present

Prof .N.B.Desale	Vice Principal
Mr.D.D.Kulkarni	Coordinator
Ms. S. J. Shinde	Registrar
Dr. S. B. Sonawane	Dean, R & D
Mr.B.J.Pawar	Dean, Student affairs
Dr.A.R.Kulkarni	Dean, Industry-Institute
Mr. S. M.Gawale	Local Committee
Mr. PravinP.Shelke	Alumni
Ms. R.R. Shewale	Member, NAAC
Mr. B. S. Tarle	Member
Ms. S. M. Jagtap	Member
Ms. J.V. Pagar	Member
Mr. L.C. Sontakke	Member
Ms. R. R. Tajanpure	Member
Mr. Y.P. Patil	Member
Ms. G. M. Shirsat	Member
Mr. V. E. Raundal	Member, ERP
Mr. M. H. Chaudhari	Member, ERP

The agenda for the meeting is:

1. To take review of earlier meeting.
2. Online teaching policy.
3. To conduct academic and administrative (AAA) audit.
4. Review of Annual Quality Assurance Report 2019-20.
5. Any other issues raised by IQAC members.

Mr. D. D. Kulkarni, IQAC, Coordinator welcomed respected Vice Principal, Prof N. B. Desale, Local Committee Member Mr. S. M. Gawale, Alumni Mr. Pravin P. Shelke and all IQAC members. Mr. D.D.Kulkarni, IQAC coordinator, briefed about the agenda of the meeting. All the members discussed on various points in the agenda and following decisions were made.

Agenda 1: To take review of earlier meeting

Mr. D.D.Kulkarni, IQAC coordinator presented the minutes of meetings of earlier meeting held on 13th March 2020. Vice-Principal and all the committee members approved the minutes of meetings of earlier meeting.

Agenda 2: Online teaching policy.

IQAC cell developed online teaching policy for the teachers those who are developing online teaching content like E-content, YouTube video, etc. The objectives is promoting generation of e-content in all subjects; Develop teachers and expert's resources in e-content creation; Make available the e-content to teachers and students through various delivery modes for formal and non-formal education, for supplementing and complementing the process of teaching and learning in higher education. Mr. Pravin P. Shelke told the committee members to take online feedback regarding online teaching for monitoring the progress. He also suggested taking revision in this policy after online teaching will start and getting feedbacks from students.

Agenda 3: To conduct academic and administrative (AAA) audit.

Internal academic and administrative audit of various departments was not carried out in the last week of May 2020 because of the Covid-19 pandemic. All members decided to conduct external audit and internal audit when college will start as per norms given by Government of Maharashtra and HOD will be considered responsible for this audit The committee for carrying out the internal audit was finalized under the guidance of honorable Vice Principal, Prof. N. B. Desale which was as follows:

Sr. No.	Name of Staff members	Department
1	Dr. A.A. Kapse Dr. A.M.Bhoi	Information Technology
2	Mr. Y. P. Patil Mr. S.P.Jadhav	Computer Engineering
3	Ms.S.M.Jagtap Ms. R. R. Shewale	Civil Engineering
4	Ms. S.A. Dhumane Ms.G. M. Shirsat	Instrumentation and Control Engineering
5	Ms. T.S. Pawar Ms. M.C. Aher	Mechanical Engineering
6	Mr. P.D. Aher Mr. L.C. Sontakke	Applied Science
7	Ms. J.V. Pagar Mr. V.A. Ahirrao	Electronics and Telecommunication
8	Mr. B.S. Tarle Ms. D.R. Gatne	MBA

Departments will submit the information regarding the audit in the format circulated and then the audit committee members will physically verify the information submitted. A detail report has to be submitted to the IQAC coordinator. Discrepancy if any, found in the information has to be complied and acknowledge to IQAC coordinator.

Agenda 4: Review of Annual Quality Assurance Report 2019-20.

All the department IQAC coordinators have to collect the information related to annual quality assurance report before 30th June 2020. The information has then to be compiled and final AQAR has to be prepared. Vice Principal, Prof N. B. Desale, guided about AQAR and important dates.

Agenda 5: Any other issues raised by IQAC members.

Mr. S. M. Gawale, Local Committee Member wants to know that how to conduct the online Lecture of the student in this COVID-19 pandemic situation. Vice Principal, Prof. N. B. Desale guided all IQAC members regarding the online/offline Lecture that they will be

conducted as per norms given by Government of Maharashtra and SPPU Pune university. Sir elaborated the importance of quality in the development of the institute. He also stated that we should develop the institute in such a way that it should be a role model for other institutes.

The meeting concluded with thanks to the Chair.

Principal

Members Present

All the members of Internal Quality Assurance Cell (IQAC) are requested to attend the online meeting scheduled on Monday, 29/06/2020.

Online Media: Zoom Cloud Meeting.

Meeting ID: 886 8756 3249

Time: 11:00 am.

Sr. No.	Name	Institute Designation	Sign
1	Dr. N.S. Patil	Education Officer & Principal	AB
2	Prof.N.B.Desale	Vice Principal	✓
3	Mr. D. D. Kulkarni	Coordinator	✓
4	Ms. S. J. Shinde	Registrar	✓
5	Mr. V. E. Raundal	ERP Coordinator	✓
6	Mr. M. H. Chaudhari	ERP Coordinator	✓
7	Dr. S.J. Kokate	Dean, Academics	AB
8	Dr. S.B. Sonawane	Dean, R & D	✓
9	Mr. B. J. Pawar	Dean, Student Affairs	✓
10	Dr.A.R.Kulkarni	Dean, Industry-Institute Cell	✓
11	Mr. S. M.Gawale	Local Committee Member	✓
12	Mr. Pravin P.Shelke	Alumni	✓
13	Ms. R.R. Shewale	NAAC Committee Members	✓
14	Mr. S. V. Bachhav	NAAC Committee Members	AB
15	Ms. S. M. Jagtap	E & T.C. Engg.	✓
16	Ms. G. M. Shirsat	Mechanical Engg.	✓
17	Mr. P. D. Aher	Civil Engg.	AB
18	Mr. Y.P. Patil	Instrumentation Engg.	✓
19	Ms. R. R. Tajanpure	I.T.	✓
20	Mr. B.S. Tarle	Computer Engg.	✓
21	Ms. J.V. Pagar	Engg. Science	✓
22	Mr. L.C. Sontakke	MBA	✓