



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



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

www.kbtcoe.org

NDMVP'S/KBTCE/IQAC/

/2019-20

Date: 12/04/2020

Notice

All the members of Internal Quality Assurance Cell (IQAC) are requested to attend the online meeting scheduled on Monday, 13/04/2020.

The agenda for the meeting is:

1. To take review of earlier meeting.
2. To conduct academic and administrative (AAA) audit.
3. Discussion on student satisfaction survey (SSS).
4. Review of Annual Quality Assurance Report 2019-20.
5. Any other issues raised by IQAC members.

Online Media :Zoom Cloud Meeting.

Meeting ID : 9719756331

Time: 11:30 am

Password : NDMVP

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 13/04/2020 at 11:30 am online .

Online Media :Zoom Cloud Meeting. Meeting ID : 9719756331

Members Present

Prof .N.B.Desale	Vice Principal
Mr.D.D.Kulkarni	Coordinator
Dr. S. J. Kokate	Dean, Academics
Dr. S. B. Sonawane	Dean, R & D
Mr.B.J.Pawar	Dean, Student affairs
Mr. S. M.Gawale	Local Committee
Mr. PravinP.Shelke	Alumni
Ms. R.R. Shewale	Member, NAAC
Mr. S. V. Bachhav	Member, NAAC
Mr. B. S. Tarle	Member
Ms. S. M. Jagtap	Member
Mr. P. D. Aher	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. To conduct academic and administrative (AAA) audit.
3. Discussion on student satisfaction survey (SSS).
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 18th January 2020. Vice-Principal and all the committee members approved the minutes of meetings of earlier meeting.

Agenda 2: To conduct academic and administrative (AAA) audit.

Internal academic and administrative audit of various departments will be carried out in the last week of May 2020 and external audit will be carried in last week of June 2020. 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. Kapase 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 before the external audit.

Agenda 3: Discussion on student satisfaction survey (SSS).

Dean R&D Dr.S.B.Sonawane, said that some questions should be include in the Student Satisfaction Survey (SSS) feedback regarding the COVID-19 pandemic situation. Vice Principal, Prof N.B.Desale also approved to revised the Student Satisfaction Survey (SSS) Questionnaire. After brief discussion, the final questionnaire for students satisfaction survey was finalized by the members and approved by Vice Principal, all IQAC member and IQAC coordinator. The survey will be conducted by the departmental IQAC members through ERP. After conducting analysis, the final report has to be submitted 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.

Agenda 5: Any other issues raised by IQAC members.

Mr. S. M.Gawale, Local Committee Member wants to know that how to conduct the final examination of the student in this COVID-19 pandemic situation. Vice Principal, Prof. N.B.Desale guided the all IQAC member regarding the university external examination. Alumni representative Mr. Pravin P. Shelke told the committee members to take online feedback through the Google Class-room for monitoring the progress.

The meeting concluded with thanks to the Chair.

Principal

Members Present

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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	AB
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	AB
11	Mr. S. M.Gawale	Local Committee Member	✓
12	Mr. Pravin P.Shelke	Alumni	✓
13	Ms. R.R. Shewale	NAAC Committee Members	✓
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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. 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	✓