



Pravara Rural Education Society's
SIR VISVESVARAYA INSTITUTE OF TECHNOLOGY, NASHIK
A/P. - Chincholi - 422102, Tal. Sinnar, Dist - Nashik (M.S.)

"Affiliated to University of Pune" Letter No. CA/1379 dt. 18/08/1998
Approved by AICTE, New Delhi Letter No. F -740-89-308(E) / ET/96 dtd. 15/10/1996
University ID No. 052 Institute Code 5125

Ref. No.

Date : 23/9/2017

IQAC- MINUTES OF THE MEETING

Minutes of the first meeting of Internal Quality Assurance Cell (IQAC) held in the Board Room on 23rd September, 2017, at 11.00 am.

- After appointment of IQAC coordinator, the IQAC cell was formed at institute level dated on 06/09/2017 as per the guideline given by the NAAC.
- The following members were present for the meeting.

Sr. No.	Name of the Staff	Designation
1	Dr. S N Shelke	Principal
2	Prof. U V Patil	Vice Principal
3	Mr. B V Ghoghare	Management Coordinator
4	Dr. B L Pangarkar	Faculty Member
5	Prof. N B Shaikh	Faculty Member
6	Prof. V L Kadlag	Faculty Member
7	Prof. A P Kare	Faculty Member
8	Prof. S T Karle	Faculty Member
9	Prof. G Mahindra	Faculty Member
10	Prof. R D Patil	Faculty Member
11	Mr. Vishal Kulkarni	Industry Representative
12	Mr. Rajendra Ankar	Parent Representative
13	Mr. Pritam Sawwalke	Alumni Representative
14	Mr. S N Shevgaonkar	Office Superintendent
15	Prof. K N Shedge	Co-coordinator
16	Prof. R M Abhang	Coordinator

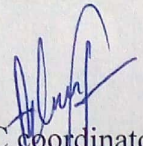
- The following members could not attend the meeting:

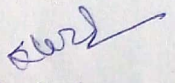
Sr. No.	Name of the Staff	Designation
1	Mr. Jitendra Kesawalekar	Industry Representative
2	Mr. Satish Palde	Alumni Representative
3	Prof. S T Karle	Faculty Member

- Following points were discussed and agreed during the meeting:
1. Principal as a chairperson opened the meeting with welcoming and introducing the new members from the various field. He briefed the role and importance of the Internal Quality Assurance cell (IQAC) and stated the purpose of formation of the new composition to maintain the quality assurance at institute level.
 2. The coordinator of IQAC was given brief introduction to the members about the guidelines of the IQAC, role and responsibility in the institute, various activities and initiative taken by institute.
 3. He was also presented a brief report on the activities planned to content through Internal Quality Assurance Cell (IQAC). He clarified that, the IQAC cell was formed as per the guideline by NAAC. He also informed the background about the cell, its functioning and other aspects to channelize all efforts and measures of the institution towards promoting academic excellence to maintain healthy environment.
 4. The frequency of the IQAC meeting was decided to be twice in a year.
 5. All IQAC members suggested to modify the vision and mission statement, so that it will be in line with the vision and mission of the PRES Loni. The senior faculty committee was constituted and modifications were carried out as per the suggestions by the authorities and approved by the Principal.
 6. Chairman informed to all heads of the department to follow the new guidelines of the NAAC and plan the departmental activities like GATE coaching, MOU, industrial training for the improvement of students skills.
 7. It was also decided to apply for NAAC before academic year 2018-2019.

8. Chairman also informed the committee members about the quality enhancement of faculty members by promoting them for the higher studies as per policy of the Pravara rural education society, Loni.

The meeting was concluded with an assurance for improving the quality of education being imparted to the students is ended at 12:30 pm.


IQAC coordinator
(Prof. R. M. Abhang)


Principal
Sir Visvesvaraya Institute of Technology
Chincholi, Nasik-422102

Copy to:

1. Hon. Director General, PRES, for information
2. Establish sec
3. All Heads of department
4. All concerned



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Ref. No.

Date : 17/02/2018

IQAC- MINUTES OF THE MEETING

Minutes of the first meeting of Internal Quality Assurance Cell (IQAC) held in the Board Room on 17th February, 2018 at 11.00 am.

- The following members were present for the meeting.

Sr. No.	Name of the Staff	Designation
1	Dr. S. N. Shelke	Principal
2	Prof. U. V. Patil	Vice Principal
3	Mr. B. V. Ghoghare	Management Coordinator
4	Dr. B. L. Pangarkar	Faculty Member
5	Prof. N. B. Shaikh	Faculty Member
6	Prof. V. L. Kadlag	Faculty Member
7	Prof. A. P. Kare	Faculty Member
8	Prof. S. T. Karle	Faculty Member
9	Prof. G. Mahindra	Faculty Member
10	Mr. Vishal Kulkarni	Industry Representative
11	Mr. Pritam Sawwalke	Alumni Representative
12	Mr. S N Shevgaonkar	Office Superintendent
13	Prof. K N Shedde	Co-coordinator
14	Prof. R M Abhang	Coordinator

- The following members could not attend the meeting:

Sr. No.	Name of the Staff	Designation
1	Prof. R D Patil	Faculty Member
2	Mr. Rajendra Ankar	Parent Representative

- Following points were discussed and agreed during the meeting:



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Date : / /

1. Review of first meeting was taken and vision mission statement with suggested modifications is approved by chairman and given instructions to display various locations of the department and institute and also on the institute website.
2. Chairman has reviewed departmental activities like GATE coaching, MOU, industrial training for the improvement of students skills.
3. All departmental heads are suggested to review the program educational objectives and outcomes and prepare subject wise course information sheet (CIS) by mapping PSO, PO CO and obtain attainment level.
4. As per suggestions by the IQAC members it was decided that, internal academic and administrative audit must be carried out at the end of each semester as per the guidelines by SPPU, Pune through IQAC cell.
5. The IQAC cell recommended and proposed to take review of all institute level activities conducted by the college level coordinator at the end of the semester. The alumni and industrial coordinators given guidelines to make training compulsory for TE and BE students to achieve the industrial knowledge also informed to conduct more social awareness program.
6. All heads of the department agreed to make available all documentation required for applying NAAC. The Chairman sir was taken review on departmental shortfall if any, and instructed HOD's to make a specific budget provision for the next semester.
7. All IQAC members agreed on teaching methodology improvement by utilization of latest teaching aids like ICT tools, Online webinars, Online NPTEL courses and other soft skill programs for overall improvement of skill-set of the engineers.

The meeting was concluded with an assurance for improving the quality of education being imparted to the students is ended at 12:30 pm.

IQAC coordinator

Copy to:

1. Hon. Director General, PRES, for information
2. Establish sec
3. All Heads of department
4. All concerned

Principal

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Chincholi, Nashik-422102

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