



**Progressive Education Society's
Modern College of Engineering
Shivajinagar, Pune-5**

INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting No. 17

Date: - 5/6/2017

CIRCULAR

Sub: - IQAC Meeting No.17 - Intimation to the members of IQAC

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 9th June Friday 2017.

Venue: Board room, First floor, P.E.S's M.C.O.E. at 3.00 pm.

You are requested to kindly make it convenient to attend the same. The agenda for the meeting is as follows:

1. Orientation/ Induction program conduction for FE, SE, and TE and BE students.
2. Result analysis and remedial actions.
3. Faculty Training Program in ICT for Education.
4. ED cell activities.
5. Yuva Prerna activity.
6. ISR online test.
7. Anti-Ragging forms.
8. Training Placement Activities.
9. Alumni portal.
10. Preparation for NBA visit.
11. Approval of academic and activity planners.
12. Any other point with the permission of Chair.

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Minutes of IQAC meeting no 17

09/06/2017

Meeting of IQAC was held on 9th June Friday 2017 at Board Room at 3.00 pm.

The following members were present:-

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|-------------------------------------|--------------------------|
| 1) Prof. Dr. Mrs. K. R. Joshi | 12) Prof. S.N. Chaphekar |
| 2) Prof. S. S. Deshmukh | 13) Mr. D. D. Gangurde |
| 3) Prof. Dr. Mrs. Kalyani Srinivas | 14) Ms. Gargi Bhosale |
| 4) Prof. Dr. S.A. Itkar | 15) Mr. Anil Heremath |
| 5) Prof. Dr. N. R. Kulkarni | 16) Ms. Saloni Singade |
| 6) Prof. Dr. Mrs. R. S. Kamathe | 17) Mr. Varad Pawar |
| 7) Prof. Mrs. S. D. Deshpande | 18) Mr. A.T. Bangale |
| 8) Prof. Mr. S. Y. Bhosale | 19) Mr. Milind Doke |
| 9) Prof. Dr. Mrs. V. B. Sangvikar | 20) Mrs. Madhavi Belsare |
| 10) Prof. Mrs. V. V. Khatavkar | |
| 11) Prof. Dr. Mrs. L. N. Rajopadhye | |

Prof. Dr. B. D. Phulpagar and Dr. Seva Panda communicated their inability to attend the meeting.

The following points were discussed and decisions taken in the meeting

- **IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held on 3rd March Friday 2017.**

1. Reports of all extension activities conducted at departments should be submitted to central committee

Decision-Extension activities were conducted and reports were submitted to central committee.

2. Students' feedback to be conducted and analysis to be completed.

Decision- Students' feedback analysis was done and necessary inputs were communicated to the respective persons.





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3. Term work assessments to be completed as per policy.

Decision- Term work marks were uploaded on university examination portal.

4. AQAR reports to be prepared and to be submitted with annexure.

Decision -AQAR reports have been submitted.

5. Supervisory duties schedule for proper conduct of University theory examination.

Decision - University Examination was conducted without any issues.

6. Grievances of students and staff (if any) to be addressed on time and reported to internal complaint cell for resolution.

Discussion - Grievances of students and Staffs were submitted to complaint cell as per the requirement.

7. Audit reports to be submitted. Closure of all audits to be done.

Decision -All audits were done and reports were submitted.

• IQAC coordinator explained the action plan of the IQAC meeting held on 9th June Friday 2017

1. Orientation/ Induction program conduction for FE,SE, TE and BE students.

Action Plan- Orientation/ Induction program to be conducted for FE, SE, TE and BE students.

2. Result analysis and remedial actions.

Action Plan- Results to be analysed and necessary remedial actions to be executed.

3. Faculty Training Program in ICT for Education.

Action Plan- Faculties to be trained in Foundation Program in ICT for Education. They should complete FDP101x program conducted by IIT Bombay.





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4. ED cell activities.

Action Plan -Discussion on ED cell activities and approval for plans.

5. Yuva Prerna activity.

Action Plan -Discussion on Yuva Prerna activity.

6. ISR online test.

Action Plan - ISR online test and enrollment to be finished.

7. Anti-Ragging forms.

Action Plan- Anti-Ragging forms to be filled by students and submitted to GFM's.

8. Training Placement Activities.

Action Plan -To improve the placements, training sessions to be conducted at each department.

9. Alumni portal

Action Plan - Discussion on alumni portal.

10. Preparation for NBA visit

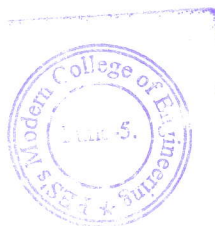
Action Plan- Review of NBA work preparation.

11. Approval of academic and activity planners.

Action Plan- Academic and activity planner should be discuss for approval.

Verish

CHAIRPERSON IQAC



C. Kalyani Shivis

IQAC COORDINATOR