

Sipna College of Engineering & Technology, Amravati
Internal Quality Assurance Cell (IQAC)

Dated: 02nd July 2020

Minutes of the online meeting dated

An online meeting of the IQAC committee was held on 02nd July 2020 at 11.30 a.m. in online mode on Google Meet platform

The following members were present:

1. Dr. R. M. Kadu, Secretary (Member, College Trust)
2. Dr S. M. Kherde, Principal (Chairman IQAC)
3. Dr. A. A. Gurjar (IQAC Coordinator)
4. Dr. V. K. Shandilya, Head, Computer Sci. & Engg.
5. Dr. A. D. Gawande, Head, Electronics & Telecomm. Engg.
6. Dr. V. S. Gulhane, Head, Information Tech.
7. Prof. R. V. Rothkar, Head, Civil Engg.
8. Dr. S. S. Ingole, Head, Mechanical Engg.
9. Dr N.V. Shirbhate, Head, Science & Humanities.
10. Dr. M. D. Jadhao, Head, MBA
11. Dr. S. V. Rode, Dean – Development & Planning
12. Dr. G. P. Dhok, Dean – Academic Affairs
13. Dr. P. R. Malasne, Dean – Student Affairs
14. Prof. Y. S. Khandekar, Dean – Infrastructure & Utility
15. Prof. S. V. Potdar, Dean – Industry Institute Interaction and Corporate Relation
16. Dr. A. P. Thakare, Degree Programme Coordinator -BE
17. Dr. V.T. Gaikwad, Degree Programme Coordinator-ME
18. Dr. A.S. Joshi, Degree Programme Coordinator – Ph.D.
19. Prof. D.R. Chawada, Degree Program Coordinator -MBA
20. Dr. S.M. Deshpande, Librarian
21. Mr. S.B. Gupta, Registrar

Agenda:

1. To confirm the minutes of the last meeting.
2. To discuss about the Pandemic Scenario & Sanitization of the campus
3. Discussion about execution of academic activities of Even Semester for Academic Year 2019-20.
4. To discuss about the activities conducted by various departments in pandemics from 18th March 2020.
5. Discussion about submission of AQAR for the Academic Year 2019-20.
6. Discussion of Admission process of higher classes (UG & PG) for Academic Year 2020-21.
7. To discuss about the commencement of Session during the lockdown & Planning of academic activities for Odd Semester for Academic Year 2020-21.
8. Review of the Placement activities conducted in Academic Year 2019-20 and planning of the Placement activities for Academic Year 2020-21.
9. To discuss about the status of revised University syllabus of 3rd and 4th semester.
10. Any other subject with the permission of Chair.

Following points were discussed:

- i. The minutes of the last meeting dated 16/03/19 were unanimously approved.
- ii. The Principal, Chairperson discussed about the Pandemic Scenario & given guidelines for the Sanitization of the campus. He said that the Security personnel at the main Gate shall be appropriately trained. More security personnel are to be deputed at the main gate having full knowledge of the Sanitization Guidelines of GoI. He added that proper sanitization should be done for all entrants at the main gate and appropriate hand sanitization for all the visitors at all other entry points including offices shall be made mandatory. Provision of Health Check-up of visitors shall be made at the main gate using thermal scanner.
- iii. Reviewed execution of academic activities of Even Semester for academic Year 2019-20. Dean Academics Dr. G. P. Dhok informed that Since IQAC decided to suspend the classes from 18th March 2020 taking the pandemic situation of Covid-19 into consideration, online teaching material of remaining syllabus was circulated to the students.

iv. The IQAC also discussed about the online Activities conducted in pandemics from March 2020.

- a. Dr. A. D. Gawande (HOD, EXTC) informed that Webinar on “Fundamentals of Python & Machine Learning” has been conducted in pandemics on 21st May 2020 and Technical Quiz on “Basic Electronics Circuit Mania” was organised from 06th to 09th May 2020.
- b. Dr. S. S. Ingole (HOD, MECH) shared that CAD CAM & CNC programming workshop, Webinar on “An industrial Technique for CFD test on Super Car rear Spoiler” & Webinar on “Making Career in Field of Drone & IOT”, has been conducted by the department.
- c. Prof. R. V. Rothkar (HOD, CIVIL) briefed about the Webinar conducted on “Abroad Education after Engineering” and scheduled webinar on “Use of White Cement and Value-Added Products in Construction Industry “on 8th July 2020.
- d. Dr. M. D. Jadhao (HOD, MBA) discussed about five activities conducted in online mode during pandemics which includes Webinar on “Fundamentals of Research Writing”, “Opportunities after MBA”, Pan India Webinar on “A Guide to Winning Stock Portfolio in Volatile Market”, Workshop on French Language (Module 1) & a Quiz on “Future Opportunities & Challenges Amidst Covid -19”.
- e. Dr N.V. Shirbhate (HOD, Science & Humanities) informed that the department has organised a webinar on “Environment and Human Health” and a quiz on “Environmental Awareness”. And Mathematics Quiz based on recent Gate trends and Standards for Engineering students.
- f. Dr. V. K. Shandilya (HOD, CMPS) shared that Department of Computer Science & Engineering, conducted Online one week Faculty Development Programme on “R for Beginner” from 21st May to 26th May 2020 in which 359 participants were enrolled from various colleges. She further added that Department also conducted Online Quiz Contest on Object Oriented Programming from 8th May to 13th May 2020.
- g. Dr. V. S. Gulhane (HOD, IT) notified that Department of IT conducted a six Days’ Workshop on “Blockchain and Ethereum” for interested 3rd year I. T. students which was scheduled from 7th June to 12th June 2020 and a three

Day Faculty Development Program on “Video- Recording, Editing and Uploading Tools” For faculty members and working professionals from all other fields from 1st June 2020 to 3rd June 2020.

h. Dr. A. A. Gurjar (IQAC Coordinator) shared that Internal Quality Assurance Cell (IQAC) of the Institute organized a webinar on ‘Post Covid Scenario of Technical Education & Industry Recruitment’, by Dr. Dileep N. Malkhede, Adviser – I, Head of Policy and Academic Planning Bureau, All India Council for Technical Education (AICTE), New Delhi. The webinar was scheduled on Saturday, 30th May 2020 at 5pm.

v. Discussion on submission of AQAR (Annual Quality Assurance Report) to NAAC office was done. IQAC coordinator Dr Ajay A. Gurjar informed that the deadline of submission of AQAR is 31st December 2020 for the Academic Year 2019-20 as per the guidelines of NAAC.

vi. Dr. A. P. Thakare, Degree Programme Coordinator -BE informed that the higher classes admission process is scheduled from 17th August 2020 to 29th August 2020 through google form for each class. Students were instructed to pay the college fees in online mode only. Dr. V.T. Gaikwad, Degree Programme Coordinator-ME informed that Registration Process for M.E. Second Year students is scheduled from 25th to 30th August 2020 probably. Again, he informed that the Degree Certificate Distribution Program for B.E. students of 2020 Batch is scheduled on Saturday, 24th July 2021. The University Rank holder will be felicitated in the program.

vii. The Principal (Chairperson IQAC), told that the current situation is very crucial due to COVID-19 pandemic, so in the present scenario the online teaching plays very important role in the education system. He said that we can't ignore the e-contents, e-lectures, and online classes. In this context, he said that that our college has well-equipped e-lecture room so it should be directed to faculty members to use the room for preparing e-lectures. Dean Academics, Dr. G. P. Dhok suggested that the online teaching plan should be planned according to curriculum of university. It has been decided to use Google Meet Platform for conduction of online classes. Instruction has been given by Principal to prepare an Academic Calendar accordingly.

viii. Review of the Placement activities conducted in Academic Year 2019-20 has been taken. Prof. S. V. Potdar, Dean – Industry Institute Interaction and Corporate Relation briefed about the companies visited for Placement in which total one sixty five students got placed from all branches and one seventy five students successfully completed internships. He also briefed about difficulties in conducting Placement activities during Even semester of Academic Year 2020-21 due to pandemic scenario.

ix. Dr. S. M. Kherde, Dr. A. P. Thakare, Dr. V. K. Shandilya, Dr. V. S. Gulhane, being a BOS members had given the status of revised University syllabus of 3rd and 4th semester. They informed that 1st meeting was held in online mode due to pandemic on 12th June 2020 for the progressive framing of new syllabus of 2nd year. And the extended meetings for the syllabus framing were carried out from 22nd June to 1st July 2020 as per the groups formed. Individual deliberations were done in online mode. They said that the compiled syllabus from amongst the distributed departments will be soon finalized for its submission for approval to the University.

x. With permission of Chair, Dr. V.T. Gaikwad, Degree Programme Coordinator-ME informed that Dissertation Reports of M.E. 2nd Year students were submitted to University on 1st July 2020. Again he informed that the Degree Certificate Distribution Program for M.E. students of 2020 Batch is scheduled on Saturday, 24th July 2021. The University Rank holder will be felicitated in the program.

xi. With permission of Chair, Prof. R. V. Rothkar (HOD, CIVIL) informed that Department of Civil Engineering has applied for the certification of National Board for Testing and Calibration of laboratories, for the enhancement of the Consultancies Services in constructions on 02nd January 2020. He further added due to the pandemic the application is under review of NABL and final certification audit is pending.

Sd/-

Principal (Chairman IQAC)