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**Internal Quality Assurance Cell (IQAC)**

Dated 6<sup>th</sup> May 2023

**Minutes of the meeting dated 6<sup>th</sup> May 2023**

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. Prof. 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, I/C – 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. A.R. Itkikar, Registrar 
22. Ms. Harsh Joshi, Students Representative 

**Agenda:**

1. To confirm the minutes of the last meeting.
2. To discuss about the academic activities conducted during even semester of the Academic Year 2022-23.
3. To discuss about Status of NBA visit for Mechanical Engineering, Civil Engineering & MBA Departments.
4. To discuss about Ph.D. Cell activities.
5. To discuss about the activities conducted by R& D Cell.
6. To discuss about Status of SSR submission for the second Cycle of NAAC .
7. Any other subject with permission of Chair.

**Following points were discussed:**

- i. The minutes from the previous meeting received unanimous approval.
- ii. Dr. V.T. Gaikwad, Coordinator of the Degree Programme M.E. shared that guide allotment for first-year M.E students has been done and shared with the students. All Heads of Departments have consistently reported on matters pertaining to the academic process within their respective departments.
- iii. Dr. A. P. Thakare, the NBA coordinator, provided information about the scheduled visit of NBA experts from 12<sup>th</sup> to 14<sup>th</sup> May 2023. Additionally, he highlighted the formation of committees with defined roles and responsibilities to facilitate the smooth execution of the upcoming visit.
- iv. Dr. Atul S Joshi, Coordinator for Ph.D. programs, communicated the successful conduct of a Research Work Seminar for Research Scholars. Valuable suggestions were shared to enhance performance during Research Review Committee (RRC) interviews. He also mentioned that three Research Scholars have submitted their Ph.D. theses to the University for evaluation.
- v. Dr. S. V. Rode, Dean of Development & Planning, announced that the institute has submitted six research project proposals for funding under the Minor Research Project (MRP) initiative.

vi. Dr. Ajay A. Gurjar, the IQAC Coordinator, conveyed that the Institutional Internal Quality Assurance (IIQA) report has been submitted and approved by the NAAC office. He further indicated that the Self-Study Report (SSR) is prepared and ready for submission.

vii. With the Chair's authorization, Dr. P. R. Malasne, Dean of Student Affairs, informed the attendees about the noteworthy achievement of the Institutional Magazine "Innovator-2023," which secured the 1st prize in the SGBAU University Annual Magazine Competition.























  
Principal (Chairman IQAC)


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

Dated 14<sup>th</sup> January 2023

**Minutes of the meeting dated 14th January 2023**

**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 
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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. A.R. Itkikar, Registrar 

22. Ms. Harsh Joshi, Students Representative 

23. Mr. Priyesh Jaiswal, Alumni Representative

**Agenda:**

1. To confirm the minutes of the last meeting.
2. Review of Academic activities of Odd semester and Planning of Academic activities for Even semester of Academic Year 2022-23.
3. To discuss about the NBA SAR Submission of Mechanical & Civil Engineering Departments.
4. To discuss about the activities of Ph.D. Cell of institute.
5. To discuss about the student activities in the institute
6. Any other subject with permission of Chair.

**Following points were discussed:**

- i. The minutes of the previous meeting received unanimous approval.
- ii. Dr. G. P. Dhok, Dean of Academics, shared that the academic calendar for the 6<sup>th</sup> and 8<sup>th</sup> semesters of higher classes has been distributed to all departments. The second online feedback session for second-year students is scheduled from 24/01/2023 to 28/01/2023. A detailed analysis will be provided to all Heads of Departments before 8/2/2023. Additionally, the second sessional examination for the III semester is planned to take place between 17/01/2023 and 22/01/2023.
- iii. Dr. A. P. Thakare, the NBA coordinator, reported on the status of the Mechanical and Civil Engineering Departments. He also mentioned that a meeting regarding NBA documentation took place on 10<sup>th</sup> December 2022.
- iv. Dr. Atul S Joshi, DPC Ph.D., conveyed that the Ph.D. admission schedule for the year 2022-23 has been announced by the University. Consequently, the updated vacancy positions have been posted on the institution's website.
- v. Dr. P. R. Malasne, Dean of Student Affairs, provided an overview of the Yuvaadin event held on 12<sup>th</sup> 2023 January. Furthermore, the Dean of Student Affairs shared details about activities conducted under NSS, Student Clubs, and Student Chapters.



vi. With the Chair's permission, Dr. S. M. Deshpande, the Librarian, announced that a purchase order for 259 books related to the new syllabus of the 8th and 6th semesters has been placed. Additionally, a few books have been procured in advance for faculty reference.

vii. With the Chair's approval, Dr. Ajay A. Gurjar, the IQAC Coordinator, informed the attendees that the process of submitting the SSR for the Second Cycle of NAAC has been initiated. Instructions for preparing the SSR have been provided to all Criteria Coordinators.



Principal (Chairman IQAC)