NASHIK DISTRICT MARATHA VIDYA PRASARAK SAMAJ'S

Karmaveer Adv. Baburao Ganpatrao Thakare College of Engineering

KBTCOE

Affiliated to Savitribai Phule Pune University & Approved by AICTE New Delhi

Udoji Maratha Boarding Campus, Near Pumping Station Road, Gangapur Road, Nashik-422013, Maharashtra - India

Phone: +91 253-2571439, 2314319, Fax: 0253-2317016

email: principal@kbtcoe.org website: www.kbtcoe.org

NAAC 'A' GRADE INSTITUTE

IQAC/ /2018-2019

Date: 16/04/2019

Notice

All the members of Internal Quality Assurance Cell (IQAC) are requested to attend the meeting scheduled on Tuesday, 30/04/2019.

The agenda for the meeting is:

1. To take review of earlier meeting.
2. To take review of Academic & Administrative Audit.
3. Annual Quality Assurance Report for the year 2018-19.
4. To discuss on students satisfaction survey (SSS).
5. Any other issues raised by IQAC members.

Venue: Conference Hall (A-Building)

Time: 2:00 pm

IQAC Co-ordinator

Principal 16.4.19

NASHIK DISTRICT MARATHA VIDYA PRASARAK SAMAJ'S
Karmaveer Adv. Baburao Ganpatrao Thakare College of Engineering
Udoji Maratha Boarding Campus, Near Pumping Station Road,
Gangapur Road, Nashik-422013, Maharashtra - India
Phone: +91 253-2571439, 2314319, Fax: 0253-2317016
email: principal@kbtcoe.org website: www.kbtcoe.org
KBTCOE
Affiliated to Savitribai Phule Pune University
& Approved by AICTE New Delhi
NAAC 'A' GRADE INSTITUTE

Minutes of meeting for academic year 2018-19 of Internal Quality Assurance Cell (IQAC) held on 30/04/2019 at 2:00 pm in the conference room of the college.

Members Present

Prof N.B.Desale	Vice Principal
Mr.D.D.Kulkarni	Coordinator
Ms.S.J.Shinde	Registrar
Dr. V. C. Shewale	Dean, Academics
Dr. S. B. Sonawane	Dean, R & D
Mr. B. J. Pawar	Dean, Students Affair
Mr. N. S. Ujgare	Dean, Industry-Institute
Dr. S. J. Kokate	Member, NAAC
Ms. R. R. Shewale	Member, NAAC
Mr. B. S. Tarle	Member
Ms. S. M. Jagtap	Member
Ms. G. M. Shirsat	Member
Mr. P. D. Aher	Member
Mr. Y. P. Patil	Member
Ms. T.S. Pawar	Member
Ms. J.V. Pagar	Member
Mr. L.C. Sontakke	Member
Mr. C. P. Mogal	Member, ERP
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 take review of Academic & Administrative Audit.

3. Annual Quality Assurance Report for the year 2018-19.

4. To discuss on students satisfaction survey (SSS).

5. Any other issues raised by IQAC members.

Mr. D. D. Kulkarni, IQAC, Coordinator welcomed respected Vice Principal, Prof N.B. Desale, 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 16th February 2019. Vice Principal and all the committee members approved the minutes of meetings of earlier meeting.

Agenda 2: To take review of Academic & Administrative Audit.

Internal academic and administrative audit of various departments was carried on 3rd, 4th and 5th of April 2019. The committee for carrying out the 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 Ms. RR. Shewale	MBA
2	Mr. Y. P. Patil Mr. R.V. Devalkar	Information Technology
3	Ms.S.M.Jagtap Mr. S.P.Jadhav	Computer Engineering
4	Ms. S.A. Dhumane Ms.G .M. Shirsat	Applied Science
5	Ms. T.S. Pawar Ms. M.C. Aher	Instrumentation and Control Engineering

6	Mr. P.D. Aher Mr. L.C. Sontakke	Electronics and Telecommunication
7	Ms. J.V. Pagar Mr. V.A. Ahirrao	Mechanical Engineering
8	Mr. B.S. Tarle Ms. D.R. Gatne	Civil Engineering

The members physically verified the information submitted by various departments and conducted the audit and submitted the report to IQAC coordinator. After compilation of internal audit, external academic and administrative audit was carried by various departments as per the guidelines received from the Principal. Both internal as well as external audit reports were kept in the meeting for discussions and approvals. After brief discussions the academic and administrative audit reports were approved by the members.

Agenda 3: Annual Quality Assurance Report for the year 2018-19.

All the department IQAC coordinators have to collect the information related to annual quality assurance report before 30th June 2019. The information has then to be compiled and final AQAR has to be prepared.

Agenda 4: To discuss on students satisfaction survey (SSS)

After brief discussion, the final questionnaire for student's satisfaction survey was finalised by the members and approved by Principal 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 5: Any other issues raised by IQAC members

Vice Principal, Prof N.B.Desale elaborated the importance of quality in the development of the institute. He iterated that IQAC is important from the point of view of NBA/NAAC. He also stated that we should develop the institute in such a way that it should be a role model for other institutes.

The meeting concluded with thanks to the Chair.

6/5/2019

Principal

Sr. No.	Name	**Institute Designation**	Sign
1	Dr. N. S. Patil	Education Officer and Principal	
2	Prof. N. B. Desale	Vice Principal	
3	Mr. D. D. Kulkarni	Coordinator	
4	Ms. S. J. Shinde	Registrar	30/04/19
5	Mr. C. P. Mogal		
6	Mr. V. E. Raundal	ERP Coordinator	
7	Mr. M. H. Chaudhari		
8	Dr. V. C. Shewale	Dean, Academics	
9	Dr. S. B. Sonawane	Dean, R & D	
10	Mr. B. J. Pawar	Dean, Student Affairs	
11	Mr. N. S. Ujgare	Dean, Industry-Institute Cell	
12	Mr. V. B. Khatode	Local Committee Member	
13	Mr. M. V. Sanap	Alumni	
14	Dr. S. J. Kokate	NAAC Committee Members	
15	Ms. R. R. Shewale		
16	Ms. S. M. Jagtap	E & T.C. Engg.	
17	Ms. G. M. Shirsat	Mechanical Engg.	
18	Mr. P. D. Aher	Civil Engg.	
19	Mr. Y. P. Patil	Instrumentation Engg.	
20	Ms. T. S. Pawar	I.T.	
21	Mr. B. S. Tarle	Computer Engineering.	
22	Ms. J. V. Pagar	Engineering Science	Jayashree
23	Mr. L. C. Sontakke	MBA	