



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

INTERNAL QUALITY ASSURANCE CELL

Date: - 24/09/2021

IQAC Meeting No. 33

CIRCULAR

Subject: - IQAC Meeting No.33- Intimation to the members of IQAC

The meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 29th September, Wednesday, 2021

Venue: Board Room, PES Modern College of Engineering 12.45 pm.

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

1. Infrastructure requirements for academics.
2. Institute website.
3. Skill development activities.
4. Planner of academics and activity to be prepared before term commencement.
5. Budget for activities
6. Review on End Semester Examination preparation.
7. Student mentoring
8. Review of ICT.
9. Workshops/Seminars conducted for faculty.
10. AQAR 20-21
11. Feedback Mechanism
12. Syllabus Revision
13. Student Activities

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Dr. Mrs. K.R. Joshi
Principal





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

INTERNAL QUALITY ASSURANCE CELL

29/09/2021

IQAC MEETING NO. 33

Meeting of IQAC was held on 29th September, Wednesday, 2021 at 12.45 pm.
The following members were present:-

1. Prof. Dr. Mrs. K.R. Joshi
2. Prof. S.S. Deshmukh
3. Prof. Dr. Mrs.S. A. Itkar
4. Prof. Dr. Mrs. N.R.Kulkarni
5. Prof. Dr. Mrs. S. D. Deshpande
6. Prof. Dr. Mr. S. Y. Bhosale
7. Prof. Dr. Mrs. P.A.Mulay
8. Prof. Dr. S. S. Bhandwalkar
9. Prof. Dr. Mrs. A. J. Vyavahare
10. Prof. Dr. Mrs. S. V. Pandit
11. Prof. Dr. B. D. Phulpagar
12. Prof. Dr. Mrs.V.V.Khatavkar
13. Prof. Dr. Mrs. V.Edlabadkar
14. Prof. Dr. Mrs. S.N. Chaphekar
15. Mr. Atharva Borekar
16. Mr. Ashish Wani
17. Mr. Shubham Kambale
18. Mr. Bharat Jamdar
19. Prof. Dr. Adkar D. S.
20. Mr. Mahesh Gawali
21. Mr. Sanjivani Bansode
22. Mrs. Leena Chaudhari
23. Mr. D. D. Gangurde
24. Prof.Dr.Mrs. R. S. Kamathe

Mr. Ashish Wani and Mrs. Leena Chaudhari Conveyed their absence before hand

Leena





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The following points were discussed and decisions taken in the meeting

A. IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held on 13th August, Friday, 2021.

1. Discussion and review of A.Y.20-21

Discussion –review of activities conducted and the reports to be submitted to respective coordinators.

2. F.E. Admission 2021-22 planning and preparation

Discussion – Planning and Preparations for the upcoming FE admissions. Committee for the arrangements of the same was composed and plan was finalized.

3. AQAR reports submission

Decision – Review of status of completion has been taken and required data with annexures for the year 2020-21 by all the departments reflecting the activities conducted in the academic year for the quality improvements has been submitted.

4. Student feedback

Discussion – The student feedback was taken in online mode and analyzed for any scope of improvement.

5. Budgets

Decision–Budget requirements for the next academic year, keeping in view the increased ICT usage as well as intake, were discussed for submitting the proposal to the CDC for approval.

6. Extension activities

Decision – Reports for various activities conducted under QIP and VKM have been compiled and the respective files have been completed and submitted to SPPU within the due dates.

7. Website update

Decision- All the activities and staff data has been updated till A.Y. 2020-21 by all the respective In-charges on the website.

8. Placements Online internships Action plan-

Decision–Placement team has put additional efforts in identifying more companies and agencies that can provide internships and job opportunities.

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INTERNAL QUALITY ASSURANCE CELL

B. IQAC coordinator outlined the agenda for the IQAC meeting held on 29th September, Wednesday, 2021 and the action plan for each point was identified.

1. Infrastructure arrangements for academics

Action Plan- Sufficient ICT tools to be purchased for the smooth conduction of academics.

2. Updates on the website

Action Plan- Website to be updated considering recent happenings in the Institute

3. Planning of skill development activities

Action Plan- Skill development workshops for faculty and students to be organized for the upcoming academic year 2021-22 with due consideration to the current pandemic situation.

4. Planner of academics and activity to be prepared before term commencement.

Action Plan- The conduction of activities and their detailed planning to be submitted by individual departments as the term got delayed due to pandemic.

5. Budget for activities

Action Plan- All departments to submit budget for conduction of various activities at department.

6. Review on End Semester Examination preparation

Action Plan – Due to pandemic the SPPU exams got delayed thus. Plan for conduction of exams was prepared.

7. Student mentoring:

Action Plan- Atleast one to one meeting with mentees to be conducted so that open up and share their problems.

8. Review of ICT:

Review was taken on online teaching and learning and syllabus completion.

9. Workshops/Seminars conducted for faculty.

Action Plan – Departments to plan workshops and seminars for faculty considering their skill development and submit budget for the same.

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10. AQAR 20-21

Action Plan – AQAR report to be submitted in due period and preparation for filling up the same to be speeded up.

11. Feedback Mechanism

Review on feedbacks collected was done and the Analysis was checked.

12. Syllabus Revision

Action Plan – Faculty were informed to submit the syllabus revision for their concerned course and a whole document to be submitted to SPPU.

13. Student Activities

Members reviewed student activities conducted till date.

Dr. Mrs. K.R. Joshi
Principal,
Chairperson IQAC



Dr. Mrs. R.S. Kamathe
IQAC coordinator