

Ref: KCT's/LGNSCOE/2023-24/149

Date: 28/11/2023

NOTICE

All the Internal Quality Assurance Cell (IQAC) members are hereby informed that a meeting of the 'Cell' has been scheduled on **Saturday, December 02, 2023 at 10:30 AM** in the Basic Electronics laboratory.

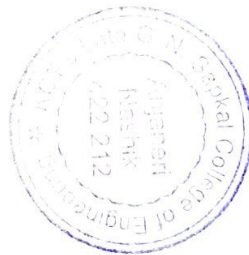
Agenda of the meeting:

- A review of last IQAC meeting minutes.
- A review of activities of semester-I of A.Y. 2023-24.
- Submission of NAAC Cycle-II IIQA and preparation of SSR
- A review of completion of NAAC documentation
- Website updation in all respects
- A review of term end activities like stakeholders feedback, internal assessment etc.
- Discussion regarding initiation of incubation centre
- Academic and administrative audit for the Sem.-I of A.Y. 2023-24
- Planning of NAAC mock visit
- IQAC quality initiatives for the A.Y. 2023-24

All are requested to make it convenient to attend the meeting.



Dr. V.A. Kolhe
Coordinator, IQAC



Prof. (Dr.) S. B. Bagal
Principal

Copy to:

1. All IQAC Members
2. Office Copy

Meeting Attendance Sheet

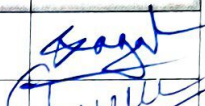
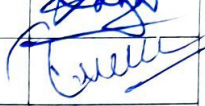





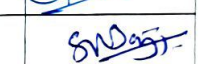
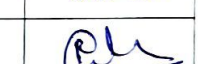
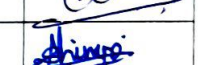
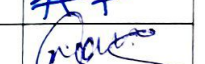


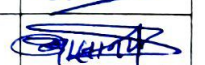
Meeting Title: IQAC meeting

Date: 02/12/2023

Venue: Basic Electronics laboratory

Time: 10.30 a.m.

Attendees

Sr. No.	Name	Designation	Department	Sign.
1.	Prof. (Dr.) Sahebrao B. Bagal	Principal	E & TC	
2.	Prof. (Dr.) Nilesh R. Wankhade	HoD	Computer	
3.	Prof. (Dr.) Tushar Y. Badgujar	HoD	Mechanical	
4.	Prof. Ravindra N. Baji	HoD	Electrical	
5.	Prof. Sachin B. Borse	HoD	E & TC	
6.	Prof. K. A. Salunke	HoD	Civil	
7.	Prof. Sandeep G. Bagul	HoD	Applied Science	
8.	Prof. (Dr.) Vikram A. Kolhe	IQAC coordinator	Mechanical	
9.	Prof. Seema R. Baji	Asst. Professor	Computer	
10.	Prof. Manjusha S. Borse	Asst. Professor	E&TC	
11.	Prof. Abhishek L. Shimpi	Asst. Professor	Civil	
12.	Prof. Pankaj R. Gajare	Asst. Professor	Electrical	
13.	Prof. F.U. Pathan	Asst. Professor	Mechanical	
14.	Prof. (Dr.) Rahul T. Pardeshi	Asso. Professor	Civil	
15.	Prof. Poonam R. Chakule	Asst. Professor	Mechanical	
16.	Mr. Sharad N. Sanap	Librarian	Library	
17.				
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Date: 06/12/2023

IQAC Meeting

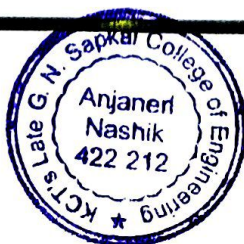
The Internal Quality Assurance Cell (IQAC) meeting for the academic year 2023-24 was held on 02.12.2023 at 10.30 a.m in the Basic Electronics laboratory with the following agenda:

1. A review of last IQAC meeting minutes.
2. A review of activities of semester-I of A.Y. 2023-24.
3. Submission of NAAC Cycle-II IIQA and preparation of SSR
4. A review of completion of NAAC documentation
5. Website updation in all respects
6. A review of term end activities like stakeholders feedback, internal assessment etc.
7. Discussion regarding initiation of incubation centre
8. Academic and administrative audit for the Sem.-I of A.Y. 2023-24
9. Planning of NAAC mock visit
10. IQAC quality initiatives for the A.Y. 2023-24

Minutes of meeting

IQAC Coordinator Dr. V. A. Kolhe welcomed all the members and the following points were discussed

- 1) The last IQAC meeting minutes were reviewed.
- 2) The Principal, Prof. (Dr.) S. B. Bagal, reviewed the semester-I and term end activities of the A.Y. 2023–2024 and instructed all to complete the planned activities as per academic calendar and NAAC criteria requirement.
- 3) On November 22, 2023, the NAAC Cycle-II IIQA was successfully submitted by the IQAC office. Upon acceptance of the IIQA, data entry will be available on the SSR site.
- 4) In view of NAAC Cycle-II IIQA submission, all criteria coordinators are informed to complete the necessary documentation and corresponding links to be uploaded on NAAC SSR portal
- 5) Prof. (Dr.) S. B. Bagal, the Principal, instructed all heads of departments to review the website contents of their respective department and make any necessary updates by December 15, 2023.



- 6) The Principal reviewed all term-end activities (such as internal assessments, feedback from stakeholders, etc.) and gave guidelines to complete the tasks before the deadline.
- 7) Discussion was held on the establishment of Incubation Centre with necessary amenities. The coordinator of Innovation and Incubation Centre was advised to study the government policies and schemes available for establishment of such centre.
- 8) The department heads have been directed to compile the first semester (2023-24) records required for the academic audit. A notification with the audit schedule and auditors will be sent out shortly.
- 9) It has been informed to all that the institute will arrange a mock NAAC visit to identify the shortfall and grey areas in preparation of NAAC Peer Team Visit. Again the schedule of the same will be conveyed well before time for the required preparation and documentation.
- 10) The IQAC Coordinator, Dr. V. A. Kolhe, reminded all about the quality initiatives for the A.Y. 2023-2024 and discussed about the measures being taken to ensure that they will be carried out.

The IQAC coordinator thanked all the members for being present with their inputs. Meeting ended with concluding remarks by the Principal.

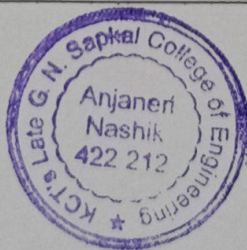
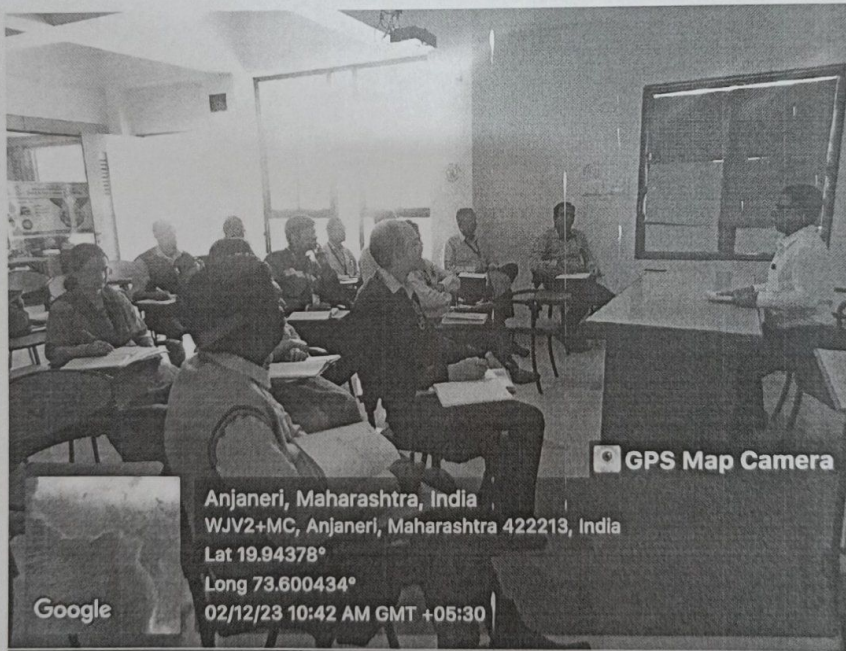
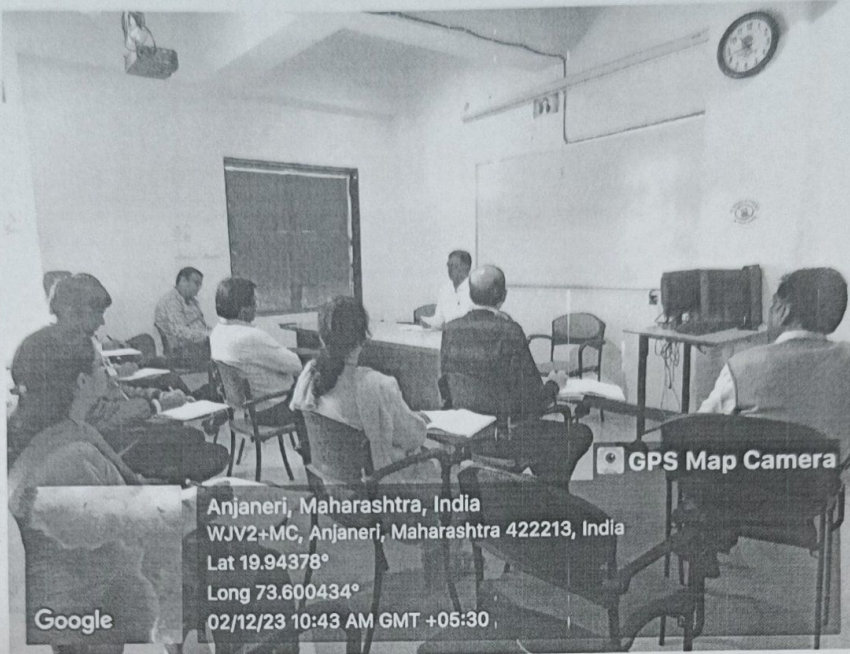


Prof. Dr. V.A. Kolhe
IQAC & NAAC coordinator



Prof. (Dr.) S. B. Bagal
Principal
Principal
KCT's, Late G. N. Sapkal
College of Engineering,
Anjaneri, Nashik-422 212

Meeting Photographs



Prof. (Dr.) S. B. Bagal
Principal

KCT's, Late G. N. Sapkal
College of Engineering,
Anjaneri, Nashik-422 212

Date: 15/12/2023

Action Taken Report

Action Taken Report for the Internal Quality Assurance Cell (IQAC) meeting held on 02-12-2023 at 10.30 AM in the Basic Electronics Laboratory is presented below.

Sr. No.	Agenda Description	Responsible Authority	Action Taken
1	Submission of NAAC Cycle-II IIQA and preparation of SSR	NAAC Coordinator & All Criteria Coordinators	NAAC Coordinator submitted the IIQA for NAAC cycle-2 and the SSR preparation is in process.
2	A review of completion of NAAC documentation	NAAC Coordinator & All Criteria Coordinators	NAAC Coordinator will finalize and deposit the required documents from all the criteria coordinators.
3	Academic and administrative audit for the Sem.-I of A.Y. 2023-24	All HoDs	The auditors and schedule for academic audit has been finalized and the audit reports will be submitted to IQAC.
4	Planning of NAAC mock visit	IQAC coordinator	IQAC coordinator has finalized the IQAC quality initiatives for the A.Y. 2023-24 and disseminated.


Prof. (Dr.) V. A. Kolhe
IQAC coordinator




Prof. (Dr.) S.B. Bagal
Principal
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KCT's, Late G. N. Sapkal
College of Engineering,
Anjaneri, Nashik-422 212