

Ref: KCT's/LGNSCOE/2023-24/224(A)

Date: 13/03/2024

NOTICE

All the Internal Quality Assurance Cell (IQAC) members are hereby informed that a meeting of the 'Cell' has been scheduled on **Tuesday, March 19, 2024 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-II of A.Y. 2023-24
- Submission of DVV clarifications
- Preparation for NAAC Peer Team Visit (PTV)
- Planning of NAAC mock visit
- Preparation of PPTs for PTV
- Department level preparation and record updation for NAAC PTV
- Website updation in all respects
- A review of term end activities like stakeholders feedback, internal assessment etc.
- IQAC quality initiatives for the A.Y. 2024-25

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

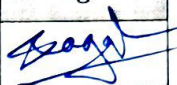







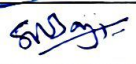
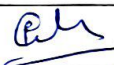



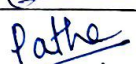
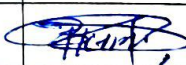
Meeting Title: IQAC meeting

Date: 19/03/2024

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. (Dr.) Ketan 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. Poonam R. Chakule	Asst. Professor	Mechanical	
12.	Prof. Anil U. Mankar	Asst. Professor	Civil	
13.	Prof. Pankaj R. Gajare	Asst. Professor	Electrical	
14.	Prof. Firoj U. Pathan	Asst. Professor	Mechanical	
15.	Prof. (Dr.) Rahul T. Pardeshi	Asso. Professor	Civil	
16.	Mr. Sharad N. Sanap	Librarian	Library	
17.	Mr. Aniket S. Thoke	Clerk	Admin.	
18.				
19.				
20.				



Date: 22/03/2024

IQAC Meeting

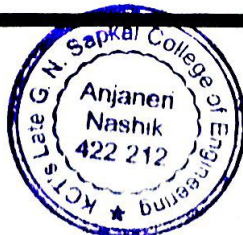
The Internal Quality Assurance Cell (IQAC) meeting for the academic year 2023-24 was held on 19.03.2024 at 10.30 a.m in the Basic Electronics laboratory with the following agenda:

1. A review of last IQAC meeting minutes
2. A review of activities of semester-II of A.Y. 2023-24
3. Submission of DVV clarifications
4. Preparation for NAAC Peer Team Visit (PTV)
5. Planning of NAAC mock visit
6. Preparation of PPTs for PTV
7. Department level preparation and record updation for NAAC PTV
8. Website updation in all respects
9. A review of term end activities like stakeholders feedback, internal assessment etc.
10. IQAC quality initiatives for the A.Y. 2024-25

Minutes of meeting

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

- 1) The last IQAC meeting minutes were reviewed.
- 2) Prof. (Dr.) S. B. Bagal, the principal, reviewed the activities of semester II and advised everyone to finish the remaining tasks in accordance with the department's plans and the academic calendar in context of NAAC Cycle 2.
- 3) A discussion was held on the NAAC DVV clarifications and response submitted.
- 4) The IQAC coordinator, Prof. (Dr.) V. A. Kolhe, presented the NAAC PTV schedule and talked about the variety of duties that needed to be scheduled for the same.
- 5) A NAAC mock visit has been planned in the month of April 2024 to identify the shortfall and grey areas in preparation of NAAC Peer Team Visit.
- 6) Prof. (Dr.) S. B. Bagal, the Principal, instructed all heads of departments to prepare the presentation of their respective departments as per the proforma and contents provided by the IQAC office.
- 7) A review has been carried out regarding the documentation and records of all



- extracurricular, co-curricular, and curricular activities. Everyone involved has been asked to update the records by April 15, 2024.
- 8) 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 at the earliest.
 - 9) The Principal reviewed all term-end activities (such as internal assessments, feedback from stakeholders, etc.) and provided guidelines to complete the tasks before the deadline.
 - 10) The IQAC Coordinator, discussed on the quality initiatives that need to be decided upon for the academic year 2024–2025.

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
Prof.(Dr.) Sahebrao B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.



Date: 23/03/2024

Action Taken Report

Action Taken Report for the Internal Quality Assurance Cell (IQAC) meeting held on 19-03-2024 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 DVV clarifications	NAAC Coordinator & All Criteria Coordinators	NAAC Coordinator submitted the NAAC cycle-2 DVV clarifications.
2	Preparation for NAAC Peer Team Visit (PTV)	NAAC Coordinator, All HoDs & All Criteria Coordinators	All HoDs will update the documents of their respective department. NAAC Coordinator and Criteria coordinators will finalize and deposit the criteria wise documents in IQAC office till 30/03/2024.
3	Preparation of Principal presentation and Department presentation for PTV	NAAC Coordinator, All HoDs & All Criteria Coordinators	All the concerned staff will finalize the NAAC Principal presentation and Department presentation before 10/04/2024.
4	Feedback collection, analysis and action taken.	IQAC Coordinator and All HoDs	The department will collect the feedback from all the stakeholders and will submit the analysis and action taken to the IQAC office.



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




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

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