

## Minutes of Meeting for Internal Quality Assurance Cell (IQAC)

Summary							
<b>Meeting Topic</b>	To develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions as per prime task of the IQAC.						
<b>Date</b>	27/10/2017	<b>From</b>	11.05 a.m.	<b>To</b>	01.25 p.m.		
<b>Location</b>	Conference Room # 2	<b>Co-ordinator</b>	Dr. S. Shastri	<b>Chaired by</b>	Dr. BP Joshi		
Agenda							
<b>SR. No.</b>	<b>Topic</b>						
1	Welcome of the members						
2	Presentation of academic of odd semester by HOD						
3	Discussion on curriculum completion and quality aspects.						
4	Discussion on teaching load for next semester.						
5	Discussion on budget projections for all departments for 2018-2019 and correction in 2017-2018 if any.						
6	Any other subjects with the permission of the chair						
7	Concluding with recommendations to CDC for further approval.						
IQAC, Cummins College of Engineering for Women, Nagpur							
<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Attendance</b>	<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Attendance</b>
1	Dr. B. P. Joshi Principal	Chairperson	Yes	10	Prof. Sharayu Deote,	HoD, C.E. Department	Yes
2	Shri Milind Kukade	Invitee	No	11	Dr. S. N. Khekale	Faculty member	Yes
3	Shri. Sudhakar Kunte	Management Representative	Yes	12	Prof. P. Gorantiwar	Faculty member	Yes
4	Shri Arun Kumar	Industry Representative	Yes	13	Mr. Pradip Joshi	Admin. Officer	No
5	Shri Nitin Lonkar	Industry Representative	Yes	14	Mr. Mithun Ragenwar	Representative Admin.Dept.	No
6	Shri Milind Apte	Nominee society representative	Yes	15	Mr. Pravin Selukar	Library Dept.	Yes
7	Dr. S. Shastri, .	Co-ordinator HoD, Allied science Dept	Yes	16	Shri Vivek Chavan	Parents Representative	Yes
8	Prof. Ajay Tinguria	H.O.D of ETC Dept	Yes	17	Ms.Akshita Prasad	Student Representative	Yes
9	Prof. Y. Dandekar	HOD, Mech Dept	Yes	18	Ms. Anagha Wankhede	Alumnae Representative	No

Sr. No.	Meeting Notes
1	Dr. B. P. Joshi, Chairman welcomed all members for first IQAC meeting
2	Committee members introduced themselves.
3	Being first meeting, Dr. S. Shastri gave information about objectives of IQAC.
4	All head of departments, presented about academic progress of the odd semester of AY 2017-18, curriculum completion, teaching load for the next semester and departmental budget projections for 2018-2019 and budget correction for 2017-2018. (PPT attached)

**In light of above presentation following discussion took place**

<i>Discussion / Decisions</i>	
1	Shri Arun Kumar appreciated the progress made by college in short duration. He made following suggestions – <ul style="list-style-type: none"> <li>• To include carrier guidance in the orientation program of first year</li> <li>• To provide certificates to the students for attending bridging course/ workshops being organised inhouse.</li> <li>• Putting lectures by Industry personal in the academic calendar, looking at the importance of interaction of students with industry.</li> <li>• He also suggested for guest lecture by any famous person from Nagpur once in a month to inspire students. He stated the importance of lectures on topics of Lean Manufacturing Techniques and project Management.</li> <li>• About developing tie-up, association and collaborations with IITs, NITs and Industries.</li> </ul>
2	Shri. Sudhakar Kunte stressed the importance of entrepreneurship for the students.
3	Shri Vivek Chavan assured in providing industry resource persons for guest lectures. He suggested the importance of technical session by Industry persons for the students He also suggested for carrying more industry interaction programs. The issue of timely departure of buses from campus after college was discussed
4	Shri Nitin Lonkar appreciated the activities carried in the college. He assured all types of cooperation from industries for internship, for technical sessions and guest lectures.
5	Shri Milind Apte appreciated good amount of work done by college in just seven years. He suggested using marketing strategies to promote the achievements of the college.
6	Ms. Akshita Prasad requested to increase opportunities in the number of Internships
7	Principal, Dr. B. P. Joshi pointed out that some students cannot get campus opportunities in MNCs due criteria of minimum the 60 % marks all throughout. He requested Shri Lonkar that SMEs should to come forward to give internship and placement opportunities to our students because they are groomed with employability skills and practical knowledge. He suggested all HoDs to include Industry lecture in planning sheet of LPTP itself and ensure at least one industry lecture per course per semester. He also stressed need to ensure 100% syllabus completion which is unique feature of Cummins college.
8	As there were no other points for discussion, meeting was concluded with the vote of thanks.

<i>Action Points</i>		<i>Action for</i>
Sr. No.		
1	Industry lecture in planning sheet of LPTP	All HoD
2	To ensure 100% syllabus	All HoD
3	Increase interaction with SME of Butibori, MIDC Hingna	TPO & III Cell
4	Lectures on topics of Lean Manufacturing Techniques and project Management.	All HoD
5	Timely departure of buses	AO
6	Marketing strategies for promoting college	Admission committee
7	To put up recommendations of this IQAC and budget, teaching load etc to CDC	Dr. S. Sashtri

Dr. Bhushan Joshi  
Chairman IQAC

Dr. Sanjivani Shastri  
Coordinator IQAC

Date: