



M.S.P. Mandal's
**Shri Shivaji Institute of Engineering & Management Studies,
Vasmat Road, Parbhani – 431 401 (M.S.).**

Ph. (02452) 234109, Fax (02452) 221958

Email: director.ssiems@gmail.com web: www.ssiems.org.in

DTE Code: 2252

University Code: 2252

Shri. Prakash Solanke
President

Shri. Satish Chavan
Secretary

Shri. Anil Nakhate
Joint Secretary

Dr. Anand K. Pathrikar
Director

Date: 03-07-2021

NOTICE

This is to inform all faculty members, staff, and students that the Internal Quality Assurance Cell (IQAC) has been officially formed at Shri Shivaji Institute of Engineering and Management Studies Parbhani. The IQAC will play a crucial role in enhancing and sustaining the quality of academic and administrative activities at our institute.

The objectives of the IQAC include:

1. Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
2. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation.
3. Arrangement for feedback response from students, parents, and other stakeholders on quality-related institutional processes.
4. Organization of inter and intra-institutional workshops, seminars on quality-related themes, and promotion of quality circles.
5. Documentation of the various programs/activities leading to quality improvement.
6. Acting as a nodal agency for coordinating quality-related activities, including adoption and dissemination of best practices.
7. Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.
8. Development of Quality Culture in the institution.

All are requested to extend their cooperation and support for the effective functioning of the IQAC.




Director

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Director

List of the Members of IQAC for Academic Year 2021-22

Sr. No.	Names	Designation	Position
1	Dr. Anand K. Pathrikar	Director	Chairman
2	Shri. Anil Bhau Nakhate	Vice-Secretary, MSP Mandal	Member from the Management
3	Prof. S. P. Paikrao	Head-FY	Teachers to represent all levels
4	Prof. A. S. Wadhawe	Head-EEE	Teachers to represent all levels
5	Prof. Dhavale T. B.	Head-Civil	Teachers to represent all levels
6	Prof. V. K. Pawar	Head-CSE	Teachers to represent all levels
7	Prof. B. R. Shinde	Head-Mech. Engg.	Teachers to represent all levels
8	Prof. G. S. Karale	Assistant Professor	Coordinator
9	Prof. Sayyed Hajiali	Assistant Professor	Teachers to represent all levels
10	Prof. A. R. Magar	Assistant Professor	Teachers to represent all levels
11	Prof. A. A. Chidrawar	Assistant Professor	Teachers to represent all levels
12	Mr. Vikas Solanke	Office Superintendent	Senior Administrative Officers
13	Mr. Dahale S. S.	Accountant	Senior Administrative Officers
14	Mr. Chavan Sandeep	Chief Librarian	Senior Administrative Officers
15	Miss. Rasika Choudhari	Alumni CSE	Nominee from Alumni
16	Sakshi Vasantrao Yadav	Student S.Y.(CSE)	Nominee from Student
17	Mr. Vaibhav Kadam	Operational Manager	Nominee from Employers
18	Mr. Viresh Kariappa	Founder and CEO	Nominee from Industrialist

IQAC Coordinator



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Internal Quality Assurance Cell (IQAC) Committee

Minutes of the Meeting -1

Date: 02-07-2021

Venue: Director Cabin , Shri Shivaji Institute of Engineering and Management Studies

Time: 2:00 PM

Attendees:

Sr. No.	Names	Designation	Position
1	Dr. Anand K. Pathrikar	Director	Chairman
2	Shri. Anil Bhau Nakhate	Vice-Secretary, MSP Mandal	Member from the Management
3	Prof. S. P. Paikrao	Head-FY	Teachers to represent all levels
4	Prof. A. S. Wadhawe	Head-EEE	Teachers to represent all levels
5	Prof. Dhavale T. B.	Head-Civil	Teachers to represent all levels
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15	Miss. Rasika Choudhari	Alumni CSE	Nominee from Alumni
16	Sakshi Vasant Rao Yadav	Student S.Y.(CSE)	Nominee from Student
17	Mr. Vaibhav Kadam	Operational Manager	Nominee from Employers
18	Mr. Viresh Kariappa	Founder and CEO	Nominee from Industrialist

Agenda:

1. Introduction and Welcome
2. Formation of IQAC and its Objectives
3. Discussion on Quality Parameters



4. Feedback Mechanism
5. Planning Workshops and Seminars
6. Documentation and Quality Improvement
7. Any Other Business
8. Conclusion

Minutes:

1. Introduction and Welcome:

- The meeting commenced with Dr. Anand K. Pathrikar, the Chairman, welcoming all the members.
- A brief introduction of each member was conducted.

2. Formation of IQAC and its Objectives:

- Dr. Anand K. Pathrikar discussed the purpose and importance of forming the IQAC.
- The objectives of the IQAC were outlined, focusing on enhancing and sustaining quality in academic and administrative activities.

3. Discussion on Quality Parameters:

- Prof. G. S. Karale presented various quality benchmarks/parameters for academic and administrative activities.
- The members discussed ways to implement and monitor these parameters effectively.

4. Feedback Mechanism:

- A comprehensive feedback mechanism involving students, parents, and other stakeholders was discussed.
- It was decided to develop structured feedback forms and processes for regular collection and analysis.

5. Planning Workshops and Seminars:

- Prof. A. S. Wadhawe proposed organizing inter and intra-institutional workshops and seminars on quality-related themes.
- The members agreed to create a calendar of events for the upcoming academic year.

6. Documentation and Quality Improvement:

- The importance of documenting various programs and activities leading to quality improvement was emphasized.
- Mr. Vikas Solanke and Mr. Dahale S. S. were assigned to develop and maintain the institutional database through MIS.

7. Any Other Business:

- Open floor discussion for any additional points or suggestions.
- Miss. Rasika Choudhari and Sakshi Vasantao Yadav shared insights from the alumni and student perspectives.

8. Conclusion:

- The meeting concluded with a vote of thanks by the Chairman.
- The next meeting was scheduled on date 13/07/2021.

Meeting Adjourned at 5:00 PM.

Minutes Prepared by: Prof. G. S. Karale
IQAC Coordinator





Director

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Joint Secretary

Dr. Anand K. Pathrikar
Director

Internal Quality Assurance Cell (IQAC) Committee

Minutes of the Meeting -2

Date: 13-07-2021

Venue: Director Cabin , Shri Shivaji Institute of Engineering and Management Studies

Time: 1:00 PM

Attendees:

Sr. No.	Names	Designation	Position
1	Dr. Anand K. Pathrikar	Director	Chairman
2	Prof. S. P. Paikrao	Head-FY	Teachers to represent all levels
3	Prof. A. S. Wadhawe	Head-EEE	Teachers to represent all levels
4	Prof. Dhavale T. B.	Head-Civil	Teachers to represent all levels
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Welcome: The IQAC coordinator welcomed the Director and all the HODs and other members to the meeting. The review of the previous IQAC meeting was discussed, and with the Director's permission, the next agenda items were taken up by the IQAC coordinator.

Academic Calendar: The academic calendar was presented and approved. It was decided that course files and teaching plans should be prepared before the start of classes and monitored regularly.



Conduction of Skill Training: Skill training for third-year students was suggested and approved, aimed at enhancing their placement readiness.

NPTEL Courses for the Coming Semester: Courses useful for placement and communication skills were finalized, including programming through Python, problem-solving through C, English communication, and core departmental courses.

Co-Curricular Activities: A review of co-curricular activities was conducted, and improvements were proposed.

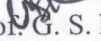
NITTTR Training: Faculties with less teaching experience were advised to complete the online NITTTR courses.

Review of Placement Activities of 2020-21: It was noted that software companies like TCS, Infosys, and HCL are hiring well across all disciplines. Students are being prepared for placement communication and aptitude.

Feedback and Action Proposed: Feedback from departments regarding academic and institutional ambiance was summarized. Suggestions from students, such as improved classroom lighting, Wi-Fi connectivity, and hostel cleanliness, were considered for further action.

Vote of Thanks: The IQAC Coordinator proposed a vote of thanks and mentioned that the next meeting would be held in the first week of October 2021.

Meeting Adjourned at 3:00 PM.

Minutes Prepared by: 
Prof. G. S. Karale
IQAC Coordinator


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Internal Quality Assurance Cell (IQAC) Committee

Minutes of the Meeting -3

Date: 05-10-2021

Venue: Director Cabin , Shri Shivaji Institute of Engineering and Management Studies

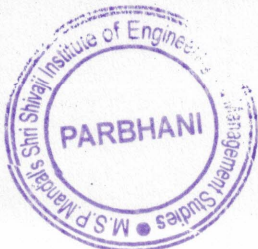
Time: 3:30 PM

Attendees:

Sr. No.	Names	Designation	Position
1	Dr. Anand K. Pathrikar	Director	Chairman
2	Prof. S. P. Paikrao	Head-FY	Teachers to represent all levels
3	Prof. A. S. Wadhawe	Head-EEE	Teachers to represent all levels
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7	Prof. G. S. Karale	Assistant Professor	Coordinator
8	Prof. Sayyed Hajjali	Assistant Professor	Teachers to represent all levels
9	Prof. A. R. Magar	Assistant Professor	Teachers to represent all levels
10	Prof. A. A. Chidrawar	Assistant Professor	Teachers to represent all levels
11	Mr. Vikas Solanke	Office Superintendent	Senior Administrative Officers
12	Mr. Dahale S. S.	Accountant	Senior Administrative Officers
13	Mr. Chavan Sandeep	Chief Librarian	Senior Administrative Officers

Welcome: The IQAC coordinator welcomed the Director and all the HODs and other members. The review of the previous IQAC meeting was discussed, and with the Director's permission, the next agenda items were taken up.

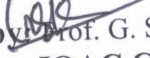
Review of Current Semester Activities (AY 2021-22 Part I): The IQAC Coordinator reported that activities were proceeding according to the academic calendar. The semester started as scheduled, and departments were prepared for extracurricular activities.




Admission Status for AY 2021-22: The administration head informed the members that almost all provisional admissions were completed and would be confirmed automatically after the declaration of results.

Online/Offline Teaching Preparation: It was proposed to start offline classes in December temporarily, following government rules. Online teaching was reviewed, and connectivity issues faced by some students were addressed.

Vote of Thanks: The IQAC Chairman proposed a vote of thanks and mentioned that the next meeting would be in the first week of January 2022.

Minutes Prepared by  Prof. G. S. Karale
IQAC Coordinator


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Internal Quality Assurance Cell (IQAC) Committee

Minutes of the Meeting -4

Date: 07-01-2022

Venue: Director Cabin , Shri Shivaji Institute of Engineering and Management Studies

Time: 3:30 PM

Attendees:

Sr. No.	Names	Designation	Position
1	Dr. Anand K. Pathrikar	Director	Chairman
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6	Prof. B. R. Shinde	Head-Mech. Engg.	Teachers to represent all levels
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11	Mr. Vikas Solanke	Office Superintendent	Senior Administrative Officers
12	Mr. Dahale S. S.	Accountant	Senior Administrative Officers
13	Mr. Chavan Sandeep	Chief Librarian	Senior Administrative Officers

Welcome: The IQAC coordinator welcomed the Director, all the HODs, and other members. The review of the previous IQAC meeting was discussed, and with the Principal's permission, the next agenda items were taken up.

Academic Review of Odd Semester: The academic review of the odd semester was presented by HODs and found to be as per the academic calendar. The syllabus was delivered according to the course plan.



University Paper Checking: Discussions on timely online paper checking were suggested.

NAAC Work Progress: The IQAC Chairman asked for the initiation of NAAC preparation activities. Criteria and sub-criteria were divided among committee members, and necessary changes were communicated to respective in-charges.


Review of IIC Activities: Plans to conduct Swami Vivekanand Jayanti, Savitribai Phule Jayanti, and Rajmata Jijau Jayanti were discussed.


University Exam Review: Issues related to hall ticket generation and other student concerns were resolved through verbal communication with the university.

Republic Day Celebration: The Principal asked all HODs to participate in the Republic Day celebration with department staff and students.

Review of GATE Tutor Activity: Weekly tests of aptitude and communication skills were being conducted for students.

Vote of Thanks: The IQAC Coordinator proposed a vote of thanks and mentioned that the next meeting would be in the first week of April 2022.

Minutes Prepared by:  Prof. S. Karale
IQAC Coordinator


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Shri. Prakash Solanke President	Shri. Satish Chavan Secretary	Shri. Anil Nakhate Joint Secretary	Dr. Anand K. Pathrikar Director
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Internal Quality Assurance Cell (IQAC) Committee

Minutes of the Meeting -5

Date: 05-04-2022

Venue: Director Cabin , Shri Shivaji Institute of Engineering and Management Studies

Time: 3:30 PM

Attendees:

Sr. No.	Names	Designation	Position
1	Dr. Anand K. Pathrikar	Director	Chairman
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12	Mr. Dahale S. S.	Accountant	Senior Administrative Officers
13	Mr. Chavan Sandeep	Chief Librarian	Senior Administrative Officers

Welcome: The IQAC coordinator welcomed the Director, all the HODs, and other members. The Director congratulated the staff on the successful completion of semester activities. The review of the previous IQAC meeting was discussed, and with the Principal's permission, the next agenda items were taken up.

Review of Semester Activities (AY 2021-22): The IQAC Coordinator provided an update on the academic activities and assessments of the last semester. Internal assessments, laboratory experiments, and study materials were highlighted.

Status of Examination: Online examinations for third and final-year students were conducted as per university guidelines. Technical difficulties faced by some students were communicated to the university.

NAAC Work Progress: All departments were preparing NAAC documents. Progress reports were communicated to all HODs.

Even Semester Preparation: The academic calendar for the even semester (March-June 2022) was published. Offline classes for third and final-year students were scheduled to start on March 21, 2022. Load distribution and timetables were reviewed.

Final Year Placement: The Director congratulated the Training and Placement team for good placement progress. Add-on courses on aptitude and professional skills for third and second-year students were suggested.

Any Other Matters:

- Innovative activities at the department levels were encouraged.
- Communication with the industry for final year project and internship presentations was to be taken up.
- A blood donation camp was planned under NSS .
- Training for non-teaching staff on computer skills and practice was planned.

Vote of Thanks: The IQAC Chairman proposed a vote of thanks and mentioned that the next meeting would be in the first week of July 2022.

Minutes Prepared by: Prof. G. S. Karale
IQAC Coordinator


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