



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](mailto:director.ssiems@gmail.com) web: [www.ssiems.org.in](http://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

### IQAC NAAC MINUTES OF MEETING

- **Date of Meeting:** 27/08/2022
- **Time of Meeting:** 3:00 pm to 5:30 pm
- **Venue of Meeting:** Director sir's Cabin
- **Agenda of Meeting:**
  1. Formation of IQAC committee
  2. Working of IQAC

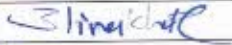
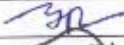






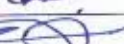


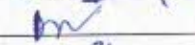



#### Minutes of Meetings-01

A meeting of all department heads, senior staff, one of alumni and some employers of college was conducted under the chairmanship of Director sir and institute CDC head Honorable Shri. Anilbhau Nakhate sir on date 27<sup>th</sup> August 2022, Saturday time 4:00 pm to 5:30 pm and following members were present

#### Formation of IQAC committee and working of IQAC

- The meeting is started with introduction of attendees, each participant introduces their designation and role in the institute.
- Departmental NAAC coordinators are decided,
- A brief information is given by Director sir regarding IQAC functions and its responsibility.
- All seven criterions are discussed by Director sir and a summary presentation is given about qualitative and quantitative matrices.
- Discussion on the need for forming a team and the specific objectives, tasks and responsibilities of the team.
- Discussion on the roles and responsibilities of each team member to ensure clarity and accountability.
- Discussion on how they contribute to the organizations quality assurance process? each member get particular role and some responsibilities
- Suggestions for improving the functioning of IQAC are asked to share.

- It was informed to team members please come prepared and actively participate in the discussion and contribute your ideas and expertise to the team formation and IQAC working, your attendance and input are essential to the success of the meeting.

Name of Participants	Signature
Shri. Anilbhou Nakhate	
Dr. Anand K. Pathrikar	
Prof. S. P. Paikrao	
Prof. A. S. Wadhawe	
Prof. B. R. Shinde	
Prof. V. K. Pawar	
Prof. Akram Shaikh	
Prof. R. R. Gunjker	
Mr. Vikas G. Janke	
Prof. Sayyed Hajiali	
Prof. S. S. Deulkar	
Mr. Chavan Sandeep	
Prof. Devkar Rajesh	
Prof. Siddiqui S. S.	
Prof. Sarpate S. S.	



  
**Director**  
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Joint Secretary

Dr. Anand K. Pathrikar  
Director

### IQAC MEETING

- **Date of Meeting:** 22/11/2022
- **Time of Meeting:** 3:00 pm to 5:30 pm
- **Venue of Meeting:** Director sir's Cabin

#### Agenda of Meeting:

- Overall NAAC preparation status
- Criteria 1 to 7 discussion
- Discussion on pending data

A meeting of IQAC with all the heads of departments and NAAC criteria heads was conducted under the chairmanship of Dr. Anand Pathrikar sir on 22nd November 2022. Following members were present

Name of Participants	Signature
Dr. Anand K. Pathrikar	
Prof. S. P. Paikrao	
Prof. A. S. Wadhawe	
Prof. B. R. Shinde	
Prof. V. K. Pawar	
Prof. Akram Shaikh	
Prof. R. R. Gunjker	
Mr. Vikas Solanke	
Prof. Sayyed Hajiali	
Prof. S. S. Deulkar	
Mr. Chavan Sandeep	
Prof. Devkar Rajesh	
Prof. Siddiqui S. S.	
Prof. Sarpate S. S.	




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## Minutes of Meetings-02

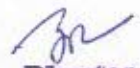
1. **Mr. Devkar Rajesh** Criterion-1 Head from Computer Science and Engineering Department gave the presentation related to Curriculum Aspects he explained about 3 qualitative and 4 quantitative matrices related to this 75% and its associated data has been completed, the data associated with value added courses certificates have been given by the department also the percentage of students who have completed field visit for the last 5 years completed, however data associated with feedback by various stake holders such students, teachers, employers yet to be formulated.
2. Mr. Raju Kulkarni head criterion-2 (Teaching Learning and Evaluation) from Civil Engineering Department explained 3 qualitative and 7 quantitative matrices of criterion-2. The data related to student admission, reserve category admission, student satisfaction survey data has nearly 60% completed. The data to be completed in this process is as follows
  - i. Teacher profile for last 5 years
  - ii. Evaluation process and reforms
  - iii. Student performance
3. Mr. Sarpate S S head criterion 3 (Research, Innovation and Extension) from Mechanical Engineering Department, explained about 3 qualitative and 6 quantitative mattresses associated with criterion for research, innovation and extensions. 50% data completed. 50% remaining data need collection of Student sponsored projects, NSS data and few publications.
4. Mr. Chidrawar Ankush criterion 4 head from Applied Science Department explained the criterion related to infrastructure and learning resources, he explained 3 qualitative and 3 quantitative matrices. The infrastructure shown for AICTE which is to be shown to the NAAC is already been prepared. The data to be collected related to budget and its utilization must be formulated by applying reverse engineering. Library resources and E-journals along with reference books purchased must be added. IT infrastructure with computer network diagram is to be created. Overall preparation is 50%.
5. Mr. Rahul Gunjker head criterion 5 (students support and progression) from Electrical and Electronics Engineering Department, explained one qualitative and 8 quantitative matrices of this criteria. Student support percentage students benefited by scholarship capacity building and skill enhancement initiatives to 50% completed. The redressal mechanism, student placement, student participation in various activities and Alumni engagement data are 60% completed. The data that needs to be completed consists of percentage of students benefited in competitive exams, minutes of meeting of redressal cells, student participation in various activities in last 5 years and Sports and cultural activities.



6. Mr. Shripad Deulkar Criterion-6 head from Mechanical Engineering Department presented characteristics related to Governance, Leadership and Management, he explained 5 qualitative and 4 quantitative matrices related to this criterion. The qualitative matrices needs description about formation of Mission and Vision of Institute, strategy development and deployment, faculty empowerment strategy etc. Quantitative matrices required faculty data related data of FDP, E-governance initiatives and IQAC systems overall completion of data in this criterion is 50%.
7. Mr. Siddiqui S S Criterion-7 head from Mechanical Engineering Department gave the presentation related to Institutional Values and Best practices. He gave explanation about 4 qualitative and 2 quantitative matrices. The data related to best innovative practices is to be discussed in various brain storming session within faculties and to be formulated, similarly after the suggestion from faculties and head of the department. Alternative source of energy solar energy, water conservation, green campus initiative, barrier free environment. He also gave direction to complete green environment audit, energy audit and campus environment promotion activities.

  
IQAC Coordinator



  
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### IQAC MEETING

- **Date of Meeting:** 10/04/2023
- **Time of Meeting:** 3:00 pm to 5:30 pm
- **Venue of Meeting:** Director sir's Cabin

A meeting of IQAC with all the heads of departments and NAAC criteria heads was conducted under the chairmanship of Dr. Anand Pathrikar sir on date 10<sup>th</sup> April 2023, Monday at Director sir's cabin. Following members were present for the meeting.

Name of Participants	Signature
Dr. Anand K. Pathrikar	
Prof. S. P. Paikrao	
Prof. A. S. Wadhawe	
Prof. B. R. Shinde	
Prof. V. K. Pawar	
Prof. Akram Shaikh	
Prof. R. P. Gunjker	
Mr. Vikas Solanke	
Prof. Sayyed Hajiali	
Prof. S. S. Deulkar	
Mr. Chavan Sandeep	
Prof. Devkar Rajesh	
Prof. Siddiqui S. S.	
Prof. Sarpate S. S.	

### Minutes of Meeting

- Development of teaching learning process continuous assessment in semester examination
- Organization of workshop seminar and quality related themes
- Research paper publication of faculties
- Increase MoUs with industry so as students should get in touch with recent trends in Industry.

### Action taken on minutes of meeting

- Development of teaching learning process continue assessment and in semester examination

**Action taken:** The continuous assessment will be done on the basis of students attendance, in semester examination marks, assignment etc and accordingly it is implemented

- Increase the number of workshops/ seminars on quality related themes


**Action taken:** Every department should organize workshops, seminar and development courses on recent trades to enhance the quality of students.

- Research papers publication of faculties

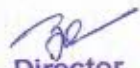
**Action taken:** Every faculty needs to publish minimum one research paper every semester in National /International journal /conferences etc

- Increase MoUs with industry so as students should get in touch with recent trends in Industry.

**Action taken:** Every department intimated to Increase MoUs with Industry.

  
IQAC Coordinator



  
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### IQAC MEETING

- **Date of Meeting:** 16/06/2023
- **Time of Meeting:** 3:00 pm to 5:30 pm
- **Venue of Meeting:** Director sir's Cabin

A meeting of IQAC with all the heads of departments and NAAC criteria heads was conducted under the chairmanship of Dr. Anand Pathrikar sir on date 16<sup>th</sup> June 2023, Friday at Director sir's cabin. Following members were present for the meeting.

Name of Participants	Signature
Dr. Anand K. Pathrikar	
Prof. S. P. Paikrao	
Prof. A. S. Wadhawe	
Prof. B. R. Shinde	
Prof. V. K. Pawar	
Prof. Akram Shaikh	
Prof. R. R. Gunjker	
Mr. Vikas Solanke	
Prof. Sayyed Hajiali	
Prof. S. S. Deulkar	
Mr. Chavan Sandeep	
Prof. Devkar Rajesh	
Prof. Siddiqui S. S.	
Prof. Sarpate S. S.	

### Minutes of Meeting

- Review of various activities for the quality enhancement and teaching learning process
- For curriculum enhancement provide facility for student for field project/ internship
- Provide the guidance for competitive examination and career counseling
- Implementation of various strategies for improving quality of faculties
- Academic monitoring and audit
- Organization of national level technical event Tech-Xclerate 2023



## Action taken on minutes of meeting

1. Review of various activities for quality enhancement and teaching learning process

**Action taken:** Review of activities like academic plan, course file, staff diary, assignments, students projects and seminar, feedback and academic calendar record of activities was done it was decided that these activities should be continued as per the earlier practice.

2. For Curriculum enrichment provide facility to students for field project and internships

**Action taken:** Field projects and internship facility is made available for all students as per curriculum.

3. Provide the guidance for competitive examination and career counseling

**Action taken:** Planning is made for guiding the students appearing for competitive examinations in proper time

4. Implementation of various strategies for improving faculty support and progression


**Action taken:** For improving quality and promoted the faculty Institute supports in various ways example registration of conferences workshops ABP travelling allowance will be given on taking approval

5. Academic monitoring and audit


**Action taken:** External academy audit is made by Dr Babasaheb Ambedkar technological University. As per schedule internal academic audit will be done in even semester.

6. Organization of National level Technical event

**Action taken:** The 11th President of India, Dr APJ Abdul Kalam International Foundation, 92nd Birth Anniversary of Bharat Ratna Dr. APJ Abdul Kalam, Transforming Tomorrow, Tech-Xcelerate 2023 event organized in the month of October 2023.

  
IQAC Coordinator



  
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