



Rayat Shikshan Sanstha's

Karmaveer Bhaurao Patil College of Engineering, Satara

Internal Quality Assurance Cell

Date: 23-11-2019

NOTICE

The meeting of IQAC is scheduled on 26-11-2019 in IQAC office at 12-30 p.m. Agenda for the meeting will be:

- (1) Discussion on NBA of various programs in the Institute.
- (2) Review of Academic activities in first Semester.
- (3) Discussion on AQAR of year 2019-20.
- (4) Discussion on AAA of the Institute.
- (5) Any other issue with the permission of the Chairman.

It is requested to make it possible to attend the meeting.

Coordinator
IQAC

Chairman
IQAC



Rayat Shikshan Sanstha's

Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Minutes of Meeting

Date: 30-11-2019

The meeting of IQAC was held on 26-11-2019 to discuss various issues as per meeting notice dated 23-11-2019.

Following members were present for the meeting:

- 1) Dr. Attar A. C.
- 2) Prof. Bonde S. D.
- 3) Mr. Survase G. K.
- 4) Prof. Degaonkar A. B.
- 5) Prof. Mane S. V.
- 6) Mr. Agate P. V.
- 7) Mr. Rangole Harshal
- 8) Ms. Mhetras Mrunal
- 9) Mr. Ballal Shubham
- 10) Dr. Godbole B. B.
- 11) Prof. Patil N. K.
- 12) Prof. Ghatge D. D.
- 13) Prof. Shinde M. Y.

Dr. Aldar D. S. had communicated his inability to remain present for meeting.

The meeting started with the welcome by the coordinator. Then coordinator stated the agenda of the meeting. The following issues were discussed in the meeting:

1. To confirm the minutes of earlier meeting:

The minutes of earlier meeting were read by the coordinator and confirmed by the members.

2. To Finalise the Vision & Mission statements of institute & Also discussion on various NBA programs:

We discussed and finalized the Vision & Mission statements of institute as per the suggestion of NAAC committee. Also decided to start the preparation of NBA, for that it is necessary to train the teachers by conducting the FDP on outcome based education and NBA.

3. To take review of academic activities in first semester:

It is decided that the Dean (Academics) will conduct meeting of HODs and submit a report of academic monitoring in first semester.



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4. To discuss on preparation of AQAR of year 2019-20:

It is decided that IQAC Coordinator will conduct a meeting of HODs to discuss the requirements of AQAR.

5. To discuss on preparation of AAA:

It is decided that the Dean (Academics) will look after this activity with support of the Registrar of the institution.

6. With the permission of the chairman, following issues were discussed:

- Mr. Agate P. V. (Representative of Society) suggested that the Award be initiated at Institute level for Best Outgoing Student.
- Ms. Mhetras Mrunal (students representative) suggested that Project Expo be organised on regular basis. She also opined that PBL (Project based learning) activity be implemented effectively.
- Mr. Ballal Shubham suggested that more number of workshops be organised for students.
- Prof. Ghatge D. D. suggested that interdisciplinary projects can be started.

The meeting concluded with vote of thanks by the coordinator.


IQAC Coordinator

Copy to:

Registrar

All HODs



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Action Taken Report

The IQAC meeting was held on 26-11-2019; following are the points discussed and Action taken accordingly:

Agenda 1: To confirm the minutes of earlier meeting:

Action taken: The minutes are finalized and all members confirmed the minutes.

Agenda 2: To discuss on NBA of various programs:

Resolution :- It is decided to conduct one week faculty Development Program on process of NBA.

Action taken:- One week training program for faculty is conducted on NBA process from 10-2-2020 to 14-2-2020.

Agenda 3: To take review of academic activities in first semester:

Resolution:- Dean (Academics) will submit a report of academic monitoring in first semester.

Action taken:- Report is submitted by Dean Academics.

Agenda 4: To discuss on preparation of AQAR of year 2019-20:

Resolution: IQAC Coordinator will conduct a meeting of HODs to discuss the requirements of AQAR.

Action taken: IQAC Coordinator conducted a meeting of HODs on 3-12-2019 and discussed the requirements of AQAR.

Agenda 5: To discuss on preparation of AAA:

Resolution:- Dean (Academics) will look after this activity with support of the Registrar of the institution.

Action taken: Dean (Academics) with support of the Registrar prepared for AAA.



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Agenda 6: To discuss on issues with permission of Chairman:

Mr. Agate P. V. (Representative of Society Category) suggested that the Award be initiated at Institute level for Best Outgoing Student.

Action taken:- Awards are initiated for students with outstanding achievements including award for Best Outgoing Student.


IQAC Coordinator



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Present for meeting on 26-11-2019:

Name	Category / Designation	Sign
Prof. Dr. Attar A. C.	Chairman	
Prof. Dr. Sawant Vijaysinh S.	Management Representative	
Prof. Bonde Sanjiv D.	Coordinator	
Mr. Survase Ganesh K.	Office Admn., Member	
Prof. Dr. Aldar Dilip S.	Teacher Member	
Prof. Degaonkar Arun B.	Teacher Member	
Prof. Mane Sunita V.	Teacher Member	
Prof. Malvade Niket V.	Teacher Member	
Mr. Chopra Rajesh Y.	Industry Member	
Mr. Shinde Sachin Y.	Alumni Member	
Mr. Agate Pradyumna V.	Society Member	
Mr. Rangole Harshal	Parent Member	
Mrs. Pujari Rakhi	Parent Member	
Ms. Mhetras Mrunal	Student Member	
Mr. Ballal Shubham	Student Member	
Prof. Dr. Godbole B.B.	Dean Acad. (Invitee)	
HOD (Civil)	Invitee	
HOD (Comp. Sc. Engg)	Invitee	
HOD (Electronics)	Invitee	
HOD (Mechanical)	Invitee	



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Date: 2-3-2020

NOTICE

The meeting of IQAC is scheduled on 9-3-2020 at 3-30 p.m. Agenda for the meeting will be:

1. Confirmation of the minutes of earlier meeting
2. Discussion on preparation of online teaching-learning.
3. Discussion on organizing Workshops, Conference, etc.
4. Discussion on Modified Vision, Mission of the Institute.
5. Any other issue with permission by Chairman, IQAC.

It is requested to make it convenient to attend the meeting.

Coordinator, IQAC



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Date: 11-3-2020

Minutes of Meeting

The meeting of IQAC was held on 9-3-2020 to discuss various issues as per meeting notice dated 2-3-2020.

Following members were present for the meeting:

- 1) Dr. Attar A. C.
- 2) Prof. Bonde S. D.
- 3) Mr. Survase G. K.
- 4) Dr. Aldar D. S.
- 5) Prof. Degaonkar A. B.
- 6) Prof. Mane S. V.
- 7) Prof. Malvade N. V.
- 8) Ms. Mhetras Mrunal
- 9) Mr. Ballal Shubham
- 10) Dr. Godbole B. B.

The meeting started with the welcome by the Coordinator. Then coordinator stated the agenda of the meeting. The following issues were discussed in the meeting:

(1) To confirm the minutes of earlier meeting:

The minutes of earlier meeting were read by the coordinator and confirmed by the members.

(2) To discuss on preparation of online teaching-learning:

It is decided that faculty will use online media like Google Classroom and other tools for teaching and assessment work.

(3) To discuss on organizing Workshops, Conference:

It is decided that workshops, webinars and conference, online quizzes will be organized.



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(4) To discuss on modification of Vision, Mission of the Institute:

The modified Vision and Mission of the institute discussed. It is decided to modify the Vision and Mission of all the departments in align with Institute Vision and Mission.

The meeting concluded with vote of thanks by the Coordinator.



IQAC Coordinator

Copy to:

Registrar

All HODs



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Action Taken Report

The IQAC meeting was held on 9-3-2020; following are the points discussed and Action taken accordingly:

Agenda 1: To confirm the minutes of earlier meeting:

Action taken: The minutes are finalized and all members confirmed the minutes.

Agenda 2: To discuss on preparation of online teaching-learning:

Action taken:- Faculty used different online media like NPTEL, Google Classroom for online teaching and learning.

Agenda 3: To discuss on organizing Workshops, Conference:

Action taken:- Faculty organized Workshops, Conferences, Webinars on various topics.

Agenda 4: To discuss on modified of Vision, Mission of the Institute:

Action taken:- All the departments modified Vision, Mission of the department in align with the Institute.

Coordinator, IQAC



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Present for meeting on 9-3-2020:

Name	Designation	Sign
Dr. Attar A. C.	Chairman	
Dr. Sawant Vijaysinh S.	Management Representative	
Prof. Bonde Sanjiv D.	Coordinator	
Mr. Survase Ganesh K.	Office Administration	
Prof. Dr. Aldar Dilip S.	Teacher	
Prof. Degaonkar Arun B.	Teacher	
Prof. Mane Sunita V.	Teacher	
Prof. Malvade Niket V.	Teacher	
Prof. Desai Anuja S.	Teacher	
Mr. Chopra Rajesh Y.	Industry	
Mr. Shinde Sachin Y.	Alumni	
Mr. Agate Pradyumna V.	Society	
Mr. Rangole Harshal	Parent	
Mrs. Pujari Rakhi	Parent	
Ms. Mhetras Mrunal	Student	
Mr. Ballal Shubham	Student	
Dr. Godbole B. B.	Invitee	



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell


Date: 23-6-2020

NOTICE

The meeting of IQAC is scheduled on 29-6-2020 at 11-00 a.m. Agenda for the meeting will be:

1. Confirmation of the minutes of previous meeting
2. Discussion on progress of preparation for NBA of all the programs in institute.
3. Discussion on Self-Appraisal of faculty and staff.
4. Discussion on Feedback system
5. Discussion on ERP software for institute.
6. Review of students internship, training and placement activities.
7. Discussion on effective use of LMS (Moodle /Piazza/Google classroom)
8. Discussion on Academic and administrative plans, TPO plans for A.Y. 2020-21;
Discussion on Role and Responsibilities of Dean Academics and Dean Students Development.
9. Discussion on preparation of digital content
10. Formation of Statutory Committees for A.Y. 2020-21
11. Discussion on Campus Cleanliness and isolation in the Pandemic situation.
12. Any other issue with permission by Chairman, IQAC.

It is requested to make it possible to attend the meeting.


Coordinator, IQAC


Chairman, IQAC



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Karmaveer Bhaurao Patil College of Engineering, Satara

Internal Quality Assurance Cell

Received notice of IQAC meeting to be held on 29-6-2020:

Name	Designation	Sign
Prof. Bonde Sanjiv D.	Coordinator	
Mr. Survase Ganesh K.	Office Administration	
Prof. Dr. Aldar Dilip S.	Teacher	
Prof. Degaonkar Arun B.	Teacher	
Prof. Mane Sunita V.	Teacher	
Prof. Malvade Niket V.	Teacher	
Prof. Desai Anuja S.	Teacher	
Mr. Chopra Rajesh Y.	Industry	
Mr. Shinde Sachin Y	Alumni	
Mr. Agate Pradyumna V.	Society	
Mr. Rangole Harshal	Parent	
Mrs. Pujari Rakhi	Parent	
Ms. Mhetras Mrunal	Student	
Mr. Ballal Shubham	Student	
Prof. Dr. Godbole B. B.	Invitee	
Prof. Dr. Sayyad S. G.	Invitee	
Prof. Rathod M. N.	Invitee	



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Date: 30-6-2020

Minutes of Meeting

The meeting of IQAC was held on 29-6-2020 to discuss various issues as per meeting notice dated 23-6-2020.

Following members and invitees were present for the meeting:

13. Dr. Attar A. C.
14. Prof. Bonde S. D.
15. Mr. Survase G. K.
16. Prof. Degaonkar A. B.
17. Prof. Mane S. V.
18. Dr. Aldar D. S.
19. Mr. Agate P. V.
20. Dr. Godbole B. B.
21. Dr. Sayyad S. G.
22. Prof. Rathod M. N.

Mr. Chopra Rajesh Y. and Mr. Rangole Harshal had communicated their inability to remain present for meeting.

The meeting started with the welcome by the Coordinator. Then coordinator stated the agenda of the meeting. The following issues were discussed in the meeting:

(1) To confirm the minutes of earlier meeting:

The minutes of earlier meeting were read by the coordinator and confirmed by the members.

(2) To discuss on progress of preparation for NBA of various programs:

Dr. Godbole B. B. (Dean Academics) provided information about Margadarshak recently assigned by AICTE to our institute. Dr. Aldar D. S. suggested that the mechanism should be defined for NBA activity.

It is decided that a committee of following members be formed which will work for defining mechanism, formats and list of documents required for preparation for NBA of various programs. This committee will coordinate NBA related activities of different Programs in the institute and take follow-up for preparation for NBA. Also, this committee will coordinate the activity of filling and submitting AQAR of institute to NAAC. For this,



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deciding necessary documents from the concerned and data collection from various Departments will be done by the committee. The committee is as follows:

1. *Dr. Godbole B. B. (Chairman)*
2. *Dr. Sayyad S. G. (Member)*
3. *Prof. Mane S. V. (Member)*
4. *Prof. Bonde S. D. (Member)*

(3) To discuss on Self-Appraisal of faculty and staff:

It is decided that guidelines and format of DBATU will be used for Self-Appraisal of faculty and staff for A. Y. 2020-21. A committee will be formed to coordinate this activity.

(4) To discuss on system of stakeholders' feedback on academic issues and other facilities:

It is decided that online system be used for getting feedback of stakeholders, especially students, on curricular and other aspects.

Principal and Chairman of IQAC Dr. Attar A.C. suggested that online feedback mechanism for all stakeholders should be designed.

It is discussed that feedback system should be transparent and students should be able to provide feedback on academic environment without any interference or fear from anybody.

(5) To discuss on ERP software for institute:

Mr. Survase G. K. (registrar) gave presentation on advanced ERP software and the different modules available in the ERP for different sections of the office and the departments. Considering the utilities, it is decided to use it from academic year 2020-21.

(6) To discuss on internship, training and placement activities:

It is discussed that internship of students is going on presently on 'online mode'. The chairman suggested that this issue can be discussed further in meeting with HODs.

(7) To discuss on effective use of LMS:

It is discussed that faculty should use various tools for teaching-learning effectively. Use of ERP will be beneficial in this respect.

(8) To discuss on Academic and Administrative Plans and Plan for Training and Placement activities:



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- It is decided that for A. Y. 2020-21, the Academic Plan will be prepared by Dean (Academics), Administrative Plan by the Registrar and TPO will prepare plan for Training & Placement activities.
- Dr. Aldar D. S. suggested that after preparation of Time-Table, the online lectures can be started from 15 July. The online meeting may be conducted with parents while preparing this Time-table to know convenience of their wards. To enhance the quality, he suggested that each faculty should present on some topic before other faculty of the department.
- Prof. Mane S. V. suggested that effective use of Classroom Assessment Tools be done during the class.
- The chairman suggested that in every semester one FDP for faculty for training about innovative teaching tools / techniques should be organized to enhance the quality. He also suggested that Lab Inspection Committee (LIC) be formed at Department level to verify the compliance regarding equipment, calibration of equipment, etc. This Lab Inspection Committee (LIC) will give report to Dean (Academics) for further improvement.

(9) To discuss on preparation of digital content:

It is discussed that faculty will prepare the teaching-learning material in digital form and HOD and Dean (Academics) will take review of that.

(10) To discuss on formation of Statutory Committees for A.Y. 2020-21:

The principal informed that the formation of various committees for A. Y. 2020-21 is in progress and will be complete soon.

(11) To discuss on campus cleanliness and isolation in the Pandemic situation:

- Dr. Aldar D. S. raised this issue and said that in view of the pandemic situation due to COVID-19 we have to take special care about cleanliness and sanitization and other necessary precautions in the campus.
- Mr. Agate P. V. suggested that along with common precautions, every individual have to take care and follow the prevailing norms and guidelines.
- Mr. Survase G. K. (Registrar) assured that all the necessary care is being taken in this respect to keep the campus safe.

Meeting concluded with vote of thanks by the Coordinator of IQAC.

(Prof. Bonde S. D.)
Coordinator, IQAC

Copy to:

Registrar, All HODs



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Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Action Taken Report

The IQAC meeting was held on 29-6-2020; following are the points discussed and Action taken accordingly:

Agenda 1: To confirm the minutes of earlier meeting:

Action taken: The minutes are finalized and all members confirmed the minutes.

Agenda 2: To discuss on progress of preparation for NBA of various programs:

Action taken: Under the guidance of Margadarshak (assigned by AICTE) process of preparation for NBA is initiated.

Agenda 3: To discuss on Self-Appraisal of faculty and staff:

Action taken: Committee is formed for verification of Self-Appraisal of faculty and staff and the committee has initiated / completed its task.

Agenda 4: To discuss on system of stakeholders' feedback on academic issues and other facilities:

Action taken: Online feedback mechanism for students /all stakeholders is designed.

Agenda 5: To discuss on ERP software for institute:

Action taken: ERP is used in the institute for academic evaluation purpose.

Agenda 6: To discuss on internship, training and placement activities:

Action taken: The issues of internship and training are further discussed and executed on online mode (due to COVID 19 pandemic restrictions).

Agenda 7: To discuss on effective use of LMS:

Action taken: Teachers are using various ICT tools in teaching – learning process effectively including Assessment and Evaluation of students.



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Agenda 8: To discuss on Academic and Administrative Plans and Plan for Training and Placement activities:

Action taken: Plans are prepared for academic activities and for Training & Placement activities.

Agenda 9: To discuss on preparation of digital content:

Action taken: Teachers are preparing Class Notes, Presentations, Quizzes in digital form and are using for online teaching.

Agenda 10: To discuss on formation of Statutory Committees for A.Y. 2020-21:

Action taken: Statutory Committees are formed.

Agenda 11: To discuss on campus cleanliness and isolation in the Pandemic situation:

Action taken: In view of the COVID 19 Pandemic situation due care is taken regarding social distancing and sanitization.


Coordinator, IQAC



Rayat Shikshan Sanstha's

Karmaveer Bhaurao Patil College of Engineering, Satara

Internal Quality Assurance Cell

Present for meeting on 29-6-2020:

Sr. No.	Name	Sign
1	Dr. Attar A.C.	
2	Prof. Bhande S.D.	
3	Dr. Godbole B.B.	
4	Wagankar A-D	
5	Dr. Shabina Saayad	
6	Agate Pradyumna Vijay	
7	Mrs. Mane S.V.	
8	Dr. Aldas D.S	
9	Mr. G. K. Suravase	
10	Malvade N.V.	
11	Mr. Manoj N. Rathod	
12		