

St. Vincent Pallotti College of Engineering & Technology, Nagpur

Internal Quality Assurance Cell (IQAC)

Minutes of the First Meeting of Internal Quality Assurance Cell (IQAC) held in the Conference Room on 10th July, 2018 at 2.00 pm.

The following members were present:

- 1) Dr. Fr. Paul Chandrankunnel - Director
- 2) Fr. Anto Thomas Mullanal - Asst. Director
- 3) Fr. Siju Jose - Financial Administrator
- 4) Prof. R. B. Gowardhan -Vice Principal
- 5) Dr. Jyoti Rothe -Co-ordinator, IQAC & NAAC
- 6) Dr. Pramod Lanjewar - HOD , ME
- 7) Dr. Vivek Kute - HOD, CE
- 8) Dr. Ashutosh Werulkar - HOD, ETC
- 9) Dr. Nitin Dhote - HOD, EE
- 10) Prof. Manoj Bramhe - HOD, IT
- 11) Dr. Kirti Sahu - 1st Year Incharge
- 12) Prof. Mohan Borikar - Head, Admin
- 13) Prof. Anil Pachchhao -Co-ordinator, Faculty Development Program
- 14) Prof. Manish Kapse -Co-ordinator, Center of Excellence
- 15) Dr. D. J. Tidke - Academic Expert
- 16) Prof. Hemant Diddee - Employer
- 17) Mr. Sandeep Darvekar - Industry Expert
- 18) Mr. T. D. Mukharjee - Parent Representative
- 19) Prof. R. V. Chouguley - Member from Local Society

The following Members could not attend the meeting:

- 20) Fr. Dantees Thomas - Head HR
- 21) Dr. Surendra V. Gole - Principal
- 22) Prof. Ashish Lawrence - Head T&P
- 23) Mr. Ankur Deshmukh - Alumni Representative
- 24) Mr. Nikhil Khuje - Student Representative

Agenda:

1. Welcome to members
2. Information about new norms
3. Information about NAAC processes
4. Review of work done
5. External Audit by outside experts
6. Institute & Academic Calendar
7. MIS, Quality Checks & Balances
8. Quality Initiatives
9. Any other point with permission of the chair

The items in agenda were taken for discussion:

1. The meeting started with a formal introduction of all members by Prof. R. B. Gowardhan.
2. Director Fr. Paul welcomed all members. He said that, IQAC being the think tank which is responsible for taking decisions related to institute, should work for quality enhancement at every level of faculty & students and ensure that they are successful in the field they opt for.
3. Dr. Jyoti Rothe, IQAC Coordinator gave a brief presentation on the new norms & guidelines of the IQAC and its role in an Institute. She clarified that the Cell is formed as per the UGC regulation and it is also prescribed by the NAAC. She also gave background of the formation of the Cell, its functioning and the other aspects. She reiterated that major aim of the Cell is to channelize all efforts and measures of the institution towards promoting its holistic & academic excellence in a healthy environment. She also briefed about the work done by the Institute NAAC committee.
4. Prof. Gowardhan explained about the academic audit process which was carried out in the institute. He also expressed that Internship & Research areas can be taken as thrust areas.
5. Dr. Rothe elaborated on Academic & Institute Calendar for the session 2018-19.
6. Dr. Lanjewar briefed about the activities carried out by QAC of the institution.
7. Dr. Kute shared about the existing MIS and also the future plan to upgrade it. He also shared a draft copy of R&D policy for 2018-19 of the institute.
8. Talking about Quality Initiatives, Dr. Tidke stressed on the effectiveness of the system, which ensures the quality of the processes. He suggested that faculty must go out of the classroom and hook up with the faculty of other institutions through STTPs/ FDPs & conferences and focus on the self-development, which helps to develop the students.
9. Prof. Diddee said that focus should be on Research & Consultancy which boosts the image of the college. He also suggested to enhance the extracurricular activities in the institute.
10. Mr. Darvekar stressed on training & coaching which is essential as far as student's excellence is concerned.
11. Mr. Mukharjee said that more emphasis can be placed on practical conduction.

12. Mr. Chouguley appreciated the mentoring system of the institute and urged to go for a small consultancy to have social interaction with the society.
13. Fr. Anto shared about the process of MOU with foreign universities. Fourteen students accompanied by the Director & two faculty members are doing their internship on AI at Harrisburg University.
14. Director Fr. Paul concluded the discussion with his remarks.
15. The meeting ended with a formal vote of thanks proposed by IQAC Coordinator, Dr. J. P. Rothe.



Director



IQAC Coordinator