



Internal Quality Assurance Cell (IQAC)
(AY: 2023-24)

Minutes of 1st IQAC Meeting

Date: 24/07/23

Venue: Conference Room

Present Members:

1. Dr. C. M. Jadhao, Principal, MGI-COET Chairperson and Head of the Institution.
2. Mr. Pandurangdada P. Patil, Management Representative.
3. Mr. S. S. Badhe, Registrar, MGI-COET Administrative Officers.
4. Mr. T. S. Badhe, T & P Officer, MGI-COET Administrative Officers.
5. Dr. M. A. Beg, HOD, Electrical Engineering Member.
6. Prof. S. S. Mhaske, HOD, Electronics & Tele. Engineering Member.
7. Prof. A. S. Kakad, HOD, Computer Science & Engineering Member.
8. Prof. P. B. Borakhede, HOD, Applied Sc. & Humanities Member.
9. Dr. M. S. Khedkar, HOD, Civil Engineering Member.
10. Smt. M. V. Patil, Principal, Mauli School of Scholars, Shegaon Member from Local Society.
11. Abhay Varma, Student Member, Electrical (Electronics and Power) Engg.
12. Neha Thakare, Student Member, Computer Science and Engineering
13. Prof. P. S. Dorale, Alumni Member. .
14. Shri. Vasantrao Wakte, Wadegaon Parent- Stakeholder Member.
15. Dr. P. M. Ardhapurkar HOD, Mechanical Engineering and IQAC Coordinator.

The following member was absent in the meeting.

1. Mr. Chandrakant Saoji MIDC, Khamgaon Industrialist Member.

Agenda:

1. Approval of minutes of the 29th IQAC meeting held on 11/04/2023.
2. Presentations on Feedback Analysis for even semester 2022-23 and Actions Taken.
3. Introduction/Continuation of Value added courses for the academic year 2023-24.
4. Academic Review & Planning.
5. IQAC Initiatives:
 - a. Participation of students in SWAYAM/NPTEL courses.
 - b. Programme on Ethics & Value education.
 - c. Preparation of NAAC 2nd Cycle.
 - d. Green initiatives and Waste Management.
 - e. Organizing Internal Smart India Hackathon competition.
6. Annual Report on Campus placement and T & P Activities.
7. Nomination of parent's stakeholder in IQAC.
8. ED Cell activities: Business Idea Competition.
9. Organizing FDP for teachers and Skill enhancement programme for staff.
10. Organizing sponsored International Tour for students.
11. Conduction of Gender Audit and awareness programme for 2023-24.
12. Any other point with the permission of chair.



Resolutions:

Dr. P. M. Ardhapurkar, IQAC Coordinator, welcomed all the members to the meeting.

1. The minutes of the previous meeting held on April 11, 2023, were confirmed. The IQAC coordinator presented the action-taken report.
2. Dr. P. M. Ardhapurkar, IQAC coordinator, presented the analysis of feedback obtained from all the stakeholders and the student satisfaction survey and action taken report for the even semester 2022–23.
3. All HODs briefly described the value-added courses offered by the departments in the academic year 2022–23. It was decided to start new value added course in the Mechanical Engineering and Civil Engineering and continue the same value-added courses for Electrical Engineering, Computer Science & Engineering and Electronics and Telecommunication Engineering in the academic year 2023–24.
4. Prof. A. S. Kakad, Academic Coordinator, presented the Academic Review for the year 2022–23. A brief discussion was held on the planning for the academic year 2023–24. The academic calendar was updated during the meeting on the basis of a tentative schedule of examinations obtained from the university.
5. IQAC Initiatives:
 - a) Participation of students in SWAYAM/NPTEL courses.

The IQAC Coordinator suggested motivating the students by providing bus facilities to attend NPTEL examinations and felicitating the passed students in such courses in the annual program of the institute. Also, incentives in the internal assessment would be given to these students.

It was decided to inform the students, in advance about these initiatives to increase participation in NPTEL and SWAYAM courses.

Dr. C. M. Jadhao, Principal, instructed the HOD's to increase the participation of students in SWAYAM and NPTEL courses by assigning an active departmental-level coordinator.
 - b) Program on Ethics and Value Education.

Dr. P. M. Ardhapurkar elaborated on the importance of ethics and value education for the better future of students, and it was decided with the permission of Dr. C. M. Jadhao to conduct the program related to ethics and value education under IQAC.
 - c) Preparation of NAAC 2nd Cycle.

Dr. P. M. Ardhapurkar discussed the validity of the NAAC grade obtained in the first cycle, the procedure, and other details related to the NAAC 2nd cycle. Dr. C. M. Jadhao instructed to immediately start the preparation for the second cycle.
 - d) Green initiatives and waste management.

Dr. P. M. Ardhapurkar highlighted the need for green initiatives and waste management and suggested upgrading the same in the institute, which was agreed upon by all the members.
 - e) Organizing an internal Smart India hackathon competition.

Dr. P. M. Ardhapurkar discussed the need to organize the Smart India Hackathon competition and its outcomes. With the permission of Dr. C. M. Jadhao, it was



decided to organize an internal Smart India Hackathon competition and also motivate the students to participate in the Smart India Hackathon 2023.

6. Mr. T. S. Badhe, T & P Officer, and team presented the annual report on off-campus / in-campus placement drives and T & P activities conducted during the academic year 2022–23. A discussion was held on the planning for the academic year 2023–24.
7. Shri. Vasantao Wakte was nominated as an IQAC member in the category of parent-stakeholder in place of Shri. S. D. Marode. All the IQAC members welcomed Shri. Vasantao Wakte.
8. Dr. C. M. Jadhao emphasized on the student motivation to become an entrepreneur and the need to make students familiar with the concept of a startup. He suggested conducting activities that will establish the entrepreneurship culture in the students.
9. Dr. P. M. Ardhapurkar discussed the need for up gradation of knowledge among teaching and non-teaching staff and decided to organize faculty development program for teachers and a skill enhancement program for non-teaching staff.
10. The Principal asked all the HODs to identify the students for sponsoring international tours as per the guidelines of the institute, which instructed them to organize sponsored international tour for students. It was decided that the IQAC Coordinator will evaluate and finalize the list of all the students, and the T&P department will make all necessary arrangements for the tour.
11. The Principal asked the women empowerment cell to submit the action plan for conducting gender audit and gender awareness programs during the academic year 2023–24.

The IQAC coordinator concluded the meeting and proposed a vote of thanks.



IQAC Coordinator
Dr. P. M. Ardhapurkar
Professor and HOD
Mechanical Engineering Department



Chairperson
Dr. C. M. Jadhao
Principal
MGI-COET, Shegaon
PRINCIPAL

Mauli Group of Institutions
College of Engineering &
Technology, Shegaon





Internal Quality Assurance Cell (IQAC)


Action taken report of 1st IQAC Meeting held on 24/07/2023

Date: 01/11/2023


S. No.	Meeting Agenda	Action Taken
1.	Approval of minutes of the 29 th IQAC meeting held on 11/04/2023.	Minutes of the 29 th IQAC meeting held on 11/04/2023 was approved.
2.	Presentations on Feedback Analysis for even semester 2022-23 and Actions Taken.	Corrective actions according to feedbacks obtained from the stakeholders are initiated by the respective departments.
3.	Introduction/Continuation of Value added courses for academic year 2023-24.	Three departments have continued earlier value added courses while two departments started the new courses for A.Y. 2023-24.
4.	Academic Review & Planning.	The academic calendar was updated as per the discussion held in the meeting and it is circulated among all.
5.	IQAC Initiatives: a. Participation of students in SWAYAM /NPTEL courses. b. Programme on Ethics & Value education. c. Preparation of NAAC 2 nd Cycle. d. Green initiatives and Waste Management.	<p>Assigned a departmental-level NPTEL coordinator. Students were informed about incentives to be offered in their internal assessment.</p> <p>A seminar on Ethics and Value Education was organized on August 11, 2023.</p> <p>Criteria-wise coordinators were assigned for the preparation of the NAAC 2nd cycle. Meeting was conducted on August 2, 2023 for the preparation of NAAC.</p> <p>The Green Club was organized under Prof. A. Wadekar and the Civil Department to initiate and monitor green initiatives and waste management. The circular on green initiatives and waste management was circulated on September 4, 2023.</p>



	e. Organizing Internal Smart India Hackathon competition.	Dr. C. M. Jadhao assigned the responsibility to organize the Smart India Hackathon to Dr. Rahul Ingle. Internal Smart India Hackathon was organized on September 18, 2023.
6.	Annual Report on Campus placement and T & P Activities.	Action plan for the training and placement activities to be conducted during 2023-24 is prepared by T & P department.
7.	Nomination of parent's stakeholder in IQAC.	Shri. Vasantao Wakte was nominated on IQAC as a member from session 2023-24.
8.	ED Cell activities: Business Idea Competition.	A Business Idea Competition was held on August 9, 2023 by ED Cell.
9.	Organizing faculty development programme for teachers and Skill enhancement programme for non-teaching staff.	STTP on "How to Analyze and Write Quality Research Paper" was organized from October 3, 2023, to October 7, 2023. Skill Enhancement Program was organized for non-teaching staff from September 25, 2023, to October 10, 2023.
10.	Organizing sponsored International Tour for students.	An international tour was arranged for Dubai from October 26 to October 30, 2023.
11.	Conduction of Gender Audit and awareness programme for 2023-24.	Gender audit for students was conducted on 28/10/2023. On September 11, 2023, awareness progress regarding anti-ragging and protection of women from harassment was arranged by Women Empowerment Cell of the institute.


IQAC Coordinator
 Dr. P. M. Ardhapurkar
 Professor and HOD
 Mechanical Engineering Department




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