



"Shri Gajanan Maharaj Prasanna"  
**P. R. Pote Patil Edu. & Welf. Trust's, Group of Institutions,  
College of Engineering & Management, Amravati**

Pote Estate, Pote Patil Road, Kathora, Amravati. (Maharashtra)

0721-2530342, 44, 2530089 Fax No.: 0721- 2530341 Email: prpotepatilcollege@gmail.com, website: www.prpatilcollege.org

(Recognized by AICTE, New Delhi & Affiliated to SGBAU, Amravati)

Ref.: PRPCOEM/

Date:

**IQAC Cell**

**Minutes of Meeting Summary (MoM No 02)**

<b>Meeting attended by:</b>	Dr. Mrs. S. D. Wakde, Principal, Dr. Mahendra Dhore, Management Representative, Dr. D. G. Wakde, Director, Shri Shrikant Borole, Alumni Representative, Shri Sanjay Jadhao, Jadhao Group of Industries, Prof. Mohammad. Zuhair, Vice, Principal & HOD, CE, Deptt., Dr. Sandeep. G. Fale, HOD, ME Deptt., Prof. Mayur Burange, Incharge HOD, CSE, Deptt., Prof. Rahul D. Ghongade, HOD, EXTC, Deptt. Prof. A. A. Ghute, HOD, EE Deptt., Prof. Prashant Thombare, T & P Officer, Dr. A. D. Bhoyar, Coordinator, First Year, Prof. S. R. Shah, HOD, MBA Deptt., Dr. Chitra. A. Dhawale, HOD, MCA Deptt., Mr. Rajiv Rajas, P.A to the Principal, Mr. Kishore Deshmukh, Administrative officer, Mr. Niraj P. Bherde, Accountant
<b>Date:</b>	07/12/2015
<b>Time:</b>	12.00 Noon
<b>Agenda Topic #1:</b>	To confirm the minutes of last meeting
<b>Notes &amp; Action Items:</b>	<ul style="list-style-type: none"><li>The minutes of last meeting held on dated 09/07/2015 were confirmed in this meeting.</li></ul>
<b>Agenda Topic #2:</b>	Reconstitution and welcome of newly admitted IQAC committee
<b>Notes &amp; Action Items:</b>	<ul style="list-style-type: none"><li>H'ble Chairman of IQAC proposed reconstituted IQAC committee. New added members were welcomed by committee members. Dr. S. B. Warkad is now acting as a coordinator of IQAC committee.</li></ul>
<b>Agenda Topic #3:</b>	Review of NAAC requirements and Documentation
<b>Notes &amp; Action Items:</b>	<ul style="list-style-type: none"><li>Review of NAAC requirements and status of document completion were reviewed by committee members. Members who are also acting as head of departments discussed the requirements related to NAAC in their department.</li></ul>
<b>Agenda Topic #4:</b>	Review of University Results
<b>Notes &amp; Action Items:</b>	<ul style="list-style-type: none"><li>The university results of EVEN semester winter 2015 of all departments were reviewed. The committee members suggested course of actions to further improve results. Week results in few subjects are identified. H'ble Chairman asked HOD members to prepare action plan.</li></ul>
<b>Agenda Topic #5:</b>	Review of Student Feedback and Action plan
<b>Notes &amp; Action Items:</b>	<ul style="list-style-type: none"><li>The student feedback about subject, faculty and Institute were reviewed and discussed by committee members. Faculty Feedback less than 60% were identified. H'ble chairman asked HOD members to devise action plan to improve subject feedback. The Institute level feedback is communicated to Management.</li></ul>
<b>Agenda Topic #6:</b>	Monitoring and review of Teaching Learning Process
<b>Notes &amp; Action Items:</b>	<ul style="list-style-type: none"><li>The existing Teaching and Learning process is reviewed. Members suggested new methods to adopt like use of modern teaching aids, preparation of course plan by faculty, Library enrichment</li></ul>

etc. H'ble Chairman suggested to continuously monitoring TL process to enhance student performance.

**Agenda Topic #7: Review of Techelons-2016**

**Notes & Action Items:**


- Discussion was held to plan Annual technical event "Techelons-2015" for all students in the campus.
- Techelons coordinator was directed to prepare brief plan, events, and activities under it.

**Agenda Topic #8: Any other item with the permission of Chair**

**Notes & Action Items:**

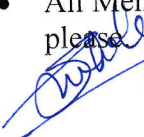
- No other point discussed in the meeting. The meeting was ended with the reconfirmation of all above notes & Action items. At the end Coordinator, IQAC proposed a vote of thanks to the chair and the participants.

Dated: 07-12-2015

  
(Dr. S. B. Warkad)  
Coordinator, IQAC


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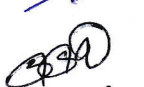
- All Members (External & Internal) of IQAC PRPCOEM for information and necessary action please


 Chairman, IQAC  
P.R. Pote (Patil) C.O.E & M  
Amravati


 C.M.S. Burange, CSE

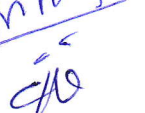
 (R.D. Ghongade, ExTc)

 (Dr. S. S. Fale, Mech. Engg)

 (A.A. Ghute, Elec. Engg)

 (Dr. A.D. Bhoyas F.E)

 C.S.R. Shah

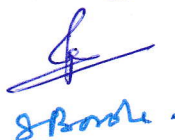
 (C.A. Dhawale)

 Kishor B. Deshpande

 R. R. Rajas

 Student Body

 M. Kulkarni

 S. B. Warkad.

 J. H. Jadhav