



"Shri Gajanan Maharaj Prasanna"

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

Institute Code : 1107



(Recognized by AICTE, New Delhi, Approved by Govt. of Maharashtra & Affiliated to SGBAU, Amravati)

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IQAC Cell

Minutes of Meeting

Date & Time of Meeting: 16/08/2021 at 11:00 AM.

Meeting Resolution:

Agenda Item	Resolution & Action Taken
Agenda Item -00 Minutes of Last Meeting	IQAC Coordinator read minutes of last minutes of meeting.
Agenda Item -01 Academic performance of previous semester	HODs of various departments were presented student's Academic performance of Even Semester for the session 2021-2022. University performance of students found satisfactory.
Agenda Item-02 First year Student Induction Program	IQAC discussed planning for First year Student Induction Program. Prof. H. S. Kulat, HOD, First year Department presented Roadmap for Induction Program after completion of Admission. IQAC suggested to include Universal Human values (UHV), bridge courses to be included in the Induction program. IQAC also asked faculty to register and undergo UHV Induction programme conducted by AICTE.
Agenda Item-03 Review of online classes, use of ICT tools and e-content development	Dean Academics presented report on online classes, use of ICT tools and e-content developed by the faculty. IQAC asked HODs and Dean (Academics) to cover all ICT tools as it mentioned in Institute's ICT policy. IQAC also asked to Head of Departments to motivate students and faculty for Swayam/NPTEL courses, Virtual Labs. H'ble Principal suggested to develop e-contents for topic beyond syllabus and make available to students.
Agenda Item-04 Review of FDPs/STTPs/Refresher courses conducted & attended	IQAC has taken review about FDPs/STTPs/Refresher courses conducted by the departments on recent technologies. In the Odd semester each of departments organized FDPs/STTPs sponsored by ISTE, IEEE, IETE etc. Heads of Departments are asked to conduct more of events and also motivate faculty to attend such events.
Agenda Item-05 Review of curriculum development-Add on Programs	Heads of Departments presented statistics about Add on Programs conducted for students. IQAC recommended to each department to conduct more such Add-on programs for students which must be based on Topic beyond syllabus, Cutting edge technology, software and on Industry and social problems.
Agenda Item-06 Review of attainment of CO-PO, Setting CO-PO mapping Targets	IQAC reviewed CO-PO attainments in session 2020-21. CO-PO attended as per target set by course owners. Heads of Departments are asked to

submit CO-PO attainment Target for the session 2021-22. The documents to be submitted to Dean (Academics).

Agenda Item-07 IQAC action Plan

IQAC presented Action Plan for the session 2021-22. The activities which are going to conduct by the IQAC in association with competent authority of the Institute are communicated for further action.

Agenda Item-08 Any other points

No other point is discussed in the meeting. The meeting is ended with vote of thanks.

S.B.W.



Amravati
Principal
P.R. Pote (Patil)
College of Engineering & Management
Amravati

(Dr. S. B. Warkad)
IQAC Coordinator

(Dr. A. V. Kale)
Principal

Co-ordinator, IQAC
Date: 17/08/2021
P.R. Pote (Patil) C.O.E & M
Amravati
Copy to:

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

SN	Name	Designation	Signature
1	Dr. Mahendra Dhore, (Management Representative)	Member	
2	Dr. S. A. Ladake, Director	Member	
3	Shri Shrikant Borole, (Alumni Representative)	Member	
4	Shri Sanjay Jadhao, Jadhao Group of Industries, (Industry Representative)	Member	
5	Dr. Mohammad Zuhair, Vice-Principal	Member	<i>[Signature]</i>
6	Dr. P. R. Wadnerkar, HOD, Mechanical Engg., Deptt.	Member	<i>[Signature]</i>
7	Dr. Sachin Saraf, HOD, Civil Engg., Deptt.	Member	<i>[Signature]</i>
8	Dr. A. B. Gadicha, HOD, Computer Science Engg., Deptt.	Member	<i>[Signature]</i>
9	Dr. R. D. Ghongade, HOD, EXTC. Engg., Deptt.	Member	<i>[Signature]</i>
10	Dr. G. D. Dalvi, Dean (Academics)	Opted Member	<i>[Signature]</i>
11	Prof. D. A. Shahakar, HOD, Electrical Engineering Deptt.	Member	<i>[Signature]</i>
12	Prof. Prashant Thombare, Training & Placement Officer	Member	<i>[Signature]</i>
13	Prof. H. S. Kulat, Coordinator, First Year	Member	<i>[Signature]</i>
14	Prof. S. R. Shah, HOD, MBA Deptt.	Member	<i>[Signature]</i>
15	Prof. Aparna Bhande, HOD, MCA Deptt.	Member	<i>[Signature]</i>
16	Mr. Rajiv Rajas, P.A to the Principal	Member	<i>[Signature]</i>
17	Mr. Kishore Deshmukh, Administrative officer	Member	<i>[Signature]</i>
18	Mr. Vishal Ingole, Finance Officer	Member	<i>[Signature]</i>
19	Mr. Rupesh Pollard, Librarian	Member	<i>[Signature]</i>
20	Mr. Ajay Samdekar, Lasting Smile Foundations, Amt. (Local society)	Member	
20	Mr. Sumit Taywade, (Student Representative-ME Deptt)	Member	<i>[Signature]</i>