



"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:** 21/10/2021 at 11:00 AM.

#### Meeting Resolution:

Agenda Item	Resolution & Action Taken
Agenda Item -00	<b>Minutes of Last Meeting</b>
	IQAC Coordinator read minutes of last meeting held on dated 16/08/2021.
Agenda Item -01	<b>Review of faculty publications, research in the department</b>
	IQAC has taken review of faculty publications in National /International Journals, conferences and other publications in IPR. Dean (R&D) presented summarized departmental report about publications and research & development related activities of the department. IQAC further proposed to enhance quality research publications in the departments. It was also decided to promote research by providing financial assistance to the faculty as per policy.
Agenda Item-02	<b>Review of student Internships, projects, and online courses</b>
	IQAC reviewed status of student Internships in all the departments. HODs and Dean (Academics) presented departmental status about project work completed by the students and online classes conducted by the department. IQAC has asked all concerned HODs to prepare action plan to enhance student Internships and effective implementation. Department should work in coordination with T&P Cell to get maximum Industry Internship. Also there is a need to enhance quality of student projects by ensuring its market applicability and its contribution in research publications.
Agenda Item-03	<b>Review of Student support services</b>
	IQAC reviewed student support services like library infrastructures, books, journals requirements, availability of adequate classrooms, ICT enabled resources, internet connectivity etc. IQAC further suggested to enhance student support facilities as per SOP and Policy laid down.
Agenda Item-04	<b>Progress of Strategic planning for quality improvement</b>
	IQAC reviewed Strategic planning -long term and short term plans and progress made to achieve strategic planning. Dean (Academics) and H'ble Principal presented status of improvements with each of activities mentioned in the planning. IQAC asked to conduct improvement activities in order to fulfill the objectives of strategic planning.

<b>Agenda Item-05</b>	<b>Review of placement of students and Support in career services</b> IQAC has taken review of placement of students. T&P officer of the Institute presented department wise placement details in the meeting. The progress of placement is excellent as highest number of placements are achieved in the Vidarbha region by the Institute. IQAC recommend continuing such efforts to enhance placement and career services activities.
<b>Agenda Item-06</b>	<b>Review of Internal Examination-Quality of Question papers, moderation</b> IQAC has taken review of Internal examinations related activities to enhance quality of question papers and effective paper moderation to confirm standards of examinations. HODs of departments submitted record of question paper settings as per revised Bloom's Taxonomy and CO-PO attainments. Paper Moderation reports are also discussed in the meeting. IQAC recommended to encourage faculty members to set standard question papers. IQAC suggested that while setting question papers, all the levels of Bloom's taxonomy should be distributed proportionately.
<b>Agenda Item-07</b>	<b>Review of MoUs, Collaborations and funded projects undertaken</b> IQAC has taken review about Departmental and Institutional MoUs, and collaborations with Industry & Institutes. All Heads of Departments presented details about MoUs and Collaboration and activities conducted under it. IQAC has also taken review of funded projects undertaken by the departments. IQAC recommend that department should enhance funded projects more aggressively.
<b>Agenda Item-08</b>	<b>Review of SWOC analysis of the Institution</b> IQAC has taken review of Strength, Weaknesses, Opportunities and Challenges (SWOC) of the Institution. H'ble Principal presented the Action Plan which would focus on the areas with timelines, and outcomes on areas which needed improvement.
<b>Agenda Item-09</b>	<b>Any other points</b> No other point is discussed in the meeting. The meeting is ended with vote of thanks.

*S.B.W.*

(Dr. S. B. Warkad)  
IQAC Coordinator  
Dated: 22/10/2021

Co-ordinator, IQAC  
P.R. Pote (Patil) C O E & M  
Amravati



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

(Dr. A. V. Kale)  
Principal  
**Chairman, IQAC**  
**P.R. Pote (Patil) C.O.E & M**  
**Amravati**

Copy to:

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	
6	Dr. P. R. Wadnerkar, HOD, Mechanical Engg., Deptt.	Member	
7	Dr. Sachin Saraf, HOD, Civil Engg., Deptt.	Member	
8	Dr. A. B. Gadicha, HOD, Computer Science Engg., Deptt.	Member	
9	Dr. R. D. Ghongade, HOD, EXTC. Engg., Deptt.	Member	
10	Dr. G. D. Dalvi, Dean (Academics)	Opted Member	
11	Prof. D. A. Shahakar, HOD, Electrical Engineering Deptt.	Member	
12	Prof. Prashant Thombare, Training & Placement Officer	Member	
13	Prof. H. S. Kulat, Coordinator, First Year	Member	
14	Prof. S. R. Shah, HOD, MBA Deptt.	Member	
15	Prof. Aparna Bhande, HOD, MCA Deptt.	Member	
16	Mr. Rajiv Rajas, P.A to the Principal	Member	
17	Mr. Kishore Deshmukh, Administrative officer	Member	
18	Mr. Vishal Ingole, Finance Officer	Member	
19	Mr. Rupesh Pollard, Librarian	Member	
20	Mr. Ajay Samdekar, Lasting Smile Foundations, Amt. (Local society)	Member	
20	Mr. Sumit Taywade, (Student Representative-ME Deptt)	Member	