



ATHARVA EDUCATIONAL TRUST'S

# ATHARVA COLLEGE OF ENGINEERING

(Approved by AICTE, Recognized by Government of Maharashtra

& Affiliated to University of Mumbai - Estd. 1999 - 2000)

“Internal Quality Assurance Cell”

**Date: 16/10/2020**

## NOTICE

A meeting is scheduled within the IQAC members on 19<sup>th</sup> October 2020. The duration of the meeting will be one hour from 4:00 PM to 5:00 PM. The meeting will be conducted on GMeet Suite.

Meeting should be attended by the IQAC members. Adjust the load, if necessary.

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**Date: 19/10/2020**

## Minutes of Meeting

IQAC, Atharva College of Engineering, held its meeting on 19 October, 2020. The duration of the meeting was one hour (4:00 PM to 5:00 PM). The meeting was conducted in online mode on G-Meet by Respected Principal, **Dr. Shrikant Kallurkar**, ACE.

**Dr. Shrikant Kallurkar** welcomed all the members of the Committee.

The meeting agenda was as follows:

- 1 Deciding upon the conduction of exams in the month of December
- 2 Allotment of exam duties to the faculty and staff members.
- 3 Purchasing of stationeries and other exam related goods



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- 4 Status of Research Projects, Future Plan.
- 5 Review of Industry Institute Interaction and Student's Placement.
- 6 Review of feedback form of all stakeholders - student, parent, alumni and employer.
- 7 To provide special efforts for improving On-Campus Placement.
- 8 To enhance the research potential of the teachers and motivate them to get major and minor research projects from government and other funding agencies.

Meeting was attended by following members:

| Sr. No. | Faculty Name          |
|---------|-----------------------|
| 1       | Ms. Pragya Jain       |
| 2       | Ms. Jyoti Mali        |
| 3       | Dr. Ritu sharma       |
| 4       | Dr. Bhavin Shah       |
| 5       | Ms. Deepali Maste     |
| 6       | Ms. Suvarna Pansambal |
| 7       | Ms. Sangeeta Kotecha  |
| 8       | Ms. Jyoti Kolap       |
| 9       | Ms. Nileema Pathak    |
| 10      | Mr. Niranjana Samudre |
| 11      | Ms. Kavita Bani       |



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- 12 Ms. Shikha Malik  
13 Ms. Kshipra Pandey

The meeting ended with vote of thanks to the Principal by Prof Jyoti Mali, Vice Principal, ACE.

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**Date: 30/10/2020**

### **OUTCOMES OF 19 OCT 2020 MEETING**

IQAC, Atharva College of Engineering, held its meeting on 22 October, 2019. The duration of the meeting was one hour (4:00 PM to 5:00 PM). The meeting was conducted on GSuite, Atharva College of Engineering by Respected Principal, **Dr. Shrikant Kallurkar**, ACE. The outcomes of the meeting are mentioned as:

**Agenda 1: Deciding upon the conduction of exams in the month of December**

**Agenda 2: Allotment of exam duties to the faculty and staff members**

**Agenda 3: Purchasing of stationeries and other exam related goods**

Students have been informed about the schedule of exams and a related plan of action is taken by every department for completion of syllabus.

The work has been allotted to every faculty and lab assistants department wise.

Purchasing of goods not requires as it would be an online exam throughout.

All students are required to enroll in Google classroom and join telegram link.



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Action took by: Exam Committee members and All HODs and VPs.

**Agenda 4: Status of Research Projects, Future Plan;** Dr. Shrikant Kallurkar asked about the status of Research Projects and Future Plan in the meeting. A sheet was shared with the faculties asking about their current research progress and PhD status. It was discussed that the institute needs to strengthen the R&D activities.

Action took by: Vice Principal, Research

**Agenda 5: Review of Industry Institute Interaction and Student's Placement -** Dr. Shrikant Kallurkar had asked about the placement details and Institute interaction. Respective training and placement incharges of each department along with the TPO head held a meeting three days later and discussed current status. Several activities such as Industry-Institute Interaction, Personal interview and Group discussion practice sessions, Sessions for higher studies such as GATE, CAT, GRE, GMAT were planned in AY 2020-21. Various training program such as “How to face the Interview and Aptitude test”, lecture's series for Spoken English to our SE, TE and BE students are arranged

Action to be taken by: All Training and Placement incharges and TPO Head

**Agenda 6: Review of feedback form of all stakeholders - student, parent, alumni and employer:** Dr. Shrikant Kallurkar had asked for a feedbackform filled by each stakeholder of the organisation. He informed to take necessary action wherever required.

Action to be taken by: IQAC Committee

**Agenda 7: To provide special efforts for improving On-Campus Placement:** Dr. Shrikant Kallurkar asked TPO Head to provide special efforts for improving On-Campus Placement. Various companies are in pipeline for conducting their interviews.

Action to be taken by: TPO Head

**Agenda 8: To enhance the research potential of the teachers and motivate them to get major and minor research projects from government and other funding agencies:** Various activities such as arranging workshops on IPR, writing research Proposals are planned. It is also decided to focus on



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various funding agencies for Major Research Grants. Final year students will be promoted to apply for granting patents, writing the research work and publishing in reputed journals.

Principal thanked all the members for their sustained efforts and cooperation in the activities of IQAC. Prof .Jyoti Mali, Vice Principal, proposed the vote of thanks. The meeting concluded at 5.00 PM.

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