

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**No. RCOEM/IQAC/2023/13/68**

**Date: 01/04/2023**


Meeting of Internal Quality Assurance Cell (IQAC) is scheduled as follows:

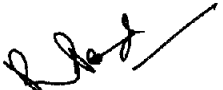
Day/Date: Monday, 17/04/2023

Time: 3.00 p.m.

**AGENDA**

1. Review/Confirmation of Minutes of previous IQAC Meeting
2. Action Taken Report of previous IQAC Meeting
3. External Academic and Administrative Audit Report : Dr. M.M.Gupta  
HOD, Industrial Engg.
4. Accreditation of UG/ PG Programmes : Dr.R.S.Ochawar  
NBA Coordinator
5. Revised Annual Faculty Performance : Dr. (Mrs.) A.A.Khurshid  
Member Secretary, IQAC
6. Any other agenda with permission of Chair

  
**Dr. (Mrs.) A.A.Khurshid**  
**Member Secretary, IQAC**

  
**Dr. Rajesh S. Pande**  
**Principal and Chairman, IQAC**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 17/4/2023

Minutes of the Meeting, Dated: 17/4/2023

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 17/4/2023 at 3.00 pm in the Conference Room, Administrative Block at RCOEM, Nagpur.

**Following members and invitees were present**

**Members:**

1. Shri Rajendra Purohit, General Secretary, RCOEM
2. Dr. Rajesh S. Pande, Principal, RCOEM
3. Mr. Gorakh Sirsikar, Vice President (Strategy and Business Development), Nickelwala Group (joined online)
4. Mr. C.G. Shegaonkar, President, MIDC Industries Association, Hingna, Nagpur (joined online)
5. Ms. Kalpana Kudlingar, Persistent Systems, Nagpur
6. Dr. A.M.Kuthe, Professor, VNIT, Nagpur
7. Mr. Hakimuddin Ali, Executive Director Cements, Dalmia Cement (Bharat) Ltd.
8. Dr. A. A. Aghase, Controller of Examinations
9. Dr. D.S. Adane, Dean R&I
10. Dr. Rashmi Shahu, Dean SRC
11. Dr. A.J.Agrawal, HOD, Computer Science and Engineering
12. Prof. Nikhil Damle, Registrar
13. Dr. Pankaj Belsare, Assistant Professor, Physics
14. Dr. R.N. Khapre, Associate Professor, Civil Engineering
15. Dr. (Mrs.) A.A. Khurshid, Member Secretary, IQAC

**Invitees:**

16. Dr. V.V. Shukla, HOD, Mechanical Engineering
17. Dr. M. B. Chandak, Dean Academics
18. Dr. M.S. Kadu, HOD, Civil Engineering
19. Dr. P.D. Adane, HOD, Information Technology
20. Dr. Rupesh S. Pais, HOD, Management Technology
21. Dr. (Mrs.) M. A. Hasamnis, HOD, Electronics Engineering
22. Dr. R.U. Tiwari, HOD, Physics
23. Dr. P.D. Pachpor, Dean Admissions
24. Dr. Sanjay Bodkhe, HOD, Electrical Engineering
25. Dr. Amit Anurag, HOD, Physical Education
26. Dr. P.S. Voditel, HOD, MCA
27. Dr. J.P. Kalambe, HOD EDT & Biomedical Engineering
28. Dr. Deepshika Mehra, HOD, Humanities
29. Dr. D.J. Dahigaonkar, HOD, Electronics & Communication
30. Dr. A.V. Bharati, HOD Chemistry

31. Prof. M.S.Patne,HOD Mathematics
32. Dr. S.H. Deshmukh,Incharge (First Year)
33. Dr.R.S.Ochawar, NBA Coordinator
34. Dr.M.M.Gupta,HOD,Industrial Engineering

Mr.B.B.Paliwal were granted a leave of absence.

Member Secretary, IQAC welcomed all members present at the meeting. Thereafter, the agenda items were taken up for discussion with the permission of the Chair.

#### **Agenda 1: Review/Confirmation of Minutes of previous IQAC Meeting**

Member Secretary, IQAC presented the Minutes of the previous IQAC Meeting dated 23/12/2022. All members unanimously confirmed and approved the minutes of the previous meeting.

#### **Agenda 2: Action Taken Report of previous IQAC Meeting**

Member Secretary, IQAC presented the Action Taken Report of the previous IQAC Meeting dated 23/12/2022. All members unanimously approved the Action Taken Report.

#### **Agenda 3: External Academic and Administrative Audit Report**

Member Secretary, IQAC informed that the external academic and administrative audit was conducted during March 10-11,2023.The members for the audit included:

1. Dr. P. M. Padole, Director, V.N.I.T, Nagpur
2. Dr. H. N. Nagraja, Director General, Graphic Era University, Dehradun.
3. Dr. D.M. Dewaikar, Ex. Professor, IIT Mumbai

A committee was constituted under the chairmanship of Dr. M.M. Gupta HOD, Industrial Engineering to study the report and propose implementation strategies based on the observations/ suggestions given in the report. Dr.M.M.Gupta presented the detailed report and their observations/suggestions based on the audit report.The detailed report is enclosed in Annexure -I.

**The IQAC took notice of the report and the committee's observations, and it asked the academic divisions and administrative units to plan their next steps in a way that would help the institution to grow and improve its ranking.**

#### **Agenda 4: Accreditation of UG/ PG Programmes**

Dr. R.S.Ochawar, NBA Coordinator presented the details of the accreditation for all undergraduate and postgraduate programmes. She informed that presently all eligible undergraduate programmes are accredited by the National Board of Accreditation, New Delhi. The process of application for the below-mentioned programmes is now underway as their accreditation will expire on June 30,2023.

1. B.E.(Electrical engineering)
2. B.E.(Civil Engineering)
3. B.E.(Mechanical Engineering)

She also informed regarding the AICTE letter addressed to institutions dated December 23, 2022 directing all institutions to obtain accreditation by NBA for at least 60% of eligible programs in the next 2 years.

**IQAC noted the same and urged all heads of the departments to maintain the quality of education through accreditation of the programmes.**

**Agenda 5: Revised Annual Faculty Performance**

Member Secretary, IQAC presented the revised Annual Faculty Performance Appraisal format as submitted by the committee formed to review the parameters and their weightage included in the proposed assessment criteria for faculty.

The detailed format is enclosed in Annexure -II.


**IQAC in principle approved to implement the revised format after careful consideration and in light of the academic and research parameter requirements of the accrediting and ranking agencies.**


**Agenda 7: Any other agenda with permission of Chair**

As a first step towards an international institute review, the Institute recently submitted the assessment report to the rating organisation QS-IGAUGE, according to Dr. R.S. Pande. Through this procedure, we were able to comprehend international standards, pinpoint crucial areas for development, and develop improvement plans.

**IQAC recognised the team's efforts and thought process, and recommended that they prepare appropriately for further progress and Institutions standing in light of NEP2020.**

The meeting ended with a vote of thanks from the Member Secretary, IQAC.

  
Dr. (Mrs.) A. A. Khurshid  
Member Secretary, IQAC

  
Dr. Rajesh S. Pande  
Chairman, IQAC  
Principal  
Shri Ramdeobaba College  
of Engineering & Management, Nagpur-13


## INTERNAL QUALITY ASSURANCE CELL (IQAC)

## ACTION TAKEN REPORT

Minutes of the Meeting, Dated: 17/04/2023

Sr. No.	Agenda Items	Discussions	Action Taken
1.	Agenda 1: Review / Confirmation of Minutes of previous IQAC Meeting	--	Minutes of the previous IQAC Meeting dated 23/12/2022 were confirmed.
2.	Agenda 2: Action Taken Report of previous IQAC Meeting	--	Action Taken Report of the previous IQAC Meeting dated 23/12/2022 was approved.
3.	Agenda 3: External Academic and Administrative Audit Report	A committee was constituted under the chairmanship of Dr. M.M. Gupta HOD, Industrial Engineering to study the report and propose implementation strategies based on the observations/ suggestions given in the report. The IQAC took notice of the report and the committee's observations, and it asked the academic divisions and administrative units to plan their next steps in a way that would help the institution to grow and improve its ranking.	The departments and administrative units are requested to initiate actions based on the observations/ suggestions given in the report and submit the action taken report.
4.	Agenda 4: Accreditation of UG/ PG Programmes	Dr. R.S.Ochawar, NBA Coordinator presented the status of the accreditation for all undergraduate and postgraduate programmes. IQAC noted the same.	All heads of the departments are requested to undergo a readiness review for accreditation of the programmes offered by their department and initiate actions accordingly.
6.	Agenda 5: Revised Annual Faculty	IQAC discussed the revised Annual Faculty Performance	The committee is requested to review again

	Performance	Appraisal format as submitted by the committee and in principle approved for implementation after careful consideration.	in light of the academic and research parameter requirements of the accrediting and ranking agencies for further implementation.
7.	Agenda 6: Any other agenda with the permission of the chair	Submission of the assessment report to the rating agency QS-IGAUGE was discussed. IQAC recognised the team's efforts and thought process towards an international institute review.	---

  
**Dr. (Mrs.) A.A. Khurshid**  
**Member Secretary, IQAC**