SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL (IQAC)

No. RCOEM/IQAC/2019/68829   **Date: 15/10/2019**

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

Day/Date: Friday, 18/10/2019
Time: 3.00 pm
Venue: Conference Room, Administrative Block

AGENDA

1. Confirmation of Minutes of previous Meeting

2. Status and Analysis of UG and PG Admissions   : Dr. P. B. Kulkarni
   for session 2019-20   Dean Admissions

3. Status and Analysis of UG and PG Placements   : Dr. Anupam Kher
   for session 2019-20   Dean T & P

4. Review of Alumni Activities for session 2018-19   : Prof. Sachin Pund
   and Roadmap   Alumni Coordinator

5. Review of NAAC Application   : Dr. Pallavi Parlewar
                                                           NAAC Coordinator

6. Green Audit Report   : Dr. S. L. Mudliar

7. Draft National Education Policy 2019   : Dr. M. A. Hasamnis
                                                           Member Secretary, IQAC

8. Review of Goal Setting of Faculty and   : Dr. Padma Adane
   Department in MIS   MR ISO

9. Review of PO Attainment calculations in MIS   : Dr. Preeti Voditel
                                                           Incharge MIS

10. Any other agenda with the permission of Chair

Dr. (Mrs.) Meghana A. Hasamnis   Dr. Rajesh S. Pande
Member Secretary, IQAC   Principal and Chairman, IQAC

SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting, Dated: 18/10/2019

A meeting of Internal Quality Assurance Cell (IQAC) was held on 18/10/2019 at 3.00 pm in the Conference Room, Administrative Block at RCOEM, Nagpur.

Following members and invitees were present
1. Shri. Govindlal Agarwal, Hon'ble General Secretary, RCOEM, Nagpur
2. Dr. Rajesh S. Pande, Principal and Chairman, IQAC
3. Mr. Vishvesh Agrawal, Enterpreneur
4. Dr. Priya Wanjari, Principal, Santaji Mahavidyalaya, Nagpur
5. Dr. S. D. Mohagaonkar, Dean Second Shift
6. Dr. V. S. Deshpande, Professor, Industrial
7. Dr. K. N. Agrawal, Professor, Mechanical
8. Dr. M. B. Chandak, HOD, CSE
9. Dr. A. A. Aghase, CoE
10. Prof. Aarti Karandikar, NBA Coordinator
11. Dr. P. D. Adane, Management Representative, ISO
12. Dr. Y. M. Sonkhaskar, Dean SRC
13. Dr. P. S. Voditel, HOD, MCA and Professor Incharge, MIS
14. Dr. Pallavi k. Parlewar, NAAC Coordinator
15. Prof. Nikhil Damle, Registrar
16. Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC

Invitees:
17. Dr. R. B. Raut, HOD, EC
18. Dr. D. Mehra, HOD, Humanities
19. Dr. (Mrs.) A. A. Khurshid, HOD, EN/EDT
20. Dr. Chandan R. Vichoray, HOD, DMT
21. Dr. P. D. Pachpor, HOD, Civil
22. Dr. Amit Anurag, HOD, Physical Education
23. Dr. A. V. Bharati, HOD, Chemistry
24. Dr. Anupam A. Kher, Dean T&P
25. Dr. D. R. Zanwar, Industrial Engineering
26. Dr. Swarooplaxmi Mudliar, Chemistry
27. Prof. Sachin Pund, Alumni Incharge
28. Prof. Kaushik Roy, T&P Committee member
29. Dr. Parag S. Jawarkar, T&P Committee member

Member Secretary, IQAC welcomed all to the meeting.

At the outset Dr. (Mrs.) Meghana A. Hasamnis, Member Secretary, IQAC welcomed External IQAC members, Mr. Vishvesh Agrawal, Entrepreneur, Dr. Priya Wanjari, Principal, Santaji Mahavidyalaya, Nagpur to the meeting. She welcomed Shri. Govindlal Agarwal, Hon'ble General Secretary, RCOEM, Dr. Rajesh S. Pande, Principal and Chairman IQAC, IQAC members, Head of the Departments, Deans and all invitees for the IQAC meeting.

Thereafter, the agenda items were taken up for discussion with the permission of the Chair.

Agenda 1: Confirmation of minutes of previous meeting

Member Secretary, IQAC presented the Minutes of the previous Meeting and the Action Taken Report. All members unanimously confirmed and approved the minutes of the meeting dated 29/07/2019.

Agenda 2: Status and Analysis of UG and PG Admissions for session 2019-20

Dr. P. B. Kulkarni, Dean Admissions presented the status and analysis of UG and PG admissions for 2019-20 session. In his presentation he stated the opening and closing scores for last three years for all the branches and shifts and highlighted the branches where there are vacancies. He also emphasized on FN, PIO, OCI, Gulf NRI and NRI admissions.

He further stated that for under graduate programmes students are more interested in Computer Science and Engineering, Information Technology and Electronics and Communication Engineering branches. There are fewer takers for Civil Engineering, Industrial Engineering, Electronics Engineering and Electronic Design Technology. Students are also expecting some concession in fees and/or scholarship.

He mentioned that the challenge areas for admissions are in MCA, M. Tech programmes and FN/PIO seats. He suggested following measures to improve admissions:

- Reduction of intake in some courses or floating new courses with more demand may be considered.
- Placements for MCA and M. Tech to improve.
- To increase the over and above admissions of FN/PIO/CIWGC by
  i) More frequent participation in education exhibitions
  ii) Many institutes are offering concession in fees/ scholarships

Principal asked all Head of the Departments to take a review of the vacancies in M. Tech/Post Graduate programmes of their departments and take necessary corrective measures to improve admissions in these programmes and also take corrective measures to improve the Cut-off of Under Graduate Admissions. He invited proposals from Head of the Departments for restructuring of programmes both for Under Graduate and Post Graduate looking to the current scenario.

Agenda 3: Status and Analysis of UG and PG Placements for session 2019-20

Dr. Anupam Kher, Dean T & P presented the year wise number of offers, average number of offers branch wise, number of core and IT companies visited for last five years. He presented the status of the placed students for 2020, 2019, 2018 and 2017 batches based on Average CGPA, Average Package, Highest Package and Median branch wise and also branch wise statistics for last three years for unplaced student's. He also stated the activities carried out and the efforts taken by training and placement department to enhance the skills of the students and make them campus ready.

Hon'ble Govindlal Agarwal suggested that start up records and entrepreneurship records to be maintained. He suggested taking corrective measures to increase the number of start ups. Also he asked the faculty to visit industries to get a record of the performance of the students working in the companies.

Principal asked the Departments to take corrective actions for the unplaced students of their Department.

Principal placed on record that there is a Quantitative and Qualitative Improvement in Placement of Students because of the efforts taken by training and placement department with the cooperation from all Departments. He congratulated the training and placement team for their achievement.

Agenda 4: Review of Alumni Activities for session 2018-19 and Roadmap

Prof. Sachin Pund, Alumni Coordinator presented the report of various activities carried out under Alumni Association at the institute for session 2018-19. The report consists of Alumni Contributions, Organized Programs and Meets, Alumni Visited for Recruitment, Alumni Contribution in Mentorship and other student activities, Alumni Visits, Alumni Invited as Guest, Incredible Achievements of Alumni, List of Distinguished Alumni 2019 and Road Map for Global Eminence.

He informed the house that institute is in the process of Registering Alumni Association. The steps are already initiated.

Vishvesh Agrawal suggested keeping the Alumni updated with the happenings of the institution. He commented that communication with the Alumni may be in the form of Institute Newsletter directly sent to his/her email or a separate newsletter of Alumni Association communicated to the Alumni.

Dr. Priya Wanjari suggested that the Alumni visiting the institution may be for conduction of workshop or for recruitment of students or for any other agenda/activity the outcome of the visits should be measurable.

Principal suggested that the contribution of Alumni in terms of donations to be increased.

It was decided to complete the process of Registration of Alumni Association at the earliest.

Agenda 5: Review of NAAC Application

Dr. Pallavi Parlewar, NAAC Coordinator in her presentation explained the process/steps to be carried out for SSR submission. She presented the schedule along with the timeline and activities.

It was decided that the discrepancies in the data to be communicated to respective Departments and schedule for SSR submission to be communicated to all Departments.

Agenda 6: Green Audit Report

Green Audit Report was presented by Dr. S. L. Mudliar. She stated that Green audit is an initiative taken by Institution to upgrade the environment conditions in and around institution. It is carried out with the aid of performing tasks like waste management, energy saving, water management to turn into a better environment friendly institution. She further stated the goals and benefits of green audit. Shreyas Quality Management System, Nagpur was the auditor.

She presented the compliance report of the green audit carried out on 30th March 2019. She further informed that 1st Surveillance audit is scheduled on 23rd October 2019.

House appreciated the Green Innovation and Environmental Initiatives undertaken.

Agenda 7: Draft National Education Policy 2019

Dr. (Mrs.) M. A. Hasamnis, Member Secretary, IQAC presented the summary of Draft National Education Policy 2019 highlighting the vision, aim, key features, main takeaways for higher education and factors considered while framing the Policy. The Draft National Education Policy, 2019 was prepared by a committee chaired by Dr K. Kasturirangan has been shared by the Ministry of Human Resource and Development. The policy was presented to make the house aware of the changes taking place in higher education which will be helpful for further planning the academic activities.

The National Education Policy 2019 envisions an India-centred education system that contributes directly to transforming our nation sustainably into an equitable and vibrant knowledge society, by providing high quality education to all. The policy covers school education, higher education and professional education which in turn include agricultural education, legal education, medical education and technical education. It also looks at the verticals of vocational education by including teacher education and the research and innovation. The early child care and education have been sought to be integrated within the Ministry of Education (a changed name has been suggested for the Ministry of Human Resource and Development - MHRD).

She further informed that nowadays there is an advent of new digital technologies like Internet of things, Cloud computing, cyber-physical systems, Robotic process automation and so on. Adoption of these digital technologies in the corporate world today is commonly referred to as Industry 4.0. With the advent of these digital technologies major challenges that industries of today are facing is recruiting potential employees who are future ready with the right skills and knowledge base. This requires universities and educational institutions re-aligning their strategies and bringing about structural changes in their curriculum to meet the needs of Industry 4.0.

Member Secretary, IQAC proposed a vision document to be prepared for RAMDEOBABA UNIVERSITY 'VISION: 2030', Innovating Education in the Era of Industry 4.0.

Agenda 8: Review of Goal Setting of Faculty and Department in MIS

A review of the status of Goal Setting of Faculty and Department in MIS was presented by Dr. Padma Adane, Management Representative ISO. She informed the house about the performance parameters designed for faculty and department. She informed the status of Implementation of Faculty Profile in GEMS and how the reports will be generated.

It was decided to complete the work of Goal Setting of Faculty and Department in MIS by 31st December 2019.

Agenda 9: Review of PO Attainment calculations in MIS

A review of the status of the design of PO attainment module and deployment of the module in GEMS was presented by Dr. Preeti Voditel, Incharge MIS. She informed that the module is ready and testing of the module is remaining.

It was decided that till 15th November 2019 testing of the module to be completed and till 31st December 2019 deployment of the module to be completed.

Agenda 10: Any other agenda with the permission of Chair

No other agenda was discussed.

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

Dr. (Mrs.) Meghana A. Hasamnis
Member Secretary, IQAC

Dr. Rajesh S. Pande
Principal and Chairman, IQAC

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

Minutes of the Meeting, Dated: 18/10/2019

Sr. No.	Agenda Items	Action Taken
1.	Agenda 1: Confirmation of minutes of previous meeting	Minutes of the Meeting dated 29/07/2019 were confirmed.
2.	Agenda 2: Status and Analysis of UG and PG Admissions for session 2019-20	Regarding PG Admissions meetings with senior faculty members of the respective departments was conducted and the minutes of the meetings were communicated to Dean Admissions. Few Departments communicated the proposal for restructuring the programmes of their department.
3.	Agenda 3: Status and Analysis of UG and PG Placements for session 2019-20	HOD's conducted meeting with the faculty of the department and discussed the placement scenario and initiated necessary corrective actions for improvement in placement.
4.	Agenda 4: Review of Alumni Activities for session 2018-19 and Roadmap	'RAMDEOBABA ALUMNI CONNECT ASSOCIATION' incorporated on Thirteenth day of January Two thousand twenty under the Companies Act, 2013 (18 of 2013).
5.	Agenda 5: Review of NAAC Application	IIQA uploaded on 29/11/2019.
6.	Agenda 6: Green Audit Report	1st surveillance audit conducted on 23rd October 2019 and the compliance to the observations given are in progress.

7.	Agenda 7: Draft National Education Policy 2019	The process of preparing vision document for RAMDEOBABA UNIVERSITY 'VISION 2030' initiated.
8.	Agenda 8: Review of Goal Setting of Faculty and Department in MIS	In progress.
9.	Agenda 9: Review of PO Attainment calculations in MIS	In progress.

Dr. (Mrs.) Meghana A. Hasamnis
Member Secretary, IQAC