



## **Bharati Vidyapeeth's College of Engineering, Kolhapur.**

### **NOTICE**

Date: 06/06/2018

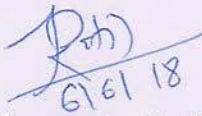
The members of Internal Quality Assurance Cell (IQAC) are here by informed that IQAC meeting for the academic year 2018-19 is called on 08/06/2018 at 11:00am.

Venue: IQAC Cell

Agenda for meeting:

1. Plan for Academic Audit for diary and course file, syllabus completion and result analysis of previous semester.
2. Implementation of moodle for academic efficiency at all departments.
3. Plan for parent teacher meet-PTM.
4. Appointment of external training agency for soft skill development to BE students to improve placement ratio.
5. Plan for FE induction program.
6. Plan for conduction of technical seminars and workshops for student benefit.

All members are requested to attend the scheduled meeting.

  
6/6/18

**Dr. Jayamala Patil**  
**IQAC Coordinator**



**Dr. Vijay Ghorpade**  
**Principal**



**BHARATI VIDYAPEETH'S  
COLLEGE OF ENGINEERING, KOLHAPUR**

**Minutes of the Internal Quality Assurance Cell (IQAC) Meeting-I**

A meeting of all the IQAC members was held on 8<sup>th</sup> June 2018 at 11:00 AM. Following members attended the meeting:

Sr. No.	Composition	Name	Sign	
1	Chairperson: Head of the Institution	Dr. V.R.Ghorpade Principal		
2	Member from the Management	Dr. H. M. Kadam Regional Director, Bharati Vidyapeeth, Pune		
3	Teachers	Dr. K. R. Desai HOD, Electronics and Telecommunication Engineering		
4		Dr. S. J. Kadam HOD, Mechanical Engineering		
5		Mr. V.S. Kadam HOD, Civil Engineering		
6		Mrs. S. M. Mulla HOD, Computer Science and Engineering		
7		Mr. A.S.Patil Coordinator, General Engineering		
8		Mr. V. T. Korishetti Assistant Professor, Department of Electronics Engineering		
9		Administrative Officers	Mr. R.L. Kadam Administrative Officer	
10			Mrs. S. V. Chavan Librarian	
11	Mr. M.S. Sonwane Training and Placement Officer			
12	Coordinator of the IQAC	Dr. J.K. Patil Associate Professor, Department of Electronics and Telecommunication Engineering		

Following members could not attend the meeting and informed earlier:

1. Industrialists Nominee: Mr. B. S. Shimpukade
2. Local Society Nominee: Mrs. Sadhana Zadbuke
3. Students Nominee: Ms. Bhagasri S.Jankar
4. Alumni Nominee: Mr. Kiran Patil

Dr. J K Patil, Coordinator IQAC, welcomed all the members of the meeting. The meeting started with the permission of Dr. H M Kadam, Regional Director.

Points discussed in the meeting are as follows:

**Item 1: Schedule of Academic Audits for Semester I A.Y 2018-19**

**Resolution:**To improve the academic performance and to measure the quality of academic activities timely audits should be carried out. Academic audits are planned during the meeting and it is decided that there shall be audits as per below mentioned agenda and schedule.

**Audits and Schedule**

Audit. No	Audit Particulars	Schedule
1.	Review of midterm syllabus coverage(one month)	21/7/2018
2.	Diary and course file checking	23/7/2018 to 27/7/2018
3.	Review of Semester 1 result analysis	04/08/2018
4.	Moodle	16/8/2018
5.	Review of midterm syllabus coverage(Two month)	25/8/2018

**Item 2: Implementation of moodle for academic efficiency at all departments**

**Resolution:**It is a free and open source learning system. This can enhance existing learning environments. For betterment of students, previous question papers, notes, manuals are uploaded. It can be accessed by all students wirelessly. Only the faculty can upload informative material. Mr. P A Patel shall be the coordinator for moodle implementation.

**Item 3: Planning for Parents meet**

**Resolution:**To keep a proper synchronization with students, parents and the institute it is necessary to invite all the parents to the institute during parents meet. Conveying of student's attendance, test marks and general behavior of the student to parents should be the objective of this parents meet. It is decided to organize parents meet in all departments during the second week of August 2018.

**Item 4: Appointment of external training agency for soft skill development to BE students to improve placement ratio.**

**Resolution:**For students, not only their resumes, but recruiters look for in potential. To increase placement ratio of our college, the soft skill development program is organized for the betterment of body language, writing skills, public speaking skills of students by Sanir Kittur. Taking these steps to improve skills, it will provide the institute more productive environment. Training Placement Officer Mr. M S Sonawane is suggested to plan for the schedule for Soft skill training.

**Item 5: Plan for FE induction program**

**Resolution:**Purpose of the student induction program is to help new students adjust and feel comfortable in the new environment , inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self -exploration.FE induction program is planned on 1/8/2018.

**Item 6: Organizing workshops and FDP's on latest technologies**

**Resolution:**To increase the awareness of latest technologies in students and faculties it is of prime importance to organize and also participate in various workshops related to latest industry oriented trends. Hence all the departments collectively agreed to host at least one workshop from the respective department.

Some of the topics were identified for the conduction of the FDP's as given below.

- Project development based on Arduino Boards
- ERP software in Construction Industry in Civil department
- Study of various software in Civil Engineering
- Seminar on GATE coaching

Other departments agreed to give the names of various workshops to be conducted once identifying the requirements.



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***Internal Quality Assurance Cell Meeting-I Compliance Report***

***(Meeting Date: Friday, 8<sup>th</sup> June, 2018)***

<b>Sr. No.</b>	<b>Particulars</b>	<b>Compliance</b>
<b>1</b>	<b>Academic Audits for Semester I of Academic Year 2018-19</b>	<b>Following audits were conducted by IQAC:</b> <ul style="list-style-type: none"><li>• <b>Academic Audit-I:</b>Diary and course file checking (23/7/2018 to 27/7/2018)</li><li>• <b>Academic Audit-II:</b> Review of syllabus coverage (1<sup>st</sup> month) (21/7/2018)</li><li>• <b>Academic Audit-III:</b>Review of results for Academic Year 2017-18 (04/08/2018)</li><li>• <b>Academic Audit-IV:</b>Review of syllabus coverage(2<sup>nd</sup> month) (25/8/2018)</li><li>• <b>Academic Audit-V:</b>Review of syllabus coverage(3<sup>rd</sup> month) (23/9/2018)</li></ul>
<b>2</b>	<b>Moodle</b>	Workshop on maintaining Moodle server is conducted for all Departmental Moodle co-ordinators <b>Academic Audit-VI:</b> Moodle Audit is conducted for every department. (16/8/2018)
<b>3</b>	<b>Parents meet</b>	Parents meet is organized in all Departments for

		two way interaction with parents about their ward and institute activities. <b>(18/8/2018)</b>
<b>4</b>	<b>Soft Skill Development Training</b>	<p>Following activities were conducted by TPO department for preparedness of students for placement :</p> <ul style="list-style-type: none"> <li>• <b>Guidance on 'Necessary preparation for Campus Recruitment Selection Process'</b> <b>(9/7/2018)</b></li> <li>• <b>Seminar on ' Corporate Expectations from Fresh Engineering Graduates'</b> <b>(16/7/2018)</b></li> <li>• <b>TCS drive specific training</b> <b>(13/8/2018 to 19/8/2018)</b></li> </ul>
<b>5</b>	<b>FE induction program</b>	<p>Following activities were conducted for newly admitted students of First Year:</p> <ul style="list-style-type: none"> <li>• Physical activity</li> <li>• Creative arts</li> <li>• Universal human values</li> <li>• Literary</li> <li>• Lectures by Eminent People</li> <li>• Visits to local area</li> </ul> <p><b>(1/8/2018 to 21/8/2018)</b></p>
<b>6</b>	<b>Workshops and FDP's on latest technologies</b>	<p>Every department organized workshops/seminars/training on latest technologies to bridge gap between industry and academia:</p> <ul style="list-style-type: none"> <li>• <b>3 days workshop and Microsoft certification on 'Web Development (using HTML, CSS, Bootstrap, Angular JS, Java Script)'</b> by CSE Department. <b>(7/9/2018 to 9/9/2018)</b></li> <li>• <b>Seminar on ' Project Topic Selection'</b> by CSE Department.</li> </ul>

		<p style="text-align: center;"><b>(20/7/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>Seminar under ED Cell</b> on 'Business Opportunities in field of freelancing' by CSE Department.</li> </ul> <p style="text-align: center;"><b>(7/8/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>Webinar on</b> 'Research Proposal writing and opportunities in Russian Universities' by Mechanical Engineering Department</li> </ul> <p style="text-align: center;"><b>(21/8/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>Training on</b> 'How to become Drone Engineer/ Pilot' by Training and Placement Department.</li> </ul> <p style="text-align: center;"><b>(9/7/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>Seminar on</b> 'Importance of ERP software in Construction Project Sites' by Training and Placement Department.</li> </ul> <p style="text-align: center;"><b>(11/7/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>Seminar on</b> 'GATE Exam Preparations for Government Jobs' by Training and Placement Department.</li> </ul> <p style="text-align: center;"><b>(18/7/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>A seminar on</b> 'Application of 3D Max and Revit Architecture in Civil Engineering' by Civil Engineering Department.</li> </ul> <p style="text-align: center;"><b>(23/08/2018)</b></p> <ul style="list-style-type: none"> <li>• <b>Value added course on</b> 'HIT office ERP software in construction industry' by Civil Engineering Department.</li> </ul> <p style="text-align: center;"><b>(24/08/2018 to 28/08/ 2018)</b></p> <ul style="list-style-type: none"> <li>• <b>'Drushti Online Contest'</b> in collaboration with Edgate technology and Texas Instrument Bangalore by E&amp; Tc</li> </ul>
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		<p>Department.</p> <p>(30/7/2018)</p> <ul style="list-style-type: none"><li>• <b>Two days workshop on 'Wire and Microstrip patch antenna design and its analysis using HFSS' by E&amp; Tc Department.</b></li></ul> <p>(28/9/2018 to 29/9/2018)</p>
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Dr. Jayamala K. Patil

**IQAC Co-Ordinator**



Dr. Vijay R. Ghorpade

**Principal and Chairperson IQAC**