



AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S  
ANANTRAO PAWAR COLLEGE OF ENGINEERING & RESEARCH



Sr. No. 103, Parvati, Pune - 411 009.

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DTE CODE: EN 6794, AISHE CODE: C-41484

Savitribai Phule Pune University Identification No. PU/PN/Engg. / 441/2012



## Internal Quality Assurance Cell (IQAC)

### Minutes of Meeting

INTERNAL QUALITY ASSURANCE CELL (IQAC) Meeting was held on JULY 25, 2024, 2.00 PM at IQAC Room.

Following members were present for the meeting

Sr. No.	Name of the Member	Authority	Signature
1.	Dr. Sunil Thakare	Principal	
2.	Dr. Raviraj Sorate	Head Civil Engg. Dept., Research Coordinator	
3.	Dr. D. P. Kamble	Head Mechanical Engg. Dept.	
4.	Prof. Rama Gaikwad	Head Computer Engg. Dept.	
5.	Dr. Amar Deshmukh	Head E&TC Engg. Dept.	
6.	Ms. Sneha Salvekar	Head AI & DS Dept.	
7.	Dr. Amit Kadam	Head IT Engg. Dept.	
8.	Prof. Sagar Gawande	P.G Coordinator (Civil Engg.)	
9.	Prof. Ashish Pawar	P.G. Coordinator (Mech. Engg.)	
10.	Dr. Abhay Shelar	NABL Laboratory Coordinator	
11.	Prof. Snehal Veer	Head EE (VLSI Design & Technology)	
12.	Prof. Swati Gandhi	Head - EC (Advanced Communication Technology)	
13.	Prof. Nitin Gaikwad	Head Batchelor of Vocational Courses	
14.	Dr. Atul Newase	Head MCA	
15.	Dr. Balaji Selukar	FE Coordinator	
16.	Mr. Nitin Mukane	Office Superintendent	
17.	Prof. Tanaji Mali	Librarian	



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18.	Miss. Pradnya Chavan	Student's Representative	<i>Chavan</i>
19.	Mr. Ishan Purohit	Student's Representative	<i>Ishan</i>
14.	Mr. Tilak Kannadiar	Student's Representative	<i>Tilak</i>
15.	Mr. Kshitij Bangar	Student's Representative	<i>Kshitij</i>
16.	Mr. Yuvraj More	Student's Representative	<i>Y. More</i>
15.	Miss. Shreya Antapurkar	Alumni Representative	<i>Shreya</i>
16.	Mr. Sujal Thakare	Alumni Representative	<i>Sujal</i>
17.	Mr. Ajay Sutar	Alumni Representative	<i>Ajay Sutar</i>
18.	Dr. Padmakar Kelkar	Community Representative (Industry)	<i>JKelkar</i>
19.	Dr. Santosh Bhosale	Community Representative (Industry)	<i>Bhosale</i>
20.	Mr. Vivek Pawar	Community Representative (Industry)	<i>Vpawar</i>
21.	Mr. Sudarshan Natu	Community Representative (Industry)	<i>Natu</i>
22.	Prof. Ganesh E. Kondhalkar	IQAC Coordinator	

Prof. Ganesh Kondhalkar, IQAC Coordinator opened the meeting by welcoming all the IQAC members.

**Key points discussed were:**

**Agenda No1: Welcome of new IQAC members and discussion regarding roles and responsibilities.**

Prof. Ganesh Kondhalkar, IQAC Coordinator welcome all the new members in the committee. Principal Dr. Sunil Thakare brief about the Roles and responsibilities of IQAC committee.



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### Agenda No. 2: To discuss the action taken report of previous meeting held on 15/06/2024

Prof. Ganesh Kondhalkar presented action taken report for the meeting held on 15/06/2024 and after discussion report is accepted by all members.

### Agenda No. 3: To Discuss about the Result analysis for APRIL/MAY 2024 Examination

All Heads of the departments presented the Result analysis of respective department. Principal Dr. Sunil Thakare discussed regarding the result and instructed all Heads to submit detail report for the actions to be taken on fail students. All Heads should talk to fail students and ensure that they should be guided by respective subject teachers.

All Heads of departments are requested to verify the unitwise notes of each faculty for their respective subject.

### Agenda No. 4: To discuss status of NBA work at Department level.

Dr. Raviraj Sorate discussed about the Dates given to NBA in August and September 2024, all Program coordinators are requested to update about the criteria wise work completion to NBA coordinator.

Principal requested to all Program Coordinators to take help of other college criteria coordinators and Dr. Nayak of Baramati for NBA work.

### Agenda No. 5: To arrange Departmental Advisory Board meetings.

Principal Appeal to all Program Coordinators to arrange Departmental Advisory Board (DAB) in respective department within next one month.

### Agenda No. 6: To Discuss about the Academics activities for A.Y. 2024-25 Sem. I

CEO of the institute discussed about tentative schedule of INSEM and ENDSEM examination of SPPU. All Heads of the departments are requested to take review of completion of syllabus weekly and

Prof. Ganesh Kondhalkar proposed vote of Thanks and end the meeting with due permission of Principal Dr. Sunil Thakare.

Date: 30/07/2024

  
30/07/2024  
Prof. Ganesh E. Kondhalkar  
IQAC Coordinator

  
30/07/2024  
Dr. Sunil B. Thakare  
Principal

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Action Taken Report on IQAC meeting

Date of Meeting 25<sup>th</sup> July 2024

<b>Agenda No1:</b>	Welcome of new IQAC members and discussion regarding roles and responsibilities.
<b>Resolution:</b> Principal and IQAC head Welcomes all new members cell.	<b>Action Taken:</b> Roles and Responsibilities discussed with all members and document is given to each members.
<b>Agenda No.3:</b>	<b>To Discuss about the Result analysis for APRIL/MAY 2024 Examination</b>
<b>Resolution:</b> Issue letters to all faculty members having Subject Result less than 85%	<b>Action Taken:</b> letters issued to respective faculty members on 8th Aug. 2024 and action plan on the improvement is asked.
<b>Agenda No.4:</b>	<b>To discuss status of NBA work at Department level.</b>
<b>Resolution:</b> To take help of other colleges NBA coordinators and Dr. Nayak	<b>Action Taken:</b> Dr. Sorate, Institute NBA Coordinator arranged visit of Dr. Nayak and will take continuous review of all four departments.
<b>Agenda No.5:</b>	<b>To arrange Departmental Advisory Board meetings.</b>
<b>Resolution:</b> All Departments should arrange DAB and PAC meetings.	<b>Action Taken:</b> All Heads of the Departments discussed and submitted their schedule for DAB meetings.
<b>Agenda No.6:</b>	<b>To Discuss about the Academics activities for A.Y. 2024-25 Sem. I</b>
<b>Resolution:</b> All academics should be as per the Academic Calendar issued by IQAC and SPPU.	<b>Action Taken:</b> Academic activities will be monitor by IQAC head and Principal Every month.

Date: 05/08/2024

  
Prof. Ganesh E. Kondhalkar  
IQAC Coord  
5/8/24

  
Dr. Sunil B. Thakare  
Principal