



SANMARG SHIKSHAN SANSTHA NAGPUR
UNDER THE SOCIETIES REGISTRATION ACT XXI OF 1860 R. NO. 40/66 M.S. & Charitable Act, Reg. (214) (H)

MADHUKARRAO PANDAV COLLEGE OF ENGINEERING

Bhilewada, Bhandara.

Website: www.mpceb.in

email: mpcebhbandara09@gmail.com

Phone: 07184-298755

Approved by AICTE, DTE, Govt. of Maharashtra, Affiliated to RTM Nagpur University, Nagpur

Criterion No. 6: Governance, Leadership, and Management

6.5.3 Quality assurance initiatives of the institution include

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analyzed and used for improvements

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SANMARG SHIKSHAN SANSTHA NAGPUR

UNDER THE SOCIETIES REGISTRATION ACT XXI OF 1860 R. NO. 90/66 M.S. & Charitable Act, Reg. (B14) (N)

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NOTICE

It is hereby informed that the meeting of Heads of Department & Senior faculty members will be held in conference room on 08/07/2019 at 12.30 pm.

Agenda of the meeting:

1. Formation & approval of Internal Quality Assurance Cell (IQAC)
2. To define roles & responsibilities of committee members.
3. Review & confirmation of Vision Mission statement
4. Coordinator of Internal Quality Assurance Cell (IQAC)

PRINCIPAL
Madhukarrao Pandav College of
Engineering, Bhilewada,
Bhandara
Principal
MPCE

- Copy to- 1) Deans and HODs (CE/EE/ME/CIVIL/FY/EXTC)
2) Administrative office
3) Circulation among Teaching and Non-teaching staff
4) All Notice Board
5) Principal office file
6) Concerned Persons



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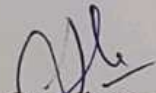
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NOTICE

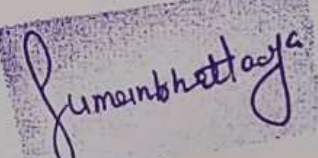
It is hereby informed that the meeting of all the IQAC members will be held in conference room on 12/09 /2019 at 01.00 pm.

Agenda of the meeting:

1. Review of previous meeting agendas.
2. How the conduct the Class test and PUT.
3. Discussion on Project of final year student.


Coordinator
IQAC

IQAC In-Charge
Madhukarrao Pandav
College Engineering
Bhandara


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Madhukarrao Pandav College
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NOTICE

It is hereby informed that the meeting of all the IQAC members will be held in conference room on 12/12/2020 at 01.00 pm.

Agenda of the meeting:

1. Review of previous meeting.
2. Parent interaction form in Parent Teacher meeting.
3. How to conduct the University Practical's Exams
4. Organizing the faculty development program in the college.

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IQAC In-Charge
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Bhandara,
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INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

The meeting has organized in conference room at 2.00 pm on 08/07/2019. The Minutes of meeting are as per given below.

Following members were present for the meeting:

- 1) Prof. Santosh Aloney
- 2) Prof. Reena Majumdar
- 3) Prof. Deepak Bhigade
- 4) Prof. Bharti Purusharthi
- 5) Prof. Abhishek Goswami
- 6) Mr. Pramod Janjewar

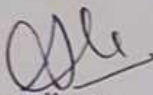
Agenda:-

1. Welcome to members.
2. Formation & approval of Internal Quality Assurance Cell (IQAC)
3. Coordinator of Internal Quality Assurance Cell (IQAC)
4. To Define Roles & responsibilities of committee members.
5. Review & confirmation of Vision Mission statement

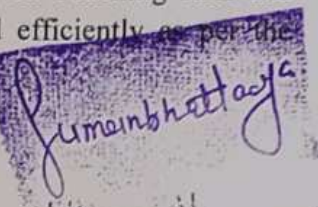
Discussion:-

1. The meeting started with a formal introduction of all members by Prof. Reena Majumdar
2. In view of the above task it is proposed to create IQAC. The names for IQAC are finalized in consultation with different members.
3. For the above position it is proposed and accepted unanimously that Dr. Abhijeet Gajghate will be Coordinator of Internal Quality Assurance Cell (IQAC)
4. Following are the roles & responsibilities of committee members.

- **Principal:** The Principal is involved in the implementation of the perspective plans of the College. He ensure efficient functioning of academic and administration through the departments and various committees constituted for the respective task.
- **Internal Quality assurance Cell (IQAC):** Internal Quality assurance Cell (IQAC) is formed to achieve the quality improvement in academics as well as administrative activities of the institute, for the betterment of overall performance to achieve the mission of institute and it will work like performance measuring tool for the institute. IQAC will meet regularly to assess the quality deliverance in academics as well as administrative activities of the institute
- **Head(s) of Departments:** The Heads of Departments ensure that the academic calendar provided by the university/college is implemented properly and efficiently.
- **Administrative officer:** Office Superintendent is the head of Non-Teaching staff and ensure the administration of various sections run properly and efficiently as per the college plans and instructions of the Principal and Vice-Principal


Coordinator
IQAC

IQAC In-Charge
Madhukarrao Pandav
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Principal
Madhukarrao Pandav
College of Engineering, Bhandara,
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INTERNAL QUALITY ASSURANCE CELL

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- 2) Prof. Reena Majumdar
- 3) Prof. Deepak Bhiogade
- 4) Prof. Bharti Purusharthi
- 5) Prof. Abhishek Goswami
- 6) Mr. Pramod lanjewar

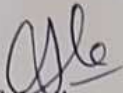
Agenda:-

4. Review of previous meeting agendas.
5. How to conduct the Class test and PUT.
6. Discussion on Project of final year student.

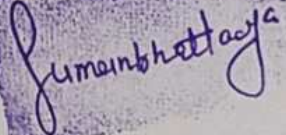
Discussion:-

1. In this meeting we have discussed about conduction of class test and PUT Examination. Prof. Deepak Bhiogade propose to conduct the examination on Google form and proposal of Prof Deepak Bhiogade is accepted by all the members. He also advice conduct objective exam instead of theory.
2. In this meeting we have suggested adding the industry based projects (As per current scenario) for the students. Instructions are given to the respective Heads of Department.

Dr. S Bhattacharya (Principal) advice for PQAC (Project Quality Assurance Cell) to improving the quality of project.


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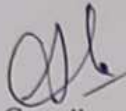
Agenda

5. Review of previous meeting.
6. Parent interaction form in Parent Teacher meeting.
7. How to conduct the University Practical's Exams
8. Organizing the faculty development program in the college.

Discussion:-

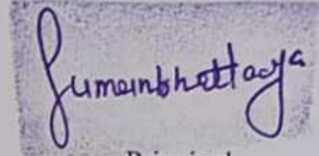
1. In this meeting we have discuss about the agendas of previous meeting and most of the work in the progress.
2. problems of student related to academics .For the preparation of Parent Interaction form responsibility given to Prof . R. Nimje .In this meeting we have discuss about the point related to Parent Interaction form to resolve the
3. In this meeting we have discuss about, how to conduct the University Practical Exams the college level in which Prof.D Bhiogade is decided as an Exam Coordinator for the smooth conduction of examination.
4. Dr. S Bhattacharya (Principal) and Dr. A. Gajghate (IQAC Coordinator) advice the faculty to conduct the FDP program in the college premises for the betterment of staff.

Dr. S Bhattacharya Also advice the HOD of various department to ask their faculties to attend FDPs in the various colleges. Dr. A. Gajghate explain the importance of conduction of FDP in the college.



Coordinator
IQAC

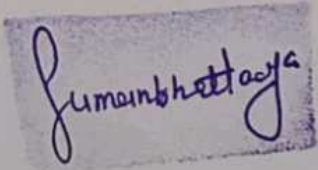
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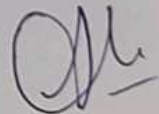


Principal
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The quality initiative taken by IQAC:

1. Monitoring of classes and reporting to the higher authorities on a daily basis.
2. Weekly verification of master attendance registers and teacher's diary.
3. Monitoring attendance of students and verification of attendance every two weeks.
4. Verification of proctor records and counseling details after every internal examination - To check whether the marks and attendance have been updated in the proctor card. Also, to check whether counseling has been done during that period.
5. Verification of lab attendance register-To check whether the marks are being allotted according to the lab evaluation process of the institution.
6. Verification of final attendance before submission to University. Students having less attendance are informed to the respective proctors and HOD.
7. Verification of marks entry in the register after every internal examination.
8. Verification of Notice board displays periodically - To check whether the current circulars have been displayed or not. Old circulars have to be removed.
9. Verification of Department stock register of newly purchased equipment in the beginning of every semester.
10. Department library audit in the beginning of every semester.
11. Timetable and workload verification in the beginning of every semester
14. Central Library audit on a yearly basis.


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