



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara



Criterion 6 – Student Support and Progression
Key Indicator – 6.5 Internal Quality Assurance System.

6.5.3 Quality assurance initiatives of the institution include.

Sr.No.	Documentary Evidences / Sample Documents	Page No.
1	Regular IQAC minutes of meeting	1 – 15



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Date: 05/08/2020


NOTICE

The Meeting of all members of Internal Quality Assurance Cell, Deans, HODs is Arranged on 07/08/2020, 2.00 p.m. at conference hall under the Chairmanship of Principal Dr. A.C. Attar.

All the members are requested to attend the meeting.

The Agenda of the meeting is as follows

1. To Confirm the minutes of earlier meeting.
2. To discuss on AQAR preparation
3. Self-appraisal form design
4. Review of Academic activities
5. To discuss any other points with the permission of Chair.


Coordinator

IQAC


Chairman

IQAC



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Minutes of meeting:

A meeting of all IQAC members, Deans, HODs was held on 07/08/2020 at 2.00 pm in the conference hall under the chairmanship of the Principal Sir.

The following members were present for the meeting.

- 1) The Principal, K. B. P. College of Engineering, Satara
- 2) Dr. Godbole B. B. (Dean Academics)
- 3) Dr. Sayyad S. G. (Dean student development)
- 4) Dr. Patil Suhas S. (HOD Electronics)
- 5) Prof Patil N. K. (HOD Civil)
- 6) Prof. Mrs. Mane S. V. (IQAC Coordinator)
- 7) Prof. Mrs. Karande U. V. (IQAC member)
- 8) Prof. Mrs. Shinde M. Y. (IQAC member)
- 9) Prof. Mrs. Sayyad T. J. (HOD representative CSE Deptt.)

The meeting discussions were opened with the permission of chair.. The Agenda of the meeting is as follows

1. To Confirm the minutes of earlier meeting.
2. To discuss on AQAR preparation
3. Self-appraisal form design
4. Review of Academic activities
5. To discuss any other points with the permission of Chair.

1. To Confirm the minutes of earlier meeting

The minutes of earlier meeting were read by coordinator and confirmed by the member.

2. To discuss on AQAR preparation :

Discussion was held for received data for AQAR from all the departments. All the HODs were requested to submit the required data in the format given to them by 10/08/2020. As per Principal Sir's suggestion it was decided to fill the AQAR by the end of this month.

3. Self-appraisal form design

Self-appraisal form design committee' for 2020-21 was formed including following members: Dr. S. S. Patil, Prof. Mrs. D.D. Ghatge, Prof. N.K.Patil.

The committee will submit self-appraisal form design by 20/08/2020.

4. Review of Academic activities

It was decided that all the HODs will give the following data:


- a) Parent meet consolidated report by 15-08-2020.



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

- b) Best practices of the department.
- c) Internship details report by 19/08/2020.
- d) Project group details with guide allotment & interdisciplinary project group details by 17/08/2020.
- e) Lab inspection committee to be formed by 26/08/2020.
- f) Mentor Mentee scheme allotment should be done by 21/08/2020.
- g) HODs should ask all the faculties to prepare google form with questionnaire for each lecture & submit its report to HOD. HOD should submit these reports to Dean Academic.
- h) HODs should ask all the faculties to prepare Question bank of 50 MCQ's for Unit Test 1, calculate attainment of last year's subject & prepare action plan for improvement, redefine COs & send it to HOD on or before 10/08/2020.
- i) HODs should ask all the faculties to prepare and upload their detailed bio data on college website.

The meeting ended with thanks to chairperson.


Coordinator

IQAC


Chairman

IQAC



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

A meeting of all IQAC members, Deans, HODs was held on 07/08/2020 at 2.00 pm in the conference hall under the chairmanship of the Principal Sir.

The following members were present for the meeting.

Sr. No.	Name	Designation	Signature
1	Dr. A. C. Attar	Principal and Chairman IQAC	
2	Dr. Godbole B. B	Dean Academics	
3	Dr. Sayyad S. G	Dean student development and IQAC member	
4	Dr. Patil Suhas S.	HOD Electronics	
5	Prof Patil N. K.	HOD Civil	
6	Prof. Mrs. Mane S. V.	IQAC Coordinator	
7	Prof. Mrs. Karande U. V.	IQAC member	
8	Prof. Mrs. Shinde M. Y.	IQAC member	
9	Prof. Mrs. Sayyad T. J.	HOD representative CSE Department	



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Action taken report

A meeting of all IQAC members, Deans, HODs was held on 07/08/2020 at 2.00 pm in the conference hall under the chairmanship of the Principal Sir. The following points discussed and action taken accordingly.

Agenda 1: To Confirm the minutes of earlier meeting

Action Taken: The minutes are finalized and all the members confirmed the meeting.

Agenda 2: To discuss on AQAR preparation

Resolution: It was decided to fill the AQAR by the end of this month.

Action Taken: The AQAR filled by the end of the month. After reviewing and modification in AQAR 18-19, the approval is taken from Board of Governance and then AQAR is submitted at the end of October 2020.

Agenda 3: To Self-appraisal form design

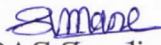
Resolution: It was decided to design Self-appraisal form by Dr. S. S. Patil, Prof. Mrs. D.D. Ghatge, Prof. N.K.Patil.

Action Taken: Self-appraisal form designed and submitted to IQAC.

Agenda 4: To Review of Academic activities

Resolution: Review of Academic activities taken by Principal Dr. A.C. Attar Sir.

Action Taken: The Academic activities report is prepared by HODs and submitted to Dean Academics.


IQAC Coordinator



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Date: 23/03/2021

Minutes of meeting:

Meeting of IQAC was held on 23-03-2021 to discuss on various issues as per meeting notice dated 18-03-2021 following members were present for the meeting

- | | | |
|-----|---------------------------|--------------------------------|
| 1. | Dr. Attar A. C. | Chairman |
| 2. | Mrs. Mane Sunita V. | Coordinator |
| 3. | Mr. Survase Ganesh K. | Office Administration |
| 4. | Dr. Sayyad Shabina G. | Teacher |
| 5. | Prof. Degaonkar Arun B. | Teacher |
| 6. | Mrs. Karande Usha V. | Teacher |
| 7. | Mr. Bhandare Nilesh D. | Alumni Representative |
| 8. | Mr. Kailash Bhatt | Industry Representative |
| 9. | Mr. Agate Pradyumna V. | Member of Rotary Club |
| 10. | Mr. Dhumal Shashikant R. | Parent Representative |
| 11. | Mrs. Shaikh Swaleha | Parent Representative |
| 12. | Ms. Devi Rutuja V. | Student Representative |
| 13. | Ms. Suryawanshi Rutuja C. | Student Representative |

Dr. D. S. Aldar had communicated his inability to remain present for the meeting. Meeting started with the welcome by the IQAC coordinator Mrs. S V Mane. Then she stated the Agenda of the meeting.

The Agenda of the meeting is as follows

1. Review of previous meeting about IQAC initiatives for the academic year 2020-2021
2. Discussions & suggestion for planning the future activities of IQAC.
3. Review of AQAR 19-20 & discussion on its completion within deadline.
4. To discuss additional points if any with the permission of Chair.



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

The following issues were discussed in the meeting

1) To Confirm the minutes of earlier meeting:

The minutes of earlier meeting were read by coordinator and confirmed by the member.

2) To discuss for planning the future activities of IQAC & take suggestions from IQAC members:

As per the guidance of Principal Sir, at the beginning of academic year IQAC team started working on AQAR 2018-19 & successfully completed also it is successfully approved by NAAC.

Feedback analysis of 2019-20 is completed & feedback from the students about teaching learning is taken for odd semester of academic year 2020-21. Analysis is also complete & feedback will be communicated to faculty members till 10th of April 2020.

As IQAC initiative six days AICTE-ISTE sponsored STTP on innovating teaching & best practices (Series I) conducted from 23rd Feb to 1st March 2021.

As IQAC initiative to improve quality of teaching learning process six days AICTE-ISTE sponsored STTP on innovating teaching & best practices (Series II) & AICTE-ISTE sponsored STTP on innovating teaching & best practices (Series III) are also planned in the month of April & May 2021.

Pradyumna Agate suggested to encourage NSS, Sports & Training activity. He has also suggested to prepare master plan of college infrastructure development.

Mr. G.K. Survase suggested to organize training program for non-teaching staff.

Nilesh Bhandare suggested to improve Internship & sponsored projects from Industry.

Mrs. Shaikh Swaleha suggested to organize training sessions for students based on actual application of courses. She has also suggested to arrange field visits to get exposure and improve confidence.

Bhat K. S. suggested taking Entrepreneurship & starting up initiative.



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

3) Review of AQAR 19-20 & discussion on its completion within deadline

Now simultaneously IQAC committee is working on process of filling of AQAR 2019-20. Almost 60% of the work is finished. By completing the remaining work AQAR 19-20 will be finalized & submitted at the end of month April 2021

Mrs. S. V. Mane

IQAC Coordinator

Dr. A. C. Attar

Chairman (Internal Quality Assurance cell)



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell

Date: 23/03/2021

Minutes of meeting :

A meeting of all IQAC members was held on 23/03/2021 at 3.00 pm in the conference hall under the chairmanship of the undersigned.

The following members were present for the meeting.

Sr. No.	Name	Designation	Signature
1	Dr. Attar A. C.	Chairman	
2	Dr. Gaikwad Pratibha S.	Management Representative	
3	Mrs. Mane Sunita V.	Coordinator	
4	Mr. Survase Ganesh K.	Office Administration	
5	Dr. Sayyad Shabina G.	Teacher	
6	Prof. Degaonkar Arun B.	Teacher	
7	Dr. Aldar Dilip S.	Teacher	
8	Mrs. Shinde Minakshi Y.	Teacher	
9	Mrs. Karande Usha V. Usharani	Teacher	
10	Mr. Bhandare Nilesh D.	Alumni	
11	Mr. Kailash Bhatt	Industry	
12	Mr. Agate Pradyumna V.	Member of Rotary Club	
13	Mr. Dhumal Shashikant R.	Parent	
14	Mrs. Shaikh Swaleha	Parent	
15	Ms. Devi Rutuja V.	Student	
16	Ms. Suryawanshi Rutuja C.	Student	
17	Mr. Om Jadhav	Student	



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering,
Satara

Internal Quality Assurance Cell
Academic Year- 2020-2021


Date: 20/04/2021

The Meeting of Internal Quality Assurance Cell is Arranged on 21/04/2021, 3.00 p.m in online mode under the Chairmanship of Principal Dr. A.C. Attar.

All the members of committee are requested to join the google meet.

The Agenda of the meeting is as follows.

1. Approval minutes of meeting of previous meeting.
2. Review of AQAR 2019-20 and discussion on its completion within deadline.
3. AICTE-ISTE sponsored six days online STTP.
4. To discuss any other points with the permission of Chair.


Coordinator

Internal Quality Assurance Cell



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering, Satara
Internal Quality Assurance Cell
Academic Year- 2020-2021


Date: 18/03/2021

The Meeting of Internal Quality Assurance Cell is Arranged on 23/03/2021, 3.00p.m at conference hall under the Chairmanship of Principal Dr. A.C. Attar.

All the members of committee are requested to attend the meeting.

The Agenda of the meeting is as follows.

1. Review of previous meeting about IQAC initiatives for the academic year 2020-2021
2. Discussions & suggestion for planning the future activities of IQAC.
3. Review of AQAR 19-20 & discussion on its completion within deadline
4. To discuss additional points if any with the permission of Chair.


Secretary / Chairman
Internal Quality Assurance Cell

- | | | |
|-----|---------------------------|----------------------------------|
| 1. | Dr. Attar A. C. | Chairman |
| 2. | Dr. Gaikwad Pratibha S. | Management representative |
| 3. | Mrs. Mane Sunita V. | Coordinator |
| 4. | Mr. Survase Ganesh K. | Office Administration |
| 5. | Dr. Sayyad Shabina G. | Teacher |
| 6. | Prof. Degaonkar Arun B. | Teacher |
| 7. | Dr. Aldar Dilip S. | Teacher |
| 8. | Mrs. Shinde Minakshi Y. | Teacher |
| 9. | Mrs. Karande Usha V. | Teacher |
| 10. | Mr. Bhandare Nilesh D. | Alumni Representative |
| 11. | Mr. Kailash Bhatt | Industry Representative |
| 12. | Mr. Agate Pradyumna V. | Member of Rotary Club |
| 13. | Mr. Dhuma Shashikant R. | Parent Representative |
| 14. | Mrs. Shaikh Swaleha | Parent Representative |
| 15. | Ms. Devi Rutuja V. | Student Representative |
| 16. | Ms. Suryawanshi Rutuja C. | Student Representative |
| 17. | Mr. Jadhav Om R. | Student Representative |

Copy to : Office Superintendent for record.



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering,
Satara
Internal Quality Assurance Cell
Academic Year- 2020-2021

Date: 21/04/2021

Minutes of meeting:

A meeting of all internal IQAC members was held on 21/04/2021 at 3.00 pm in the online mode under the chairmanship of the Principal Sir.

The following members were present for the meeting.

- 1) The Principal, K. B. P. College of Engineering, Satara
- 2) Dr. Sayyad S. G.(Dean student development and IQAC member)
- 3) Prof. Degaonkar A. B.(Dean Academics and IQAC member)
- 4) Prof. Mrs. Mane S. V. (IQAC Coordinator)
- 5) Prof. Mrs. Karande U. V. (IQAC member)
- 6) Prof. Mrs. Shinde M. Y. (IQAC member)

The meeting discussions were opened with the permission of chair. The Agenda of the meeting is as follows

1. Approval minutes of meeting of previous meeting.
2. Review of AQAR 2019-20 and discussion on its completion within deadline.
3. AICTE-ISTE sponsored six days online STTP.
4. To discuss any other points with the permission of Chair.

1. To Confirm the minutes of earlier meeting

The minutes of earlier meeting were read by coordinator and confirmed by the member.

2. Review of AQAR 2019-20 and discussion on its completion within deadline

Discussion was held for received data for AQAR 2019-20 from all the departments. Detailed review is taken regarding the information of data uploaded on NAAC portal. As per Principal Sir's suggestion it was decided to fill the AQAR by the end of this month.

3. AICTE-ISTE sponsored six days online STTP

As per the instruction of Principal Sir it is decided that all the faculty members should attend all sessions of AICTE- ISTE Sponsored REFRESHER PROGRAMME ON INNOVATIVE TEACHING LEARNING PRACTICES & RESEARCH (Duration 23rd April to 29th April 2021). All the sessions from this STTP are very useful for the NBA process. It is very necessary to attend the following sessions:

Teaching Learning Methods & Styles (Blended Learning) by Dr. Mrs. Shaila Subbaraman

Assessment and evaluation methods by Dr. Vinay Kulkarni



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering,
Satara

Internal Quality Assurance Cell
Academic Year- 2020-2021

National Education Policy 2020(NEP 2020) by Dr. Amit Datta DY. Director at AICTE, New Delhi, India

Blooms Taxonomy for effective Teaching and OBE by Prof. Dr. Anand Bewoor

The meeting ended with vote of thanks by IQAC Coordinator.


Coordinator

IQAC


Chairman

IQAC



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering,
Satara
Internal Quality Assurance Cell
Academic Year- 2020-2021

A meeting of all internal IQAC members was held on 21/04/2021 at 3.00 pm in the online mode under the chairmanship of the Principal Sir.

The following members were present for the meeting.

Sr. No.	Name	Designation	Signature
1	Dr. A. C. Attar	Principal and Chairman IQAC	
2	Prof. Degaonkar A. B	Dean Academics and IQAC member	
3	Dr. Sayyad S. G.	Dean student development and IQAC member	
4	Prof. Mrs. Mane S. V.	IQAC Coordinator	
5	Prof. Mrs. Karande U. V.	IQAC member	
6	Prof. Mrs. Shinde M. Y.	IQAC member	



Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College of Engineering,
Satara
Internal Quality Assurance Cell
Academic Year- 2020-2021

Action taken report

A meeting of all internal IQAC members was held on 21/04/2021 at 3.00 pm in the online mode under the chairmanship of the Principal Sir. The following points discussed and action taken accordingly.

Agenda 1: To Confirm the minutes of earlier meeting

Action Taken: The minutes are finalized and all the members confirmed the meeting.

Agenda 2: Review of AQAR 2019-20 and discussion on its completion within deadline

Resolution: It was decided to fill the AQAR by the end of this month.

Action Taken: The AQAR filled by the end of the month. After reviewing and modification in AQAR 19-20, the approval is taken from Board of Governance and then AQAR is submitted on the NAAC portal at the end of August 2021.

Agenda 3: AICTE-ISTE sponsored six days online STTP

Resolution: It was decided that all the faculty members should attend sessions of AICTE- ISTE Sponsored Refresher Programme on Innovative Teaching Learning Practices & Research

Action Taken: IQAC requested all the faculty members to attend the sessions. Faculty members attended the sessions.


IQAC Coordinator