

**Yeshwantrao Chavan College of Engineering**  
(An Autonomous Institution affiliated to Rashtrasant Tukadoji Maharaj Nagpur University)  
Hingna Road, Wanadongri, Nagpur - 441 110

**Notice of IQAC Meeting**

Date: 10 Jan 2018

The meeting of Internal Quality Assurance Cell (IQAC) shall be held on 19th Jan, 2018 at 12.00 noon at Board Room, YCCE.

Agenda of the Meeting:

1. Welcome of Hon. Members of IQAC
2. Confirmation of IQAC Minutes of Meeting held on 29<sup>th</sup> July 2017
3. Discussion on recommendations of NAAC Peer Team
4. Any other matter with the permission of the Chair

You are requested to make it convenient to attend the meeting.

Sd/-  
**Coordinator NAAC**  
Prof. A.R. Bhagat Patil

Sd/-  
**Chairman IQAC**  
Dr. U. P. Waghe

## Minutes of Meeting

Date: 19<sup>th</sup> January 2018

Minutes of the Internal Quality Assurance Cell held on 19<sup>th</sup> Jan, 2018 at 12.00 noon at Board Room, YCCE. The following IQAC member attended the meeting -

1. Dr. U.P. Waghe, Chairman,
2. Prof. A.R. Bhagat Patil, Coordinator / Member Secretary,
3. Ms. Astha Shukla, Member from Management,
4. Mr. Deepak Chowdhary, Member Industrialist
5. Dr. A.V. Bapat, Sr. Administrative Officer,
6. Dr. P.K. Dakhole, Sr. Administrative Officer,
7. Mr. Chetan Wazalwar, Sr. Administrative Officer,
8. Dr. A.M. Pande, Sr. Teacher Member,
9. Dr. P.T. Karule, Sr. Teacher Member,
10. Prof. A.P. Munshi, Sr. Teacher Member,
11. Prof. A.B. Thatere, Sr. Teacher Member,
12. Prof. M.S. Pawar, Sr. Teacher Member,
13. Ms. Kalyani Kawale, Student Member

### Leave of absence granted to:-

1. Mr. Deepak Deshmukh, Member Industrialist
2. Dr. D.P. Mase, Alumni Member

At the outset, the Chairman, IQAC, welcomed all members for the meeting of Internal Quality Assurance Cell. The meeting commenced with the pre-circulated agenda and discussion is as under:-

### Agenda points :-

#### **1) Welcome of IQAC Members :-**

All members were welcomed by the Chairman, Dr. U.P. Waghe. Floral welcome was offered to member from Industry Mr. Deepak Chowdhary, MD, MPM Pvt. Ltd.

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#### **2) Confirmation of minutes of the IQAC Meeting held on 29<sup>th</sup> July, 2017:-**

It was informed that the 1st IQAC meeting was held on, 29th July, 2017 at 2.00 pm. The action taken report on actionable points of the last meeting of IQAC was placed before the IQAC members by Prof. A.R. Bhagat Patil, Member Secretary, IQAC :-

Actionable Points	Action Taken
NBA Accreditation of 04 UG Programmes	The SAR for the 04 UG programs are prepared and submitted to the NBA for Accreditation. NBA Committee is likely to visit as per the visit slots
Revision of Vision and Mission Statement of the institute and defining the vision and mission of the departments.	The workshop is proposed by Dean (AM) and Dean (P&D) for the revision of the V M Statements of the institute. Departments are advised to collect the stakeholder's feedbacks required for defining V M Statements of the departments and complete the preliminary exercise through DQAC's.
Mr. Deepak Chowdhary, Member Industry, suggested putting focused efforts on quality publications as well as research work.	1) Through AWL Plan the publication targets are assigned to the faculty members with the expectation of quality based on the designations of the faculty. Faculty quality publications are made available through Research Portal. 2) Research related targets are to be assigned to the faculty members as per the AWL SOP. 3) For ensuring focused efforts for the research work, the decentralization of R&D Cell through the research verticals is proposed by the Director (R&D).

The minutes of the meeting was confirmed and approved by the members.

### 3) Discussion on recommendations of NAAC Peer Team:-

Based on the observations of NAAC peer team (Cycle-I) discussed in the previous meeting and proposed revisions in the AWL SOP, DLA Assessment; the Annual Action Plan for 2017-18 will be prepared and presented by Member Secretary for the approval of the IQAC.

- Administrative officer informed that the financial internal and external audits are planned as per the requirement. He also suggested emphasizing on the eco-friendly initiatives to be taken by the institute. He informed that the TV Displays will be made available in all the departmental buildings to reduce the paper work.

- CoE informed that as per the requirement of NAAC for declaration of results within 15 to 20 days, most of the examination related process will be automated this year. They are also working on online valuation of the ESE answer sheets.

- Registrar informed that he is in the process of collection of required data to be uploaded on the NIRF ranking portal. Looking at the more no. of institutes participating every year in the NIRF Ranking YCCE need to make some changes in the AWL action plan and quality publication targets should be assigned to the PhD Scholars and PG students.



Nagar Yuwak Shikshan Sanstha's  
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- Director (R&D) informed that the R&D Cell is planning workshops on the research methodology for the research scholars. He has planned the series of awareness programs for faculty members related to various funding schemes, Funding proposal preparation, awareness programs on the Patents/Copyrights etc.
- Registrar informed that the one more covered parking space is made available at the entrance gate of the YCCE.
- Principal suggested the Registrar and Administrative officer to give necessary instructions to the Security Agencies so that the students will park their vehicles at designated parking space only. The students should be restricted to park their vehicles in front of the department buildings.

4) **Discussion on other points with the permission of the Chair:-**

- Member Secretary, expressed the need of keeping the continuous track of the library usage by the faculty members and the students. He also informed that the Librarian is requested to give wide publicity through TV displays and encourage the digital library usage by the students and faculty for e-resources.
- Chairman IQAC requested the Student Activity In-Charge to organize the various extension activities under NSS and gender sensitization activities for the student and faculty regularly. Principal informed that some students requested him to start some more students clubs; he asked SA In-charge to look into the matter and start the clubs if feasible.
- Member Secretary suggested that the technical events organized by the departments should be through the professional student chapters of the departments and under the aegis of IQAC YCCE. He also suggested that the relevant events report should be maintained by the respective department/clubs/forums along with the photographs.
- Dean (AM) informed that the graphical analysis of the End Semester feedback for the session 2016-17 is made available to all the concerned and was discussed in the Principal monthly meeting and mid semester feedbacks for the 2017-18 session for the odd semester are taken as per the schedule and corrective measures are taken by the respective departments/sections and ATR of the same is made available to the departments.

Since there was no other point for discussion, the meeting concluded with a vote of thanks to the Chair.

Sd/-

Prof. A.R. Bhagat Patil  
 Member Secretary, IQAC, YCCE



Sd/-

Dr. U.P. Waghe,  
 Chairman, IQAC, YCCE, Nagpur.

Principal  
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