

# **Dr. Rajendra Gode Institute of Technology & Research, Amravati**

Internal Quality Assurance Cell (IQAC) Dated 10<sup>th</sup> July 2021

## **Minutes of the meeting dated 10th July 2021**

Meeting was convened for Re- constitution of IQAC at Dr. Rajendra Gode Institute of Technology & Research, Amravati on 10<sup>th</sup> July 2021.

The following members were present:

1. Dr. P. B. Patil, Principal (Chairman IQAC)
2. Ms. Tanvi Gode Madam (Member, Management Representative)
3. Dr. M. R. Vyawahare (IQAC Coordinator)
4. Mr. S. R. Charpe ( Member, Office Superintendent)
5. Dr. R. M. Deshmukh, HOD, Electronics & Tele. Engineering
6. Dr. S. W. Mohod, HOD, Computer Science & Engineering
7. Dr. Pankaj Ardak, HOD, Applied Sc. & Humanities
8. Dr. M. R. Dharme, Faculty, Mechanical Engineering
9. Prof. K. M. Pimpale, Faculty, Electronics & Tele. Engineering
10. Prof. S. D. Thakare, Faculty, Applied Sc. & Humanities
11. Aniket Raju Waikar, Student, Mechanical Engineering (Student Representative)
12. Ms. S. A. Gomase (Alumni Representative)
13. Shri. Pankaj Pande (Parent Representative)
14. Shri Sanjay Jadhav (Representative from Industry)

**Agenda:**

1. Welcome and Introduction of IQAC members.
2. Approval of the minutes of meeting held on 27/03/2021.
3. Review about academic activities of Even Semester for Academic Session 2020-21.
4. Review of the Placement activities conducted during academic year 2020-21 and planning of the Placement activities for Academic Year 2021-22.
5. Review of R & D activities and Research Proposals.
6. Presentation on Students feedback for even semester 2020-21.
7. Discussion about Planning of academic activities for Odd Semester for Academic Session 2021-22.
8. Preparation of academic calendar for odd semester 2021-2022.
9. Any other subject with the permission of Chair.

**Following points were discussed:**

Dr. M. R. Vyawahare, IQAC coordinator welcomed all the members for the meeting.

- i. In the introductory talk Dr. P. B. Patil, Principal narrated the objectives and importance of IQAC to all the members. The functions and role of IQAC to enhance and to sustain the quality of academic programs of the Institute was highlighted.
- ii. The minutes of the last meeting were unanimously approved.
- iii. Dr. M. R. Vyawahare, presented the revised academic calendar for the year 2021-2022 (odd semester) as per the guidelines for the pandemic situation of COVID-19 given by authorities.
- iv. Student feedback on the teaching performance of the faculty members during even semester for the year 2020-2021 was presented in the meeting.
- v. Syllabus coverage and online teaching learning and internal assessment was reviewed.
- vi. Dr. P. B. Patil informed all HODs to motivate faculties for technical expertise and prepare the estimate for the same.
- iii. Reviewed execution of academic activities of Even Semester for academic 2020-21.
- iv. The IQAC also discussed about the conduction of Academic Activities for Academic Year 2021-22.

- v. Review of the Placement activities conducted during academic year 2020-21 has been taken.
- vi. Research & Development activities in the college were reviewed in the meeting.



**Dr. M. R. Vyawahare**  
IQAC Coordinator



**Principal**  
**Dr. Rajendra Gode Institute**  
**of Technology & Research,**  
**Amravati.**

**Dr. P. B. Patil**  
Principal (Chairman IQAC)

# Dr. Rajendra Gode Institute of Technology & Research, Amravati

## Action Taken Report of IQAC meeting held on 10<sup>th</sup> July 2021

Date: 11/09/2021

<b>Agenda</b>	<b>Action Taken</b>
Presentation on Students feedback for even semester 2020-21.	As suggested by Honb'le Principal, all HODs prepare the plan use of ICT and other online tools for academic development of the students during the pandemic stuation of COVID-19.
Planning of academic activities for Odd Semester for Academic Session 2021-22.	Dr. M. R. Vyawahare prepared activity plan for the academic year 2021-2022.
Preparation of academic calendar for odd semester 2021-2022.	Academic calendar prepared for 2021-22 (odd sem.) was prepared by Dr. M. R. Vyawahare.
Motivating faculties for technical expertise	An expert lecture organized on "Publication of Research Paper in SCOPUS" by Dr. Vipin Gawande, VPKSI,Baramati.



**Dr. M. R. Vyawahare**  
IQAC Coordinator



**Principal**  
Dr. Rajendra Gode Institute  
of Technology & Research,  
Amravati.

**Dr. P. B. Patil**  
Principal (Chairman IQAC)

# **Dr. Rajendra Gode Institute of Technology & Research, Amravati**

## Internal Quality Assurance Cell (IQAC) Dated 9th October 2021

### **Minutes of the meeting dated 9<sup>th</sup> October 2021**

Meeting was assembled of IQAC at Dr. Rajendra Gode Institute of Technology & Research, Amravati on 9<sup>th</sup> October 2021.

The following members were present:

1. Dr. P. B. Patil, Principal (Chairman IQAC)
2. Ms. Tanvi Gode Madam (Member, Management Representative)
3. Dr. M. R. Vyawahare (IQAC Coordinator)
4. Mr. S. R. Charpe ( Member, Office Superintendent)
5. Dr. R. M. Deshmukh, HOD, Electronics & Tele. Engineering
6. Dr. S. W. Mohod, HOD, Computer Science & Engineering
7. Dr. Pankaj Ardak, HOD, Applied Sc. & Humanities
8. Dr. M. R. Dharme, Faculty, Mechanical Engineering
9. Prof. K. M. Pimpale, Faculty, Electronics & Tele. Engineering
10. Prof. S. D. Thakare, Faculty, Applied Sc. & Humanities
11. Aniket Raju Waikar, Student, Mechanical Engineering (Student Representative)
12. Ms. S. A. Gomase (Alumni Representative)
13. Shri Sanjay Jadhav (Representative from Industry)

The following member was absent for the meeting,

1. Shri. Pankaj Pande (Parent Representative)

### **Agenda:**

1. To confirm the minutes of the last meeting.
2. Review of Teaching-learning and internal assessment.
3. Proposal to organize STTP.

4. Review of department student forum activities.
5. Campus placement and T & P activities.
6. Any other subject with permission of Chair.

**Following points were discussed:**

Dr. M. R. Vyawahare, IQAC coordinator welcomed all the members for the meeting.

- i. The minutes of the last meeting were totally approved, IQAC coordinator presented the action taken report.
- ii. IQAC Coordinator informed about placing AQAR in front of College Development committee on 27<sup>th</sup> November 2021.
- iii. Syllabus coverage and online Teaching-learning and internal assessment was reviewed.
- iv. Dr. P. B. Patil, Principal, proposed to conduct Short Term Training Program. It was decided that Dr. M. R. Dharme R&D coordinator will coordinate for the same.
- v. All the HODs were given the status of activities taken by respective departmental student forum.
- vi. The IQAC discussed about the conduction of Academic Activities for the Odd semester of Academic Year 2021-22.
- vii. Review of the Placement activities conducted during Odd session of academic year 2021- 22 had been taken.
- viii. Dr. P. B. Patil, Principal, proposed to conduct a program on Women empowerment. It was decided that Institute Ladies Grievance Cell will coordinate the same.



**Dr. M. R. Vyawahare**  
IQAC Coordinator



**Principal**  
**Dr. Rajendra Gode Institute**  
**of Technology & Research,**  
**Amravati.**

**Dr. P. B. Patil**  
Principal (Chairman IQAC)

# Dr. Rajendra Gode Institute of Technology & Research, Amravati

## Action Taken Report of IQAC meeting held on 9<sup>th</sup> October 2021

Date: 24/12/2021

<b>Agenda</b>	<b>Action Taken</b>
Review of Teaching-learning and internal assessment.	Syllabus coverage reports were prepared by all HODs for online classes and subject teachers were directed to conduct extra lectures for their courses if they are lagging.
Proposal to organize STTP.	Dr. M. R. Dharme prepared ISTE sponsored STTP proposal.
Campus placement and T & P activities.	Prof. A. A. Shahade, T & P officer prepared the action plan for the placement and internship. Online sessions on the soft skill development were conducted for the students.
Program on Women empowerment	Ladies Grievance Cell organized “Women Empowerment and different aspects of women safety” on 20/12/2021.



**Dr. M. R. Vyawahare**  
IQAC Coordinator



**Principal**  
**Dr. Rajendra Gode Institute**  
**of Technology & Research,**  
**Amravati.**

**Dr. P. B. Patil**  
Principal (Chairman IQAC)

# **Dr. Rajendra Gode Institute of Technology & Research, Amravati**

Internal Quality Assurance Cell (IQAC) Dated 8<sup>th</sup> January 2022

## **Minutes of the meeting dated 8<sup>th</sup> January 2022**

Meeting was convened of IQAC at Dr. Rajendra Gode Institute of Technology & Research, Amravati on 8<sup>th</sup> January 2022.

The following members were present:

1. Dr. P. B. Patil, Principal (Chairman IQAC)
2. Ms. Tanvi Gode Madam (Member, Management Representative)
3. Dr. S. C. Jirapure (IQAC Coordinator)
4. Mr. S. R. Charpe ( Member, Office Superintendent)
5. Dr. R. M. Deshmukh, HOD, Electronics & Tele. Engineering
6. Dr. M. R. Vyawahare, HOD, Civil Engineering
7. Dr. S. W. Mohod, HOD, Computer Science & Engineering
8. Dr. Pankaj Ardak, HOD, Applied Sc. & Humanities
9. Dr. M. R. Dharme, Faculty, Mechanical Engineering
10. Prof. K. M. Pimpale, Faculty, Electronics & Tele. Engineering
11. Prof. S. D. Thakare, Faculty, Applied Sc. & Humanities
12. Aniket Raju Waikar, Student, Mechanical Engineering (Student Representative)
13. Ms. S. A. Gomase (Alumni Representative)
14. Shri. Pankaj Pande (Parent Representative)
15. Shri Sanjay Jadhav (Representative from Industry)

## **Agenda:**

1. To confirm the minutes of the last meeting.
2. Planning of Academic activities for Even semester of academic year 2021-22.



3. Planning about Placement activities conducted during Even semester of academic year 2021-22.
4. Planning of student activities for Even semester of academic year 2021-22.
5. To discuss about conduction of Parents Meet of all branches.
6. To discuss about the planning of Sports Meet.
7. Proposal to conduct skill development program for Non-Teaching staff.
8. Reformation of Institute Innovation Council.
9. Any other subject with permission of Chair.

**Following points were discussed:**

Dr. S. C. Jirapure, IQAC coordinator welcomed all the members for the meeting.

- i. The minutes of the last meeting were unanimously approved. The IQAC Coordinator presented the Action taken report.
- ii. The IQAC discussed about the conduction of Academic Activities for Even semester of academic year 2020-21.
- iii. It was decided to conduct the Parents Meet at the semester end.
- iv. It was decided to conduct Sports meet in next month.
- v. It was decided to conduct IPR webinar/workshop. Dr. S. C. Jirapure will coordinate for the same.
- vi. Dr. S. C. Jirapure presented the academic calendar for the year 2021-22 (Even Semester)
- vii. Dr. P. B. Patil, Principal, proposed to conduct a skill development program for Non-teaching staff.
- viii. Institute Innovation Council had been reformed. Dr. M. R. Dharme assigned as a Coordinator for the same under the chairmanship of Honb'le Principal.
- v. All the HODs were presented the status of scheduled events.

The meeting was adjourned after the vote of thanks.



**Dr. S. C. Jirapure**  
IQAC Coordinator



**Principal**  
Dr. Rajendra Gode Institute  
of Technology & Research,  
Amravati.

**Dr. P. B. Patil**  
Principal (Chairman IQAC)

# Dr. Rajendra Gode Institute of Technology & Research, Amravati

## Action Taken Report of IQAC meeting held on 8<sup>th</sup> January 2022

Date: 26/03/2022

<b>Agenda</b>	<b>Action Taken</b>
Planning of Academic activities for Even semester of academic year 2021-22.	Academic calendar prepared for 2021-22 (Even semester) was prepared by Dr. S. C. Jirapure.
Planning about Placement activities conducted during Even semester of academic year 2021-22.	Campus Placement Drivers were conducted for Mechanical, Civil and Electronics & Telecommunication Engineering Students.
Proposal to conduct IPR webinar/workshop.	Online One Day Workshop by Mr. P. P. Borkar, Dy. Controller of Patents & Design, RGNIIPM, Govt Of India. on "Intellectual Property Rights (IPR) Patents & Design Filling" was conducted at 16/02/2022.
Proposal to conduct skill development program for Non-Teaching staff.	Initiated training program for Devnagri typing and exam was conducted for the same on 21/02/2022.
To discuss about the planning of Sports Meet.	Sports Meet was conducted on 14,15 & 16 March, 2022.
To discuss about conduction of Parents Meet of all branches	Parents Meet was conducted on 26/03/2022.
Reformation of Institute Innovation Council.	Institute Innovation Council had been reformed. Dr. M. R. Dharme assigned as a Coordinator for the same under the chairmanship of Honb'le Principal.



**Dr. S. C. Jirapure**  
IQAC Coordinator



**Principal**  
Dr. Rajendra Gode Institute  
of Technology & Research,  
Amravati.

**Dr. P. B. Patil**  
Principal (Chairman IQAC)

# **Dr. Rajendra Gode Institute of Technology & Research, Amravati**

## **Internal Quality Assurance Cell (IQAC) Dated 23<sup>rd</sup> April 2022**

### **Minutes of the meeting dated 23<sup>rd</sup> April 2022**

Meeting was organised of IQAC at Dr. Rajendra Gode Institute of Technology & Research, Amravati on 23<sup>rd</sup> April 2022.

The following members were present:

1. Dr. P. B. Patil, Principal (Chairman IQAC)
2. Ms. Tanvi Gode Madam (Member, Management Representative)
3. Dr. S. C. Jirapure (IQAC Coordinator)
4. Mr. S. R. Charpe ( Member, Office Superintendent)
5. Dr. R. M. Deshmukh, HOD, Electronics & Tele. Engineering
6. Dr. M. R. Vyawahare, HOD, Civil Engineering
7. Dr. S. W. Mohod, HOD, Computer Science & Engineering
8. Dr. Pankaj Ardak, HOD, Applied Sc. & Humanities
9. Dr. M. R. Dharme, Faculty, Mechanical Engineering
10. Prof. K. M. Pimpale, Faculty, Electronics & Tele. Engineering
11. Prof. S. D. Thakare, Faculty, Applied Sc. & Humanities
12. Aniket Raju Waikar, Student, Mechanical Engineering (Student Representative)
13. Ms. S. A. Gomase (Alumni Representative)
14. Shri. Pankaj Pande (Parent Representative)
15. Shri Sanjay Jadhav (Representative from Industry)
16. Prof. A. A. Shahade (TPO)

### **Agenda:**

1. To confirm the minutes of the last meeting.

2. To discuss about Placement activities conducted during Even semester of academic year 2021-22.
3. To discuss about student activities conducted during Even semester of academic year 2021-22.
4. Presentation on Students feedback for even sem.
5. Any other subject with permission of Chair.

**Following points were discussed:**

Dr. S. C. Jirapure, IQAC coordinator welcomed all the members for the meeting.

- i. The minutes of the last meeting were unanimously approved. The IQAC Coordinator presented the action taken report.
- ii. The IQAC discussed about the conduction of Academic Activities for Even semester of academic year 2021-22.
- iii. TPO Prof. A. A. Shahade briefed about the T&P activities taken during the session & presented the college placement status.
- iv. HODs informed about the student activities conducted during Even semester of academic year 2021-22.
- v. Student feedback on the teaching performance of the faculty members for even semester was presented by HODs in the meeting.

The meeting was adjourned after the vote of thanks.



**Dr. S. C. Jirapure**  
IQAC Coordinator



**Principal**  
Dr. Rajendra Gode Institute  
of Technology & Research,  
Amravati.

**Dr. P. B. Patil**  
Principal (Chairman IQAC)