

Institute of Engineering Internal Quality Assurance Cell

Date:- 12/01/2024

Notice

The IQAC members requested to present on date 18/01/2024 for meeting with soft data and proofs up to till date for AQAR 2023-24

Venue: - Conference Room, Ground Floor, IOE

Time: - 3 PM

Agenda

- Discussion and proof collection for NAAC Criteria 1 to5 for AQAR 2023-24
- NBA readiness for the UG
- Internal departmental audit for Standard Operating Procedures, Laboratory, and Maintenance

Prof. (Dr.) V. J. Gond

IQAC Coordinator

MET's Institute of Engineering



Prof. (Dr.) V. P. Wani

Principal

MET's Institute of Engineering

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Minutes of Internal Quality Assurance Cell Meeting held on 18/01/2024

The IQAC Coordinator welcomes to all department level coordinators for discussion on the decided agenda. The following highlights regarding to NAAC criteria and NBA was discussed and appropriate suggestions percolate in regarding of AQAR 2023-24 by Prof. (Dr.) V. J. Gond.

About NAAC AQAR 2023;24

- Prof. (Dr.) V. J. Gond elaborated about the NAAC criteria 1 and their complete the filling of required data in the prescribed format by NAAC.
- As the data received from office is about criteria 2 with its subsections are tabulated in the excel format with mandatory proofs.
- The required data with proofs about criteria 5.1.1 and 5.1.2 is filled in the excel format.
- Account related information in criteria 4 and 6 is properly pervade in the NAAC format. The required evidences are collected in hard copy format.
- Departmental coordinators collected and ensured the relevant data about criteria 5.1.4, 5.2.1, 5.2.2, and 5.2.3 in collaboration of central training and placement cell.
- Sport Director provided the required information with proof for 5.3.1 and 5.3.3 criteria.
- Alumni speech for the freshers Induction program was arranged by the MET's IOE Alumni Association, where in alumni from different industries addressed the freshers of the corresponding department explaining the evolving technologies in the industries at different venues in MET's Institute of Engineering.

NBA readiness for UG

Prof. (Dr.) V. P. Wani explain the mandatory pathway for NBA to enhance the outcome basis education in all aspect. They review and gives direction for superfinishing the almost completed work for facing the upcoming committee of NBA.


- All UG departments aware about rules, policies, and procedures need to be prepared along with academic regulation proofs.
- All the departments are informed to update the website updating including the activities of the students and faculty.
- Discussed question paper settings, assignments, evaluation schemes, and academic audit documents etc.

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About Internal departmental audit


The IQAC members visited to each department and verified the NAAC related documents for completion of AQAR 2023-24. They also observe the laboratories, cleanliness of department. IQAC members ensures the capability and effectiveness of IT infrastructure for utilization to UG and PG students. They advised to ensure the hangouts/ boards and stander operating procedure charts are at appropriate places.

The IQAC Coordinator ensure and verifies the all data as per NAAC format and conclude the meeting with best wishes for NBA committee forthcoming visit.


Prof. (Dr.) V. J. Gond
IQAC Coordinator


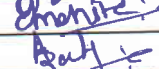




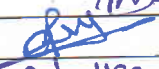
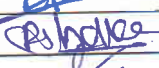

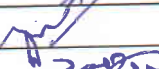
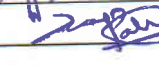

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Prof. (Dr.) V. P. Wani
Principal

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Attendance sheet for the meeting held on 18/01/2024

Sr. No.	Name	Department	Signature
01	Dr. D. B. Ahire	E & TC	
02	Dr. Utkarsha Mohite	Electrical Engg.	
03	Mr. Amit S. Patil	Mechanical Engg.	
04	Mr. Vivek Wagh	Civil Engg.	
05	Mr. Javed Attar	MCA	
06	Mr. Kunal Ahire	IT	
07	Dr. Vaibhav Dabhade	Computer Engg.	
08	Mr. Prashant Rewagad	AI & DS	
09	Dr. Rajendra Dhake	Applied Science	
10	Mr. S. L. Prasad	Asst. Registrar	
11	Mr. A. P. Gadekar	Accountant, IOE	
12	Dr. S.G. Patil	Librarian	



Prof. (Dr.) V. J. Gond

IQAC Coordinator

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