



Amar Sewa Mandal's

GOVINDRAO WANJARI COLLEGE OF ENGINEERING & TECHNOLOGY  
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President Secretary Treasurer Principal  
Dr. (Smt) Subasini Wanjari Adv. Abhijit G. Wanjari Dr. Smeeta A Wanjari Dr Salim Chavan

Internal Quality Assurance Cell

ACTION TAKEN REPORT 2022-23

MEETING DATE	AGENDA NO.	ACTION TAKEN
17/03/2023	1	All the HoD's was informed to carry out the student satisfaction survey which was required in AQAR 2022-23 under the guidance of Dr. P. K. Gaidhane, NAAC Criteria 2 Incharge.
17/03/2023	2	A discussion was done about the Academic audit which was needed to be carried out in the current session.
17/03/2023	3	All the HoD's were informed to carry out online Parents Teacher meet and a common Alumni Meet. The Parents Teacher meet departmental coordinator were asked to take follow up for its for its successful conduction.
17/03/2023	4	All HoD's were told to inform the students of all semester to participate in online certification courses which are carried out by NPTEL, MOOC's, SWAYAM etc for free of cost.
17/03/2023	5	All present members were informed about the exam pattern that will be implemented by RTMNU. They were also informed to help students with the new exam pattern and solve any queries if so related to the students about the exams.
17/03/2023	6	Discussion on purchasing of new computer was done with HoD CSE Department. Under the guidance of Principal sir, the proper setup of this computers was discussed and guidance was given.
17/03/2023	7	In presence of all criteria in-charges and Principal, detailed discussion on NAAC AQAR 2022-23 was carried out and for any short comings the criteria incharges was guided by the Principal sir.

*A.V. Wanjari*  
IQAC COORDINATOR  
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MEETING DATE	AGENDA NO.	ACTION TAKEN
09/12/2022	1	The HoD's of all the Department were asked to conduct guest lecture on recent technologies with experts from Industries.
09/12/2022	2	A thorough discussion was done on the quality of projects made by students of Final year. All HoD's were asked to make sure the project are fully functioning at the time of submission by the student and quality participation is done by the student in their final semester.
09/12/2022	3	The Academic Coordinator was asked to carry out the online feedback of subjects by the students (Session Odd Semester 2022-23) for more flexibility in data collection.
09/12/2022	4	A discussion was done on academic Calendar which was needed for the upcoming Even semester in session 2022-23
09/12/2022	5	All the criteria in-charges were informed to maintain proper data for the AQAR 2022-23. All required points of all criteria from NAAC was covered at this meeting.
09/12/2022	6	Different Department were assigned the programmes that they had to carry out in coming days which are as listed below: <ol style="list-style-type: none"> <li>1. Mechanical Engg Deptt: Conduction of ISTE AICTE Approved National Conference</li> <li>2. Civil Engg Deptt: Conduction of Project Competition</li> <li>3. ETC Engg Deptt: Conduction of Robo Race and Tech-o-Mania (Technical Events)</li> <li>4. IT &amp; CSE Deptt: Conduction of Annual Social Gathering</li> <li>5. Prof G R Agrawal: Conduction of Alumni Meet</li> </ol>
09/12/2022	7	A review on stock verification was done by Head of Institute Department wise and accordingly each department was guided with the further process. It was told to all HoD's to keep the Stock verification certificates in lab DSR also.
09/12/2022	8	All HoD's were suggested to encourage students for Internships and submit the Completion certificate to Dr Chandrakant Khobaragade and Prof. Vivekanand Thakare.
09/12/2022	9	The Departmental HoD's were informed to carry out lectures for students and staff on IPR and Research Methodology.

*[Signature]*  
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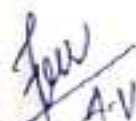
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MEETING DATE	AGENDA NO.	ACTION TAKEN
05/09/2022	1	All HoD's were asked to follow the Academic Calendar for conducting Sessional and PUT examinations. Also the Academic in-charge was asked to prepare a proper format about subject marks distribution that can be mentioned on sessional/PUT question paper.
05/09/2022	2	Discussion was done on the result analysis of previous exam. All HoD's were informed to ask their faculty members to help students by giving proper inputs so that it will be easy for students to score good in University exams.
05/09/2022	3	Under the guidance of Academic Coordinator a discussion on feedback analysis was done for previous semester. All Departmental feedback analysis was submitted before due date. The staff was also told to carry out Course End Survey, Subject Survey, Course Exit Survey properly so that later the data can be used for improvement.
05/09/2022	4	All the HOD's were asked to make use of Smart class rooms for all their lectures. Academic coordinator also proposed to follow common pattern for designing of Question papers which will be followed by all the departments.
05/09/2022	5	All HoD's were asked to carry out quality measures for improving the quality of result. The head of institute instructed all HoD's to go for micro teaching so that all staff remains focused on his/her subject.
05/09/2022	6	All Departmental heads were asked to conduct 30 Hours certification course for the departmental students on Industry oriented subjects.

  
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MEETING DATE	AGENDA NO.	ACTION TAKEN
13-06-2022	1	Collective discussion on Academic session was done for 2022-23
13-06-2022	2	It was discussed that the Academic Calendar will be planned and activities that are to be carried out were also discussed for proper implementation of Academic Calendar
13-06-2022	3	All Cell In-charges were informed to plan various activities that can be scheduled in the said session
13-06-2022	4	Each departmental head was given major activity to be carried under their department such as Prof. Nitesh Chahande, HoD ME Deptt was given the responsibility to conduct ISTE Approved National Conference, Prof. S.B. Ashtekar, HoD ETC Deptt was given the responsibility to conduct Technical Events, Prof. Vivekanand Thakare, HoD CSE Deptt, was given the responsibility to conduct Annual Social Gathering.
13-06-2022	5	All the Head of Departments were asked to inform the faculties of their respective departments to publish minimum 2 papers in UGC notified journals which are listed on UGC Care website. They were also informed to motivate the students to do the same.
13-06-2022	6	The Head of Departments were asked to go ahead for industry oriented projects and increase the collaboration with the industries under the guidance of Dr Hemant Bhagat Patil, IIC Cell Incharge. Also Dr Hemant Bhagat Patil suggested all to conduct various activities under the IIC Cell for the GOI Schemes.
13-06-2022	7	All Criteria In-charges were asked to brief about the progress of on-going NAAC Criteria's that they are holding

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