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Dr. (Smt) Suhasini Wanjari **Adv. Abhijit G. Wanjari** **Dr. Hemant Sonare** **Dr. Salim Chavan**

Internal Quality Assurance Cell

NOTICE

Ref No.: GWCET/2020-21/IQAC Meeting/01

Date: 12/06/2020

It is hereby informed that the meeting of Head of Departments and senior faculty members will be held at IQAC Conference room-on 15th June 2020 at 12.00 pm onwards.

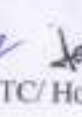
Agenda of the meeting:

1. Planning for next Academic Session 2020-21
2. Discussion about the Academic Calendar including Extra Curricular and Co-Curricular Activities
3. Discussion about the activities to be carried out by different Cells and its smooth functioning
4. Discussion about the conduction of various seminar/webinar, Faculty Development Programme, International Conference to be conducted by the Department
5. Discussion on increasing faculty paper publication in UGC notified journals.
6. Discussion on Industry Oriented Projects


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Internal Quality Assurance Cell

Minutes of Meeting

Ref No.: GWCET/2020-21/IQAC Meeting/01

Date: 15/06/2020

The meeting of Head of Departments and senior faculty members was held at IQAC Conference room on 15th June 2020 at 12.00 pm onwards.

The following members were present for the meeting –

1. Dr. Salim Chavan, Principal, GWCET, Nagpur
2. Prof. Vaibhav Nikam, IQAC In-Charge & HoD ME Deptt, GWCET, Nagpur
3. Prof. Avishkar Wanjari, HoD EE Deptt, GWCET, Nagpur
4. Prof. Ashwini Deshmukh, HoD ETC Deptt, GWCET, Nagpur
5. Prof. Pushkar Jane, HoD CSE Deptt, GWCET, Nagpur
6. Prof. A. P. Nayak, First Year Incharge, GWCET, Nagpur

Agenda 1: Planning for next Academic Session 2020-21

Resolution: Collective discussion on Academic session was done for 2020-21

Agenda 2: Discussion about the Academic Calendar including Extra Curricular and Co-Curricular Activities

Resolution: It was discussed that the Academic Calendar will be planned and while its planning the COVID -19 norms were also discussed for proper implementation of Academic Calendar

Agenda 3: Discussion about the activities to be carried out by different Cells and its smooth functioning

Resolution: All Cell In-charges were informed to plan various activities that can be scheduled in the said session by following all norms of Covid-19

Agenda 4: Discussion about the conduction of various seminar/webinar, Faculty Development Programme, International Conference to be conducted by the Department



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Resolution: Online International Conference with foreign speakers of reputed universities, seminar from known Academic Senior Faculty was discussed and confirmed by Prof A. V. Wanjari, HoD EE Deptt in this meeting

Agenda 5: Discussion on increasing faculty paper publication in UGC notified journals.

Resolution: All the Head of Departments were asked to inform the faculties of their respective departments to publish paper in UGC notified journals which are listed on its website. They were also informed to motivate the students to do the same.

Agenda 6: Discussion on Industry Oriented Projects

Resolution: The Head of Departments were asked to go ahead for industry oriented projects and increase the collaboration with the industries.


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Internal Quality Assurance Cell

NOTICE

Ref No.: GWCET/2020-21/IQAC Meeting/02

Date: 03/08/2020

It is hereby informed that the meeting of Head of Departments and senior faculty members will be held at IQAC Conference room on 4th August 2020 at 12.00 pm onwards.

Agenda of the meeting:

1. Planning for Sessional and PUT Examinations to be carried out in Academic Session 2020-21
2. Discussion about the Result Analysis of Previous Academic Session (2019-20)
3. Discussion about the Feedback Analysis of previous Academic Session (Even Semester)
4. Discussion about the **common** platform to be used for online lectures, online Sessional and PUT Examinations by all departments.


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Minutes of Meeting

Ref No.: GWCET/2020-21/IQAC Meeting/02

Date: 05/08/2020

The meeting of Head of Departments and senior faculty members was held at IQAC Conference room on 4th August 2020 at 12.00 pm onwards.

The following members were present for the meeting -

1. Dr Salim Chavan, Principal, GWCET, Nagpur
2. Prof. Vaibhav Nikam, IQAC In-Charge & HoD ME Deptt, GWCET, Nagpur
3. Prof. Avishkar Wanjari, HoD EE Deptt, GWCET, Nagpur
4. Prof. Ashwini Deshmukh, HoD ETC Deptt, GWCET, Nagpur
5. Prof. Pushkar Jane, HoD CSE Deptt, GWCET, Nagpur
6. Prof. A. P. Nayak, First Year Incharge, GWCET, Nagpur
7. Prof. L. A. Yelmule, Academic Coordinator, GWCET, Nagpur

Agenda 1: Planning for Sessional and PUT Examinations to be carried out in Academic Session 2020-21

Resolution: All HoD's were asked to follow the Academic Calendar for conducting Sessional and PUT examinations. They were also asked to decision related to postponing of exam by the suggestion of Academic Coordinator if COVID-19 situation worsens in that period.

Agenda 2: Discussion about the Result Analysis of Previous Academic Session (2019-20)

Resolution: A thorough discussion was done on the result analysis of previous Even Semester exam. All HoD's were informed to ask their faculty members to improve the overall result of their respective subjects.

Agenda 3: Discussion about the Feedback Analysis of previous Academic Session (Even Semester)



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Resolution: Under the guidance of Academic Coordinator a discussion on feedback analysis was done for previous semester. Need of improvement should be done for the faculties lagging in feedback was suggested to the Head of Departments.

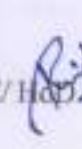
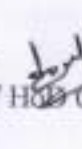
Agenda 4: Discussion about the common platform to be used for online lectures, online Sessional and PUT Examinations by all departments.

Resolution: All the HOD's were asked to use a common platform by all the staff for teaching in online lectures. Teachmint Application was suggested by the Academic coordinator for this purpose. For faculties those using PEN & TABLET for teaching were asked to use Free Conference call application.


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NOTICE

Ref No.: GWCET/2020-21/IQAC Meeting/03

Date: 01/02/2021

It is hereby informed that the meeting of Head of Departments and senior faculty members will be held at IQAC Conference room on 05/02/2021 at 12.00 pm onwards.

Agenda of the meeting:

1. Planning for Conduction of lecture on Intellectual Property Rights
2. Discussion about the Final year Project of students in upcoming semester (Even Sem 2020-21)
3. Discussion about the Feedback Analysis to be carried out of last semester (Odd Sem 2020-21)
4. Discussion on planning of Academic Calendar for Academic Session Even Sem 2020-21
5. Review of respective Criteria's of NAAC for Session 2020-21


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Minutes of Meeting

Ref No.: GWCET/2020-21/IQAC Meeting/03

Date: 08/02/2021

The meeting of Head of Departments and senior faculty members was held at IQAC Conference room on 5th February 2021 at 12.00 pm onwards.

The following members were present for the meeting -

1. Dr Salim Chavan, Principal, GWCET, Nagpur
2. Prof. Vaibhav Nikam, IQAC In-Charge & HoD ME Deptt, GWCET, Nagpur
3. Prof. Avishkar Wanjari, HoD EE Deptt & NAAC Criteria 3 Incharge, GWCET, Nagpur
4. Prof. Ashwini Deshmukh, HoD ETC Deptt & NAAC Criteria 7 Incharge, GWCET, Nagpur
5. Prof. Pushkar Jane, HoD CSE Deptt & NAAC Criteria 4 Incharge, GWCET, Nagpur
6. Prof. A. P. Nayak, First Year Incharge & NAAC Criteria 6 Incharge, GWCET, Nagpur
7. Prof. L. A. Yelmule, Academic Coordinator & NAAC Criteria 1 Incharge, GWCET, Nagpur
8. Dr P.K. Gaidhane, NAAC Criteria 2 Incharge, GWCET, Nagpur
9. Prof. N. H. Chahande, NAAC Criteria 5 Incharge, GWCET, Nagpur

Agenda 1: Planning for Conduction of lecture on Intellectual Property Rights

Resolution: The HoD's of Electrical Engineering Department and Electronics Telecommunication Department were asked to conduct a online lecture on IPR

Agenda 2: Discussion about the Final year Project of students in upcoming semester (Even Sem 2020-21)

Resolution: 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.

Agenda 3: Discussion about the Feedback Analysis to be carried out of last semester (Odd Sem 2020-21)



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Resolution: The Academic Coordinator was asked to carry out the online feedback of subjects by the students (Session Odd Semester 2020-21) for more flexibility in data collection seeing the current situation of COVID.

Agenda 4: Discussion on planning of Academic Calendar for Academic Session Even Sem 2020-21

Resolution: A discussion was done on academic Calendar which was needed for the upcoming Even semester in session 2020-21

Agenda 5: Review of respective Criteria's of NAAC with reference to Session 2020-21

Resolution: All the criteria incharges were informed to maintain proper data for the AQAR 2020-21. All required points of all criteria from NAAC was covered at this meeting.


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Internal Quality Assurance Cell

NOTICE

Ref No.: GWCET/2020-21/IQAC Meeting/04

Date: 03/05/2021

It is hereby informed that the meeting of Head of Departments and senior faculty members will be held at IQAC Conference room on 06/05/2021 at 12.00 pm onwards.

Agenda of the meeting:

1. Planning for Conduction of Student Satisfaction Survey for Session 2020-21
2. Discussion about the Academic Audit of the Department
3. Discussion on Conduction of online Parents Teacher Meet
4. Discussion on planning of conduction of certification courses
5. Discussion on seminar from Incubation cell


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Internal Quality Assurance Cell

Minutes of Meeting

Ref No.: GWCET/2020-21/IQAC Meeting/05

Date: 10/05/2021

The meeting of Head of Departments and senior faculty members was held at IQAC Conference room on 6th May 2021 at 12.00 pm onwards.

The following members were present for the meeting –

1. Dr Salim Chavan, Principal, GWCET, Nagpur
2. Prof. Vaibhav Nikam, IQAC In-Charge & HoD ME Deptt, GWCET, Nagpur
3. Prof. Avishkar Wanjari, HoD EE Deptt, GWCET, Nagpur
4. Prof. Ashwini Deshmukh, HoD ETC Deptt, GWCET, Nagpur
5. Prof. Pushkar Jane, HoD CSE Deptt, GWCET, Nagpur
6. Prof. A. P. Nayak, First Year Incharge, GWCET, Nagpur
7. Prof. L. A. Yelmule, Academic Coordinator, GWCET, Nagpur

Agenda 1: Planning for Conduction of Student Satisfaction Survey for Session 2020-21

Resolution: All the HoD's was informed to carry out the student satisfaction survey which was required in AQAR 2020-21 under the guidance of Dr. P. K. Gaidhane, NAAC Criteria 2 Incharge.

Agenda 2: Discussion about the Academic Audit of the Department

Resolution: A discussion was done about the Academic audit which was needed to be carried out in the current session.

Agenda 3: Discussion on Conduction of online Parents Teacher Meet

Resolution: All the HoD's were informed to carry out online Parents Teacher meet for the current students. The Parents Teacher meet departmental coordinator were asked to take follow up for its successful conduction.

Agenda 4: Discussion on planning of conduction of certification courses



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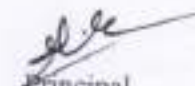
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Resolution: All HoD's were told to inform the students of all semester to participate in online certification courses which are carried out by MOOC's, SWAYAM etc for free of cost.

Agenda 5: Discussion on seminar from Incubation cell

Resolution: All present members were informed about the online seminar that was suggested for conduction by the Incubation cell in-charge.


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