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Dt.: 21st March 2022

Minutes of the Meeting

Minutes of the meeting of IQAC held on 20th March 2022 at 1.00 p.m. in SIEM Board Room

Conduct of the Meeting: The IQAC Meeting of internal members was conducted on 20th March 2022 at 1.00 pm in SIEM Board Room with the following agenda:

1. To brief the Roles and responsibilities of IQAC members
2. To brief Functions of IQAC as expected by NAAC
3. To discuss Quality improvement initiatives which can be undertaken by IQAC
4. Any other point with permission of chair.

The following members were present for the meeting:

<u>S.N.</u>	<u>Particulars</u>	<u>Name</u>
1	Chairperson: Head of Institution	Dr. D.P.Patil
2	IQAC Coordinator	Dr. L. K. Toke
3	Member of Management	Prof. Pramod Karole
4	Dean, Academics	Dr. N.L. Bhirud
5	Faculty	Dr. A.S.Dube Dr. K. A. Shirsath Prof. Ketan Salunkhe Prof. K.C.Muley Prof. Y.R. Risodkar Prof. R.J. Nayak
6	Coordinators	Dr. G.N.Shelke- Mechanical Prof.R.N.Patil- Civil Engg Prof. M.K.Sangole- EXTC Prof.R.K.Zha- Electrical Prof.M.V.Korade- Computer Prof.MohsinKhatik- ESH

Welcome address by Chairperson: The IQAC chairperson, Dr. D.P. Patil, welcomed all committee members and meeting. The following points were discussed under these 4 agenda:

Agenda 1 and 3:

The Chairperson addressed agenda 1 and 3. The following points were discussed under these two agenda:

1. He briefed the members about the role of IQAC. He initiated the address by highlighting the importance of IQAC considering NAAC accreditation. He further added that IQAC committee is formed at the Institute level to look after the NAAC requirements
2. The Chairperson pointed towards the main challenges imposed on the institute as outlined below.

a) Research: The research should be in collaboration with Industry which should be beneficial to the society at the end. There should be tie-up with government undertaking laboratories and government initiatives with professional active research. For this the research culture should be inculcated in SIEM. The NAAC requirement is that the each faculty should publish at least one research paper every year but the Chairperson urged individual faculty to write at least two papers. The technical papers are required to be published at three levels i.e. at least 10 % in reputed conferences, 40% in UGC approved journal and remaining paper in Scopus, SCI and WOS journals which can be done by connecting with other institution.

b) Technology Development: SIEM should come up with Incubation center where faculty and students should work as a team to develop technology which can transform the projects into product which will be usable for the society or corporate world. .

3. The Chairperson next directed the meeting to agenda number 2 to be discussed by the IQAC Coordinator.

Agenda 2: Following the chairperson, the IQAC Coordinator Dr. L. K. Toke started discussion about agenda 2. The following points were discussed:

1. The Director briefed the members about the constitution of the members in IQAC cell.
2. He also mentioned the functions to be performed by the IQAC cell.
3. He mentioned that as part of further proceeding of the IQAC cell, the quality initiatives identified by the departments can be undertaken.
4. This was followed by a presentation by the IQAC co-coordinator on the roles and responsibilities of IQAC to ensure NAAC compliance.


Dr. L. K. Toke
IQAC Coordinator


Dr. D. P. Patil
Principal, SIEM