



**NATIONAL RURAL DEVELOPMENT AND SOCIETY'S
SURYODAYA COLLEGE OF ENGINEERING & TECHNOLOGY,
NAGPUR**

Vihirgaon, Near Dighori Naka Umrer Road Nagpur



Minutes of First Meeting of Internal Quality Assurance Cell (IQAC)

Date: 12/06/2017

Date: 12 June 2017
Time: 3:00 p.m.
Venue: Board Room

Members Present:

1. Dr. Santosh Chede, Principal, SCET, Nagpur
2. Mr. Ranjit Chafle, Secretary, NRDRS, Nagpur.
3. Mr. Abhishek Belkhede, Director, SCET, Nagpur.
4. Prof. V.G. Parhate, Vice. Principal, SCET, Nagpur
5. Prof. R. R. Wayzode, HOD Mechanical, IQAC Co-ordinator, SCET, Nagpur
6. Mr. Manoj Guhe, Administrative Officer, SCET, Nagpur
7. Prof. V. Nagpurkar, HOD First Year, SCET, Nagpur
8. Prof. V. Thakare, HOD Computer, SCET, Nagpur
9. Prof. A. Bhambhulkar, HOD Civil, SCET, Nagpur
10. Prof. S. BIRTHARIYA, HOD Electronic & Telecommunication, SCET, Nagpur
11. Prof. P. Titarmare, HOD Electrical, SCET, Nagpur
12. Mr. Pranay Duradkar, Student representative
13. Ms. Ashwini Bandebuche, Student representative
14. Dr. Sanjay Raghatate, Director, Oxfore Speakers Academy, Nagpur.

Members Absent:

1. Mr. Shashank Tiwari, Alumni
2. Ms. Dipali Chaudhary, Alumni
3. Shri. Jeevan Ghime, Hon. Secretary, Butibori MIDC Association
4. Dr. Chandrashekhar Gillurkar, Gillurkar Multispecialty Hospital, Nagpur

The following points were discussed in the meeting of 12/06/2017

Agenda:

- Approval of minutes of Internal Quality Assurance Cell Meeting held on 12th March 2017 and action taken report.
- Proposal of International Conference Tech- Trends (ICTTSE – 2017).
- Proposal of Teacher Training Induction Program on Foundation Course on Human Values and professional Ethics, an initiative of AICTE.
- Review of RTMNU result of Winter 2016 Examination.
- Additional ways to improve the Quality of Academics.



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The IQAC coordinator welcome all the member's to the meeting :

1. Resolved that the IQAC unanimously approved the minutes of the meeting held on 12th March 2017.
2. Principal sir informed and finalised the schedule of International Conference Tech-Trends (ICTTSE-2017).
3. Discuss all the content of Teacher Training Induction Program on Foundation Course on Human Values and professional Ethics, an initiative of AICTE, with Principal sir and Vice-principal sir.
4. Review of RTMNU BE results of Winter 2016 is taken. Concerned HODs are requested to take necessary steps to enhance the results.
5. Principal Sir informed all the members that Institutes Academic calendar was well adhered by all the departments for the current session. The continuous academic monitoring was carried throughout the session and maintaining disciplines during the session.

All the meeting has been done successfully and finally meeting was concluded with vote of thanks by IQAC coordinator Prof. Ram R. Wayzode.


**Principal
Suryodaya College of
Engineering & Technology
Vihirgaon, Nagpur**

Prepared and Approved by


**Prof. Ram R. Wayzode
IQAC Coordinator**



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Minutes of Second Meeting of Internal Quality Assurance Cell (IQAC)

Date: 17/10/2017

Date: 17 October 2017
Time: 3:00 p.m.
Venue: Board Room

Members Present:

1. Dr. Santosh Chede, Principal, SCET, Nagpur
2. Mr. Ranjit Chafle, Secretary, NRDRS, Nagpur.
3. Mr. Abhishek Belkhede, Director, SCET, Nagpur.
4. Prof. V.G. Parhate, Vice. Principal, SCET, Nagpur.
5. Prof. R. R. Wayzode, HOD Mechanical, IQAC Co-ordinator, SCET, Nagpur.
6. Mr. Manoj Guhe, Administrative Officer, SCET, Nagpur
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9. Prof. A. Bhambhulkar, HOD Civil, SCET, Nagpur
10. Prof. S. BIRTHARIYA, HOD Electronic & Telecommunication, SCET, Nagpur
11. Prof. P. Titarmare, HOD Electrical, SCET, Nagpur
12. Mr. Pranay Duradkar, Student representative
13. Ms. Ashwini Bandebuche, Student representative
14. Dr. Sanjay Raghatate, Director, Oxfore Speakers Academy, Nagpur.

Members Absent:

1. Mr. Shashank Tiwari, Alumni
2. Ms. Dipali Chaudhary, Alumni
3. Shri. Jeevan Ghime, Hon. Secretary, Butibori MIDC Association
4. Dr. Chandrashekhar Gillurkar, Gillurkar Multispecialty Hospital, Nagpur

The following points were discussed in the meeting of 17/10/2017

Agenda:

- Installation of LCD TV screen near Reception desk .
- Plastic free Campus.
- Review of Performance Appraisal of staff.
- Proposal of Academic Audit.



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The IQAC coordinator welcome all the member's to the meeting :

1. Installation of LCD TV screen near Reception desk is completed successfully.
2. Dr. Santosh Chede discussed the guidelines for saying no to plastic in SCET campus & submitted to IQAC for approval. Proposal is accepted.
3. The Faculty Performance Appraisals received by different Departments are discussed and remedial action proposed.
4. Prof. V.G. Parhate, Vice. Principal, SCET, Nagpur & one of the IQAC members is nominated to complete the process of Academic Audit.

As there were no other point for discussion, the meeting ended with a formal vote of thanks proposed by IQAC Coordinator, Prof. Ram R. Wayzode.

Prepared and Approved by

**Prof. Ram R. Wayzode
IQAC Coordinator**

**Principal
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Minutes of Third Meeting of Internal Quality Assurance Cell (IQAC)

Date: 10/02/2018

Date: 10 February 2018
Time: 3:00 p.m.
Venue: Board Room

Members Present:

1. Dr. Santosh Chede, Principal, SCET, Nagpur
2. Mr. Ranjit Chafle, Secretary, NRDRS, Nagpur.
3. Mr. Abhishek Belkhede, Director, SCET, Nagpur.
4. Prof. V.G. Parhate, Vice. Principal, SCET, Nagpur.
5. Prof. R. R. Wayzode, HOD Mechanical, IQAC Co-ordinator, SCET, Nagpur.
6. Mr. Manoj Guhe, Administrative Officer, SCET, Nagpur.
7. Prof. V. Nagpurkar, HOD First Year, SCET, Nagpur
8. Prof. V. Thakare, HOD Computer, SCET, Nagpur.
9. Prof. A. Bhambhulkar, HOD Civil, SCET, Nagpur.
10. Prof. S. Bithariya, HOD Electronic & Telecommunication, SCET, Nagpur.
11. Prof. P. Titarmare, HOD Electrical, SCET, Nagpur.
12. Mr. Pranay Duradkar, Student representative
13. Ms. Ashwini Bandebuche, Student representative
14. Dr. Sanjay Raghatate, Director, Oxfore Speakers Academy, Nagpur.

Members Absent:

1. Mr. Shashank Tiwari, Alumni
2. Ms. Dipali Chaudhary, Alumni
3. Shri. Jeevan Ghime, Hon. Secretary, Butibori MIDC Association.
4. Dr. Chandrashekhar Gillurkar, Gillurkar Multispecialty Hospital, Nagpur

The following points were discussed in the meeting of 10/02/2018

Agenda:

- Review of RTMNU result of Summer 2017 Examination.
- To increase the industry visit.
- Benefits of AMCAT Test under Training & Placement cell.
- Organize various workshop/ Training for student based on Latest Technology



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The IQAC coordinator welcome all the member's to the meeting :

1. Dr. Santosh Chede, Principal review of RTMNU BE results of Summer 2017 is taken. Concerned HODs are requested to take necessary steps to enhance the results in general & BE 2nd Year in particular.
2. Mr. Abhishek Belkhede, Director, suggested to increase the industry visit, at least two industry visit are required in per semester. Student must interact with industry and explore their knowledge, he also advised that Department should conduct the guest lecture of industry person.
3. Prof. R. R. Wayzode, HOD Mechanical, IQAC Co-ordinator explained the procedure & benefits of AMCAT Test which was conducted under Training & Placement cell for first year student to final year student.
4. Alumni representative advised that organize various workshop/ Training for student based on Latest Technology which will be beneficial in Industry

All the meeting has been done successfully and finally meeting was concluded with vote of thanks by IQAC coordinator Prof. Ram R. Wayzode.


**Principal
Suryodaya College of
Engineering & Technology
Vihirgaon, Nagpur**

Prepared and Approved by


**Prof. Ram R. Wayzode
IQAC Coordinator**