



**J D College of Engineering  
& Management, Nagpur**

**An Autonomous Institute**

Education to Eternity

Khandala, Post Valni, Near Hanuman Temple  
Borgaon Fata, Kalmeshwar Road,  
Nagpur-441501 (MS)

## Internal Quality Assurance Cell (IQAC)

**Vision:** To enhance quality in all the institutional systems and processes involving all the stakeholders.  
**Mission:** To Design, Develop & Implement the various quality initiatives encompassing Scholastic, Co-Scholastic interventions to achieve excellence in Technical & Management Education.

### NOTICE

Date: 3/06/2022

This is to inform all the IQAC members that the meeting of Internal Quality Assurance Cell is scheduled on :

Date: 01/07/2022

Venue: Office of the Principal

Time: 3.00pm

The following agenda shall be discussed in the meeting

1. To approve the minutes of the meeting held on 22/4/22.
2. To induct the new peer members under academican category.
3. To prepare SOP guidelines.
4. Any other matter with the permission of the chair.

Chairman.

**Principal**

**IQAC J D College of Engineering & Management**  
Khandala, Katol Road  
Nagpur-441501

Copy for circulation & NA amongst all the members.





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The IQAC minutes of the meeting held on 01/07/2022

Sr. No.	Name of the Committee Member	Particulars	Signature
1	Prof. S. M. Bang	Management Representative	
2	Prof. (Dr) S.V. Sonekar	Chairman	
3	Dr. Ujwala Dange	Co-ordinator	
4	Dr. Sanjay Haridas	Member	
5	Dr. Namrata Pradnyakar	Member	
7	Dr. B. R. Mahajan	Member	
8	Dr. S. R. Vaishnav	Member	
9	Mrs. Supriya Sawashere	Member	
10	Mrs. Gayatri Padole	Member	
11	Mrs. Atika Ingole	Member	
12	Mr. Hemant Baitule	Member	
13	Mr. Sunil Gupta	Member	
14	Mr. Omkar Jasrotiya	Member	
15	Mr. Rahul Wagh	Alumni representative	
16	Mr. Sudhir Munje	Industry expert	

The following members were present for the meeting:

The Chairman IQAC welcomed all the members present and this was followed by initiation of proceedings.

Item No 1. To confirm the minutes of the meeting held on 22/4/22,

The minutes were read out alongwith Action taken report and approved by all the members present.

Item No.2: To induct the new peer members under academicians category



IQAC welcomed the new peer members under academician category viz Dr.Mukul Burghate, Prof. PDIMTR, Dr.Sunil Kharkar, Director, GW CET, Nagpur for the session 2022-23 and expressed that these learned members will enhance the outcome of IQAC deliberations in future

Item No. 3: To prepare Standard Operating Procedures for academic administration.

Dean(Acd) proposed that to bring uniformity in the documentation and implementation of the various policy initiatives the Standard Operating procedure may be prepared. The chairman, IQAC agreed for the same and asked the HODs and Co-ordinator IQAC to explore the areas wherein SOPs are required. He asked Co-ordinator IQAC to prepare the SOPs after ascertaining the tasks involved in various processes. He further expressed that this will help to bring in uniformity in the entire documentation.

Item No 4. Any other matter with the permission of the chair.

The external members expressed gratitude on inducting them in IQAC for the session 2022-23. Dr. Burghate mentioned that in view of NEP 2020, the institute will have to expand the scope of multidisciplinary learning. The suggestions were noted. Mr.Munje also expressed that to enhance the abilities of the students wide range of domain specific knowledge will be helpful for the students.

The meeting concluded with thanks to the chair followed by tea.



Chairman,

**Principal**  
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### NOTICE

Date: 31/10/2022

This is to inform all the IQAC members that the meeting of Internal Quality Assurance Cell is scheduled on :

Date: 20/11/2022

Venue: Office of the Principal

Time: 3.00pm

The following agenda shall be discussed in the meeting

1. To approve the minutes of the meeting held on 01/7/22.
2. To deliberate on Internship policy.
3. To amend the project guidelines
4. To strategize summits, conferences.
5. Any other matter with the permission of chair.

Chairman,

**Principal**  
IQAC  
J D College of Engineering & Management  
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Minutes of the meeting held on 20/11/2022

The following members were present for the meeting:

Sr.No.	Name of the Committee Member	Particulars	Signature
1	Prof. S. M. Bang	Management Representative	
2	Prof. (Dr) S.V. Sonekar	Chairman	
3	Dr. Mukul Burghate	External Peer Member	
4	Dr. Sunil Ikharkar		
5	Dr. Ujwala Dange	Co-ordinator	
6	Dr. Sanjay Haridas	Member	
7	Dr. Namrata Pradnyakar	Member	
8	Dr. S. R. Vaishnav	Member	
9	Dr. Vaishnavi Dhok	Member	
10	Mrs. Supriya Sawashere	Member	
11	Mrs. Gayatri Padole	Member	
12	Mrs. Atika Ingole	Member	
13	Mr. Suhas Rewatkar	Member	
14	Mr. Hemant Baitule	Member	
15	Mr. Sunil Gupta	Member	
16	Mr. Omkar Jasrotiya	Member	
17	Mr. Rahul Wagh	Alumni representative	
18	Mr. Sudhir Munje	Industry expert	

The Chairman IQAC welcomed all the members present and this was followed by initiation of proceedings.

Item No 1. To confirm the minutes of the meeting held on 22/4/22.

The minutes of the meeting held on 22/4/22 were read out alongwith the Action taken report of the same. The minutes were unanimously confirmed.

Item No 2. To deliberate on Internship policy.

TPO expressed that Internship policy to be expanded for core branches so that the students get adequate industry exposure. All the members present agreed for the same. Chairman (IQAC) asked





TPO, HODs to work on the opportunities to explore internships for the core engineering branches. He asked Dean(Acd) to prepare the guidelines for such internships.

Item No. 3 To amend the project guidelines.

Dean R&D suggested that the present project guidelines to be revised. Since post covid, the students are not showing seriousness about the projects. The process of topic selection and the related process should be further strengthened so that students develop interest in the projects. Dean(Acd) proposed to make the amendments in the project title selection subject to review of literature, live cases etc. Chairman IQAC entrusted the work to Revised project guidelines to Dean(Acd) and HODs.

Item No. 4: To strategize conferences, summits.

The Chairman(IQAC) expressed that the college presence must be enhanced amongst all the stakeholders. To do so we must organize students summit involving academia, industry, HRs, entrepreneurs so that the students get first hand perspective of the same from these prominent stakeholders. He asked TPO and Dean(R&D) to work out on the themes of summits. He asked all the HoDs to work out on the themes of conferences and initiate the preparations for the same.

Item No. 5: Any other matter with the permission of the chair.

Mr.Rahul Wagh shared that if the experimental projects are prepared then the students gain interest as it is learning by doing. Stress to be given on identifying experimental projects.

The meeting ended with thanks to chair followed by tea.



Chairman,

**Principal**  
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### NOTICE

Date: 27/03/2023

This is to inform all the IQAC members that the meeting of Internal Quality Assurance Cell is scheduled on :

Date: 20/04/2023

Venue: Office of the Principal

Time: 3.00pm

The following agenda shall be discussed in the meeting

1. To approve the minutes of the meeting held on 20/11/22.
2. To explore professors of practice in the departments.
3. To Increase the collaborative initiatives.
4. To felicitate student achievers.
5. Any other matter with the permission of the chair.

  
Chairman,

IQAC

**Principal**  
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Minutes of the meeting held on 20/04/2023

The following members were present for the meeting:

Sr.No.	Name of the Committee Member	Particulars	Signature
1	Prof. S. M. Bang	Management Representative	
2	Prof. (Dr) S.V. Sonekar	Chairman	
3	Dr.Mukul Burghate	External Peer Member	
4	Dr.Sunil Ikharkar		
5	Dr. Ujwala Dange	Co-ordinator	
6	Dr. Sanjay Haridas	Member	
7	Dr. Namrata Pradnyakar	Member	
8	Dr. S. R. Vaishnav	Member	
9	Dr. Vaishnavi Dhok	Member	
10	Mrs. Supriya Sawashere	Member	
11	Mrs. Gayatri Padole	Member	
12	Mrs. Atika Ingole	Member	
13	Mr.Suhas Rewatkar	Member	
14	Mr. Hemant Baitule	Member	
15	Dr.Parvin Shaikh	Member	
16	Mr.Sunil Gupta	Member	
17	Mr.Omkar Jasrotiya	Member	
18	Mr.Rahul Wagh	Alumni representative	
19	Mr.Sudhir Munje	Industry expert	

The Chairman IQAC welcomed all the members present and this was followed by initiation of proceedings. The newly inducted members Dr.Parvin Shaikh, Mr.Suhas Rewatkar

Item No.1 To approve the minutes of the meeting held on 20/11/22.

The minutes and action taken report were read out and confirmed by the members present.

Item No.2 To explore professors in practice in the departments

Since the requirement of the industry is changing and they invest less resources on training new recruits, Chairman, IQAC suggested that the every department shall identify the professors in practice who will be industry person. He will teach one subject in every semester. He asked all the HoDs to





explore such industry persons. The remuneration will be as per the prevailing practices of the college. This was appreciated by all the members present. Co-ordinator IQAC added that Alumni can be of great help in this. The classes may be conducted online to ease the operational difficulties.

Item No.3. To Increase the collaborative initiatives

Shri Sudhir Munje stressed upon enhancing the collaborative initiatives such as MoUs, internships, training etc. Prof .S. M. Bang added that the industry also wants people who will help them to identify the problems and provide the solutions. He asked TPO and HODs to strengthen our ties with the industry in the region as these ties will help students to get maximum industry exposure.

Item No 4. To felicitate student achievers.

The chairman IQAC stated that to encourage students to increase their involvement and the sense of ownership towards the college, every department shall felicitate at least 20 achievers in various fields of curricular, co curricular and extra curricular activities from 4<sup>th</sup> Semester in the presence of their parents. Co-coordinator IQAC expressed that such activity will strengthen the stakeholders connect and help in attracting new students. All HoDs were asked to finalize the modalities for the same.

Item No 5. Any other matter with the permission of the chair.

TPO shared the placement details till date and tabled the forthcoming T&P activity to enhance the placement.

The meeting was concluded with thanks to chair followed by tea.



Chairman,

**Principal**  
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### Action taken Report of the meeting held on 1/7/22

Sr. No	Item No	Decision	Action taken
1	To approve the Minutes of Meeting held on 22/4/22	The minutes of meeting were read out . All the members present unanimously agreed for the same.	The MOM were kept for record.
2	To induct the new peer members under academicians category	Dr.Mukul Burgahte & Dr.Sunil Ikharkar were identified for the session 2022-23	The new members were inducted
3	To prepare SOP guidelines	IQAC Co-ordinator was asked to initiate the same.	The preparation, identification of key areas in progress.
4	Any other matter	External members shared their views on NEP 2020	The suggestions were noted for further action

Chairman

IQAC





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### Action taken Report of the meeting held on 20/11/22

Sr. No	Item No	Decision	Action taken
1	To approve the minutes of meeting held on 1/7/22	The meetings were confirmed.	The MOM prepared and kept for record.
2	To deliberate on internship policy	The internship policy to be expanded for core engg. Branches	The policy is prepared.
3	To amend project guidelines	The project guidelines to be amended	The amendment have been done
4	To strategize summits, conferences	The areas, themes, speakers to be identified	The departments, TPO have identified themes and schedule has been prepared.

Chairman

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Action taken Report of the meeting held on 20/04/2023

Sr. No	Item No	Decision	Action taken
1	To approve the minutes of meeting held on 20/11/22	The meetings were confirmed.	The MOM prepared and kept for record.
2	To explore the professors of practice	The departments to explore such industry connections and also explore alumni network for the same	The identification of such connections is in process
3	To increase collaborative initiatives	To explore MOU opportunities for projects, internship etc	The process of signing MOUs is started
4	To felicitate student achievers	The HODs to identify various areas under which awards to be given.	The dates to be decided based on the ongoing academic schedule.

Chairman

IQAC