



Education to Eternity

# J D College Of Engineering & Management, Nagpur

Khandala, Post:Valni, Near Hanuman Temple, Borgaon Fata,  
Kalmeshwar Road, Nagpur - 441 501 (M.S.)

## Internal Quality Assurance Cell (IQAC)

### NOTICE

Date: 30<sup>th</sup> April '2020

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

Date: 07/05/2020

Mode: Online Webex Meet

Time: 6.00pm

The following agenda shall be discussed in the meeting:

Item No. 1. Approval of the Minutes of Meeting held on 12/03/2020 .

Item No. 2. To review the Online Mode of teaching.

Item No .3. To discuss the forthcoming examination of the various semesters and preparation of Autonomous batch moving to 2<sup>nd</sup> year.

Item No. 4. To strategize admission for the session 2020-21.

Item No.5 . To discuss any other relevant matter with the permission of the chair

Dr.S.R.Chaudhari,  
Chairman, IQAC

- Copy for kind information to: Hon. Directors
- Copy to all the IQAC members for NA



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## Internal Quality Assurance Cell (IQAC)

### **MINUTES OF 17<sup>th</sup> MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)**

The Minutes of 17<sup>th</sup> Meeting of IQAC was held on 07<sup>th</sup> May'2020 via Online Mode on Webex at 6.00pm. The following members of IQAC were present during the meeting:

Sr.No.	Name of the Committee Member	Particulars
1	Dr.S. R .Chaudhari	Chairman
2	Prof. (Dr) S.V. Sonekar	Member
3	Dr.UjwalaDange	Co-ordinator
4	Dr.Sanjay Haridas	Member
5	Dr. NamrataPradnykar	Member
6	Mrs. Surabhi Pranav	Member
7	Dr. B. R. Mahajan	Member
8	Prof. (Dr). S. R. Vaishnav	Member
9	Mrs. Madhuri Pal	Member
10	Mrs. NeetuGynachandani	Member
11	Mr. Abdul Ghaffar	Member
12	Dr. S. J.Phillip	Member
13	Mrs.Vasundhara Malhotra	Member
14	Dr. Amit Gupta	Member

The following members expressed their inability to join the meeting. Hon.Chairman considered their absence.

1. Dr.P.B.Maheshwary- Management Representative
2. Dr. A.M.Pandey – Member from other University
3. Dr.R.H. Parikh - Member from other University
4. Mr. SudhirMunje- Member from Industry
5. Mr.Rahul Wagh – Member - Alumni

At the outset, the Chairman welcomed all the members virtually present for the meeting. He also welcomed , Dr.Sanjay Haridas who joined college recently and thereby on the IQAC Committee being the veteran academician.

#### **Item No.1: Confirmation of the 16th IQAC Minutes of Meeting held on 18/03/2020.**

Action Taken Report was also briefed by the co-ordinator IQAC. No specific query was raised on the same. The minutes of the meeting were approved unanimously.

**Item No. 2: To review the Online Mode of teaching**

Due to Covid19 Pandemic, the entire teaching learning process was shifted online on declaration of Lockdown. Dr.S.V.Sonekar shared the details of online engagement of students and teachers. He presented the details stating total number of classes engaged: 1411, Video materials/links shared with the students 1521, Assignments given: 428, Quizzes: 305, Examinations: 148. Apart from the same total 2619 parents were reached for online parents teachers meet, faculties registered for 354 FDPs/Workshops and 6 Patents have been filed by the faculty members and 26 papers were sent for review to reputed journals. The house expressed the satisfaction over the same. Co-ordinator IQAC suggested to use the statistics for online promotion of the college.

**Item No .3. To discuss the forthcoming examination of the various semesters and preparation of Autonomous batch moving to 2<sup>nd</sup> year.**

Owing to ongoing pandemic, the examination schedule for Autonomous as well as university affiliated courses has been changed. Dr. S.V.Sonekar suggested that the final examinations for the affiliated courses will be conducted as per the guidelines from respective universities viz DBATU and RTMNU. The mid semester examination will be conducted in the third week of May. The examination will be based on MCQs to check the understanding of concepts and there will be different sets of question papers. The examination will be conducted on Google Forms.

Dr.S.V.Sonekar asked all the members present to share the preparation of 3<sup>rd</sup> Semester Autonomous Batch. Dr.B.R.Mahajan shared that the syllabus has been prepared by respective Board of Studies and approved by Academic Council. The teachers are directed to initiate preparation in terms of subject files, compiling video links, mapping NPTEL course contents with syllabus etc.

**Item No. 4. To strategize admission for the session 2020-21.**

Co-ordinator IQAC suggested that since the admissions may get affected due to pandemic. The online promotion of the college be initiated through various online medium such as YouTube videos, workshops, active presence on social media. Admission Software may be procured to initiate contactless admission procedure.

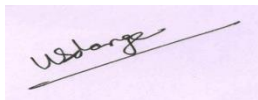
The Chairman IQAC suggested that all the HoDs may prepare 2-3 minute videos and these may be circulated through broadcasting groups to the various stakeholders and also reach various polytechnic colleges for lateral entry admissions. The brainstorming for video themes, topics will be initiated by Dean(Admin). HoD MBA requested for the data of CAT students for admission purpose as the CET for 2020-21 admissions has not taken place so far.

**Item No.5 . To discuss any other relevant matter with the permission of the chair.**

The Chairman IQAC appreciated the efforts of Dean(Capacity Building) for conducting workshop on “Maintaining Mental Health during Pandemic” in association with DBATU, which was well received and appreciated by Hon.Vice Chancellor and other stakeholders. He also

shared that IQAC Co-ordinator has initiated the survey on “Online Teaching” across all the DBATU affiliated colleges and asked all the concerned to encourage students to respond to the survey floated. Based on the survey, he also asked all the HoDs to compile the details of the students about the devices available with them i.e. Android or the basic ones which will help to plan the teaching learning more effectively in Online mode.

The meeting ended with thanks to chair and all the members present.



Dr.Ujwala Dange

Co-ordinator,IQAC



Dr.S.R.Chaudhari

Chairman,IQAC

- Copy for kind information to: Hon. Directors
- Copy for circulation and NA to all IQAC Committee Members



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**Internal Quality Assurance Cell (IQAC)**

## NOTICE

Date: 6/08/2020

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

Date: 12/08/2020

Venue: Office of the Principal

Time: 3.00pm

The following agenda shall be discussed in the meeting:

Item No. 1. Approval of the Minutes of Meeting held on 07/05/2020 .

Item No.2. To initiate the preparation of funding proposals from AICTE/DBATU/DRDO and other funding agencies.

Item No.3. To undertake discussion on the improvements to be included in Autonomy functioning for the 2020-21 batch and review the placement till date.

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

Dr.S.V.Sonekar

Chairman, IQAC

- Copy for kind information to: Hon. Directors
- Copy to all the IQAC members for NA

### MINUTES OF 18<sup>th</sup> MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Minutes of 17<sup>th</sup> Meeting of IQAC was held on 12<sup>th</sup> August'2020 at 3.00pm. The following members of IQAC were present during the meeting:

Sr.No.	Name of the Committee Member	Particulars
1	Dr.Prashant Maheshwary	Management Representative
2	Prof. (Dr) S.V. Sonekar	Chairman
3	Dr.UjwalaDange	Co-ordinator
4	Dr.Sanjay Haridas	Member
5	Dr. NamrataPradnykar	Member
6	Mrs. Surabhi Pranav	Member
7	Dr. B. R. Mahajan	Member
8	Prof. (Dr). S. R. Vaishnav	Member
9	Mrs. Madhuri Pal	Member
10	Mrs. NeetuGynachandani	Member
11	Mr. Abdul Ghaffar	Member
12	Dr. S. J.Phillip	Member
13	Mrs.Vasundhara Malhotra	Member
14	Dr. Amit Gupta	Member
15	Mr.Omkar Jasrotiya	Non Teaching representative

- 1.Dr. A.M.Pandey – Member from other University
2. Dr.R.H. Parikh - Member from other University
3. Mr. SudhirMunje- Member from Industry
4. Mr.Rahul Wagh – Member - Alumni

The above members expressed their inability to attend the meeting, Hon.Chairman IQAC considered the same.

At the outset, the Chairman congratulated Dr.S.R.Chaudhari on being appointed as Pro Vice Chancellor, RTM Nagpur University in his absence and also expressed that it is a proud moment for JDCOEM and the members present were welcomed by him. The proceedings were initiated as under:

**Item No.1: Confirmation of the 16th IQAC Minutes of Meeting held on 07/05/2020.**

The minutes of meeting held on 7/5/2020 were read out by Co-ordinator IQAC. No issue was raised therefore the minutes were confirmed unanimously.

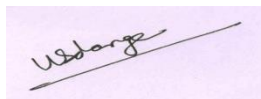
**Item No.2. To initiate the preparation of funding proposals from AICTE/DBATU/DRDO and other funding agencies.**

To ensure that the funding proposals are thoughtfully and meticulously prepared, the Chairman asked IQAC Co-ordinator to share the formats to all the concerned ahead of schedule and asked the members to do brainstorming at the department level to enhance the quality of the applications.

**Item No.3. To undertake discussion on the improvements to be included in Autonomy functioning for the 2020-21 batch and review the placement till date.**

In view of bringing the refinements in the autonomy, the teaching learning process must be planned keeping in view the outcome based pedagogy. In view of the ongoing pandemic, the academic session for the forthcoming batch is expected to get delayed so the adequate time is available to bring improvements in the existing system. Placements for the session were discussed. TPO shared the challenges which were encountered during ongoing pandemic situation. Based on the it was suggested that more online interventions for employability enhancement will be initiated for the passing out batch of 2020-21.

The meeting ended with Vote of thanks to chair followed by tea.



Dr.Ujwala Dange,  
Co-ordinator,  
IQAC



Dr.Shrikant Sonekar  
Chairman, IQAC



### IQAC Committee for the year 2020-21

Date: 1<sup>st</sup> June'2020

Sr.No.	Name of the Committee Member	Designation in Committee	Department/Organization
1	Dr.Shrikant Sonekar	Chairman	Principal
2	Dr..P.B.Maheshwari	Management Representative	JES
4	Dr.Ujwala Dange	Co-ordinator	Associate Professor,Dean(APD)
5	Dr. A.M.Pandey	Member	External Peer Member,
6	Dr. R.H.Parikh	Member	External Peer Member, KDK
7	Dr.Sanjay Haridas	Member	Dean(Acdemics)
8	Dr.Namrata Pradnyakar	Member	Dean(Students)
9	Mrs.Suabhi Pranav	Member	Dean(Capacity Building)
10	Dr.Satish Vaishnav	Member	HOD, Electrical Engg.
11	Dr. B.R.Mahajan	Member	HOD, Mech
12	Prof.Madhuri Pal	Member	HOD,CSE/IT
13	Prof.Neetu Gynachandani	Member	HOD, ETC
14	Prof.Abdul Ghaffar	Member	HOD ,Civil
15	Dr.S.J.Phillip	Member	HOD,MBA
16	Dr.Amit Gupta	Member	HOD,FY B.Tech
17	Mrs.Vasundhara Malhotra	Member	TPO
18	Mr. Sudhir Munje	Member	Industry Member
19	Mr.Rahul Wagh	Member	Alumni Representative
20	Mr.Omkar Jasrotiya	Member	Non Teaching(Administrative)

Dr.S..V.Sonekar

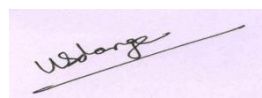
Principal

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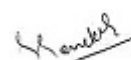
### Action Taken Report of the IQAC Meeting held on 07/05/2020

Sr.No	Item No	Decision	Action taken
1	To approve the Minutes of Meeting held on 12/03/2020	The minutes of meeting were read out . All the members present unanimously agreed for the same.	The MOM were kept for record.
2	To review the Online Mode of teaching	The review of ongoing online teaching was presented.	The statistical figures of the classes, assignments, tests etc were kept on record and the data was used for social media publicity of the college.
3	To discuss the forthcoming examination of the various semesters and preparation of Autonomous batch moving to 2 <sup>nd</sup> year.	The mid sem examination will be conducted during third week of May.	The examination of university affiliated courses conducted by respective universities and Autonomous exam was conducted as per discussion. The subject teachers initiated preparation of subject files, NPTEL course mapping , video lectures etc.
4	To strategize admission for the session 2020-21	Videos of various departments to be prepared, Admission Software to be procured	Videos of HoDs were prepared and released on YouTube. No Paper Forms was purchased.
5	To discuss any other relevant matter with the permission of the chair.	The HoDs to encourage students to participate in the survey of online teaching learning and take review of the devices available with the students for online classes.	The survey was floated and 700+ students participated in the survey.



Co-ordinator

IQAC



Chairman

IQAC



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Internal Quality Assurance Cell (IQAC)

## Action Taken Report of IQAC meeting held on 12/08/2020

Sr. No	Item No	Decision	Action taken
1	To approve the Minutes of Meeting held on 12/08/2020	The minutes of meeting were read out . All the members present unanimously agreed for the same.	The MOM were kept for record.
2	To initiate the preparation of funding proposals from AICTE/DBATU/DRDO and other funding agencies	The formats were shared.	The departments prepared proposals.
3	To undertake discussion on the improvements to be included in Autonomy functioning for the 2020-21 batch and review the placement till date	Teaching learning to be ensured keeping in view the outcome based pedagogy. More online sessions for the students.	More employability enhancement initiatives were taken.

Co-ordinator

Chairman



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Internal Quality Assurance Cell (IQAC)

Action Taken Report of IQAC meeting held on 20/11/2020

Sr. No	Item No	Decision	Action taken
1	To approve the Minutes of Meeting held on 12/08/2020	The minutes of meeting were read out . All the members present unanimously agreed for the same.	The MOM were kept for record.
2			