

Date : 20<sup>th</sup> August 2021

**IQAC Meeting**

All the members of Internal Quality Assurance Cell of N B Navale Sinhgad College of Engineering, Solapur are hereby invited for the IQAC meeting to be held on 23<sup>rd</sup> August 2021.

Kindly note the agenda for the meeting as follows:

1. Review of last meeting held in August 2021
2. Discussion on various curricular, co-curricular and extra-curricular activities planned by HoDs and activity coordinators
3. Finalizing the outline of Academic-cum-Activity calendar for upcoming semester
4. Any relevant issue with permission of chair




Prof. A. K. Shaikh  
IQAC Coordinator

**Minutes of Meeting of IQAC held on 23<sup>rd</sup> August 2021**

Meeting of IQAC members was conducted on 23<sup>rd</sup> August 2021. The agenda for the meeting was conveyed to the respective members prior to the meeting. Following are the minutes of meeting :

1. Meeting started with opening remarks by Hon. Principal with welcome of all the members. Review of the last meeting was discussed.
  2. Discussion on the various activities related to curricular, co-curricular and extra-curricular aspects, planned by HoDs and activity coordinators was carried out. The list of activities was refined to avoid repetitions and have more effectiveness. Considering the guidelines given by different authorities regarding pandemic, it was decided to have online mode for conducting the academic, blended learning and related activities. It was also decided to have necessary changes if there were updates in the guidelines by concerned authorities.
  3. It was decided to commence next academic year from September 2021. The tentative end of teaching was decided in mid of December 2021 for Regular SY, TY and Final year classes. Decision regarding scheduling of FY and DSY classes was kept on hold as it is subjected to admission schedule by DTE Maharashtra (which is yet not declared).
  4. Other relevant points with permission of chair
  5. (a) Considering a chance of update in the pandemic guidelines, HoDs have been asked to have a plan for Hybrid-mode (online and offline) for teaching-learning activities. In such case, It is decided to have video conferencing for practical sessions (wherever possible) or to continue use of Virtual Labs facility for students who would not be able to join offline classes.  
(b) Review of the data collected for AQAR 2019-20 submission is carried and necessary inputs have been given by the members present in the meeting.
- The meeting was concluded with vote of thanks by IQAC coordinator, with the permission of chair.



  
Prof. A. K. Shaikh  
IQAC Coordinator

Date : 23<sup>rd</sup> August 2021

## Action Taken Report

Action Taken as per last meeting held on 07<sup>th</sup> August 2021:

- a) As per point no.3, all the quality initiatives taken have been discussed in the meeting and implementation of the same has been monitored by Vice-Principals in weekly meetings.
- b) As per point no.4, the activity distribution amongst all the staff members has been revised and clubbing of activities wherever possible has been carried out. The same has been communicated and implemented thereafter.
- c) As per point no.5, HoDs have included required activities in upcoming activity cum academic calendar.
- d) As. Per point no.6 planning of activities of upcoming academic year has been done. Suggestions given by management members have been taken into consideration to the extent possible.



Prof. A. K. Shaikh

IQAC Coordinator