



Savitribai Phule ShikshanPrasarak Mandal's
N B NAVALE SINHGAD COLLEGE OF ENGINEERING, SOLAPUR

(Approved by AICTE & Affiliated to Solapur University, Solapur)
Opp.Solapur University, Solapur – Pune National Highway, Kegaon, Solapur. Tel: 0217-2500610

Internal Quality Assurance Cell

Date : 07/09/2023

IQAC Meeting

All the members of Internal Quality Assurance Cell of N B NavaleSinhgad College of Engineering, Solapur are hereby invited for the IQAC meeting to be held on 13/09/2023.


Kindly note the agenda for the meeting as follows:

1. Review of last meeting held in May 2022.
2. Action taken report for last meeting.
3. Discussion of "Best College" and "Best Principal" awards.
4. Planning of NAAC cycle-2 preparation.
5. Implementation of NEP Compliant syllabus for FY classes.
6. Planning for promoting students to participate in SIH 2023.
7. Discussion on implementation of Research Scholar Scheme.

Time : 10.30 a.m. onwards

Venue : Board Room




Prof. A. K. Shaikh
IQAC Coordinator



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Internal Quality Assurance Cell

Minutes of Meeting of IQAC held on 13th September 2023

Meeting of IQAC members was conducted on 26/05/2023. Following are the minutes of meeting:

1. Review of last meeting held on 16th May 2023.

Meeting started with opening remarks by Hon. Principal with welcome of all the members. Minutes of last meeting were discussed with IQAC members.

2. Action Taken Report for last meeting

- As per point no 4, UG Conference is conducted for students on 9th June 2023. of last meeting, all the CAP admission activities were carried out smoothly. Admission coordinator and Facilitation Centre coordinator have shared their experiences and review.
- As per point no.5, application of Best College and Best Principal Award have been submitted to PAHSU, Solapur. Subsequently, Institute has received both the awards for its outstanding performance in 2022-23.
- As per point no.6, training sessions have been arrange for students after their ESE by SDCC Cell.
- As per point no. 7, activities related admission campaigning and processing have been carried out successfully.

3. Discussion of "Best College" and "Best Principal" awards.

All the members were congratulated and appreciated for receiving the Best College and Best Principal Award from PAHSU, Solapur.

4. Planning of NAAC cycle-2 preparation

Review of NAAC Cycle-2 preparation was conducted and it was decided to fill the IQAC by end of the next week. Guidelines have been given regarding SOPs to be considered.

5. Implementation of NEP Compliant syllabus for FY classes.

PAHSU, Solapur has implemented NEP Compliant Syllabus for FY classes from AY 2023-24. Review regarding the same has been taken. Necessary changes have been also reviewed. HoDs have been informed to keep track of the future requirements and plan accordingly.



6. Planning for promoting students to participate in SIH 2023.

Decision has been taken to conduct Internal Hackathons for preparing students for SIH. Also, HoDs have been asked to promote students for Avishkar participation.

7. Discussion on implementation of Research Scholar Scheme.

Idea of UG Research Scholar Scheme by CRTD has been discussed and accordingly the activities have been decided.



A handwritten signature in black ink, appearing to read 'A. K. Shaikh'.

Prof. A. K. Shaikh
IQAC Coordinator

Minutes of Meeting of IQAC Meeting held on 13th April 2024

Meeting of IQAC members was conducted on 13/04/2024. Following are the minutes of meeting:

1. Review of last meeting held on 13th September 2024.

Meeting started with opening remarks by Hon. Principal with welcome of all the members. Minutes of last meeting were discussed with IQAC members.

2. Action Taken Report for last meeting

- As per point no.4 of last meeting, institute has submitted SSR for Cycle-2 on 28/11/2023. Subsequently, DVV process has been completed and NAAC Peer Team has visited for Assessment & Accreditation on 18th and 19th March 2024. Institute has obtained 'A' Grade in Cycle-2 with CGPA of 3.15 out of 4.
- As per point no.5 of last meeting, NEP Compliant syllabus has been successfully implemented at FY Classes as per curriculum laid down by PAHSU, Solapur for AY 2023-24.
- As per point no.6 of last meeting, internal hackathons have been conducted for students. Further, students have participated in SIH and won prize at National Level. Also, students have participated for the first time in Hardware Category of SIH.
- As per point no.7 of last meeting, first batch of UG Research Scholars selected under UGRS Scheme has started working under able guidance of Hon. Dr. S H Pawar Sir.

3. Analysis of NAAC Cycle-2 evaluation

Metric wise analysis of the evaluation done by NAAC Peer Team and DVV during the Assessment and Accreditation process of Cycle-2 has been done. The various metrics where the obtained score was not at par with the expectations were analyzed critically and necessary changes to be made in existing processes and activities were discussed by members. It has been decided to :

- Improve quantity and quality of Value Addition Programs (Add-on Courses) in addition to NPTEL and other online courses.
- Improve the quantity and quality of admissions at institute for better Enrollment Ratio and outcomes.
- Improve teaching-learning practices and outcomes by implementing innovative student centric activities and enhancing outcome attainments at course and program levels.
- Improve the cadre ratio and teacher quality by promoting teachers to complete their PhDs as early as possible.
- Motivate teachers for participating in conferences and also publish a greater number of papers in reputed journals along with count of number books/book chapters.
- Link future conferences at institute with reputed journals for quality publications.
- Align innovation, IPR, research and startup activities through proper coordination between IIC, CRTD and project activities for better outcomes.
- Ensure effective implementation of activities under existing MoUs and improve count of MoUs with reputed organizations.
- Improve library subscriptions and ICT facilities at institute



- j) Evaluate the need of purchasing ERP software for digitization for easy keeping/accessing of records.
- k) Have IQAC meetings on quarterly basis per year and enhance strategy planning and implementation through IQAC.
- l) Finalize 3-4 innovative practices in teaching-learning/administration/governance/student development with targeted outcomes and implement them from upcoming academic year.

4. Discussion on recommendations of NAAC Peer Team and Strategy Planning

Point by point review of the recommendations has been carried out. It has been decided to:

- a) Plan for enhancing engagement of senior faculty members in CRTD activities and research project funding related activities.
- b) Have a greater number of professional body memberships and activities for students at department level as well as institute level.
- c) Evaluate possibilities of improving medical facilities at institute.
- d) Improve brand image of institute by increasing number of activities under existing MoUs and also having more MoUs with reputed organizations at national/international level.
- e) Apply for 12b status and further analyze requirements to get Autonomous Institute Status.
- f) Align research, startup and project activities with national priorities.
- g) Improve extramural grants for research.
- h) Assess the possibilities of providing special scholarships to meritorious needy students.
- i) Motivate staff for standard publications and IPRs by providing additional seed grant.
- j) Have tailored courses in emerging areas in addition to honors courses facilitated by PAHSU, Solapur

5. Enhancing OBE implementation

All HoDs shall ensure the implementation of OBE at departments. They shall prepare the articulation matrix for the program they are delivering and find the gaps that exist in PAHSU curriculum in order to plan remedial actions and activities like VAPs, Contents beyond Syllabus, Case Studies, Design Assignments, Experiential Learning Activities, etc. so that the expected Course and Program Outcomes are attained satisfactorily. The same shall be discussed in the upcoming AMC meeting and institutionalized through Vice Principal (Academics).

6. Planning of Staff Training Programs

Training programs for teaching as well as non-teaching staff shall be organized in near future. Departments shall plan for STTPs/FDPs/Conferences/Workshops to be organized after the term end. The plan for the same shall be submitted to Vice-Principal (Admin) through concerned coordinator by 30th April 2024.

7. Readiness and planning of departments for implementing NEP at SY classes from Academic Year 2024-25

HoDs shall coordinate with respective BoS at PAHSU, Solapur for finalization of NEP compliant syllabus to be implemented for SY Classes from AY 2024-25. Further, the requirements associated with the changes expected shall be put up for discussion in upcoming AMC meeting to decide on load distribution, arranging the resources and student awareness sessions.

8. Planning of VAPs and SDCC Training

Every department shall plan for VAPs as per gaps found in existing curriculum and the feedback from employer/industry requirements. TPO shall assist in the process. SDCC coordinator shall look after effective planning and implementation of VAPs and record keeping.



9. Review of IIC Activities of 2023-24

Review of IIC activities of 2023-24 has been given by IIC coordinator. IIC coordinator has been advised to enhance outcomes of the activities and improve student participation for better outcomes in the form of startups/incubations. IIC has been suggested to identify potential candidates from every department so that focused efforts can be put to achieve the goals.

10. Review and Planning of T&P activities:

a) In-house training by SDCC

SDCC coordinator has shared review of SDCC in-house training activities. Further, SDCC shall plan for in-house training to be provided after university examinations and in regular time table from next academic year.

b) Training by External Agency

TPO has shared review of Training being conducted by Symbiosis Skill University under CSR activities of different corporates. Also, information about Japanese language training has been discussed by TPO. Further, TPO shall look after Prep-Insta Activities for students and staff coordinators.

c) Student Assessment by Third Party

TPO has informed about the assessment carried out by Co-Cube. Also the provision of assessment and certifications in Prep-Insta Portal have been discussed.

11. Review and Planning of Admission Activities


Admission coordinator has discussed about the planning of admission related activities. Further, there shall be meeting of area coordinators in upcoming days to decide on the different promotional activities and campaigning for improving quality of admissions.

12. Any other relevant issue raised in the meeting with the permission of chair:

- All the cells/committees at institute shall have their meetings regularly (minimum one per semester) to review and plan their actions as per the requirements of respective cell/committee. The minutes of meeting of the same shall be maintained properly and copy of the same shall be shared with IQAC on timely basis.
- HoDs shall look after timely preparation of newsletters and academic reports of departments and submit copies of same to IQAC and admission committee.
- HoDs, Activity Coordinators at institute level and Criteria Heads shall be delivering presentations before commencement of next academic year (Tentatively in June 2024). The presentations shall include annual review of all types of activities and plan for upcoming academic year.
- Best Teacher Award and Employee Award shall be given in month of September of every year. The evaluation shall be based as decided previously i.e. performance and contributions done by teacher/employee in last two academic years.
- CRTD shall conduct its research council meeting in upcoming days where R&D coordinator, IIC Coordinator and Project Coordinator shall be invited to decide on the alignment of various activities and addressing concerned points discussed in meeting.


Prof. A K Shaikh
IQAC Coordinator




Dr. S D Nawale
Principal