



SHREE SANTKRUPA SHIKSHAN SANSTHA'S  
**SHREE SANTKRUPA INSTITUTE OF ENGINEERING & TECHNOLOGY**  
Approved by AICTE New Delhi, DTE Mumbai & Affiliated to DBATU, Lonere and MSBTE, Mumbai

**PRESIDENT**  
HON. DR. USHA A. JOHARI

**SECRETARY**  
HON. MR. PRASUN A. JOHARI

**PRINCIPAL**  
DR. SWANAND B. KULKARNI

**Notice**

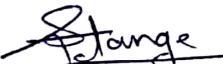
**Date: - 04/08/2023**


**To - All Committee Members**

All Members of Internal Quality Assurance Committee in Shree Santkrupa Institute of Engineering and Technology, Ghogaon are informed that we have arranged meeting on 11/08/2023 at 11:00 am in our board room. You are requested to attend the meeting.

**Agenda:**

1. Welcome and Introduction of IQAC Member.
2. To review the performance of IQAC and Institute in previous year 2022-23.
3. To discuss about the perspective plan of Institute.
4. To discuss about the NAAC preparation and IQA Submission.
5. To discuss about establishment of IQAC Review Mechanism.
6. To discuss on revised DABTU syllabus and Academic calendar, load distribution and time table etc.
7. Any other points if any.

  
IQAC Coordinator  
Prof. Patange S.P.  
**IQAC Co-ordinator**  
S.S.I.E.T. Ghogaon

  
Principal  
**Principal**  
Shree Santkrupa Institute of Engg. & Tech  
Ghogaon, Tal Karad, Dist. Satara



Copy to following IQAC member:



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Sr. No.	Name of Members	Designation	Signature
<b>Internal Members</b>			
1	Prof. Dr. Kulkarni S. B. (I/C Principal)	Chairman	
2	Mr. Prasun Johari (Secretary, Shree Santkrupa Shikshan Sanstha)	Management Representative	
3	Prof. Aute S.S. (I/C HOD Basic Science and Humanities Dept.)	Member	
4	Prof. Bhosale B. Y. (I/C HOD Mechanical Engineering Dept.)	Member	
5	Prof. Mali S. H. (I/C HOD Electrical Engineering Dept.)	Member	
6	Prof. Kumbhar A. N. (I/C HOD Civil Engineering Dept.)	Member	
7	Mr. Patil S. V. (Registrar)	Member	
8	Prof. Deshmukh S.U. (Assistant Professor Computer Science & Engineering Dept.)	Member	
9	Prof. Pawar D. D. (Assistant Professor Civil Engineering Dept.)	Member	
10	Prof. Kanase A. B. (Assistant Professor Mechanical Engineering Dept.)	Member	
11	Prof. Shinde S. M. (Assistant Professor Electrical Engineering Dept.)	Member	
12	Prof. Patange S. P. (I/C HOD Computer Science & Engineering Dept.)	Coordinator / Secretary	
<b>External Members</b>			
13	Mr. Baldevraj Narang (CEO, Clariant Power System, Pune)	Member	
14	Mr. Sandip Patravale (President, Sovisy Solutions.Ltd, Ahmedabad)	Member	
15	Mr. Prasad Bhagwat (Head, Industry Interaction Cell, SSIET)	Member	



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## Minutes of Meeting – IQAC Meeting on 11/08/2023

Date: - 11/08/2023

Venue: - Board Room

Time: - 11:00 am to 01:00 pm

A Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 11/08/2023 at 11 am in board room for Academic Year 2023-24 odd sem. The agenda of the meeting was conveyed along with meeting notice. Meeting started with the permission of chairperson Dr. Kulkarni S.B

### Following points were discussed in the meeting as per the agenda ---

**1. Welcome and Introduction of IQAC Member.**

Respected Principal and Chairperson Dr. Kulkarni S.B welcome all present members for the first IQAC meeting in academic year 2023-24.

**2. To review the performance of IQAC and Institute in previous year 2022-23.**

IQAC coordinator Prof. Patange S.P addressed that in academic year 2022-23 two IQAC meeting were conducted. He read all minutes of meeting and action taken report. It is concluded that all the planned activities were completed successfully in last academic year 2022-23. He informed that we have successfully completed our syllabus coverage, all internal and practical exams and activities.

**3. To discuss about the perspective plan of Institute.**

As Institute completed 5 years in Academic year 2022-23, Principal Dr. Kulkarni S.B informed about the institute perspective plan which have been set in Academic Year 2018-19. He informed that we have successful to achieve our vision and mission, maintained good academic performance, effective teaching learning process, student support and evaluation, empowerment of faculties in emerging trends. Also, we have set up good governance, account and finance, academic plan, staff and students welfare, social activities etc. He advises us to continue with this planning and set new targets to achieve more in above criteria's.

**4. To discuss about the NAAC preparation and IQA Submission.**

Prof. Patange S.P present the status of work completed regarding NAAC Accreditation. All IQAC members have taken detail review on metrics of all 7 criteria's. IQAC members have suggested few changes in some metrics. Prof. Patange S.P informed that after completion of these changes we will be able to submit IQA for NAAC Accreditation. After discussion it is unanimously decided to submit IQA in the month of Sept 2023.

**5. To discuss about establishment of IQAC Review Mechanism.**

IQAC Coordinator Prof. Patange S.P present IQAC online review mechanism system to all members. He said it will be helpful for us track students performance and staff performance. Through Google drive link every faculty can upload teaching learning related data, students internal assessment marks and students attendance etc. So it enhance our internal monitoring system. After regular tracking we can easily take necessary remedial action if required.





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Prof. Bhosale B.Y presented all formats available in IQAC Review Mechanism like attendance, syllabus coverage, internal marks, defaulter list, students feedback, seminar/project report etc. Principal Dr. Kulkarni S.B appreciated this initiative also he has suggested few changes about cross departmental tracking.

After discussion it is unanimously decided to implement IQAC Review Mechanism immediately from current month Aug 2023.

**6. To discuss on revised DABTU syllabus and Academic calendar, load distribution and time table etc.**

Formal discussion made on revised syllabus of final year classes of all departments.

IQAC Coordinator Prof. Patange S.P requested to maintained fixed load distribution which was implemented in previous year. He said allow teachers to teach same subject as per the subjects allocated in previous year.

Prof. Bhosale B.Y requested to prepare department wise academic calendar and class time table for conducting lectures and practicals.

**7. Any other points if any.**

Chairperson Prof. Kulkarni S.B suggested to conduct Academic Audit for all departments with prescribed formats given by DBATU through external member and send report to university.

IQAC coordinator Prof. Patange S.P advised to continue the working which being implemented in last previous year such as various committees, conduction of Co-curricular and Extra-curricular activities and using IQAC formats for all activities. Also, discussion held on final year students project and its work.

Principal Dr. Kulkarni S.B. decided to plan every committee presentation in every month to review the activities conducted under all committee.

**Meeting ended with Vote of Thanks**



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University Code : 6466  
MSBTE Code : 1215

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Following IQAC members were present for the meeting.

Sr. No.	Name of Members	Designation	Signature
<b>Internal Members</b>			
1	Prof. Dr. Kulkarni S. B. (I/C Principal)	Chairman	
2	Mr. Prasun Johari (Secretary, Shree Santkrupa Shikshan Sanstha)	Management Representative	
3	Prof. Aute S.S. (I/C HOD Basic Science and Humanities Dept.)	Member	
4	Prof. Bhosale B. Y. (I/C HOD Mechanical Engineering Dept.)	Member	
5	Prof. Mali S. H. (I/C HOD Electrical Engineering Dept.)	Member	
6	Prof. Kumbhar A. N. (I/C HOD Civil Engineering Dept.)	Member	
7	Mr. Patil S. V. (Registrar)	Member	
8	Prof. Deshmukh S.U. (Assistant Professor Computer Science & Engineering Dept.)	Member	
9	Prof. Pawar D. D. (Assistant Professor Civil Engineering Dept.)	Member	
10	Prof. Kanase A. B. (Assistant Professor Mechanical Engineering Dept.)	Member	
11	Prof. Shinde S. M. (Assistant Professor Electrical Engineering Dept.)	Member	
12	Prof. Patange S. P. (I/C HOD Computer Science & Engineering Dept.)	Coordinator / Secretary	
<b>External Members</b>			
13	Mr. Baldevraj Narang (CEO, Clariant Power System, Pune)	Member	
14	Mr. Sandip Patravale (President, Sovisy Solutions.Ltd, Ahmedabad)	Member	
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## Action Taken Report – IQAC Meeting on 22/08/2023

IQAC Coordinator Prof. Patange S.P. presented the action taken report on agenda points, which discussed in the meeting, as shown in the following table.

Sr. No	Suggestion/ Advise	Action Taken
1	Principal Dr. Kulkarni S.B advises all members to continue the work as per our perspective planning and set new targets to achieve more.	All HODs and concern authorities have planned their activities as per perspective plan. Also set up new targeted activities like NEP related activities. It also decided to discuss about few activities in BOG meeting.
2	IQAC members have suggested few changes in some metrics of NAAC criterias.	All NAAC criteria coordinator have started working in changes suggested by IQAC members. Also start preparation as per IIQA submission.
3	Principal Dr. Kulkarni S.B suggested few changes in IQAC online review mechanism and cross departmental tracking	As per suggestion IQAC team have completed the suggested changes also formed cross departmental review team. Implementation of IQAC online review mechanism have been started from the month of Aug 2023.
4	IQAC Coordinator Prof. Patange S.P requested to maintained fixed load distribution which was implemented in previous year as well as time table.	All HOD's have remain the same fixed load distribution and time table.
5	Chairperson Prof. Kulkarni S.B suggested to conduct Academic Audit for all departments with prescribed formats given by DBATU through external member and send to university.	IQAC Coordinator Prof. Patange S.P Conducted Academic Audit for all departments through external member and send it to DBATU.
6	Principal Dr. Kulkarni S.B. decided to plan every committee presentation in every month to review the activities conducted under all committee.	Central Committee Coordinator Miss. Shinde S.M. will coordinate all committee and plan committee presentation in every month.

**IQAC Coordinator**  
S.S.I.E.T. Ghogaon



**Principal**

**Shree Santkrupa Institute of Engg. & Tech**  
Ghogaon, Tal. Karad, Dist. Satara

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Website: [www.sietghogaon.org](http://www.sietghogaon.org) Email: [ssietdegree@gmail.com](mailto:ssietdegree@gmail.com), [1215principal@msbte.com](mailto:1215principal@msbte.com)





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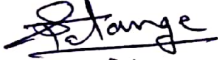
**Date: - 02/02/2024**

**To - All Committee Members**

All Members of **Internal Quality Assurance Committee** in Shree Santkrupa Institute of Engineering and Technology, Ghogaon are informed that we have arranged meeting on 09/02/2024 at 02:30 pm in our board room. You are requested to attend the meeting.

**Agenda:**

1. Confirmation of minutes of meeting of 1<sup>st</sup> IQAC Meeting.
2. Discussion on Action Taken Report.
3. To discuss on DABTU syllabus and Academic calendar, load distribution and time table etc.
4. To discuss about SSR Submission with respect to NAAC Accreditation.
5. To discuss on revision of feedback format.
6. Any other points if any.

  
IQAC Coordinator  
Prof. Patange S.P.  
**IQAC Co-ordinator**  
S.S.I.E.T. Ghogaon



  
Principal  
**Principal**  
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<b>External Members</b>			
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**Minutes of Meeting – IQAC Meeting on 09/02/2024**

**Date: - 09/02/2024**

**Venue: - Board Room**

**Time: - 02:30 pm to 04:00 pm**

A Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 09/02/2024 at 02:30 pm in board room for Academic Year 2023-24 even sem. The agenda of the meeting was conveyed along with meeting notice. Meeting started with the permission of chairperson Prof. Kulkarni S.B

**Following points were discussed in the meeting as per the agenda ---**

**1. Confirmation of minutes of meeting of 1<sup>st</sup> IQAC Meeting.**

IQAC Coordinator Prof. Patange S.P. read minutes of 1<sup>st</sup> IQAC meeting held on 11/08/2023 and the minutes were confirmed with the permission of Chairperson.

**2. Discussion on Action Taken Report.**

IQAC Coordinator Prof. Patange S.P confirmed the action taken report dated 22/08/2023. All HODs and concern authorities have planned their activities as per perspective plan. Institute has submitted IQA successfully. Implementation of IQAC online review mechanism and Conducted Academic Audit for all departments through external member and send it to DBATU

**3. To discuss on DABTU syllabus and Academic calendar, load distribution and time table etc.**

Formal discussion was held on revised syllabus, Academic Calendar published by DBATU. Prof. Patange S.P advised to prepare department wise academic calendar, fixed load distribution and class time table as per IQAC formats.

**4. To discuss about SSP Submission with respect to NAAC Accreditation.**

IQAC Coordinator Prof. Patange S.P. informed the present status of all NAAC criteria work. Formal discussion was held on necessary documentation work related to submission of SSR. As per the last date of SSR Submission in the month of Feb 2024, principal Dr. Kulkarni S.B informed all members that we will submit SSR in third week of February. After discussion Dr. Kulkarni S.B suggested to conduct detail mock test of all 7 criteria's and after review and mock test we can submit SSR.

Principal Dr. Kulkarni S.B suggested to make list of the academic as well as infrastructural related work on which we need to start working after submission of SSR. He informed to formed sub teams to perform above tasks within period.





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5. **To discuss on revision of feedback format**

Prof. Shinde S.M informed that we need to revise our feedback format. Discussion was held on questionnaires in all feedback forms. She informed that we need to change questionnaires in first section of alumni feedback form these questions should be descriptive and specific also she requested to add institute infrastructure and facilities related question into the form. She requested to purchase software for conduct feedback through online mode. After discussion it is unanimously decided to make necessary changes in alumni feedback form and purchase or develop software conduct feedback through online mode.

6. **Any other points if any.**

Principal Dr. Kulkarni S.B. requested to preparation of work with respect to LIC by DABTU. Formal discussion on conduction of Co-curricular and Extra-curricular activities performs in even semester also the activities should be conducted under various committees. He suggested to compile all data of academic year 2023-24 with respect to NAAC peer team visit.

**Meeting ended with Vote of Thanks**



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### Action Taken Report – IQAC Meeting on 20/02/2024

IQAC Coordinator Prof. Patange S.P presented the action taken report on agenda points, which discussed in the meeting, as shown in the following table.

Sr. No	Suggestion/ Advise	Action Taken
1	Prof. Patange S.P advised to prepare institutional academic calendar, teaching load distribution and class time table.	As decided all HOD's have prepare department wise academic calendar, Fixed load distribution and class time table.
2	Dr. Kulkarni S.B suggested to conduct detail mock test of all 7 criteria's and after review and mock test we can submit SSR	All criteria coordinator of NAAC has started compilation of documents and mock test of 7 criteria's conducted as per NAAC assessment process also SSR submitted successfully on 16 Feb 2024.
3	Principal Dr. Kulkarni S.B suggested to make list of the academic as well as infrastructural related work on which we need to start working after submission of SSR	As per suggestion separate list of academic activities and infrastructural activities prepared and assigned responsibilities to the concerned faculties. And work started as per prepared list.
4	Prof. Shinde S.M informed to change questionaries in first section of alumni feedback form. these questions should be descriptive and specific also she requested to add institute infrastructure and facilities related question into the form	As per suggestion Prof. Patange S.P has made all necessary changes in alumni feedback form and revised alumni feedback form and circulated for use.
5	Principal Dr. Kulkarni S.B. requested to preparation of work with respect to LIC by DABTU	All HOD's have start working on all related activities with respect of LIC by DBATU.
6	Dr. Kulkarni S.B. suggested to compile all data of academic year 2023-24 with respect to NAAC peer team visit.	All HOD's and criteria coordinators has started to compile all academic year 2023-24 data with respect to NAAC.

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Prof. Patange S.P.  
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