

# Matoshri Education Society's Matoshri College of Engineering & Research Centre

Approved by : All India Council for Technical Education, New Delhi (AICTE),  
Director of Technical Education, Maharashtra (DTE)

Affiliated to : Savitribai Phule Pune University, Pune

Accredited by : NAAC, Recognized under section 2(f) & 12 (b) of the UGC Act, 1956

## Internal Quality Assurance Cell (IQAC)

### MINUTES OF THE MEETING-ATR (2021-22)

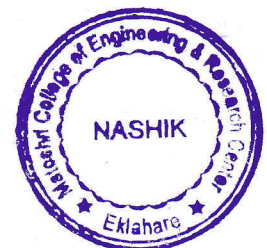
A meeting of the members of Internal Quality Assurance Cell (IQAC) is scheduled on **14<sup>th</sup> Aug, 2021 at 11.00 am** Board room of the college.

The following members were present in the meeting:

Sr. No.	Name of Member	Designation	Role in IQAC
1	Dr. Kharate G. K.	Principal	Chairperson
2	Er. Darade Kunal N.	Secretary	Management Representative
3	Dr. Patil Varsha H.	Vice Principal	Teacher Representative
4	Dr. Khule Shridhar S.	Professor	Teacher Representative
5	Dr. Shriwastava Rakesh G.	Professor	Coordinator, IQAC
6	Mr. Mawal Rakesh S.	Assistant Professor	Teacher Representative
7	Ms. Antapurkar Harshala K.	Assistant Professor	Teacher Representative
8	Mr. Pawaskar Rupesh C.	Assistant Professor	Teacher Representative
9	Ms. Hire Mayuri R.	Assistant Professor	Teacher Representative
10	Mr. Shedge Kishor N.	Assistant Professor	Teacher Representative
11	Mr. Panwar Vikas S.	Assistant Professor	Teacher Representative
12	Mrs. Ahire Veenaya N.	Assistant Professor	Teacher Representative
13	Dr. Rohom Ashwini B.	Assistant Professor	Teacher Representative
14	Mrs. Ugale Pallavi S.	Registrar	Administrative officer
15	Ms. Godse Manisha. N.	Librarian	Library Representative
16	Mr. Yalwande Nilesh R.	Head, Account section	Account section Representative
17	Mr. Kumavat Nitin M.	Head, Student section	Student section Representative
18	Mr. Aute Suresh	Member	Employers
19	Mr. Tiwari Ashish Kumar	Member	Industrialist
20	Ms. Wadge Pooja R.	Member	Parent
21	Mr. Rajput Gauraosingh R.	Member	Student

The leave of absence of the following members were granted.

1. Mr. Aute Suresh (Employer Representative)
2. Mr. Tiwari Ashish Kumar (Industry Representative)
3. Miss. Wadge Pooja R. (Parent Representative)
4. Mr. Rajput Gauraosingh R. (Student Representative)



Address : Eklahare, Near Odhagaon, Off Aurangabad Highway, Nashik - 422 105, Dist. Nashik, Maharashtra (India)

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At the outset Dr. Rakesh G. Shrivastava, IQAC Coordinator welcomed all the members of committee.

Following points were discussed in the meeting.

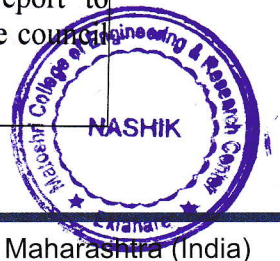
## A.1: Confirmation of the minutes of the IQAC meeting held on 13/02/2021

The minutes of the meeting of the IQAC held on 13/02/2021 is placed before the IQAC for confirmation.

**Resolution:** The minutes of the IQAC meeting held on 13/02/2021 was approved by the council after the discussion.

## A.2: Action taken report on the decision of the IQAC meeting held on 13/02/2021

Agenda	Actions taken
<b>Agenda- 01:</b> Review of First semester result of A. Y. 2020-2021 and suggestion for improvements.	Discussion was held on first semester result of AY 2020-2021. It was resolved that chairperson gave the instruction to all heads, to implement few practices are to be adopted for excellent results and was approved by the member of IQAC after discussion.
<b>Agenda-02:</b> Review of NBA accreditation preparation and suggestions.	Discussion was held on NBA preparation and suggestions. It was resolved that chairperson gave the instruction to prepare the criteria wise documents and was approved by the member of IQAC after discussion.
<b>Agenda- 03:</b> NAAC preparations for second cycle & planning.	Discussion was held on NAAC preparations for second cycle & planning. It was resolved that Chairperson has decided to overcome compliance of the NAAC Peer Team recommendations for first cycle & prepared the required document for second cycle as per SSR and was approved by the council after discussion.
<b>Agenda-04:</b> AQAR Submission for 2020-21.	Discussion was held on AQAR Submission for 2020-21. It was resolved that chairperson has gave the instruction to IQAC coordinator to prepare & submit AQAR-2020-21 report to NAAC office and was approved by the council after discussion.



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### A.3. Discussion on Internal Academic Audits.

IQAC coordinator presented the status of internal Academic Audits conducted. He added that the regular monitoring of the Academic parameters is done through (IQAC) cell and Internal Team of senior faculty members carry out an internal academic audit 2-3 times in a session. This time audit was done on following parameters as given below

- Pre-academic audit based on the verification of attendance register with COs, POs & PSOs, Scheme, syllabus and References, teaching Planning, name of students in attendance sheet, teaching plan etc.
- Internal Academic audit based on the review on classes conducted Vs Planned, Student's attendance less than 50%., Advanced topic & PPT/Notes

**Resolution:** It was decided to regular monitoring of the academic audit 2-3 times in a session.

### A.4. Review of results of summer -2021 examinations.

- Review of results of summer -2021 examinations was done by Chairperson and IQAC coordinator and detailed discussion was on the analysis part. Dean academic suggested to give more practical explore to our students.

**Resolution:** Review of results of summer -2021 examinations was approved by the council after discussion.

### A.5. Review of placement activity & planning for A.Y. 2021-2022.

IQAC coordinator read the placement report of academic year 2020-21. The chairperson suggested some tips to improve the number of placements and average package. The members had discussed the planning of various training program for the students.

**Resolution:** Review of placement activity & planning for A.Y. 2021-2022 was approved by the council after discussion.

### A.6. Any other matter permitted by the Chairperson of IQAC.


No point was raised for further discussions.

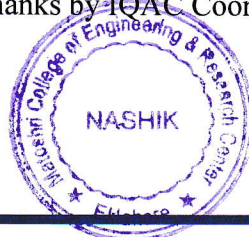
### Suggestions / Feedback of members


- IQAC Coordinator suggested to regular monitoring of the academic audit 2-3 times in a session.
- Dean academic suggested to give more practical explore to our students.
- The members had suggested the planning of various training program for the students.

**Resolution:** It was decided that , regular monitoring of the academic audit 2-3 times in a session, to give more practical explore to our students and planning of various training program for the students to improve placement.

It was suggested to conduct next IQAC meeting on Nov-2021. IQAC Coordinator thanked the members for their suggestions and active participation in the meeting and meeting ended with vote of thanks by IQAC Coordinator.

  
Dr. Rakesh G. Shrivastava  
IQAC Coordinator



  
Dr. G. K. Kharate  
Chairperson, Head of the institute

**Internal Quality Assurance Cell (IQAC)****MINUTES OF THE MEETING-ATR-II (2021-22)**

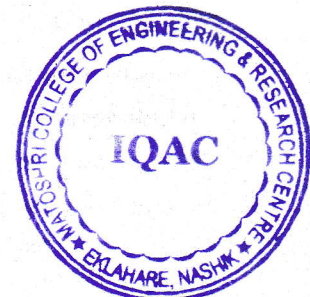
The minutes of IQAC meeting held on 13<sup>th</sup> Nov, 2021 i.e. *Saturday at 11.30 am* in Board room.

The following members were present in the meeting:

Sr. No.	Name of Member	Designation	Role in IQAC
1	Dr. Kharate G. K.	Principal	Chairperson
2	Er. Darade Kunal N.	Secretary	Management Representative
3	Dr. Patil Varsha H.	Vice Principal	Teacher Representative
4	Dr. Khule Shridhar S.	Professor	Teacher Representative
5	Dr. Shriwastava Rakesh G.	Professor	Coordinator, IQAC
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15	Ms. Godse Manisha. N.	Librarian	Library Representative
16	Mr. Yalwande Nilesh R.	Head, Account section	Account section Representative
17	Mr. Kumavat Nitin M.	Head, Student section	Student section Representative
18	Mr. Aute Suresh	Member	Employers
19	Mr. Tiwari Ashish Kumar	Member	Industrialist
20	Ms. Wadge Pooja R.	Member	Parent
21	Mr. Rajput Gauraosingh R.	Member	Student

The leave of absence of the following members were granted.

1. Mr. Aute Suresh (Employer Representative)
2. Mr. Tiwari Ashish Kumar(Industry Representative)
3. Ms. Wadge Pooja R.(Parent Representative)
4. Mr. Rajput Gauraosingh R.( Student Representative)





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At the outset Dr. Rakesh G. Shriwastava, IQAC Coordinator welcomed all the members of committee.

Following points were discussed in the meeting.

### A.1: Confirmation of the minutes of the IQAC meeting held on 14/08/2021

The minutes of the meeting of the IQAC held on 14/08/2021 is placed before the IQAC for confirmation.

**Resolution:** The minutes of the IQAC meeting held on 14/08/2021 was approved by the council after the discussion.

### A.2: Action taken report on the decision of the IQAC meeting held on 14/08/2021.

Agenda	Actions taken
<b>Agenda- 01:</b> Discussion on Internal Academic Audits.	Discussion was held on internal academic audits of AY 2020-2021. It was resolved that the regular monitoring of the academic parameters is done through (IQAC) cell and Internal team of senior faculty members carry out an internal academic audit 2-3 times.
<b>Agenda-02:</b> Review of results of summer -2021 examinations.	Discussion was held on results of summer -2021 examinations. It was resolved that chairperson gave the instruction to give more theory & practical explore to our students.
<b>Agenda- 03:</b> Review of placement activity& planning for A.Y. 2021-2022.	Discussion was held on placement activity& planning for A.Y. 2021-2022.It was resolved that chairperson suggested some tips to improve the number of placements, average package and planning of various training program for the students.

### A.3: Review of First semester result of AY 2020-2021 and suggestion for improvements.

All heads presented their department's first semester result of AY 2020-2021. All courses result are good and suggestions for improvement were discussed. So few practices are to be adopted such as remedial lectures and counseling sessions for excellent results.

**Resolution:** Analysis of first semester result of AY 2020-2021 was done and suggestion for improvements was approved by the council after discussion.

### A.4: Review of NBA accreditation preparation and suggestions.

Functional heads presented the progress of NBA criteria report preparations and expressed their queries. Dr. Varsha Patil reviewed work of each department and also checked their progress. She gave insightful knowledge about different criteria and their execution. She solved all the queries and also explained CO-PO mappings and their correlation. Chairperson also reviewed the progress and suggested criteria heads to interact with fellow members.

**Resolution:** Suggestion of NBA accreditation preparation and suggestions was approved by the council after discussion.





**A.5: NAAC preparations for second cycle & planning.**

Dr. S. S Khule, NAAC coordinator presented the review report of NAAC Peer Team. It was done with discussions and critical evaluation. Further it was resolved to set out strategies for next five years and initiate compliance of the NAAC Peer Team recommendations.

**Resolution:** Suggestion of NAAC preparations for second cycle & planning was approved by the council after discussion.

**A.6: AQAR Submission for 2020-21.**

NAAC- AQAR of the academic year 2020-21 is placed before the IQAC for confirmation. The discussions were made on content to be updated according to AQAR format for the academic year 2020-21. Members suggested minor changes & gave approval to submit AQAR to NAAC office.

**Resolution:** NAAC- AQAR of the academic year 2020-21 was approved by the council after discussion.

**A.7. Any other matter permitted by the Chairperson of IQAC.**

No point was raised for further discussions.

**Suggestions / Feedback of members**

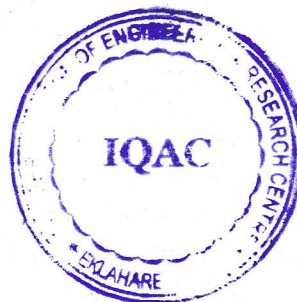
- IQAC Coordinator suggested to implement few practices are to be adopted such as remedial lectures and counseling sessions for excellent results.
- Chairperson also reviewed the progress and suggested criteria heads to interact with fellow members.
- Chairperson discussed and suggestion to overcome compliance of the NAAC Peer Team recommendations for first cycle.
- IQAC Members suggested minor changes & gave approval to submit AQAR to NAAC office.

**Resolution:** It was decided to implement few practices are to be adopted for excellent results, suggested criteria heads to interact with fellow members, to overcome compliance of the NAAC Peer Team recommendations for first cycle and submitted AQAR-2020-21 with minor changes to NAAC office.

It was suggested to conduct next IQAC meeting on **Feb-2022**. IQAC Coordinator thanked the members for their suggestions and active participation in the meeting and meeting ended with vote of thanks by IQAC Coordinator.

  
Dr. Rakesh G. Shriwastava

**CO-ORDINATOR**  
Internal Quality Assurance Cell (IQAC)  
Matoshri College of Engineering & Research Centre



  
Dr. G. K. Kharate

Chairperson, Head of the institute  
**PRINCIPAL**  
Matoshri College of Engineering  
& Research Centre, Eklahare

**Internal Quality Assurance Cell (IQAC)****MINUTES OF THE MEETING-ATR –III (2021-22)**

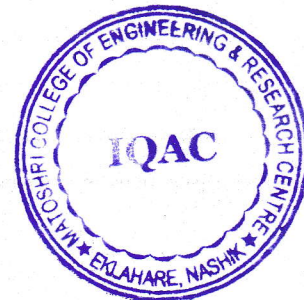
The minutes of IQAC meeting held on **12<sup>th</sup> Feb, 2022 i.e. Saturday at 11.00 am** in Board room.

The following members were present in the meeting:

Sr. No.	Name of Member	Designation	Role in IQAC
1	Dr. Kharate G. K.	Principal	Chairperson
2	Er. Darade Kunal N.	Secretary	Management Representative
3	Dr. Patil Varsha H.	Vice Principal	Teacher Representative
4	Dr. Khule Shridhar S.	Professor	Teacher Representative
5	Dr. Shriwastava Rakesh G.	Professor	Coordinator, IQAC
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18	Mr. Aute Suresh	Member	Employers
19	Mr. Tiwari Ashish Kumar	Member	Industrialist
20	Ms. Wadge Pooja R.	Member	Parent
21	Mr. Rajput Gauraosingh R.	Member	Student

The leave of absence of the following members were granted.

1. Mr. Aute Suresh (Employer Representative)
2. Mr. Tiwari Ashish Kumar (Industry Representative)
3. Ms. Wadge Pooja R. (Parent Representative)
4. Mr. Rajput Gauraosingh R. (Student Representative)





At the outset Dr. Rakesh G. Shriwastava, IQAC Coordinator welcomed all the members of committee.

Following points were discussed in the meeting.

**A.1: Confirmation of the minutes of the IQAC meeting held on 13/11/2021**

The minutes of the meeting of the IQAC held on 13/11/2021 is placed before the IQAC for confirmation.

**Resolution:** The minutes of the IQAC meeting held on 13/11/2021 was approved by the council after the discussion.

**A.2: Action taken report on the decision of the IQAC meeting held on 13/11/2021.**

Agenda	Actions taken
<b>Agenda- 01:</b> Review of First semester result of AY 2020-2021 and suggestion for improvements	Discussion was held on first semester result of AY 2020-2021 and suggestion for improvements. It was resolved that few practices are to be adopted such as remedial lectures and counseling sessions for excellent results.
<b>Agenda-02:</b> Review of NBA accreditation preparation and suggestions	Discussion was held on NBA accreditation preparation and suggestions. It was resolved that chairperson solved all the queries and also explained CO-PO mappings and their correlation.
<b>Agenda- 03:</b> NAAC preparations for second cycle & planning	Discussion was held on NAAC preparations for second cycle & planning. It was resolved that chairperson set out strategies for next five years and initiate compliance of the NAAC Peer Team recommendations.
<b>Agenda- 04:</b> AQAR Submission for 2020-21	Discussion was held on AQAR Submission for 2020-21. It was resolved that chairperson suggested minor changes & gave approval to submit AQAR to NAAC office.

**A.3: Discussion on fetching Research grants from various funding agencies.**

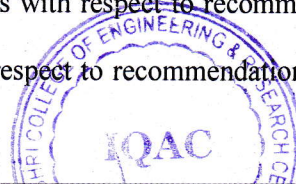
Dean R & D has given a presentation on various schemes for fetching the funds for R & D work and the chairperson suggested applying for the same

**Resolution:** All department senior faculty members can apply for various research grants and for other funding like international conference, seminars, and workshops under UGC grants.

**A.4: Review of recommendations given by peer team during first cycle of NAAC accreditation.**

Dr. S.S Khule, NAAC coordinator presented recommendations given by peer team during first cycle of NAAC accreditation. He discussed all point of peer team during first cycle of NAAC accreditation and solved the queries. Chairperson also suggested the progress with respect to recommendations shared by NAAC peer team during first cycle visit in 2016.

**Resolution:** It was resolved to monitor the progress with respect to recommendations shared by NAAC peer team during first cycle visit in 2016.







## A.5: To strengthen industry institute interaction, more steps need to be taken.

Chairperson discussed and suggested following points regarding industry institute interaction.

- Dedicated Industry Institute Interaction Cell can be formed.
- To increase the industry institute interaction, all departments can invite industry experts as jury for various technical competitions at institute.
- For industry sponsored projects, industry guide can be added as co- author for the technical publications.
- MOUs with industry can be increased for industry projects and internships.

**Resolution:** Suggestion of to strengthen industry institute interaction, more steps need to be taken was approved by the council after discussion.

## A.6: Review of academics progress and department achievements.

Chairperson discussed and suggested following points regarding academics progress and department achievements.

- All Head of Departments presented department progress report, discussion held on achievements and further improvisation needed.
- As academics is conducted in online mode, to utilize their time effectively, Students need to encourage to attend online courses on the platforms like NPTEL, Coursera, ATAL courses etc.

**Resolution:** Suggestion of academics progress and department achievements was approved by the council after discussion.

## A.7. Any other matter permitted by the Chairperson of IQAC.

No point was raised for further discussions.

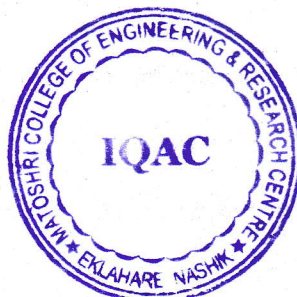
### Suggestions / Feedback of members

- Chairperson suggested applying for research grants from various funding agencies for college funding.
- Chairperson also suggested the progress with respect to recommendations shared by NAAC peer team during first cycle visit in 2016.
- Chairperson suggested guideline to increase the industry institute interaction for placement point of view.
- Chairperson suggested some key point regarding academics progress and department achievements.

**Resolution:** It was decided to apply for various research grants, more steps need to be taken for industry institute interaction, academics progress and department achievements.

It was suggested to conduct next IQAC meeting on **May-2022**. IQAC Coordinator thanked the members for their suggestions and active participation in the meeting and meeting ended with vote of thanks by IQAC Coordinator.

  
Dr. Rakesh G. Shriwastava  
IQAC Coordinator



  
Dr. G. K. Kharate

Chairperson, Head of the institute  
**PRINCIPAL**  
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**Internal Quality Assurance Cell (IQAC)**

**MINUTES OF THE MEETING-ATR -IV (2021-22)**

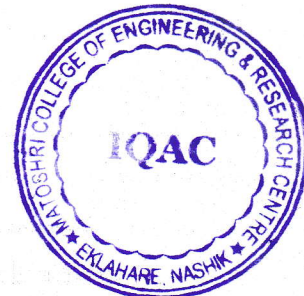
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**Resolution:** The minutes of the IQAC meeting held on 12/02/2022 was approved by the council after the discussion.

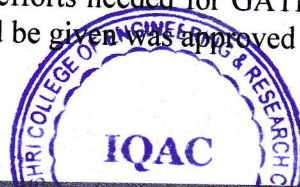
### A.2: Action taken report on the decision of the IQAC meeting held on 12/02/2022.

Agenda	Actions taken
<b>Agenda- 01:</b> Discussion on fetching research grants from various funding agencies.	Discussion was held on fetching research grants from various funding agencies. It was resolved that all department senior faculty members can apply for various research grants and for other funding like international conference, seminars, and workshops under UGC grants.
<b>Agenda-02:</b> Review of recommendations given by peer team during first cycle of NAAC accreditation.	Discussion was held on recommendations given by peer team during first cycle of NAAC accreditation. It was resolved that to monitor the progress with respect to recommendations shared by NAAC peer team during first cycle visit in 2016.
<b>Agenda- 03:</b> To strengthen industry institute interaction, more steps need to be taken.	Discussion was held on to increase the industry institute interaction. It was resolved that chairperson suggested some points to increase the industry institute interaction and more steps need to be taken for placement point of view.
<b>Agenda- 04:</b> Review of academics progress and department achievements.	Discussion was held on academics progress and department achievements. It was resolved that chairperson suggested some points regarding academics progress and department achievements.

### A.3: Discussion on Student Satisfaction Survey of 2021-22.

IQAC coordinator explained the analysis of student satisfaction survey of 2021-22. He mentioning positive feedback and areas needing improvements, learning, experience is good, Good academics, Teachers are very helpful. Some Suggestions are more efforts needed for GATE and other competitive examinations and also Project based work should be given.

**Resolution:** Suggestion for more efforts needed for GATE and other competitive examinations and also Project based work should be given was approved by the council after discussion.





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### A.4: Discussion on to strengthen academic and research activity.

Chairperson discussed and suggested following points regarding to improve in academic and research activity.

- To increase the number of faculty having Ph.D. qualification.
- To increase the number of research publications in indexed journals by faculty.
- To increase the number of research publications by students.
- To increase the number of industrial visits to students
- To organize more training modules for the students on the latest technology as per the requirement of the industry.
- To organize several guest lectures from industry and academia for the students on the current trends in technology.
- To organize several FDPS, seminars, conferences, workshops for faculty, staff & students
- To make the students more responsible towards individual, family, society and nature by making them aware of value education so that they become a responsible citizen.
- To increase the number of MOUS so that faculty can be involved in different consultancy projects offered by these industries.
- To motivate the students to develop projects which are relevant to society using sustainable technology.

**Resolution:** Suggestion for to improve in academic and research activity was approved by the council after discussion.

### A.5: Discussion on the use of learning management system (LMS).

Dean academic presented the academic activities and it is made mandatory to use cloud-based LMS moodle for effective out class engagement of the students, and improving the teaching-learning process from coming academic year.

**Resolution:** Suggestion of the dean academic for improving the teaching-learning process from coming academic year was approved by the council after discussion.


### A.6. Any other matter permitted by the Chairperson of IQAC.

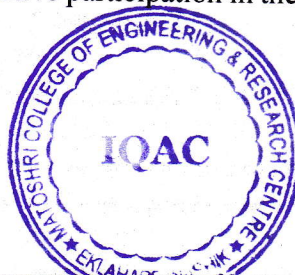
No point was raised for further discussions.


#### Suggestions / Feedback of members

- Chairperson suggested more efforts needed for GATE and other competitive examinations as per Student Satisfaction Survey of 2021-22.
- Chairperson also suggested some points to improve in academic and research activity.
- Dean academic suggested learning management system (LMS) for improving the teaching-learning process from coming academic year.
- **Resolution:** It was decided more efforts needed for GATE and other competitive examinations as per Student Satisfaction Survey of 2021-22

It was suggested to conduct next IQAC meeting on **Aug-2022**. IQAC Coordinator thanked the members for their suggestions and active participation in the meeting and meeting ended with vote of thanks by IQAC Coordinator.

  
Dr. Rakesh G. Shriwastava  
IQAC Coordinator  
CO-ORDINATOR



  
Dr. G. K. Kharate  
Chairperson, Head of the institute