



**K. K. WAGH INSTITUTE OF ENGINEERING
EDUCATION &
RESEARCH, NASHIK.**

HIRABAI HARIDAS VIDYANAGARI, AMRUTDHAM,
PANCHAVATI, NASHIK-422003

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 22/01/2018

Minutes of IQAC Meeting

Meeting: - Date: 20/01/2018 **Time:** 3:00 to 4:30 pm **Venue:** IQAC Hall

Following members were present for the meeting.

Sr. No.	Name of member	Sr. No.	Name of member
1	Dr. K. N. Nandurkar	8	Prof. S. N. Kadlag
2	Mr. Mahesh Malpathak	9	Prof. T. N. Date
3	Prof. M. B. Murugkar	10	Prof. V. S. Patil
4	Dr. P. J. Pawar	11	Prof. A. L. Varne
5	Dr. P. D. Bhamre	12	Prof. V.C. Bagal
6	Dr. V. S. Mane	13	Prof. Shital Deshmukh
7	Prof. S. S. Jhawar	14	Mrs. P. B. Gunjal

1. Prof. T. N. Date welcomed Mr. Mahesh Malpathak, Principal Dr. K. N. Nandurakar and other members of committee. Mr. Malpathak was felicitated by Principal Dr. K. N. Nandurkar.
2. Meeting started with the conformation of minutes of previous meeting held on 29th April 2017.
3. Quality policy statement framed in previous meetings was displayed for discussion. At first sight Mr. Malpathak approved the statement, but then presented guidelines to define quality policy and suggested following points:
 - Quality policy's claim should be measurable.
 - All the members of organisation and Stakeholders should know Quality policy.
 - Quality parameters or indicators should be set and measured using technique such as SMART (Specific, Measureable, Achievable, Relevant and Time bound) and should be monitored at department and institute level.



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4. Prof. Dr. P. D. Bhamre presented measurable indicators and points regarding Quality objectives and points for monitoring various academic parameters.
5. Prof. S. S. Jhavar, (HOD, MBA) discussed some additional points in Quality policy. He suggested that policy statement needs to include clear objectives with actual actions to be implemented for quality assurance in all aspects.
6. Prof T. N. Date then presented IQAC initiatives and action plan for the current semester.
 - Two day workshop for PG students 'Latex for Technical Documentation' 19th & 20th Jan 2018
 - Quality Enhancement of teachers (New Faculty Training) 5th & 7th Feb 2018
 - FDP for senior faculty 9th & 10th Feb 2018
 - One day Motivational training for supporting staff 12th Feb 2018
 - Audit course on 'Introduction to probability and statistics' for all branches TE/BE students
 - Feedback for faculty: Twice in semester.
 - Academic Audit: Internal and External.
7. It was recommended that the draft prepared by Prof. Jhavar should be shared with Mr. Malpathak, so that he can share his inputs. The documents should be subsequently shared with all members of IQAC for their inputs & suggestions
8. Prof. Vijay Patil proposed vote of thanks towards all the members of the committee.

Dr .K. N. Nandurkar
Principal