



Date: 02/10/2021

## Internal Quality Assurance Cell Meeting Notice

Respected Sir/ Madam,

It is our pleasure to inform you that the IQAC Meeting of CSMSS Chh. Shahu College of Engineering Aurangabad is scheduled to be held on 07/10/2021 at 2.30 p.m. in conference room. The brief-agenda of the meeting is given herewith. You are requested to kindly make it convenient to attend the meeting.

Agenda Number	Meeting Agenda in brief
1	Welcome
2	Review of current semester activities. AY 2021-22 part I
3	Admission status for AY 2021-22
4	NAAC work progress
5	Online offline teaching preparation
6	Final year Placement status
7	Any other matter with the permission of the chair

**Dr. R. P. Chopade**  
IQAC Coordinator

Copy to: Members, IQAC 2021-22

**Dr. U. B. Shinde**  
Principal

**Principal**

**S.M.S.S. Chh. Shahu College of Engineering**  
Kanchanwadi, Aurangabad.



## Internal Quality Assurance Cell Minutes of Meeting,

**Date: 07/10/2021 Time: 2.30 pm,**

**Venue: Conference hall, Building A**

Sr. No.	Agenda	Minutes of meeting
1	Welcome	The IQAC Coordinator welcomed the Principal and all the HOD's and other members for the meeting. Review of previous IQAC minutes of meeting was discussed. The action Taken Report is presented. All members noted the points and accepted. Prof. P.G. Jadhao read the Vision and Mission of the institute. With the permission of Chairperson, next agenda is taken up by IQAC coordinator.
2	Review of current semester activities. AY 2021-22 part I	IQAC Coordinator given information of activities going on as per academic calendar. The semester is started accordingly as per university calendar. With the academic schedule, all department are also ready for curricular and extracurricular activity as planned.
3	Admission status for AY 2021-22	Administration head Prof. P.G. Jadhao informed the members that almost all provisional admissions are completed. Their admission will be confirmed automatically after the declaration of university result.
4	NAAC work progress	IQAC Chairperson asked to plan for preparing the NAAC work. The given work regarding NAAC activities is revised by Dr. R. P.Chopade. Criteria and sub-criteria are divided and planning to collect the required documents are started by respective criteria in-charge. Suggestions from HODs are discussed.
5	Online offline teaching preparation	This semester, it is proposed to start offline academics in college as per government rules, offline may be started in December 2021 temporarily. The same thing to be communicated to parents. The online teaching is reviewed, some of students are facing difficulty intermittently due to connectivity. It is suggested that the teaching material to be provided to students by drives or by other means.
6	Final year Placement status	Training and Placement cell proposed to start online aptitude course for final year placement. Simultaneously, he suggested add-on courses



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		professional skills for third year and second year students. The content for this add on course is same as previous. The instructors are not yet decided.
7	Any other matter with the permission of chair	The IQAC Coordinator also discussed the following points in the meeting. a) In last meeting extracurricular activities proposed for students, online or off-line. The work is in progress. Innovative competitions such as BAJA and TIFAN are in progress. b) The communication with industry for final year internship to be taken up. Training department is already in process.
8	Vote of Thanks	The IQAC Chairman proposed the vote of thanks and informed that the next proposed meeting would be in the first week of January 2022.

  
Dr. R. P. Chopade  
IQAC Coordinator



  
Dr. U. B. Shinde  
Principal

**Principal**  
S.M.S.S. Chh. Shahu College of Engineering  
Kanchanwadi, Aurangabad.

**Copy to:**

All Members (External & Internal) of IQAC CSMSS CSCOE for information and necessary action.



## Internal Quality Assurance Cell

**Action taken and Implementation details report** of meeting on Date and Time:  
07/10/2021, at 2.30 pm in conference hall.

Agenda No.	Agenda	Implementation details / Action taken
2	Review of current semester activities. AY 2021-22 part I	Action Point: Conduction and monitoring academic activities of odd semester <i>Responsibility:</i> Department head and IQAC coordinator Status: As per university schedule the academic activities are started and records are kept in the department. The teaching is conducted through hybrid mode. Monthly academic monitoring is started from this year as IQAC initiative.
3	Admission status for AY 2021-22	Action Point: Preparation for students admission for 2021-22. <i>Responsibility:</i> College office and department head Status: Admission process is in progress. We are following all instructions from university. Expected to complete the admission process in next two months.
4	NAAC work progress	Action Point: Accreditation work planning <i>Responsibility:</i> IQAC coordinator and department head Status: Discussion on manual of NAAC accreditation with department head and faculty members are in progress. Identification of in charges for criteria is expected to complete by next month and work to be continue.
5	Online offline teaching preparation	Action Point: planning and providing teaching materials students <i>Responsibility:</i> Department head Status: Difficulty regarding the connectivity issue during teaching learning is identified and solved by providing material to students by drive. Faculties started sharing the teaching material.
6	Final year Placement status	Action Point: Placement training to be conducted <i>Responsibility:</i> Training and placement cell Status: Placement specific training on aptitude and technical is planned. The same will be executed in next three months, step by step.



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7	Any other matter with the permission of the chair	Action Point: Start working on competitions work after covid. <i>Responsibility:</i> Activity coordinator Status: Skill based competitions such as SAE BAJA and SAE TIFAN are in progress. Students are allowed to work in group with proper distancing and care.
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Dr. R. P. Chopade  
IQAC Coordinator



Dr. U. B. Shinde  
Principal

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