



Date: 29/06/2023

## 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 04/07/2023 at 3.00 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 and confirmation of minutes of previous meeting and action taken report held on 08/04/2023
2	Revision of nominee members in IQAC for A.Y. 2023-24
3	Preparation for NAAC application
4	Updating college Website
5	Indian Knowledge system Cell formation
6	New academic semester preparation 2023-24
7	IIC activity planning
8	Change of syllabus of final year
9	Value added courses for 2023-24
10	Communication Skills Training
11	Regular sport and cultural events
12	Green initiatives in campus
13	Continue of same adopted village for society sensitization



**CSMSS**

Chhatrapati Shahu Maharaj Shikshan Sanstha's  
**CHH. SHAHU COLLEGE OF ENGINEERING**

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Website: www.csmssengg.org



Approved by AICTE New Delhi, DTE (Govt. of Maharashtra) and affiliated to Dr. BATU, Lonere (Raigad). DTE Code: 2533

14	Renovation of infrastructure
15	Requirements of computers systems

  
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: Members IQAC 2023-24:



## Internal Quality Assurance Cell Minutes of Meeting

**Date and Time: 04/07/2023, at 3.00 pm**

**Venue: Conference hall, Building A**

Sr. No.	Agenda	Resolution / Minute of meeting
1	Welcome and confirmation of minutes of previous meeting and action taken report held on 08/04/2023	<p>IQAC coordinator welcomed the Chairperson and all members for the meeting. IQAC Coordinator read minutes of previous meeting and members confirmed the same. He also briefly read the action taken reports on minutes of meeting held on 08/04/2023 and accepted by members. Dr. R.P. Chopade read the Vision and Mission of the institute</p> <p>With the permission of the chair, next agenda are taken up by IQAC coordinator.</p>
2	Revision of nominee members in IQAC for A.Y. 2023-24	<p>Revision of IQAC is proposed for academic year 2023-24, new nominee members are introduced. IQAC coordinator introduced new members and welcome them in meeting. The new composition will informed to all departments for further working.</p>
3	Preparation for NAAC application	<p>As per the approval from the management and the Principal sir it is decided to start preparing report for NAAC application. Previous data are to be collected and arrange in the required manner as per NAAC manual.</p> <p>NAAC work is distributed and Criteria head responsibility is discussed, criteria-1 to Electrical Engineering, Criteria 2, 3 and 6 to Mechanical Engineering, Criteria 4 to Computer science and engineering, Criteria 5 to Electronic and computer engineering, Criteria to 7 to civil engineering. All members were agreed.</p>
4	Updating college Website	<p>It is been decided to update the activities and event conducted on Website on regular basis. Also to add newly started BTech and MTech Program. CSE department taken responsibility for the same.</p>
5	Indian Knowledge system Cell formation	<p>Indian Knowledge cell formation is proposed by IQAC coordinator. It importance to students was elaborated. The Principal agreed for IKS cell and Prof. Sathya Praveen appointed as a coordinator for the IKS Cell. All members noted the point and approved.</p>



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6	New academic semester preparation 2023-24	University calendar for academic year 2023-24 is received. As per university academic calendar the institute academic calendar is proposed. All members were approved for the calendar. Additional industry related activity and sport activity are proposed. The members agreed for the same. It is instructed to add in the activity calendar. For this academic year we received two immerging courses.
7	IIC activity planning	IIC Cell is working in the college. Coordinator Prof. Sathya Praveen proposed the activity for the year 2023-24. After discussion some of the activities are added as per instruction from AICTE and approved by members. The same will be published in the IIC activity calendar.
8	Change of syllabus of final year	Final year syllabus changed. The required resources are available for the academic year. All HoDs are agreed.
9	Value added courses for 2023-24	As regular practice IQAC coordinator is proposed three value added courses per department. The course will be decided by department and will get approved later.
10	Communication Skills Training	Principal taken feedback from TPO and all HODs about Communication skills Training implementation and progress.
11	Regular sport and cultural events	The timing for these events advised as usual after the college timing. Sport coordinator and Cultural coordinator will take care of events arrangement and documents preparation.
12	Green initiatives in campus	Tree plantation in the monsoon is decided within the campus and on playground. Green initiatives will also be conducted to our adopted village in monsoon.
13	Continue of same adopted village for society sensitization	For social activity the same village is decided to continue. NSS coordinator will prepare the activity planning for the full years.
14	Renovation of infrastructure	The necessary maintenance of buildings, coloring, and maintenance of rainwater harvesting is proposed by Dr Mir Sohail Ali, HoDs (civil engg.). The Principal sir agreed for the suggested maintenance.
15	Requirements of computers systems	Requirements of computer system of higher version is required by HoDs and the same is approved. Principal sir ask to prepare the proposal.



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16	Vote of Thanks	The IQAC Chairman proposed vote of thanks and informed the next proposed meeting would be in the 3rd week of November.
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**Dr. R.P. Chopade**  
IQAC Coordinator



**Dr. Ulhas 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:**  
04/07/2023, at 2.00 pm in conference hall.

Agenda No.	Agenda	Action taken
3	Preparation for NAAC application	Action Point: start the work for NAAC accreditation. <i>Responsibility:</i> IQAC coordinator Status: study of the NAAC manual, and distribution of work criteria wise. Appoint criteria head and metric coordinators. Plan for preparatory work. Continue the IQAC activity. The planning and distribution of work is expected by 24/07/2023.
5	Indian Knowledge system Cell formation	Action Point: formation of IKS cell and then activates. <i>Responsibility:</i> Prof. Sathya Praveen appointed and coordinator for the IKS Activities. Status: The Plan to be prepared by 20/07/2023 and organization of the IKS activities as per schedule throughout the year.
6	New academic semester preparation	Action Point: finalization of academic and activity calendar. <i>Responsibility:</i> The IQAC coordinator/ dean academics. Status: draft is in process, the completion and circulation expected by 14/07/2023 and academic monitoring throughout the year. Action Point: Preparing the proposal for staff requirement <i>Responsibility:</i> Prof. P. G. Jadhao and office. Status: proposal preparation and finalization is expected by 11/07/2023 and then forwarding to approval and process.
7	IIC activity planning	Action Point: Plan the IIC activity calendar and execute the IIC activities and per AICTE guidelines. <i>Responsibility:</i> Prof. Sathya Praveen, IIC coordinator.



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		Status: the draft of planning is in process. The final schedule is expected by 14/07/2023 and organization of the program as per schedule throughout the year.
9	Value added courses	Action Point: Identification of the value added courses and conduction in the academic year. <i>Responsibility:</i> Head of department and IQAC coordinator Status: Proposed list of courses are prepared by departments and approved by IQAC meeting. The courses to be conducted in the beginning of semester or in regular timetable if possible.
10	Communication Skills Training	Action Point: Planning and conduction of Communication Skills Training in the campus. <i>Responsibility:</i> Training cell and English faculties Status: The department wise pan to be expected by 14/07/2023 and conduction in the odd semester.
11	Regular sport and cultural events	Action Point: Planning and conduction of sports and cultural competitions in the campus. <i>Responsibility:</i> sport and cultural coordinators The Plan to be prepared by 20/07/2023 probably on every Saturday and organization of the program as per schedule throughout the year.
13	Continue of same adopted village for society sensitization	Action Point: NSS activity to be organize in adopted village. <i>Responsibility:</i> NSS coordinator and NSS students and volunteers' students Status: The Plan to be prepared by 20/07/2023 and organization of the program as per schedule throughout the year.
14	Renovation of infrastructure	Action Point: Proposal for necessary repairing and new infrastructure <i>Responsibility:</i> Prof. P.G. Jadhao and Dr Sohel Ali, HoDs (civil engg.). Status: after review and discussion with all head of departments the completion of process by expected by 05/10/2023.



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15	Requirements of computers systems	Action Point: Proposal of computer system to be prepared and put in CDC meeting <i>Responsibility:</i> Prof. P.G. Jadhao and Dr. S. R. Zanwar <i>Status:</i> completion of process by expected by 05/09/2023.
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Dr. R. P. Chopade  
IQAC Coordinator



Dr. U. B. Shinde  
Principal  
Principal

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