



Pradnya Niketan Education Society, Pune.

NAGESH KARAJAGI ORCHID COLLEGE OF ENGINEERING & TECHNOLOGY, SOLAPUR

NAAC Accredited, Approved by AICTE, New Delhi & Affiliated to DBATU, Lonere

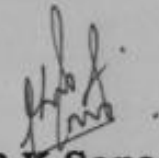
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Date: 28/08/2020.

Circular (IQAC Meeting)

IQAC online meeting is arranged on Friday day i.e. 04th Sep 2020 at 03.00 p.m.
Agenda for the meeting is as follows:

1. Review of DAB Meeting.
2. Program exit survey from passing out students and Feedback on facilities
3. Paid internship proposal from various depts. New internship floated by Civil Dept.
Internship proposal status from Electrical, CSE, ENTC, and Mech. Depts.
4. Use of Virtual labs.
5. Arranging skill development courses for SY students.
6. Submission of teaching plan by all faculty members.
7. Weekly academic audit by Dean academics.
8. Formation of program Academic Committee (PAC).
9. FDP through ATAL Innovation of AICTE.
10. Submission of PTA List.


(Dr. B. K. Sonage)
Co-ordinator IQAC

Date: 04/09/2020

Minutes of IQAC Meeting

Time: 03.00 P.M.

Venue:

Sr. No.	Issue / Subject	Discussion and decision	Responsible Person
1.	Review of DAB Meeting Program exit survey from passing out students and Feedback on facilities	<ul style="list-style-type: none">• All departments except Civil conducted DAB meeting . Civil dept. meeting is scheduled on Sunday 10th May.• In all DAB Meeting industry expert are appreciated our efforts of online activities during lockdown.• All departments got wonderful inputs from the experts. All departments should take cognizance of the suggestions from the experts for our betterment.• All HODs to post the DAB meeting minutes on roleholders grp and faculty group.• The review was also taken on following points.	
2.		<ul style="list-style-type: none">• Every year we conduct program exit survey which is required for criterion number 2,3, and 7 of NBA. Prof. Metan should send program exit survey from to principal, Dr. patki and prof. Nair for further modifications. It will be sent to all BE students in next week.• Prof. Nadargi presented the overall and dept. wise feedback on facilities. Overall the students are satisfied with the facilities. The top most rating is given for cleanliness , availability of faculty for students and classroom furnishing. The low rating is given for internet facility (especially in Civil and Mech. Dept), canteen and sports facility. The feedback was given by 1676 students out of 1942 i.e by 85 % of the students.	

Sr. No.	Issue / Subject	Discussion and decision	Responsible Person
3.	Paid internship proposal from various depts. New internship floated by Civil Dept. Internship proposal status from Electrical, CSE, ENTC, and Mech. Depts..	<ul style="list-style-type: none"> • Following departments have proposed the internship <ol style="list-style-type: none"> a. Electrical dept. - one week online internship on PLC and SCADA b. CSE dept. - python programming. c. Civil dept. has floated few more internship and no. of participants registered are as follows: Auto CAD (14), STADDPro-II (15), Advanced STADD Pro (20), REVIT (25). Hon. Principal suggested Civil dept. to explore the internship for GIS and GPS. d. Other departments have proposed the online internship and the status is as follows. <ol style="list-style-type: none"> 1. Electrical dept.- one week online internship on PLC and SCADA (2 registered). Suggestion to explore possibility of Matlab internship in association Math works. 2. CSE dept.- project based learning with python (Nil Registered). Suggestion to explore Data structure using python programming from placement perspective. 3. ENTC dept.- Android app development (one week) and PCB design for one week. 4. Mech- Two weeks internship on Solar Ready Engineer. 	
4.	Use of Virtual labs	<ul style="list-style-type: none"> • All HODs to appoint one VLab coordinator for their dept. All HODs and dept. coordinators of VLab are informed to arrange class wise sessions to introduce it to students. All the faculty members are informed to incorporate Vlabs during online lectures. Each department should arrange sessions for all diploma faculty before 26th July. Prof. Irfan mujawar and prof. Nadaf should send the links of Vlab sites. 	

Sr. No.	Issue / Subject	Discussion and decision	Responsible Person
5.	Arranging skill development courses for SY students	<ul style="list-style-type: none"> All dept. should arrange core skill development courses for SY regular as well as diploma students to make realize our quality and expertise. Following courses are floated by various dept. Civil – Revit (128 registered) Commenced from 13 th july. Mech- PDE using Fusion 360 – Commencing from 20 th july Elect – Basics of Matlab – Commenced from 10 th july (26 registered) ENTC – Android App Development – Commencing from 20 th july.	
6.	Submission of teaching plan by all faculty members.	<ul style="list-style-type: none"> All faculty members should submit the teaching plan by 27th July for the subjects they are allotted in this semester . Faculty members should include teaching aides used such as Vlab , videos, animation etc in teaching plan.	
7.	Weekly academic audit by Dean academics	As discussed in NBA preparation meetings academic audit should be divided into three phases. <ul style="list-style-type: none"> Weekly audit by AMC Semester wise audit by AMC Annual audit by external experts In the first week of audit , the academic monitoring committee should assess the teaching plan , tools used for teaching and whether PPTs for all the chapters are ready or not Dean (Acad) should submit the plan of audit before the next meeting.	Dean (Acad) and AMC members

Sr. No.	Issue / Subject	Discussion and decision	Responsible Person
8.	Formation of program Academic Committee (PAC).	<ul style="list-style-type: none"> All HODs are informed to form program Academic Committee in which each domain expert should be included along with HOD and AMC member of that department PAC is responsible for checking quality of the instructional material developed by faculty members for his subjects. 	HODs
9.	FDP through ATAL Innovation of AICTE	<ul style="list-style-type: none"> A circular of ATAL FDPs was sent on faculty group All HODs to decide which FDPs the faculty of their department should attend Minimum 4 faculty members of each department should attend the FDPs. HODs to submit the list by coming Sunday to the principal. All HODs should send PTA list to principal Conduct PTA meeting and brief them about online activities of institute and dept. along with achievements. 	All faculty and HODs
10.	Submission of PTA List.		HODs

(Dr. Sonage B. K.)

IQAC, Co-ordinator

(Dr. J. B. Datedar)

PRINCIPAL

(IQAC, Chairman)