



JAGADAMBHA BAHUUDDESHIYA GRAMIN VIKAS SANSTH'S

# JAGADAMBHA

## COLLEGE OF ENGINEERING & TECHNOLOGY, YAVATMAL



Approved by A.I.C.T.E. & Government of Maharashtra, Affiliated to S.G.B. Amravati University, Amravati.

**Dr. Hemant M. Baradkar**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.

**Secretary**

NOTICE No.: Principal/JCOET/20-21/01

DATE:- 01/08/2020

### NOTICE

It is hereby informed to committee members of Internal Quality Assurance Cell (IQAC) that, the online meeting is scheduled on date Monday, 3<sup>rd</sup> August 2020 at 11:00 AM on Google Meet App and link will be shared 15 minutes before start of meeting for discussion on following agenda.

#### Agenda of Meeting:-

1. Review of the minutes of the meeting held on 16<sup>th</sup> April 2020.
2. Online Planning for the next Academic Session i.e. 2020-21 (ODD Semester).
3. Organizing Online Guest Lecture and Industrial Internship for Session 2020-21.
4. Planning for Design and Development of Certificate/Add-on Courses for Academic Session 2020-2021.
5. Organizing Online Soft Skill Program for students in session 2020-21.
6. Organizing Online STTP/FDP for Teaching Staff and various Training Programs for Non Teaching Staff.
7. Revised Composition of IQAC Cell.
8. Reformation of various Committees at Institute Level.
9. Any other point with the permission of the IQAC Chairman.

Dr. V. L. Bhambere  
IQAC Coordinator

I.Q.A.C. Coordinator  
Jagadamba College of Engg. & Tech  
Yavatmal



Dr. H. M. Baradkar  
Principal

Chairman IQAC  
Dr. Hemant M. Baradkar  
Principal

Jagadamba College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal

Copy to.

1. Principal
2. IQAC Member

ARNI ROAD, YAVATMAL - 445001 ( M.S.) INDIA

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Wbsite : [www.jcoet.org](http://www.jcoet.org), Email : [principal@jcoet.org](mailto:principal@jcoet.org), [principal.jcoet@gmail.com](mailto:principal.jcoet@gmail.com)



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**Dr. Hemant M. Baradkar**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.


**Secretary**

Date:- 03-08-2020


### Minutes of Meeting

The meeting of Internal Quality Assurance Cell (IQAC) committee members for the academic session 2020-21 was held on date, 3<sup>rd</sup> August 2020 at 11:00 AM on Google Meet App. The following members were present

Sr. No.	NAME OF STAFF	DESIGNATION	ROLE
01	Dr. H. M. Baradkar	Principal	Chairman
02	Dr. V. L. Bhambere	HOD. Mechanical Department	IQAC Coordinator
03	Mr. P. A. Watile	Management Representative	Member
04	Dr. V. G. Neve	HOD Electrical Department	Member
05	Prof. V. K. Barbudhe	HOD EXTC Department	Member
06	Prof. S. R. Raut	HOD Civil Department	Member
07	Prof. S. A. Murab	HOD Computer Department	Member
08	Prof. M. A. Khan	First Year Incharge	Member
09	Prof. S. D. Kale	Teacher	Member
10	Dr. M. B. Wasu	Teacher	Member
11	Prof. A. B. Samarth	Teacher	Member
12	Prof. A. B. Dhumne	Teacher	Member
13	Prof. B. K. Chavhan	Teacher	Member
14	Prof. P. D. Thakare	Teacher	Member
15	Mr. S. S. Mandaogade	Administration	Member
16	Mrs. Smita Vyas	Clerk	Member

  
Dr. V. L. Bhambere  
IQAC Coordinator  
I.Q.A.C.Coordinator  
Jagadambha College of Engg. & Tech  
Yavatmal



  
Dr. H. M. Baradkar  
Principal  
Chairman IQAC  
Jagadambha College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal

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JAGADAMBHA BAHUDDISHIYA GRAMIN VIKAS SANSTH'S

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M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.

**Secretary**

The following Agenda were discussed in the Meeting:

**1. Review of the minutes of the meeting held on 16<sup>th</sup> April 2020.**

- The minutes of the meeting held on 16<sup>th</sup> April 2020 were discussed and approved.

**2. Online Planning for the next academic Session i.e. 2020-21 (ODD)**

- All the members decided to prepare an academic calendar for ODD semester for each department under the supervision of respective HOD and the college academic calendar under the supervision of Dr. V. G. Neve.

**3. Organizing Online Guest Lecture and Industrial Internship for Session 2020-21**

- All HODs were instructed to organized Online Guest Lectures and Industrial Internship for their respective departments

**4. Planning for Design and Development of Certificate/Add-on Courses for Academic Session 2020-2021.**

- All the HODs were instructed to finalize Certificate/ Add-on courses offering for Academic Session 2020-2021 and Design its curriculum under the supervision of Dr. V. G. Neve.

**5. Organizing Online Soft Skill Program for session 2020-21**

- Training & Placement In charge were instructed to organize an Online Soft Skill Program for the students.

**6. Organizing Online STTP/FDP for Teaching Staff and various Training Programs for Non Teaching Staff.**

- All the HODs were instructed to organize online STTP/FDP for Teaching Staff and Various Training Programs for Non Teaching Staff.

**7. Revised Composition of IQAC Cell**

- IQAC Composition needs to be revised as some faculty from IQAC Composition left the Institute.

**8. Reformation of various Committees at Institute Level.**

- Various Committees at Institute Level need to be revised as some faculty left the Institute.

**9. Any other point with the permission of the IQAC Chairman.**

- Revision in Format of Feedback Form for various stakeholders.

Dr. V. L. Bhambere

I.Q.A.C. Coordinator

Jagadamba College of Engg. & Tech.  
Yavatmal



Dr. H. M. Baradkar

Principal

Chairman IQAC

**Dr. Hemant M. Baradkar**  
Principal

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IQAC Member

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**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.

**Secretary**

NOTICE No.: Principal/JCOET/20-21/02

DATE:- 03/10/2020

**NOTICE**

It is hereby informed to committee members of Internal Quality Assurance Cell (IQAC) that, the meeting is scheduled on date Monday, 05<sup>th</sup> October 2020 at 5:00 PM on Google Meet App and link will be shared 15 minutes before start of meeting for discussion on following agenda.

**Agenda of Meeting:-**

1. Review of the minutes of the meeting held on 03<sup>rd</sup> August 2020.
2. Review of Syllabus Completion for Academic Session 2020-2021 Odd Semester.
3. Review of Student's Response in Online Classes.
4. Organizing FDP/Workshop for Teaching staff and Training Programs for Non Teaching Staff.
5. Planning for collection of Structured Feedback on Curriculum by Stakeholders.
6. Any other point with the permission of the IQAC Chairman.

Dr. V. L. Bhambere

IQAC Coordinator

I.Q.A.C.Coordinator

Jagadamba College of Engg. & Tech  
Yavatmal



Dr. H. M. Baradkar

Principal

Chairman IQAC

**Dr. Hemant M. Baradkar**

Principal

Jagadamba College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal

Copy to.

1. Principal
2. IQAC Member

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**Dr. Hemant M. Baradkar**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.


**Secretary**

Date:- 06/10/2020


### Minutes of Meeting

The meeting of Internal Quality Assurance Cell (IQAC) committee members for the academic session 2019-20 was held on date, 05<sup>th</sup> October 2020 at 05.00 PM on Google Meet App. The following members were present

Sr. No.	NAME OF STAFF	DESIGNATION	ROLE
01	Dr. H. M. Baradkar	Principal	Chairman
02	Dr. V. L. Bhambere	HOD. Mechanical Department	IQAC Coordinator
03	Mr. P. A. Watile	Management Representative	Member
04	Dr. V. G. Neve	HOD Electrical Department	Member
05	Prof. V. K. Barbudhe	HOD EXTC Department	Member
06	Prof. S. R. Raut	HOD Civil Department	Member
07	Prof. S. A. Murab	HOD Computer Department	Member
08	Prof. M. A. Khan	First Year Incharge	Member
09	Prof. S. D. Kale	Teacher	Member
10	Dr. M. B. Wasu	Teacher	Member
11	Prof. A. B. Samarth	Teacher	Member
12	Prof. A. B. Dhumne	Teacher	Member
13	Prof. B. K. Chavhan	Teacher	Member
14	Prof. P. D. Thakare	Teacher	Member
15	Mr. S. S. Mandaogade	Administration	Member
16	Mrs. Smita Vyas	Clerk	Member

  
Dr. V. L. Bhambere  
IQAC Coordinator  
I.Q.A.C.Coordinator  
Jagadamba College of Engg. & Tech.  
Yavatmal



  
Dr. H. M. Baradkar  
Principal  
Chairman IQAC

**Dr. Hemant M. Baradkar**  
Principal  
Jagadamba College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal

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**Dr. Hemant M. Baradkar**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.

**Secretary**

The following Agenda were discussed in the Meeting:

**1. Review of the minutes of the meeting held on 03<sup>rd</sup> August 2020.**

- The minutes of the meeting held on 03<sup>rd</sup> August 2020 were discussed and approved.

**2. Review of Syllabus Completion for Academic Session 2020-2021 Odd Semester.**

- All the HOD Members have discussed the status of syllabus completion of their respective department. Suggestion was given to conduct extra lectures for subject lagging as per academic planning.

**3. Review of Student's Response in Online Classes.**

- All the HOD Members discussed communicating with parents of students having poor attendance & performance through respective Mentee and solving their academics and other issues for poor attendance in the regular classes if any.

**4. Organizing FDP/Workshop for Teaching staff and Training Programs for Non Teaching Staff.**

- All the HODs members were discussed to plan and organize a various Faculty Development Programme/ Workshops for Teaching and Non Teaching Staff.

**5. Planning for Collection of Structured Feedback on Curriculum by Stakeholders,**

- Dean Academic have proposed activity scheduled for collecting Structured Feedback on Curriculum by Students, Teachers, Alumni and Parents.

**6. Any other point with the permission of the IQAC Chairman.**

- To promote extension activities in the neighborhood community like Food Distribution, Distribution of Face Mask and Hand Sanitizer.

Dr. V. L. Bhambere

IQAC Coordinator

I.Q.A.C.Coordinator

Jagadamba College of Engg. & Tech  
Yavatmal



Dr. H. M. Baradkar

Principal

Chairman IQAC

**Dr. Hemant M. Baradkar**

Principal

Jagadamba College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal

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IQAC Member

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M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.

**Secretary**

NOTICE No.: Principal/JCOET/20-21/03


DATE:- 02/01/2021

**NOTICE**

It is hereby informed to committee members of Internal Quality Assurance Cell (IQAC) that, the meeting is scheduled on date Monday, 04<sup>th</sup> January 2021 at 5:00 PM on Google Meet App for discussion on the following agenda.


**Agenda of Meeting:-**

1. Review of the minutes of the meeting held on 5<sup>th</sup> October 2020.
2. Planning for the next academic Session i.e 2020-21 (EVEN Semester).
3. Organizing Online Guest Lecture & Industrial Internship for Session 2020-21 for Even Semester.
4. Organizing Soft Skill & Personality Development Program for students for Session 2020-21.
5. Organizing Various Foreign Language Training Program for session 2020-21.
6. Organizing Various Training Programs for Teaching and Non Teaching Staff.
7. Organized Placement Activity for session 2020-21.
8. To review students Grievance Redressal Status.
9. Any other point with the permission of the IQAC Chairman.

  
Dr. V. L. Bhambere  
IQAC Coordinator

**I.Q.A.C. Coordinator**  
Jagadamba College of Engg. & Tech  
Yavatmal



  
Dr. H. M. Baradkar  
Principal

**Chairman IQAC**  
**Dr. Hemant M. Baradkar**  
Principal  
Jagadamba College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal

Copy to.

1. Principal
2. IQAC Member

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M.Sc., Ph.D.

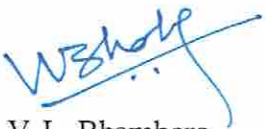
**Secretary**

Date:- 05/01/2021

### Minutes of Meeting

The meeting of Internal Quality Assurance Cell (IQAC) committee members for the academic session 2020-21 was held on date, 04<sup>th</sup> January 2021 at 5:00 PM on Google Meet App. The following members were present

Sr. No.	NAME OF STAFF	DESIGNATION	ROLE
01	Dr. H. M. Baradkar	Principal	Chairman
02	Dr. V. L. Bhambere	HOD. Mechanical Department	IQAC Coordinator
03	Mr. P. A. Watile	Management Representative	Member
04	Dr. V. G. Neve	HOD Electrical Department	Member
05	Prof. V. K. Barbudhe	HOD EXTC Department	Member
06	Prof. S. R. Raut	HOD Civil Department	Member
07	Prof. S. A. Murab	HOD Computer Department	Member
08	Prof. M. A. Khan	First Year Incharge	Member
09	Prof. S. D. Kale	Teacher	Member
10	Dr. M. B. Wasu	Teacher	Member
11	Prof. A. B. Samarth	Teacher	Member
12	Prof. A. B. Dhumne	Teacher	Member
13	Prof. B. K. Chavhan	Teacher	Member
14	Prof. P. D. Thakare	Teacher	Member
15	Mr. S. S. Mandaogade	Administration	Member
16	Mrs. Smita Vyas	Clerk	Member

  
Dr. V. L. Bhambere  
IQAC Coordinator

I.Q.A.C. Coordinator  
Jagadamba College of Engg. & Techn.  
Yavatmal



  
Dr. H. M. Baradkar  
Principal  
Chairman IQAC

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**Dr. Shital A. Watile**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

M.Sc., Ph.D.

**Principal**

**Secretary**


The following Agenda were discussed in the Meeting:

- 1. Review of the minutes of the meeting held on 5th October 2020.**
  - The minutes of the meeting held on 05<sup>th</sup> October 2020 were discussed and approved.
- 2. Planning for the next academic Session i.e 2020-21 (Even Semester)**
  - All the members decided to prepare an academic calendar for Even semester for each department under the supervision of respective HOD and the college academic calendar under the supervision of Dr. V. G. Neve, in accordance with the academic calendar published by the affiliating University.
- 3. Organizing Online Guest Lecture & Industrial Internship for Session 2020-21 (Even Semester)**
  - All HODs were instructed to organized Online Guest Lectures and Industrial Internship for their respective departments
- 4. Organizing Soft Skill & Personality Development Program for session 2020-21**
  - Training & Placement In charge were instructed to organize a Soft Skill & Personality Development Program for the students.
- 5. Organized Various Foreign Language Training Program in Online Mode for session 2020-21.**
  - Training & Placement In charge were instructed to organize German and French Language Training Program for the students.
- 6. Organizing Various Training Programs for Teaching and Non Teaching Staff.**
  - All HODs were instructed to organize various Training Programs for Teaching and Non Teaching Staff.
- 7. Organized Placement Activity for session 2020-21.**
  - Training & Placement In charge were instructed to organize placement activity for the students.
- 8. To review Students Grievance Redressal Status.**
  - The review of students Grievance Redressal status was discussed and instructed to take follow up to resolve their redressal.
- 9. Any other point with the permission of the IQAC Chairman.**
  - Planning for organization Annual Social Gathering "WINGS-21" and Sir Visvesvaraya Talent Hunt Examination 2021 in online mode.

  
Dr. V. L. Bhambere  
IQAC Coordinator

Jagadamba College of Engg. & Tech  
Yavatmal



  
Dr. H. M. Baradkar  
Principal

Chairman IQAC  
**Dr. Hemant M. Baradkar**  
Principal  
Jagadamba College of Engineering &  
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IQAC Member

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**Dr. Shital A. Watile**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

M.Sc., Ph.D.

**Principal**

**Secretary**

NOTICE No.: Principal/JCOET/20-21/04

DATE:- 13/05/2021

**NOTICE**

It is hereby informed to committee members of Internal Quality Assurance Cell (IQAC) that, the online meeting is scheduled on date Wednesday, 15<sup>th</sup> May 2020 at 5.00 pm on Google Meet App for discussion on the following agenda.

**Agenda of Meeting:-**

1. Review of the minutes of the meeting held on 4<sup>th</sup> January 2021.
2. Review of Result of Odd Semester University Examination.
3. Review of Syllabus Completion for Academic Session 2020-2021 Even Semester.
4. Organizing Online Webinar/Certificate Courses, Technical Workshop for the students.
5. Organizing Online Training and Placement related activities for session 2020-21.
6. Discussion of Planning for the next academic Session i.e. 2021-22.
7. Any other point with the permission of the IQAC Chairman.

Dr. V. L. Bhambere  
IQAC Coordinator

Jagadamba College of Engg. & Tech  
Yavatmal

Copy to.

1. Principal
2. IQAC Member



Dr. H. M. Baradkar  
Principal

Chairman IQAC

**Dr. Hemant M. Baradkar**  
Principal

Jagadamba College of Engineering &  
Technology, Arni Road, Kinhi, Yavatmal



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**Dr. Hemant M. Baradkar**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

**Principal**

**Dr. Shital A. Watile**

M.Sc., Ph.D.


**Secretary**

Date:- 17-05-2021

### Minutes of Meeting


The online meeting of Internal Quality Assurance Cell (IQAC) committee members for the academic session 2019-20 was held on date, 15<sup>th</sup> May 2021 at 05.00 pm. on Google Meet App. The following members were present

Sr. No.	NAME OF STAFF	DESIGNATION	ROLE
01	Dr. H. M. Baradkar	Principal	Chairman
02	Dr. V. L. Bhambere	HOD. Mechanical Department	IQAC Coordinator
03	Mr. P. A. Watile	Management Representative	Member
04	Dr. V. G. Neve	HOD Electrical Department	Member
05	Prof. V. K. Barbudhe	HOD EXTC Department	Member
06	Prof. S. R. Raut	HOD Civil Department	Member
07	Prof. S. A. Murab	HOD Computer Department	Member
08	Prof. M. A. Khan	First Year Incharge	Member
09	Prof. S. D. Kale	Teacher	Member
10	Dr. M. B. Wasu	Teacher	Member
11	Prof. A. B. Samarth	Teacher	Member
12	Prof. A. B. Dhumne	Teacher	Member
13	Prof. B. K. Chavhan	Teacher	Member
14	Prof. P. D. Thakare	Teacher	Member
15	Mr. S. S. Mandaogade	Administration	Member
16	Mrs. Smita Vyas	Clerk	Member

  
Dr. V. L. Bhambere  
IQAC Coordinator

I.Q.A.C.Coordinator  
Jagadamba College of Engg.& Tech.  
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Dr. H. M. Baradkar  
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Chairman IQAC

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**JAGADAMBHA**

**COLLEGE OF ENGINEERING & TECHNOLOGY, YAVATMAL**



Approved by A.I.C.T.E. & Government of Maharashtra, Affiliated to S.G.B. Amravati University, Amravati.

**Dr. Hemant M. Baradkar**

**Dr. Shital A. Watile**

M.Tech. (Electronics), Ph.D. (E & TC. Engg.)

M.Sc., Ph.D.

**Principal**

**Secretary**

The following Agenda were discussed in the Meeting:

**1. Review of the minutes of the meeting held on 4<sup>th</sup> January 2021.**

- The minutes of the meeting held on 04<sup>th</sup> January 2021 were discussed and approved.

**2. Review of Result of Odd Semester University Examination.**

- All HODs were instructed to perform the result analysis of Odd Semester University Examination through respective Departmental Result Analysis Coordinator.

**3. Review of Syllabus Completion for Academic Session 2020-2021 Even Semester.**

- All the HOD Members have discussed the status of syllabus completion of their respective department. Suggestions were given to conduct online extra lectures for subject lagging as per academic planning.

**4. Organizing Online Webinar/Certificate Courses, Technical Workshop for the students.**

- All HODs were instructed to organize Online Webinar/Certificate Courses, Technical Workshop for the students.

**5. Organizing Online Training and Placement related activities for session 2020-21.**

- Training & Placement In charge was instructed to organize Online Training and Placement related activities for the students.

**6. Discussion of Planning for the next academic Session i.e. 2021-22**

- All the members discussed the planning for the next academic calendar i.e. ODD semester. Due to the ongoing COVID 19 Pandemic Situation the guidelines from Government authorities are changing as per spread of Corona Virus, nothing can be predicted as on date, therefore it was decided to follow the updated guidelines issued by Government .

**7. Any other point with the permission of the IQAC Chairman.**

- Conduction of Online meeting with mentor students to keep their moral high during COVID-19 Pandemic situation and help them for stress relieving during this difficult time.

Dr. V. L. Bhambere

IQAC Coordinator

I.Q.A.C.Coordinator

Jagadambha College of Engg. & Tech  
Yavatmal



Dr. H. M. Baradkar

Principal

Chairman IQAC

**Dr. Hemant M. Baradkar**  
Principal

Jagadambha College of Engineering &  
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IQAC Member

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JAGADAMBHA BAHUUDDESHIYA GRAMIN VIKAS SANSTH'S

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### REVIEW OF MINUTES OF MEETING & ACTION TAKEN REPORT OF IQAC FOR ACADEMIC YEAR 2020-21.

Date	Item No.	Minutes	Action Taken Report
03-08-2020	1	Review of the minutes of the meeting held on 16 <sup>th</sup> April 2020.	The minutes of the meeting held on 16 <sup>th</sup> April 2020 were approved.
	2	Online Planning for the next academic Session i.e. 2020-21 (Odd Semester)	Institutional Academic Calendar & Departmental Academic Calendar for Odd Semester were prepared.
	3	Organizing Online Guest Lecture and Industrial Internship for Session 2020-21	The Online Seminars & Industrial Internship were organized by respective departments.
	4	Planning for Design & Development of Certificate/Add-on Courses for Academic Session 2020-2021.	Design & Development of Certificate/Add-on courses for AY 20-21 were done under the supervision of Dr. V. G. Neve.
	5	Organizing Online Soft Skill Program for session 2020-21	The Online Soft Skill Programmes were organized by T&P In Charge.
	6	Organizing Online STTP/FDP for Teaching Staff and various Training Programs for Non Teaching Staff.	The online STTP/FDP for Teaching Staff and Training Programs for Non Teaching Staff were organized.
	7	Revised Composition of IQAC Cell	Composition of IQAC Cell was revised.
	8	Reformation of various Committees at Institute Level.	Various Committees at Institute Level were revised.
	9	Any other point with the permission of the IQAC Chairman.	Format of Feedback Form for various stakeholders were revised.
05-10-2020	1	Review of the minutes of the meeting held on 03rd August 2020.	The minutes of the meeting held on 03rd August 2020 were approved.
	2	Review of Syllabus Completion for Academic Session 2020-2021 Odd Semester.	The status of syllabus completion was reviewed and extra lectures were conducted for lagging subjects.

*W. Shale*

**I.Q.A.C. Coordinator**  
Jagadamba College of Engineering  
& Technology, Yavatmal



*W. Shale*

**I.Q.A.C. Chairman**  
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	3	Review of Student's Response in Online Classes.	The Student's Response in the online classes were reviewed & communicated with parents of students having poor attendance.
	4	Organizing FDP/Workshop for Teaching staff and Training Programs for Non Teaching Staff.	The online STTP/Workshop for Teaching Staff and Training Programs for Non Teaching Staff were organized.
	5	Planning for Collection of Structured Feedback on Curriculum by Stakeholders.	The Structured Feedback on Curriculum by various stakeholders was collected & analyzed.
	6	Any other point with the permission of the IQAC Chairman.	The extension activities such as Food Distribution, Distribution of Face Mask and Hand Sanitizer were conducted.
04-01-2021	1	Review of the minutes of the meeting held on 5th October 2020.	The minutes of the meeting held on 05th October 2020 were approved.
	2	Planning for the next academic Session i.e 2020-21 (Even Semester)	Institutional Academic Calendar & Departmental Academic Calendar for Even Semester were prepared.
	3	Organizing Online Guest Lecture & Industrial Internship for Session 2020-21 (Even Semester)	The Online Seminars & Industrial Internship were organized by respective departments.
	4	Organizing Soft Skill & Personality Development Program for session 2020-21	The Online Soft Skill & Personality Development Programmes were conducted by T&P In Charge.
	5	Organized Various Foreign Language Training Program in Online Mode for session 2020-21.	The French Language Training Program for the students was conducted by T&P In Charge.
	6	Organizing Various Training Programs for Teaching and Non Teaching Staff.	The various Training Programs for Teaching and Non Teaching Staff were organized.
	7	Organized Placement Activity for session 2020-21.	The placement activities were organized Training & Placement In charge for the final year students.
	8	To review Students Grievance Redressal Status.	The students' Grievance Redressal status were reviewed.

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	9	Any other point with the permission of the IQAC Chairman.	Planning for organization Annual Social Gathering "WINGS-21" and Sir Visvesvaraya Talent Hunt Examination 2021 in online mode were reviewed.
15/05/2021	1	Review of the minutes of the meeting held on 4th January 2021.	The minutes of the meeting held on 04th January 2021 were approved.
	2	Review of Result of Odd Semester University Examination.	The Result Analysis of Odd Semester University Examination were done.
	3	Review of Syllabus Completion for Academic Session 2020-2021 Even Semester.	The status of syllabus completion was reviewed and extra lectures were conducted for lagging subjects.
	4	Organizing Online Webinar/Certificate Courses, Technical Workshop for the students.	The Online Webinar/Certificate Courses, Technical Workshop were conducted for the students.
	5	Organizing Online Training and Placement related activities for session 2020-21.	The Online Training and Placement related activities were conducted by T&P In Charge for the final year students.
	6	Discussion of Planning for the next academic Session i.e. 2021-22	The planning for the next Academic Year i.e. ODD semester was prepared.
	7	Any other point with the permission of the IQAC Chairman.	The Online meetings with mentees were conducted by respective mentors to keep their morale high during COVID-19 Pandemic situation.

*W. Shale*

**I.Q.A.C. Coordinator**  
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*Shital A. Watile*

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