



HVPM's
College of Engineering and Technology, Amravati

Internal Quality Assurance Cell (IQAC)

(Where tireless striving stretches its arms towards perfection)

Minutes of First Meeting of IQAC for future planning and its action as per NAAC Reports and guideline held at Office of the Chamber of Director at 02.00 PM on 10-04-2019.

Following committee members and officials were present in the meeting.

S N.	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr. V. N. Bapat	Academician Expert / Industrialist	
05	Dr. U. A. Kshirsagar	HOD, EXTC, COORDINATOR / DIRECTOR	
06	Dr. A. B. Raut	HOD, CSE, MEMBERS	
07	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
08	Dr. R. R. Keole	HOD, IT, MEMBERS	
09	Mr. S. V. Khond	HOD, FYE, MEMBERS	
10	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
11	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
12	Mr. S. V. Nimkarde	HOD, Mechanical, MEMBERS	
13	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	

The meeting of IQAC for Academic Session 2018-2019 was held on 10th April, 2019. The meeting was chaired by Dr. S. P. Chendke, Director. The meeting started with welcome note to all IQAC Members & invitees. The following agenda points were discussed during the meeting.

01 Action taken on the minutes of previous Meeting on 01-10-2018.

The action taken on the minutes of previous meeting on 01-10-2018 were discussed and issues related to AQAR were discussed detail and following decisions were taken:

02 Discussion on AQAR preparation and submission as per guidelines of 2018-2019.

AQAR guideline read by Dr. U. A. Kshirsagar (Coordinator of IQAC) and ask to prepare detailed 'Annual Quality Assurance Report Format (AQAR) 2018-2019. AQAR preparations for the year 2018-2019 are underway. Detailed discussions were held.

03 Academic Review with quality focus.

Find out MQAR of each subjects, about academic progress development. Discussion and study of factors that affect the quality in academic, research, laboratory and other related areas. Hence expected and directed to develop quality plan.

04 ^{Fund Raising} Find ~~rising~~ projects.

Discussion on financial support agencies like UGC, AICTE, DST, and SERB which supports for conduction of refresher programs, workshops, seminars, mini or major research projects assistance.

05 Any others by permission of chair

5.1) The confirm the discussion pertaining to the academic activities and compliance with norms, standards and guidelines of AICTE, NAAC, UGC, State government.

5.2) Appointment of HOD Member on IQAC committee

After discussion it is finalized that one of the following member should be appointed as 'HOD Mechanical, member' on IQAC Committee.

1 Mr. S. V. Nimkarde Department of Mechanical Department

Meeting ended with thanks to members by the Chairperson.

Minutes ratified



Coordinator (IQAC)

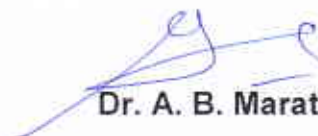

Chairperson

**Action Taken Report (ATR) Based On Minutes of IQAC Meetings
(For IQAC meeting held on 01-10-2018)**

The ATR of IQAC meeting held on 01-10-2018 at 04.00 p.m. in the office of the IQAC, H. V. P. M's College Of engineering and technology, Amravati is follows:

SN	Discussion	Action Taken
01 Action taken on the minutes of previous Meeting on 01-10-2018.		
	Were discussed and issues related to AQAR were discussed detail.	The action taken on the minutes of previous meeting on 01-10-2018.
02 Preparation of AICTE quality improvement scheme (AQAIS) 2018 - 2019		
	<ul style="list-style-type: none"> * Detail discussions on AQIS 2018-2019 were held. * Detailed project report preparations and submission of project. 	In this regard some projects are submitted to AICTE under these schemes. Detail list is attached.
<p>The above decisions and actions have been taken by the guidance of the Respected Director and Respected Principal of HVPM COET.</p> <p><i>This ATR will be presented in the next IQAC meeting for its further perusal.</i></p>		


Dr. U. A. Kshirsagar
Coordinator (IQAC)


Dr. A. B. Marathe
Principal & Chairperson (IQAC)

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HVPM's
College of Engineering and Technology, Amravati

Internal Quality Assurance Cell (IQAC)
(Where tireless striving stretches its arms towards perfection)

Ref: IQAC/APR-2019

Date: 03-04-2019

CIRCULAR


To,


IQAC Members / All HODs

All the mentioned members of COET are hereby informed to remain present for meeting at Director Office on 10-04-2019 at 03.00 pm for academic review and AQAR Online submission Guideline for 2018-2019.

All members should come along-with their plan.

All should attend.


Dr. A. B. Marathe
Principal, HVPM's COET


Dr. S. P. Chendke
Director, HVPM's COET









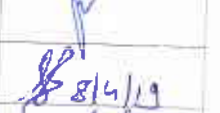
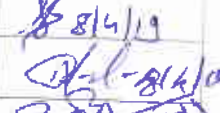
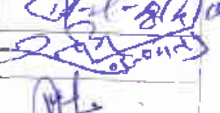


C. C.

1. Director—with a request to make it convenient to chair the meeting
2. All HODS
3. IQAC
4. Professors

Following committee members and officials present for IQAC meeting.

Date: 10-04-2019






Time: 03.00 pm

S. N.	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr. V. N. Bapat	Academician Expert / Industrialist	
05	Dr. U. A. Kshirsagar	HOD, EXTC. COORDINATOR / DIRECTOR	
06	Dr. A. B. Raut	HOD, CSE, MEMBERS	
07	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
08	Dr. R. R. Keole	HOD, IT, MEMBERS	
09	Mr. S. V. Khond	HOD, FYE, MEMBERS	
10	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
11	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
12	Mr. S. V. Nimkarde	HOD, Mechanical, MEMBERS	
13	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	

Following committee members and officials present for IQAC meeting.

Date: 10-04-2019

Time: 03.00 pm

S. N.	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY +	
04	Dr. V. N. Bapat	Academician Expert / Industrialist x	
05	Dr. U. A. Kshirsagar	HOD, EXTC, COORDINATOR / DIRECTOR	
06	Dr. A. B. Raut	HOD, CSE, MEMBERS	
07	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
08	Dr. R. R. Keole	HOD, IT, MEMBERS	
09	Mr. S. V. Khond	HOD, FYE, MEMBERS	
10	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
11	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
12	Mr. S. V. Nimkarde	HOD, Mechanical, MEMBERS	
13	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	

IQAC Meeting

With respect to circular regarding the IQAC meeting that was scheduled on dated 10.04.2019 at 2pm at Director's office, meeting was conducted in time in presence of following IQAC members & authorities.

Chairman of Meeting: Dr. A. B. Marathe (Principal) was present for meet.

Chairman has welcome all members and other authorities of IQAC.

Discussion of meeting started by chairman's message on agenda.

IQAC coordinator has talk on format of AQAR Report.

Agenda of Meeting:

1. Discussion on AQAR Preparation and Submission as per guidelines of 2018-19
2. Academic Review with quality focus
3. Monthly 'Quality Development Plan' from every Department of Institution
4. DST Proposal
5. SERB Fund rising Projects
6. Any others by permission of chair

Minutes of Meeting:

1. AQAR guidelines read by coordinator of IQAC and ask to prepare it.
2. Find out monthly reports of each subjects, about academic progress development
3. Discussion and study of factors that affect the quality in academic, research, Laboratory and other related areas. Hence expected and directed to develop quality plan
4. Discuss on financial support agencies like UGC, AICTE, DST, and SERB which supports for conduction of refresher programs, workshops, seminars, mini or major research projects assistance.

HVPM's
College of Engineering and Technology, Amravati

Internal Quality Assurance Cell (IQAC)
(Where tireless striving stretches its arms towards perfection)

Minutes of First Meeting of IQAC for preparation of AICTE quality improvement scheme (AQIS) 2018-2019 and guideline held at Office of the HOD EXTC at 04.00 PM on 01-10-2018.

Following committee members and officials were present in the meeting.

S. N.	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr. V. N. Bapat	Academician Expert / Industrialist	
05	Dr. U. A. Kshirsagar	HOD, EXTC, COORDINATOR / DIRECTOR	
06	Dr. M. E. Shelke,	Dean Academics First Shift MEMBERS	
07	Dr. A. B. Raut	HOD, CSE, MEMBERS	
08	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
09	Dr. R. R. Keole	HOD, IT, MEMBERS	
10	Mr. S. V. Khond	HOD, FYE, MEMBERS	
11	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
12	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
13	Mr. H. R. Bhagat	HOD, Mach, MEMBERS	
14	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	
15	Dr. V. L. Agrawal	In-charge HOD & INVITEE EXTC	
16	A. P. Vartak	INVITEE EXTC	

The meeting of IQAC for Academic Session 2018-2019 was held on 01th October, 2018. The meeting was chaired by Dr. U. A. Belorkar, Coordinator IQAC. The meeting started with welcome note to all IQAC Members & invitees. The following agenda points were discussed during the meeting.

01 Action taken on the minutes of previous Meeting on 13-08-2018.

The action taken on the minutes of previous meeting on 13-08-2018 were discussed and issues were discussed detail and following decisions were taken:

02 Preparation of AICTE quality improvement scheme (AQIS) 2018-2019

Dr. U. A. Kshirsagar presented detailed of AICTE Quality improvement Scheme (AQIS) 2018-2019. Detailed discussion were held.

As per the meeting AQIS preparations for the year 2018-2019 are underway.

The coordinator & member have given the scheme wise responsibility as follows.

SN	Name of Scheme	Application		Coordinator(s) OR Member
		Opens	Closes	
01	Short Term Training Programme (STT)	01-11-18	14-11-2018	Prof. P. M. Kakde, Prof. N. G. Jaiswal
02	AICTE-ISTE Refresher Programmes	01-11-18	14-11-2018	Dr. P. L. Ramteke Prof. S. V. Khond
03	RPS (UBA Project)	01-11-18	14-11-2018	Dr. U. A. Kshirsagar Dr. A. B. Raut Prof. M. M. Shingrup
04	QIP	01-10-18	31-10-18	Prof. S. V. Khond
05	Unnat Bharat Abhiyan (Applied)	15-11-18	28-11-18	Dr. U. A. Kshirsagar
06	Subscription to E-Journals	15-11-18	28-11-18	Dr. M. B. Anasane Dr. A. V. Vartak
07	MODROB	29-11-18	12-12-18	Dr. A. B. Raut Dr. R. R. Keole Dr. V. L. Agrawal
08	Grant for Organizing Conference	Round the year		Prof. H. R. Bhagat

Meeting ended with thanks to members by the Coordinator.

Minutes ratified

Coordinator (IQAC)

Chairperson

**Action Taken Report (ATR) Based On Minutes of IQAC Meetings
(For IQAC meeting held on 13-08-2018)**

The ATR of IQAC meeting held on 26-03-2018 at 03.30 p.m. in the office of the IQAC, HVPM's College Of engineering and technology, Amravati is follows:

SN	Discussion	Action Taken
01 Action taken on the minutes of previous Meeting on 26-03-2018.		
	Were discussed and issues related to AQAR were discussed detail.	The action taken on the minutes of previous meeting on 26-03-2018.
02 Preparation and submission of online AQAR Year 2017-18:		
	Detail discussions on presented AQAR 2017-18 were held.	Gave approval to submit AQAR to NAAC office. And AQAR Submitted to the NAAC office on dated 31-08-2018
03 & 04 Mobilization of resources through DST / DSIR / AICTE / for minor – major projects. & Consultancy projects.		
	<ul style="list-style-type: none"> * Detailed project report preparations. * Submission of project for resources mobilization 	In this regard special report is not submitted to IQAC
05 Future Plans of all departments:-		
	Detail discussion on Organization of conferences seminars, workshops	Generally it is decided to organize at least two programs each session. And 84 programs organized in AY 2018-2019.
06 Any other point relevant for the meeting.		
	Discussion on appointment of new IQAC member.	After discussion appointed as HOD Mechanical, member on IQAC Committee.

The above decisions and actions have been taken by the guidance of the Respected Director and Respected Principal of HVPM COET.

This ATR will be presented in the next IQAC meeting for its further perusal.



Dr. U. A. Kshirsagar
Coordinator (IQAC)



Dr. A. B. Marathe
Principal & Chairperson (IQAC)

HVPM's
College of Engineering and Technology, Amravati
Internal Quality Assurance Cell (IQAC)

CIRCULAR

As per the meeting held on dtd. 01-10-2018 with all heads of Departments, following Co-ordinators for mentioned schemes are hereby informed to upload the proposals on given schedule.

SN	Name of Scheme	Application		Coordinator(s)
		Opens	Closes	
01	Short Term Training Programme (STT)	01-11-18	14-11-2018	Prof. P. M. Kakde, Prof. N. G. Jaiswal
02	AICTE-ISTE Refresher Programmes	01-11-18	14-11-2018	Dr. P. L. Ramteke Prof. S. V. Khond
03	<u>RPS (UBA Project)</u>	01-11-18	14-11-2018	Dr. U. A. Kshirsagar Dr. A. B. Raut Prof. M. M. Shingrup
04	QIP	01-10-18	31-10-18	Prof. S. V. Khond
05	Unnat Bharat Abhiyan (Applied) 2 <u>Proposals</u>	15-11-18	28-11-18	Dr. U. A. Kshirsagar
06	Subscription to E-Journals	15-11-18	28-11-18	Dr. M. B. Anasane Dr. A. V. Vartak
07	<u>MODROB</u>	<u>29-11-18</u>	<u>12-12-18</u>	<u>Dr. A. B. Raut</u> Dr. R. R. Keole Dr. V. L. Agrawal
08	Grant for Organizing Conference	Round the year		Prof. H. R. Bhagat


Coordinator IQAC
HVPM's COET


Principal
HVPM's COET


Director
HVPM's COET

CIRCULAR

All the HOD of COET are hereby informed to remain present for meeting at office of the HOD EXTC on 01-10-2018 at 04.00 pm for preparation of AICTE quality improvement scheme (AQIS) 2018-2019.

All should attend.

Date: 26-09-2018


Dr. U. A. Belorkar

Coordinator IQAC
HVPM's COET Amravati.

C. C. All HODS



ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(A Statutory Body of the Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi - 110070

Website: www.aicte-india.org



AICTE Quality Improvement Scheme (AQIS) 2018-19

All India Council for Technical Education (AICTE) invites applications from AICTE approved Technical Institutes/ Deemed to be universities/ University departments / Students eligible for financial assistance under the following Schemes of Quality Improvement during financial year 2018-2019

SR NO	SCHEME NAME & BENEFICIARY	APPLICATION		WHERE TO APPLY
		OPENS	CLOSES	
SCHEMES FOR FACULTY				
1	Short Term Training Programme (STTP)	01.11.18	14-11-18	AICTE
2	AICTE – ISTE – Refresher Programmes	01.11.18	14-11-18	ISTE
3	Professor Emeritus (DPE)	Round the year		AICTE
4	Technical Book Writing			AICTE
5	Travel Grant – (Faculty)			AICTE
6	AICTE – INEA – DVP	Already Open	30.10.18	INAE
7	AICTE – INAE – TRF		31.12.18	INAE
8	QIP (Foreign University)	Already Open		AICTE
9	RPS	01.11.18	14.11.18	AICTE
10	QIP	01.10.18	31.10.18	IIT Delhi
SCHEMES FOR STUDENTS				
11	Support to Students for Competition Abroad	Round the year		AICTE
12	AICTE – INAE – TB (Students)			INAE
13	National Doctoral Fellowship	15.04.19	30.05.19	PSG CoT
14	Pragati Scholarship for Girls	Already Open	10.10.18	AICTE
15	Saksham Scholarship for Differently Abled	Already Open	10.10.18	AICTE
16	PG Scholarship	Already Open	30.09.18	AICTE
17	Research Internship in Canada (UG)	Through MITACS		MITACS
18	Samridhi (SC/ST Students start-ups)	15.11.18	28.11.18	AICTE
19	Prerana (Preparation SC/ST Students for Higher Studies)	15.11.18	28.11.18	AICTE
SCHEMES FOR INSTITUTES				
20	Uttar Bharat Abhiyan	15.11.18	28.11.18	IIT Delhi
21	Subscription to E-Journals	15.11.18	28.11.18	AICTE
22	Skill & Personality Development Center for SC/ST	29.11.18	12.12.18	AICTE
23	MODROB	29.11.18	12.12.18	AICTE
24	Grant for Organising Conference	Round the year		AICTE
25	AICTE approved NDF research center	29.11.18	12.12.18	AICTE
26	Hostel-SC/ST Students (only for Govt. Institutes)	01.11.18	30.11.18	AICTE
27	Hostel-Differently Abled Students	01.11.18	30.11.18	AICTE
28	Mangalashram	01.11.18	30.11.18	AICTE

For detailed information, please refer to detailed advertisement on AICTE website at <http://www.aicte-india.org/schemes>

Advt. No. AICTE/R/ID/05/04/2018

Member Secretary, AICTE

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12.10.2018.

UBA Project PCMPs
S.V. Khond

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manner
Bhagat Sir
27/9/18

CIRCULAR

All the HODs of COET are hereby informed to remain present for meeting at office of the HOD EXTC on 01-10-2018 at 04.00 pm for preparation of AICTE quality improvement scheme (AQIS) 2018-2019.

All should attend.

Date: 26-09-2018


Dr. U. A. Belorkar

Coordinator IQAC
HVPM's COET Amravati.

C. C. All HODs



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SR NO	SCHEME NAME & BENEFICIARY	APPLICATION		WHERE TO APPLY
		OPENS	CLOSES	
SCHEMES FOR FACULTY				
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2	AICTE - ISTE - Refresher Programmes	01.11.18	14.11.18	ISTE
3	Professor Emeritus (OPE)	Round the year		AICTE
4	Technical Book Writing			AICTE
5	Travel Grant - (Faculty)			AICTE
6	AICTE - INEA - OVE	Already Open	30.10.18	INAE
7	AICTE - INAE - TPI		31.12.18	INAE
8	OIP (Foreign University)	Already Open		AICTE
9	RPS	01.11.18	14.11.18	AICTE
10	OPF	01.10.18	31.10.18	BIT Delhi
SCHEMES FOR STUDENTS				
11	Support to Student for Competition Abroad	Round the year		AICTE
12	AICTE - INAE - TG (Students)			INAE
13	National Doctoral Fellowship	15.04.19	30.05.19	PSO Cell
14	Research Scholarship for Girls	Already Open	10.10.18	AICTE
15	Research Scholarship for Differently Abled	Already Open	10.10.18	AICTE
16	PG Scholarship	Already Open	30.09.18	AICTE
17	Entrepreneurship Scheme - Grants (EG)	Through MITACS		MITACS
18	Cambridge International Science Olympiad	10.11.18	28.11.18	AICTE
19	Pragati (Cross-ratio) ST/SC/ST Students for Higher Studies	15.11.18	28.11.18	AICTE
SCHEMES FOR INSTITUTES				
20	Annual Themed Exhibition	15.11.18	28.11.18	BIT Delhi
21	Scholarship to E-Entrepreneurs	15.11.18	28.11.18	AICTE
22	Skill & Personality Development Center for SC/ST	29.11.18	12.12.18	AICTE
23	MODROB	29.11.18	12.12.18	AICTE
24	Grant for Organising Conference	Round the year		AICTE
25	AICTE approved NRI research center	29.11.18	12.12.18	AICTE
26	Hostel-SC/ST Students (only for Govt. Institutes)	01.11.18	30.11.18	AICTE
27	Hostel Differently Abled Students	01.11.18	30.11.18	AICTE
28	Marginalization	01.11.18	30.11.18	AICTE

For detailed information, please refer to detailed advertisement on AICTE website at <http://www.aicte-india.org/schemes>

Advt. No. AICTE/HIFD/05(01)/2018

Member Secretary, AICTE














Dr. Behar Khat
10/12/18
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HVPM's
College of Engineering and Technology, Amravati

Internal Quality Assurance Cell (IQAC)
(Where tireless striving stretches its arms towards perfection)

Minutes of First Meeting of IQAC for future planning and its action as per NAAC Reports and guideline held at Office of the Chamber of Director at 03.00 PM on 13-08-2018.

Following committee members and officials were present in the meeting

S N	Name	Designation	Signature
01	Dr A B Marathe	Principal CHAIR PERSON	
02	Dr S P Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr R G Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr V N Bapat	Academician Expert / Industrialist	
05	Dr U A Kshirsagar	HOD EXTC COORDINATOR / DIRECTOR	
06	Dr M E Shelke	Dean Academics First Shift MEMBERS	
07	Dr A B Raut	HOD CSE MEMBERS	
08	Dr P L Ramteke	Dean Academics Second Shift MEMBERS	
09	Dr R R Keole	HOD IT MEMBERS	
10	Mr S V Khond	HOD FYE MEMBERS	
11	Mr S S Rath	HOD MBA MEMBERS	
12	Mr A A. Karmarkar	T & P Officer MEMBERS	
13	Mr H R Bhagat	HOD Mach MEMBERS	
14	Mr V B Deshmukh	H R (COET) MEMBERS	
15	Dr V L Agrawal	In-charge HOD & INVITEE EXTC	
16	A P Vartak	INVITEE EXTC	

The First meeting of IQAC for Academic Session 2018-2019 was held on 13th August, 2018. The meeting was chaired by Dr. S. P. Chendke, Director. The meeting started with welcome note to all IQAC Members & invitees. The following agenda points were discussed during the meeting.

01 Action taken on the minutes of previous Meeting on 26-03-2018.

The action taken on the minutes of previous meeting on 26-03-2018 were discussed and issues related to AQAR were discussed detail and following decisions were taken:

02 Submission of online AQAR Year 2017-2018

Dr. U. A. Kshirsagar presented detailed 'Annual Quality Assurance Report (AQAR) 2017-2018' prepared for submitting to NAAC office. Detailed discussions were held. Members suggested minor changes and gave approval to submit AQAR to NAAC office.

3 Mobilization of resources through DST / DSIR / UGC / AICTE / for minor – major projects. & 4 Consultancy projects:-

To resolved that document the process of attractive funds from various funding agencies and to get subsequent phases of fund as per funding agency terms pertaining to ongoing projects. Dr. U. A. Belorkar gave information about various websites available for funding. She also encouraged to apply for various funding agencies. Also, the METY, Google, has information of various projects available for faculty.

5 Future plans of all departments:-

Dr. U. A. Kshirsagar gave the information about the proposed plan or activity of academic year 2018-2019. This activity should be taken in every department. The plan activity is as follows:

Proposed Activity	Schedule
Organization of conferences seminars, workshops & counseling programme	Generally, it is decided to organize at least two programs each session.

6 Any other point relevant for the meeting.

a) Appointment of HOD Member on IQAC committee

After discussion it is finalized that one of the following member should be appointed as 'HOD Mechanical, member' on IQAC Committee.


1 Mr. H. R. Bhagat Department of Mechanical Department

b) Apart from providing COET should also focus on skill development programme. PMKVY courses can be offered and better still, the college can aspire to become a leading institute in various courses, for which there is a huge demand. In this regard Prof. S. R. Rathi informed the PMKVY.

c) Were discussed to give separate budget for conferences, seminars, workshops, counseling program, orientation and technical program or activity. It was suggested by all HOD that

Meeting ended with thanks to members by the Chairperson.

Minutes ratified


Coordinator (IQAC)


Chairperson

HVPM's
College of Engineering and Technology, Amravati

Internal Quality Assurance Cell (IQAC)
(Where tireless striving stretches its arms towards perfection)

Ref: IQAC/04/OCT-2018

Date: 10-08-2018

CIRCULAR

To,

IQAC Members / All HODs / Professors

All the mentioned members of COET are hereby informed to remain present for meeting at Principal office on 13-08-2018 at 03.00 pm for future planning.

All members should come along-with their plan of following agenda.

AGENDA:

- 1 To Confirm the minutes of last meeting
- 2 Submission of online AQAR Year 2017-2018
- 3 Mobilization of resources through DST / DSIR / UGC / AICTE / for minor – major projects.
- 4 Consultancy projects:-
- 5 Future plans of all departments:- ~~Admission~~ ~~Planning & Strategy~~
- 6 Any other point relevant for the meeting.






All should attend.


Coordinator IQAC

HVPM's COET Amravati.

C. C.

1. Director—with a request to make it convenient to chair the meeting
2. All HODS
3. IQAC
4. Professors

S N.	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr. V. N. Bapat	Academician Expert / Industrialist	
05	Dr. U. A. Kshirsagar / <i>Dr. V. L. Agrawal</i>	HOD, EXTC, COORDINATOR	
06	Dr. M. E. Shelke,	Dean Academics First Shift MEMBERS	 10.08.18
07	Dr. A. B. Raut / Ms. R. R. Shelke	HOD, CSE, MEMBERS	
08	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
09	Dr. R. R. Keole	HOD, IT, MEMBERS	
10	Mr. S. V. Khond	HOD, FYE, MEMBERS	
11	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
12	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
13	Mr. H. R. Bhagat	HOD, Mechanical	 10.8.18
14	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	

Following committee members and officials present for IQAC meeting.

Date: 13-08-2018



Time: 30.00 pm

S. N	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr. V. N. Bapat	Academician Expert / Industrialist	
05	Dr. U. A. Kshirsagar	HOD, EXTC, COORDINATOR / DIRECTOR	
06	Dr. M. E. Shelke,	Dean Academics First Shift MEMBERS	
07	Dr. A. B. Raut	HOD, CSE, MEMBERS	
08	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
09	Dr. R. R. Keole	HOD, IT, MEMBERS	
10	Mr. S. V. Khond	HOD, FYE, MEMBERS	
11	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
12	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
13	Mr. H. R. Bhagat	HOD, Mechanical, MEMBERS	
14	Dr. V. L. Agrawal	INVITEE MEMBERS EXTC	
15	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	
16	Dr. A. P. Vertak	Inviting	

HVPM's
College of Engineering and Technology, Amravati

Internal Quality Assurance Cell (IQAC)
(Where tireless striving stretches its arms towards perfection)

Minutes of First Meeting of IQAC for future planning and its action as per NAAC Reports and guideline held at Office of the Chamber of Director at 012.30 PM on 11-06-2019 Following committee members and officials were present in the meeting.

S. N.	Name	Designation	Signature
01	Dr. A. B. Marathe	Principal, CHAIR PERSON	
02	Dr. S. P. Chendke	Director (COET) MEMBER MANAGEMENT	
03	Mr. R. G. Khandekar	NOMINEES FROM LOCAL SOCIETY	
04	Dr. V. N. Bapat	Academician Expert / Industrialist	
05	Dr. U. A. Kshirsagar	HOD, EXTC, COORDINATOR / DIRECTOR	
06	Dr. A. B. Raut	HOD, CSE, MEMBERS	
07	Dr. P. L. Ramteke	Dean Academics Second Shift, MEMBERS	
08	Dr. R. R. Keole	HOD, IT, MEMBERS	
09	Mr. S. V. Khond	HOD, FYE, MEMBERS	
10	Mr. S. S. Rathi	HOD, MBA, MEMBERS	
11	Mr. A. A. Karmarkar	T & P Officer, MEMBERS	
12	Mr. S. V. Nimkarde	HOD, Mechanical, MEMBERS	
13	Mr. V. B. Deshmukh	H. R. (COET), MEMBERS	
14	Dr. P. K. Sontakke	Invitee Member, EXTC	
15	Dr. V. L. Agrawal	Invitee Member, First Year	
16	Ms. K. G. Bagde	Invitee Member, CS	

The meeting of IQAC for Academic Session 2018-2019 was held on 10th April, 2019. The meeting was chaired by Dr. S. P. Chendke, Director. The meeting started with welcome note to all IQAC Members & invitees. The following agenda points were discussed during the meeting.

01 Action taken on the minutes of previous Meeting on 10-04-2019.

The action taken on the minutes of previous meeting on 10-04-2019 were discussed and issues related to AQAR were discussed detail and following decisions were taken:

02 Information as per feat proforma about the job profile of professor and associate professor expected as per NAAC, NBA, and AICTE. Also keep, sample form for Academic Audit Report, NBA (SAR):

a) Feat proforma guided by Dr. A. B. Marathe (Principal & Chair person of IQAC, COET) and asks to prepare detailed "Feat Proforma for a Professors / Associate Professors" 2018-2019. Detailed discussions were held.

b) **Academic Audit:** The internal members of the IQAC should illustrate modalities for internal academic audit and also ensure creating a department wise database.

Meeting ended with thanks to members by the Chairperson.

Minutes ratified



Coordinator (IQAC)

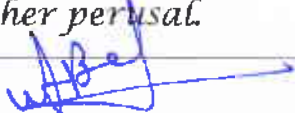


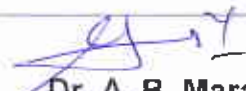
Chairperson

**Action Taken Report (ATR) Based On Minutes of IQAC Meetings
(For IQAC meeting held on 11-06-2019)**

The ATR of IQAC meeting held on 11-06-2019 at 04.00 p.m. in the office of the IQAC, H. V. P. M's College Of engineering and technology, Amravati is follows:

SN	Discussion	Action Taken
01 Action taken on the minutes of previous Meeting on 11-06-2019.		
	Were discussed and issues related to AQAR. were discussed detail.	The action taken on the minutes of previous meeting on 10-06-2019.
02 Required Information as per feat proforma about the job profile of professor and associate professor expected as per NAAC, NBA, and AICTE. Also keep, sample form for Academic Audit Report, NBA (SAR):		
	To perform regular Academic Audits and Feat proforma during this year and Detailed discussions were held.	Under the direction of Principal, regular academic audits were conducted to ensure all departments. In this regard action in process. And Filled feat proforma have been submitted by all professors and associated professors put-up to the governing body for the suggestions.
<p>The above decisions and actions have been taken by the guidance of the Respected Director and Respected Principal of HVPM COET.</p> <p><i>This ATR will be presented in the next IQAC meeting for its further perusal.</i></p>		


Dr. U. A. Kshirsagar
Coordinator (IQAC)


Dr. A. B. Marathe
Principal & Chairperson (IQAC)

HVPM'S
COLLEGE OF ENGINEERING AND TECHNOLOGY,
AMRAVATI

Circular

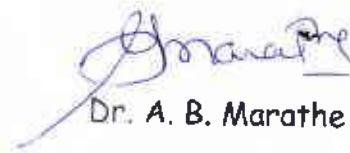
All Professor and Associate Professors of COET are hereby informed to remain present for meeting at Principal office on 11-06-2019 at 12.30 pm for college development in academic year 2018-2019.

You are required to submit the information as per given format about the job profile of professor and associate professor expected as per NAAC, NBA, and AICTE. Also keep sample form for Academic Audit Report, NBA (SAR).

This exercise is necessary to prepare ourselves for mandatory NBA within 3 years.

All members should come along-with their job profile format.

Date: 28-05-2019


Dr. A. B. Marathe
Principal

01	Dr. Anjali Babarao Raut (Dahake)	Professor	Received w. Abhy Chapke
02	Dr. Ujwala Ajabrao Belorkar (Kshirsagar)	Professor	w. Abhy
03	Dr. Prabhakar Laxmanrao Ramteke	Professor	
04	Mr. Sarang Vasantrao Khond	Asso. Professor	20/5/19
05	Dr. Pritibala Krishnarao Sontakke	Asso. Professor	PB
06	Dr. Ranjeet Ramesh Keole	Asso. Professor	PB
07	Dr. Vijay Liladhar Agrawal	Asso. Professor	P. w. Abhy
08	Ms Karuna G Bagde	Asso. Professor	PB 11/6/2019

Feat Proforma for a Professors / Associate Professors

For Academic Year 2018-2019

=====

01 Name of Teacher : _____

02 Designation : Professor / Associate Professor

03 Vision & Mission for ensuing 3 or 4 years: _____

04 Job profile of Professor & Associate Professor (Expected as per NBA, AICTE NAAC)

05 Project Identification & Resource mobilization:

5.1	Efforts taken to identify problem statements for projects	
5.2	Identified domain area & potential scope for research / project (Key / Thrust area)	
5.3	Formulation of problems statements of projects	
5.4	Detailed project report preparation	
5.5	Submission of project for resources mobilization.	

06 Type of programme Organized:

Type of the Programme (STTP/Workshop/Training/ Seminar/ Conference)	Duration	Level of programme (National / International / University / College)

07 Any other mapping with NBA expectations (refer sr. no. 04)

Date:

Signature

Remark:

Principal:

Observations of Governing Body / G.D.C:

Feat Proforma for a Professors / Associate Professors

For Academic Year 2018-2019

=====

01 Name of Teacher : _____

02 Designations : Professor / Associate Professor

03 Vision & Mission for ensuring 3 or 4 years: _____

04 Job profile of Professor & Associate Professor (Expected as per NBA, AICTE NAAC)

05 Project Identification & Resource mobilization:

5.1	Efforts taken to identify problem statements for projects	
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5.4	Detailed project report preparation	
5.5	Submission of project for resources mobilization.	

06 Type of programme Organized:

Type of the Programme (STTP/Workshop/Training/ Seminar/ Conference)	Duration	Level of programme (National / International / University / College)

07 Any other mapping with NBA expectations (refer sr. no. 04)

Date:

Signature

Remark:

Principal:


Observations of Governing Body / G.D.C:


**Action Taken Report (ATR) Based On Minutes of IQAC Meetings
(For IQAC meeting held on 10-04-2019)**

The ATR of IQAC meeting held on 10-04-2019 at 04.00 p.m. in the office of the IQAC, H. V. P. M's College Of engineering and technology, Amravati is follows:

SN	Discussion	Action Taken
01 Action taken on the minutes of previous Meeting on 10-04-2019.		
	Were discussed and issues related to AQAR, were discussed detail.	The action taken on the minutes of previous meeting on 10-04-2019.
02 Discussion on AQAR preparation and submission as per guidelines of 2018 - 2019		
	AQAR preparations for the year 2018-2019 are underway. New guidelines of AQAR read by coordinator and detailed discussions were held.	AQAR preparations for the year 2018-2019 are underway.
03 Academic reviews with quality focus.		
	Detailed discussion on overall MQAR about academic progress development of each department.	In this regard action in process.
04 Fund rising projects.		
	Discussion on financial support agencies like UGC, AICTE, DST, and SERB.	In this regard action in process.
05 Any others by permission of chair.		
5.1	Detailed discussion on	In this regard action in process. f

	pertaining standards guidelines of AICTE, NAAC, UGC and State Government.	
5.2 Appointment o HOD Member on IQAC committee		
	After discussion it is finalized that one of the member of on IQAC.	Prof. S. V. Nimkarde should be appointed as HOD Mechanical, member on IQAC Committee.
<p>The above decisions and actions have been taken by the guidance of the Respected Director and Respected Principal of HVPM COET.</p> <p><i>This ATR will be presented in the next IQAC meeting for its further perusal.</i></p>		


Dr. U. A. Kshirsagar
 Coordinator (IQAC)


Dr. A. B. Marathe
 Principal & Chairperson (IQAC)