

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members was conducted on Jan. 21, 2020 at IQAC, Board Room at 02:00 pm.

Members present:

1. Dr. Sanjay T. Purkar, Director
2. Dr. Amit Udawat, IQAC Coordinator
3. Dr. Sumeet Khurana, Director FMS
4. Mr. Prashant Lakkadwala, HOD CSE
5. Dr. Mahesh Pophaley, HOD ME
6. Mr. Sandeep Nighojkar, HOD CE
7. Dr. Rashmi Yadav, HOD ASH
8. Dr. Kailash C. Bandhu (Assoc. Prof., CSE)

Following Measures are to be taken on the Recommendations proposed in Advisory Board Meeting.

1. The various committees should have been formulated to address the Criterias for NAAC and work distribution.
2. Several meetings to be conducted and guidelines to be given for proper documentation for NAAC.
3. The Vision and Mission of department have to be revised in consultation with all the stake holders. They should be sent for BOG approval.
4. The gaps in curriculum must be identified and various training programs, seminars, webinars, expert talks should be conducted to incorporate quality in teaching, learning and evaluation through improvements in cognition, pedagogies, convergence, culture, and data.
5. Question banks must be prepared and distributed. Students must be instructed to solve and analyze the questions. The difficulties should have been identified and dealt to prepare students for examinations and research projects.
6. Students were assigned with projects based on real-society problems. They are evaluated on regular basis through presentations and discussions to ensure project based learning, problem solving and experiential learning methodologies.
7. Faculties have prepared the Course plan and conducted online lectures. Study material like hand-outs, assignments, tutorials and notes were provided on regular basis to all the students.

Director
Shivajirao Kadam Inst. of Tech.
& MGMT- Technical Campus
INDORE (M.P.)



Shivajirao Kadam Institute of Technology & Management – Technical Campus

20/01/2020

SKITM/IQAC/CIRCULAR-03

CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members will be conducted on Jan. 21, 2020 at IQAC, Board Room at 02:00 pm.

Agenda:

1. Measures taken on the Recommendations proposed in Advisory Board Meeting
2. Any other matter with the permission of chair.


Dr. Sanjay F. Purkar
Director


Director
Shivajirao Kadam Inst. of Tech.
MGMT- Technical Campus
INDORE (M.P.)

Copy to

1. IQAC members



OFFICE ORDER

Date: 04/01/2020

The institute has reconstituted the Internal Quality Assurance Cell (IQAC) which will work towards quality enhancement and sustenance. The reconstituted IQAC will have following members as listed.

S. No.	Name of Member	Particular	Designation
1	Dr. Sanjay T. Purkar	Director	Chairman
2	Dr. Urmila Patil	Prof.(E&TC),Dean Academics, Dr. D.Y. patil Institute of Technology, Pune	External Expert
3	Dr. Amit Udawat	HOD, ECE	Coordinator
4	Dr. Kailash C. Bandhu	Dean Academics	Member
5	Dr. Mohammad Rizwan Khan	Principal, SKIPER	Member
6	Dr. Sumeet Khurana	Director, FMS	Member
7	Mr. Prashant Lakkadwala	HOD, CSE	Member
8	Dr. Mahesh Pophale	HOD, ME	Member
9	Mr. Mayur Singhi	I/C HOD, CE	Member
10	Dr. Rashmi Yadav	HOD, ASH	Member
11	Mr. Shyam Tiwari	Management Representative	Member
12	Mr. Keyur Modi	Alumni Representative	Member
13	Mr. Lokesh Bagora	Student Representative	Member
14	Mr. Rupesh Bhavsar	Industry Representative	Member
15	Ms. Jagriti Parsai	Librarian	Member
16	Mr. Shailendra Jain	Training and Placement Cell	Member

All the members will shoulder the responsibilities of generating and promoting awareness in the institution and devote time for working out the procedural details.

Dr. Sanjay T. Purkar
Director

Director
Shivajirao Kadam Inst. of Tech.
& MGMT- Technical Campus
INDORE (M.P.)

Copy to

1. Chairman BOG
2. Chairman
3. Secretary
4. Vice Chairman
5. CAO
6. All Members
7. Central Office



SHIVAJIRAO KADAM INSTITUTE OF TECHNOLOGY AND MANAGEMENT,
INDORE

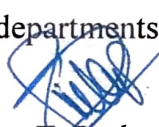
IQAC Notice

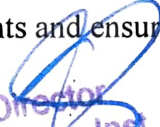
Departmental Budget

It is required for all the departments of Engineering and MBA to propose a budget for the coming session July – Dec 2020 by August 31, 2020.

1. The budget must be clearly mentioning the details of all the instruments, assets required to fulfill the requirements of curriculum.
2. Detailed specifications must be prepared, and the quotations must be called, and a comparative must be prepared by all the departments in consultation with the HODs.
3. The budget must be approved by the Director and forwarded to the management for further approval.

All the departments must adhere to the points and ensure the compliance of above.


Dr. Sanjay T. Furkar
Director


Director
Shivajirao Kadam Inst. of Tech.
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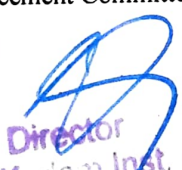
Office Order

Date: 08/06/2020

The following committees have been formulated for smooth functioning of the academic, research, cultural, sports and social activities etc.

1. Research & Innovation Committee
2. Discipline Committee
3. Finance Committee
4. Infrastructure Committee
5. Academics Committee
6. Maintenance Committee
7. Extra Co-curricular Committee
8. Inspection/ Affiliation/ Accreditation Committee
9. Transportation Committee
10. Sport, NSS & NCC Committee
11. Admission Committee
12. Student & Staff Welfare Committee
13. Library Committee
14. Alumni Committee
15. Anti- Ragging Committee
16. Internal Quality Assurance Cell
17. Women Empowerment Committee
18. Training/ Industrial/ Career Guidance/ Placement Committee
19. Website, ERP & Social Media Committee


Dr. Sanjay T. Purkar
Director


Director
Shivajirao Kadam Inst. of Tech.
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