

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 3 and other coordinators was conducted on June 19, 2021 in Reception Area at 02:00 pm. The agenda is to discuss the procedures of NAAC Criteria 3 (Research, Innovations and Extension).

Members present:

1. Dr. Sanjay T. Purkar, Director
2. Dr. Rizwaan Khan, Principal, SKIPER
3. Dr. Vishal Mehta, Principal, CPS
4. Dr. Sumeet Khurana, Director, FMS
5. Dr. Amit Udawat, IQAC Coordinator,
HOD ECE
6. Dr. Rashmi Yadav, HOD ASH
7. Dr. Manish Joshi, MBA
8. Mr. Brajesh Chaturvedi, CSE
9. Dr. Chaitanya Singh, CSE
10. Mr. Deepak Chouhan, CSE
11. Ms. Deepika Chouhan, CSE
12. Mr. Prasad Muley, CDC

1. The training committee must be framed to monitor the requirements of training of students as per the needs of industry. It includes TPO, Head of Department and Departmental coordinators.
2. Introduction of CSE, ECE, ME, CE must be given to the 1st year students to cover scope, future aspects, provision, list of industries, investments, requirement of man power, career opportunities.
3. Students must be categorized on the basis of weak, strong and average and special training must be provided for them.
4. Guidelines for training must be exercised in 1st year and then subsequently chain must be built up for 2nd year, 3rd year and 4th year.
5. Research and Innovation Committee must comprise of members from all departments and budget must be prepared for the same.
6. Students of 3rd year must be encouraged to write research papers.
7. In Incubation, Idea creation cell must be framed for implementing innovative idea of students.

Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




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

MINUTES OF THE MEETING

A pre-presentation of NAAC was delivered by Dr. Amit Udawat, IQAC Coordinator. The objective was to ponder upon the suggestions for improvement.

Members present:

1. Dr. Sanjay T. Purkar, Director
2. Dr. Amit Udawat, IQAC Coordinator,
HOD ECE
3. Dr. Rashmi Yadav, HOD ASH
4. Dr. Manish Joshi, MBA
5. Mr. Brajesh Chaturvedi, CSE
6. Dr. Chaitanya Singh, CSE
7. Ms. Deepika Chouhan, CSE
8. Mr. Prasad Muley, CDC
9. Mr. Abhishek Rawat, ECE
10. Ms. Sneha Nagar, ECE
11. Mr. Shakti Pandey, CE
12. Mr. Jayesh Umre, CSE
13. Mr. Piyush Soni, CE
14. Ms. Deepa Vyas, CSE
15. Mr. Vivek Shukla, ASH

1. The profile of members of Board of Governors needs to be checked. Dr. Amit Tiwari, University of Colorado to be added in the list.
2. One slide of Industry experts should also be included.
3. The slide showing Program need to have few blocks.
4. Outcome based Assessment tool for the feedback must be designed.
5. For career guidance students need to be connected to placement cell through faculty.
6. Students skill set must be identified and training to be provided as per the same.
7. The duration of the entire presentation must not exceed 45 minutes.
8. The slide showing Physical Facilities should be tabulated to highlight area of the facility provided.
9. More points to be added in last slide of Future Vision.


Presentation is ended with words of appreciation.


Dr. Amit Udawat
IQAC Coordinator

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1. IQAC members
2. All HODs




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INDORE (M.P.)

Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/CIRCULAR-12


25/06/2021

CIRCULAR

A pre-presentation of NAAC is scheduled on June 26, 2021 in Auditorium at 02:00 pm. All the Directors, Heads, IQAC members and NAAC coordinators are requested to attend.



Dr. Amit Udawat
IQAC Coordinator



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

Copy to

1. IQAC members
2. NAAC coordinators



CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 3 coordinators will be conducted on June 19, 2021 in Reception Area at 02:00 pm.

Agenda:

1. Research, Innovation, Incubation and Training.



Dr. Amit Udawat
IQAC Coordinator



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

Copy to

1. IQAC members
2. NAAC coordinators (Criteria 3)



Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/CIRCULAR-10a

28/05/2021

CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Coordinators will be conducted on May 28, 2021 on Zoom platform at 03:00 pm.

Join our Cloud HD Video Meeting

Zoom is the leader in modern enterprise video communications, with an easy, reliable cloud platform for video and audio conferencing, chat, and webinars across mobile, desktop, and us04web.zoom.us

Amit Udawat is inviting you to a scheduled Zoom meeting.

Topic: IQAC Meeting regarding NAAC Work Status

Time: May 28, 2021 03:00 PM Mumbai, Kolkata, New Delhi

Join Zoom Meeting

[https://us04web.zoom.us/j/76005046992?](https://us04web.zoom.us/j/76005046992?pwd=WmU0R25GMTYyRE5qOWxJSFdmMU9oZz09)

[pwd=WmU0R25GMTYyRE5qOWxJSFdmMU9oZz09](https://us04web.zoom.us/j/76005046992?pwd=WmU0R25GMTYyRE5qOWxJSFdmMU9oZz09)

Meeting ID: 760 0504 6992

Passcode: 7AY1WA

10:03 AM

Agenda:


1. Documentation and Status of NAAC work.



Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. NAAC coordinators


Director
Shivajirao Kadam Inst. of Tech.
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INDORE (M.P.)



Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/MoM-10a

28/05/2021

MINUTES OF THE MEETING

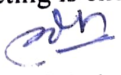
An online meeting of Internal Quality Assurance Cell (IQAC) members and NAAC coordinators was conducted on May 28, 2021 on Zoom platform. The agenda is to discuss the status of NAAC work and documentation.

Members present:

- | | |
|--|------------------------------------|
| 1. Dr. Sanjay T. Purkar, Director | 12. Mr. Vivek Shukla, ASH |
| 2. Dr. Amit Udawat, IQAC Coordinator,
HOD ECE | 13. Mr. Sneha Nagar, ECE |
| 3. Dr. Sumeet Khurana, Director, FMS | 14. Mr. Deepak Chouhan, CSE |
| 4. Dr. Rashmi Yadav, HOD CSE | 15. Ms. Nidhi Joshi, CSE |
| 5. Dr. Manish Joshi, MBA | 16. Ms. Trapti Tawar, MBA |
| 6. Mr. Brajesh Chaturvedi, HOD ASH | 17. Ms. Deepika Chouhan (CSE) |
| 7. Dr. Chaitanya Singh, CSE | 18. Mr. Jayesh Umre (CSE) |
| 8. Mr. Shakti Pandey, CE | 19. Ms. Deepa Vyas (CSE) |
| 9. Mr. Piyush Soni, CE | 20. Dr. Vaibhav Joshi (MBA) |
| 10. Ms. Anagha Chougankar, ECE | 21. Mr. Sumeet Jain (CSE) |
| 11. Mr. Abhishek Rawat, ECE | 22. Ms. Jagrati Parsai (Librarian) |
| | 23. Ms. Megha Motta (ECE) |

1. The documentation process for NAAC for all Criteria was revised and deficiencies were discussed.
2. Questionnaire for online student survey was discussed and need to be shared to currently enrolled students.
3. The need for functional MoUs/collaboration with various IITs and NITs was discussed.
4. The need for alumni association prior which the collection of databases for the pass-out students was discussed.
5. Guidelines for preparing necessary formats of Governance, leadership and management with their functioning and implementation were discussed.
6. Updated records of faculties provided with financial support need to be prepared.
7. Suggestions for implementing best practices in the institute were deliberated.

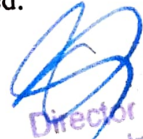
Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




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

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 6 and 7 coordinators was conducted on March 26, 2021 in Board Room at 02:00 pm. The agenda is to discuss the documentation of NAAC Criteria 6 and Criteria 7.

Members present:

1. Dr. Amit Udawat, IQAC Coordinator, HOD ECE
2. Mr. Prashant Lakkadwala, Dean Academics, HOD CSE
3. Dr. Rashmi Yadav, HOD ASH
4. Dr. Manish Joshi, MBA
5. Mr. Brajesh Chaturvedi, CSE
6. Dr. Chaitanya Singh, CSE
7. Mr. Shakti Pandey, CE,
8. Mr. Piyush Soni, CE
9. Mr. Narendra Sharma, ME
10. Ms. Anagha Chougankar, ECE
11. Mr. Vivek Shukla, ASH
12. Mr. Kunal Batra, CSE
13. Mr. Sneha Nagar, ECE
14. Mr. Deepak Chouhan, CSE
15. Ms. Nidhi Joshi, CSE
16. Ms. Trapti Tawar, MBA

1. The documentation process for NAAC Criteria 6 and Criteria 7 need to be exercised.
2. Guidelines for preparing necessary formats of Governance, leadership and management with their functioning and implementation were discussed.
3. Emphasis on performing internal and external audits were suggested.
4. Initiatives by the institution for promotion at gender equity and energy conservation need to be documented.
5. Updated records of sessions for code of conduct for faculty and students must be kept ready.
6. Suggestions for implementing best practices in the institute were deliberated.

Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




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Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/CIRCULAR-10

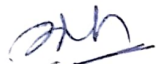
25/03/2021


CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 6 and 7 coordinators will be conducted on March 26, 2021 in Board Room at 02:00 pm.

Agenda:

1. Documentation of NAAC Criteria 6 and Criteria 7.


Dr. Amit Udawat
IQAC Coordinator


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

Copy to

1. IQAC members
2. NAAC coordinators (Criteria 6 and 7)



Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/MoM-09

19/03/2021

MINUTES OF THE MEETING


A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 4 and 5 coordinators was conducted on March 19, 2021 in Board Room at 02:00 pm. The agenda is to discuss the documentation of NAAC Criteria 4 and Criteria 5.

Members present:

1. Dr. Amit Udawat, IQAC Coordinator
2. AVM Praveen Kumar (Dean Students Welfare & CAO)
3. Dr. Manish Joshi, MBA
4. Mr. Brajesh Chaturvedi, CSE
5. Dr. Chaitanya Singh, CSE
6. Mr. Piyush Soni, CE
7. Ms. Jagrati Parsai, Librarian
8. Dr. Ruchi Jain, MBA
9. Mr. Sumit Jain, CSE
10. Mr. Prasad Muley, CDC
11. Mr. Susheel Pagare, CDC
12. Mr. Swapnil Waghela, CSE
13. Ms. Priyanka Kokate, CSE
14. Ms. Surabhi Kushwaha, CSE

1. The documentation process for NAAC Criteria 4 and Criteria 5 must be exercised.
2. Guidelines for preparing necessary formats of infrastructure and physical facilities for teaching learning, cultural activities, and sports were given.
3. Emphasis on creating ICT enabled facilities in teaching learning is suggested.
4. Updated records of Library books, journals, annual expenditure, per day usage must be kept ready.
5. Suggestions for collecting data for students' scholarships, capacity building placement, outstanding performance in sports were discussed.

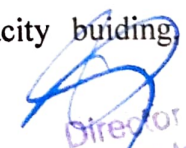
Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




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

Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/MoM-09

19/03/2021

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 4 and 5 coordinators was conducted on March 19, 2021 in Board Room at 02:00 pm. The agenda is to discuss the documentation of NAAC Criteria 4 and Criteria 5.

Members present:

1. Dr. Amit Udawat, IQAC Coordinator
2. AVM Praveen Kumar (Dean Students Welfare & CAO)
3. Dr. Manish Joshi, MBA
4. Mr. Brajesh Chaturvedi, CSE
5. Dr. Chaitanya Singh, CSE
6. Mr. Piyush Soni, CE
7. Ms. Jagrati Parsai, Librarian
8. Dr. Ruchi Jain, MBA
9. Mr. Sumit Jain, CSE
10. Mr. Prasad Muley, CDC
11. Mr. Susheel Pagare, CDC
12. Mr. Swapnil Waghela, CSE
13. Ms. Priyanka Kokate, CSE
14. Ms. Surabhi Kushwaha, CSE

1. The documentation process for NAAC Criteria 4 and Criteria 5 must be exercised.
2. Guidelines for preparing necessary formats of infrastructure and physical facilities for teaching learning, cultural activities, and sports were given.
3. Emphasis on creating ICT enabled facilities in teaching learning is suggested.
4. Updated records of Library books, journals, annual expenditure, per day usage must be kept ready.
5. Suggestions for collecting data for students' scholarships, capacity building, placement, outstanding performance in sports were discussed.

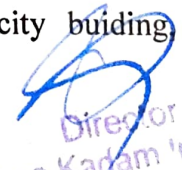
Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




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Shivajirao Kadam Inst. of Tech.
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Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/CIRCULAR-09

18/03/2021

CIRCULAR

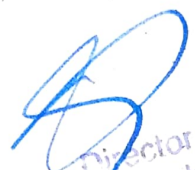
A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 4 and 5 coordinators will be conducted on March 19, 2021 in Board Room at 02:00 pm.

Agenda:

1. Documentation of NAAC Criteria 4 and Criteria 5.



Dr. Amit Udawat
IQAC Coordinator



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

Copy to

1. IQAC members
2. NAAC coordinators (Criteria 4 and 5)



MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 2 and 3 coordinators was conducted on March 18, 2021 in Lab. No. 215 at 01:00 pm. The agenda is to discuss the progress of NAAC Criteria 2 and documentation of Criteria 3.

Members present:

- | | |
|---|------------------------------|
| 1. Dr. Amit Udawat, IQAC Coordinator | 10. Mr. Piyush Soni, CE |
| 2. Mr. Prashant Lakkadwala, Dean
Academics | 11. Dr. Shilpi Mehta, MBA |
| 3. Dr. Rashmi Yadav, HOD ASH | 12. Mr. Jayesh Umre, CSE |
| 4. Dr. Vikram Rathore, ASH | 13. Ms. Deepa Vyas, CSE |
| 5. Dr. Manish Joshi, MBA | 14. Mr. Swapnil Waghela, CSE |
| 6. Mr. Brajesh Chaturvedi, CSE | 15. Mr. Umesh Gupta, ASH |
| 7. Dr. Chaitanya Singh, CSE | 16. Ms. Deepika Chouhan, CSE |
| 8. Ms. Sneha Nagar, ECE | 17. Mr. Ankush Katheria, ME |
| 9. Mr. Abhishek Rawat, ECE | 18. Mr. Vivek Shukla, ASH |
| | 19. Mr. Ritesh Rathore, ME |

1. The remaining documentation for NAAC Criteria 1 and Criteria 2 must be completed by March 24, 2021.
2. An internal audit for the same will be done in each of the departments by IQAC members.
3. Record of students and faculties for the last five years must be collected from Admin section.
4. Feedback forms need to be collected for response evaluation.
5. The key indicators of NAAC Criteria 3 were discussed and guidelines for document preparation were issued.

Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

- Copy to
1. IQAC members
 2. All HODs




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

Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/CIRCULAR-08

17/03/2021

CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 2 and 3 coordinators will be conducted on March 18, 2021 in Lab. No. 215 at 01:00 pm.

Agenda:

1. Progress of NAAC Criteria 2 and Criteria 3.
2. Any other matter with the permission of chair.



Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. NAAC coordinators (Criteria 2 and 3)



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



Office Order

Date: 10/03/2021

Following modification is done in the various committees constituted for NAAC accreditation. The list of NAAC work reframed committees is as follows.

Criteria -1: **Curricular Aspects**

1. Mr. Prashant Lakkadwala – (Dean Academics, HOD CSE)
2. Dr. Amit Udawat – (HOD EC)
3. Dr. Rajesh Joshi – (HOD ME)
4. Mr. Brajesh Chaturvedi (CSE)
5. Mr. Chaitanya Singh (CSE)
6. Ms. Sneha Nagar (ECE)
7. Mr. Shakti Pandey (CE)
8. Mr. Ankush Katheria (ME)
9. Ms. Rashmi Yadav – (HOD ASH)
10. Mr. Vardhan Choubey (MBA)
11. Mr. Rajnish Ajmanee (MBA)
12. Ms. Deepika Chouhan (CSE)
13. Mr. Vivek Shukla (ASH)

Criteria -2: **Teaching- Learning and Evaluation**

1. Dr. Amit Udawat (Head, IQAC)
2. Mr. Prashant Lakkadwala (Dean Academics, HOD CSE)
3. Mr. Prasad Muley (Director CDC)
4. Mr. Brajesh Chaturvedi (CSE)
5. Mr. Jayesh Umre (CSE)
6. Ms. Rashmi Yadav (HOD ASH)
7. Mr. Shakti Pandey (CE)
8. Mr. Ritesh Rathore (ME)
9. Mr. Abhishek Rawat (ECE)
10. Mr. Umesh Gupta (ASH)
11. Dr. Vikram Rathore (ASH)
12. Ms. Deepa Vyas (CSE)

Criteria -3: **Research, Innovations and Extension**

1. Ms. Rashmi Yadav (HOD ASH)
2. Dr. Rajesh Joshi (HOD ME)
3. Ms. Utkarsha Soni (MBA)
4. Dr. Shilpi Mehta (MBA)
5. Ms. Deepika Chouhan (CSE)
6. Mr. Ankush Katheria (ME)
7. Ms. Sneha Nagar (ECE)
8. Ms. Vanita Agrawal (CSE)
9. Mr. Piyush Sani (CSE)


Director
Shivajirao Kadam Inst. of Tech.
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INDORE (M.P.)

Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/MoM-07

12/02/2021

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 1 and 2 coordinators was conducted on Feb. 12, 2021 in Lab. No. 215 at 11:30 am.

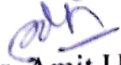
The agenda is to discuss the progress of NAAC Criteria 1 and documentation Criteria 2.

Members present:

- | | |
|---|-----------------------------|
| 1. Dr. Amit Udawat, IQAC Coordinator | 7. Ms. Deepa Vyas, CSE |
| 2. Mr. Prashant Lakkadwala, Dean
Academics | 8. Mr. Swapnil Waghela, CSE |
| 3. Dr. Rashmi Yadav, HOD ASH | 9. Ms. Deepika Chouhan, CSE |
| 4. Mr. Brajesh Chaturvedi, CSE | 10. Mr. Ankush Katheria, ME |
| 5. Dr. Chaitanya Singh, CSE | 11. Mr. Vivek Shukla, ASH |
| 6. Ms. Sneha Nagar, ECE | 12. Mr. Ritesh Rathore, ME |

1. The documentation for NAAC Criteria 1 and Criteria 2 must be completed by March 02, 2021.
2. The File Management directory to keep a record of documents related to NAAC was discussed and distributed to all the departments
3. Feedback forms are to be revised and circulated to all the departments for preparation.

Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




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

CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 1 and 2 coordinators will be conducted on Feb. 12, 2021 in Lab. No. 215 at 11:30 am.

Agenda:


1. Progress of NAAC Criteria 1 and documentation Criteria 2.
2. Any other matter with the permission of chair.



Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. NAAC coordinators (Criteria 1 and 2)



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



MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members was conducted on Feb. 02, 2021 at 02:00pm in Board Room. The agenda is to discuss the Policy for Online Practical and Sessional marks feeding on RGPV portal.

Members present:

1. Dr. Sanjay T. Purkar, Director
2. Dr. Amit Udawat, IQAC Coordinator
3. Dr. Sumeet Khurana, Director FMS
4. Mr. Prashant Lakkadwala, Dean Academics
5. Dr. Rashmi Yadav, HOD ASH

1. The intimation of online feeding of sessional and practical marks on RGPV portal for all the semesters will be issued by Exam department.
2. All the departments must prepare a consolidated sheet of internal marks and get it approved from Director.
3. All the departments must collect foil for practical online marks entry from the exam section.
4. Careful feeding and submission of the marks without any mistakes must be done on portal before the last dated notified by RGPV.
5. Check the names of students and max-min marks from the scheme and what is displayed on the portal.
6. Sessional and Practical Marks of CBGS, Grading scheme should also be entered and checked carefully for all the students.

Meeting is ended with vote of thanks.

Dr. Sanjay T. Purkar
Director

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



Copy to

1. IQAC members
2. All HODs

SKITM/IQAC/CIRCULAR-06


01/02/2021

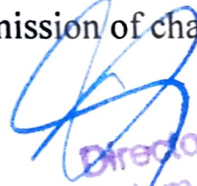
CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members will be conducted on Feb. 02, 2021 at IQAC, Board Room at 02:00 pm.

Agenda:

1. Policy for Online Practical and Sessional marks feeding on RGPV portal.
2. Any other matter with the permission of chair.


Dr. Sanjay T. Purkar
Director


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

Copy to

1. IQAC members



MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members was conducted on Jan. 29, 2021 at 02:00pm in Board Room. The agenda is to discuss the preparation of feedback questionnaire for NAAC.

Members present:

- | | |
|---|------------------------------|
| 1. Dr. Sanjay T. Purkar, Director | 5. Dr. Rashmi Yadav, HOD ASH |
| 2. Dr. Amit Udawat, IQAC Coordinator | 6. Dr. Chaitanya Singh, CSE |
| 3. Dr. Sumeet Khurana, Director FMS | 7. Ms. Sneha Nagar, ECE |
| 4. Mr. Prashant Lakkadwala, Dean
Academics | 8. Mr. Vardhan Choubey, FMS |

1. Feedback questionnaire is modified and it is proposed to take sample students to fill the feedback. The questions are reframed in consultation with senior faculty members. 100% feedback must be conducted.
2. Questions to be included in Student Satisfaction Survey are also discussed and it is proposed that students must be aware of NAAC.
3. All feedback forms along with institute policies to collect, analyze and proposed remedial actions are attached herewith.

Meeting is ended with vote of thanks.

Dr. Sanjay T. Purkar
Director

Copy to

1. IQAC members
2. All HODs

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



Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/CIRCULAR-05

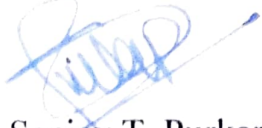
28/01/2021

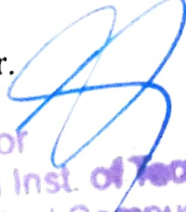
CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members will be conducted on Jan. 29, 2021 at IQAC, Board Room at 02:00 pm.

Agenda:

1. Preparation of feedback questionnaire for NAAC
2. Any other matter with the permission of chair.


Dr. Sanjay T. Purkar
Director


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

Copy to

1. IQAC members



Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/MoM-04

22/01/2021

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members was conducted on Jan. 21st and 22nd January, 2021 at 11:00am in Board Room, Shivajirao Kadam Institute of Technology & Management – Technical Campus. The meeting was started with a warm welcome of invited experts, Dr. D.P. Agrawal and Dr. Urmila Patil and team members by Dr. Sanjay T. Purkar, Director.

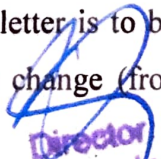
The agenda is to discuss the progress of NAAC activities and further actions to be incorporated to carry out documentation of NAAC work.

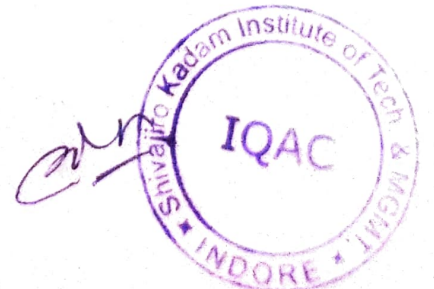
Members present:

- | | |
|---|---------------------------------|
| 1. Dr. Ashok Kumat, Vice Chairman | 11. Mr. Prasad Muley, Head CDC |
| 2. Dr. Sanjay T. Purkar, Director | 12. Mr. Brajesh Chaturvedi, CSE |
| 3. Dr. Amit Udawat, IQAC Coordinator | 13. Dr. Chaitanya Singh, CSE |
| 4. Dr. Mohammad Rizwan Khan, Director
SKIPER | 14. Mr. Susheel Pagare, CDC |
| 5. Dr. Sumeet Khurana, Director FMS | 15. Ms. Sneha Nagar, ECE |
| 6. Dr. Vishal Mehta, Director CPS | 16. Mr. Abhishek Rawat, ECE |
| 7. AVM Praveen Kumar, Dean Student
Welfare | 17. Mr. Ankush Katheria, ME |
| 8. Mr. Prashant Lakkadwala, Dean
Academics | 18. Mr. Shakti Sagar Pandey, CE |
| 9. Dr. Mahesh Pophaley, HOD ME | 19. Mr. Vivek Shukla, ASH |
| 10. Dr. Rashmi Yadav, HOD ASH | 20. Mr. Vardhan Choubey, FMS |
| | 21. Ms. Utkarsha Soni, FMS |
| | 22. Mr. Shahrukh Mansoori, CE |

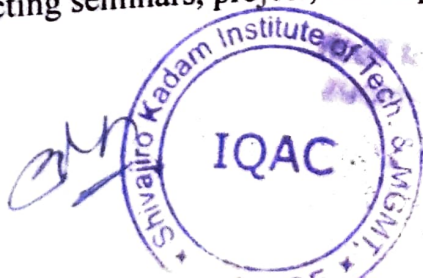
Dr. D.P. Agrawal and Dr. Urmila Patil proposed following with emphasis on their implementation:

1. Dr. D.P. Agrawal suggested that first of all the guidelines of IQAC and AQAR must be checked for eligibility. A letter is to be written to NAAC Officials for checking the institute eligibility regrading name change (from ATC to SKITM). Send EOAs from AICTE to the NAAC office.


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

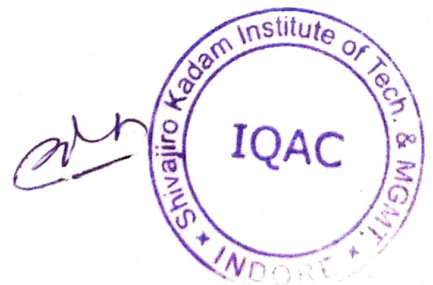


2. Registration should be first carried out for NAAC through NAAC website.
3. Dr. D.P. Agrawal suggested that during NAAC visit 70% of the value is of data and rest 30% is the team visit suggestions.
4. EOAs and LOIs from AICTE must be verified for satisfying NAAC Criteria. They must be available in file.
5. Guidelines of Affiliated institutions, Autonomous institutions must be available. UGC guidelines must also be checked.
6. Contract faculties must be appointed and shown as per AICTE guidelines and they must have joining of minimum three years in the institute.
7. Dr. Urmila Patil suggested that four Internal audits and two external audits must be performed for two years 2018-19 and 2019-20. After audit the data is to be submitted in AQAR 2018-19. Also prepare SSR report and wait for the result, then proceed with preparation of AQAR 2019-20.
8. The IQAC should ask for the budget from the institute and suggest departments to prepare their own budget. This can be done in meeting for which minutes must be available.
9. Dr. Urmila Patil suggested that IQAC team to be framed in back date in 2018 and she must be included as a member. AQAR is to be submitted for 2018-19 and 2019-20 by April 2021.
10. IQAC must have documents of minimum of last two years from the date of applying for NAAC.
11. Source of funding should be mentioned in Point 6 (Part A).
12. Few columns to be added in point 7d (Part A) related to EOA from AICTE.
13. Act Copy of University provision is to be attached as a supportive document in Point 8 (Part A).
14. University specifications were not properly matched in Part A.
15. Details of passing students must be verified from the student section and authenticated by Director of the institute before uploading for NAAC.
16. The gaps in curriculum should be identified by conducting meetings with senior faculty members in the departments and then remedial action can be proposed by IQAC. The gap should be identified as per the industry needs, which are not covered in curriculum. It should be fulfilled by conducting seminars, project, and expert talks by industry experts etc.



17. **Feedbacks** must be modified and sample students be asked to fill the feedback. The questions are to be reframed in consultation with senior faculty members. 100% feedback must be conducted.
18. The quantitative metric must be filled with numeric data with proofs available and qualitative data must have a description of 500-600 words with brainstorming. All supporting documents must be uploaded on institute website.
19. Integrated MBA must be added in the New programme introduced in point no. 12, Part A.
20. SSR report to be checked thoroughly before taking the outgoing students. Regular plus Ex-Students appearing in final year examination should be considered.
21. Include Faculty suggestions related to subject values and try to put important points in the documents uploaded on website.
22. Follow the formulas regarding CBCS/elective subject and other quantitative values.
23. Direct and Indirect attainment regarding CO and PO mapping must be completed using NBA formulas in consultation with surveys from students and parents. Omit CLO from the Course Plan.
24. Student Satisfaction Survey must be properly conducted by making students aware of NAAC and prepare questionnaires which must be different from the feedback and other policies.
25. Do not add such add-on programmes which are not going to produce any jobs/placements. The add-on programmes can be included based on the feedback taken from Alumni and employers.
26. The proofs of assessment and evaluation (invitation letters for external examiner or paper setter) of affiliating university must be produced from the same source.
27. The record of students undergoing Certification programmes must be kept along with proofs of all certificates of students.
28. NAAC SOPs must be circulated to all the Criteria coordinators and co-coordinators.
29. A table must be prepared to include sanctioned seats, change in sanctioned seats and current sanctioned seats and attach AICTE EOA as document (point 2.1.1).
30. Cross check guidelines for ratio of total admitted students to sanctioned seats. Clause to be checked for %age of non-MP students (point 2.1.1 and 2.1.2).
31. In case if above calculated ratio is less than 50%, then no eligibility will be observed. For increase in ratio include students of reserved category or scholarship claimed students (to be verified from accounts/finance section) (point 2.1.1 and 2.1.2).

Director
Shivajirao Kadam Inst. of Tech.
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INDORE (M.P.)



32. The DTE letter and claimed scholarship data (claimed and sanctioned) to be checked twice for preparing table given in point 2.1.2. This data must be prepared within a week.
33. Policy for internal assessment must be prepared by IQAC on the basis of past academic work done by the student. Attendance and financial values must not be considered for differentiating advanced and slow learners.
34. Policy for advanced learners must be framed. The students must be asked to write research papers, investigate tenders, listing of job requirements by top companies and many more.
35. Motivation for the students through scholarships for meritorious and weak student was appreciated. Prepare a policy document/prospectus and keep it as a proof.
36. Regular faculties and Contractual faculties must be included for preparing faculty list document related to point 2.2.2. No visiting faculty to be included and format must be properly filled and signed by HODs for individual departments.
37. Considering Student centric methods, such as experiential learning, participative learning and problem solving methodologies, relate with certification and effective mapping with clearly differentiating for above (point 2.3.1).
38. Project work can be included and teaching methodology must be taken from departments and compile it at institutional level.
39. For ICT enabled tools for effective teaching-learning process, LMS is suggested to be purchased. Every detail must be put on website for teaching-learning and evaluation for which the link must be there (point 2.3.2).
40. Features of BodhiAI must be shared with Dr. Urmila Patil for consideration as a LMS tool.
41. A student survey or student feedback must be conducted in the form of a questionnaire regarding use of ICT tools.
42. External and Internal Audit of Course files of last five years must be done.
43. Ratio of Mentor to Mentee must be 1:10 or 1:15. Experts from outside may be hired for mentorship (point 2.3.3).
44. List of faculty members must be verified from Heads (point 2.4.2).
45. Minimum three years retention for faculties is always been a positive part for higher score in NAAC. Check from AICTE data to complete faculty details.
46. Letter of Exam Superintendent and team must be kept in record. Mechanism of internal assessment is to be written step by step with all the details. Frequency and mode of


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examination must be placed and reported properly. Model answers must be discussed with the students during regular classes (point 2.5.1).

47. Showing MST answer books to the students in the classes was appreciated.
48. A student grievances committee must be framed in consultation with IQAC which include HODs and two next senior faculties to resolve internal examination related grievances. The grievances should be resolved within a week (point 2.5.2).
49. Finally the documentation carried out by all the departments regarding NAAC was appreciated by the experts.

Meeting is ended with vote of thanks.

Dr. Sanjay T. Parkar
Director


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

Copy to

1. IQAC members
2. All





SKITM/IQAC/CIRCULAR-04

18/01/2021


CIRCULAR

A meeting of Internal Quality Assurance Cell (IQAC) members will be conducted on Jan. 19, 2021 at IQAC, Board Room at 02:00 pm.

Agenda:

1. Progress of NAAC Activities and actions to be incorporated to carry out NAAC documentation
2. Any other matter with the permission of chair.

Dr. Sanjay T. Purkar
Director


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

Copy to

1. IQAC members

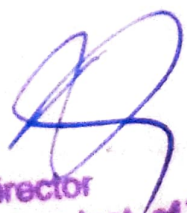


Minutes of meeting of Advisory Board

Meetings were held on 21st and 22nd January, 2021 at 11:00am in Board Room, Shivajirao Kadam Institute of Technology & Management – Technical Campus. The meeting was started with a warm welcome of invited experts, Dr. D.P. Agrawal and Dr. Urmila Patil and team members by Dr. Sanjay T. Purkar, Director. The agenda is to discuss the progress of NAAC activities and further actions to be incorporated to carry out documentation of NAAC work.

Members present:

1. Dr. Ashok Kumat, Vice Chairman
2. Dr. Sanjay T. Purkar, Director
3. Dr. Amit Udawat, IQAC Coordinator
4. Dr. Mohammad Rizwan Khan, Director SKIPER
5. Dr. Sumeet Khurana, Director FMS
6. Dr. Vishal Mehta, Director CPS
7. AVM Praveen Kumar, Dean Student Welfare
8. Mr. Prashant Lakkadwala, Dean Academics
9. Dr. Mahesh Pophaley, HOD ME
10. Dr. Rashmi Yadav , HOD ASH
11. Mr. Prasad Muley, Head CDC
12. Mr. Brajesh Chaturvedi, CSE
13. Dr. Chaitanya Singh, CSE
14. Mr. Susheel Pagare, CDC
15. Ms. Sneha Nagar, ECE
16. Mr. Abhishek Rawat, ECE
17. Mr. Ankush Katheria, ME
18. Mr. Shakti Sagar Pandey, CE
19. Mr. Vivek Shukla, ASH
20. Mr. Vardhan Choubey, FMS
21. Ms. Utkarsha Soni, FMS
22. Mr. Shahrukh Mansoori, CE

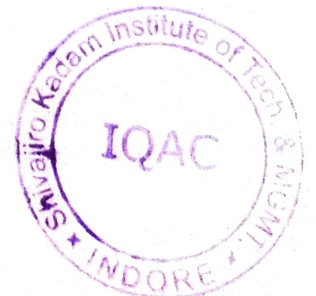

Director
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& MGMT- Technical Campus
INDORE (M.P.)



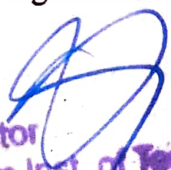
Dr. D.P. Agrawal and Dr. Urmila Patil proposed following with emphasis on their implementation:

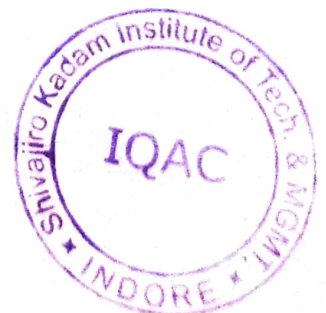
1. Dr. D.P. Agrawal suggested that first of all the guidelines of IQAC and AQAR must be checked for eligibility. A letter is to be written to NAAC Officials for checking the institute eligibility regarding name change (from ATC to SKITM). Send EOAs from AICTE to the NAAC office.
2. Registration should be first carried out for NAAC through NAAC website.
3. Dr. D.P. Agrawal suggested that during NAAC visit 70% of the value is of data and rest 30% is the team visit suggestions.
4. EOAs and LOIs from AICTE must be verified for satisfying NAAC Criteria. They must be available in file.
5. Guidelines of Affiliated institutions, Autonomous institutions must be available. UGC guidelines must also be checked.
6. Contract faculties must be appointed and shown as per AICTE guidelines and they must have joining of minimum three years in the institute.
7. Dr. Urmila Patil suggested that four Internal audits and two external audits must be performed for two years 2018-19 and 2019-20. After audit the data is to be submitted in AQAR 2018-19. Also prepare SSR report and wait for the result, then proceed with preparation of AQAR 2019-20.
8. The IQAC should ask for the budget from the institute and suggest departments to prepare their own budget. This can be done in meeting for which minutes must be available.
9. Dr. Urmila Patil suggested that IQAC team to be framed in back date in 2018 and she must be included as a member. AQAR is to be submitted for 2018-19 and 2019-20 by April 2021.
10. IQAC must have documents of minimum of last two years from the date of applying for NAAC.
11. Source of funding should be mentioned in Point 6 (Part A).
12. Few columns to be added in point 7d (Part A) related to EOA from AICTE.
13. Act Copy of University provision is to be attached as a supportive document in Point 8 (Part A).

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



14. University specifications were not properly matched in Part A.
15. Details of passing students must be verified from the student section and authenticated by Director of the institute before uploading for NAAC.
16. The gaps in curriculum should be identified by conducting meetings with senior faculty members in the departments and then remedial action can be proposed by IQAC. The gap should be identified as per the industry needs, which are not covered in curriculum. It should be fulfilled by conducting seminars, project, and expert talks by industry experts etc.
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18. The quantitative metric must be filled with numeric data with proofs available and qualitative data must have a description of 500-600 words with brainstorming. All supporting documents must be uploaded on institute website.
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20. SSR report to be checked thoroughly before taking the outgoing students. Regular plus Ex-Students appearing in final year examination should be considered.
21. Include Faculty suggestions related to subject values and try to put important points in the documents uploaded on website.
22. Follow the formulas regarding CBCS/elective subject and other quantitative values.
23. Direct and Indirect attainment regarding CO and PO mapping must be completed using NBA formulas in consultation with surveys from students and parents. Omit CLO from the Course Plan.
24. Student Satisfaction Survey must be properly conducted by making students aware of NAAC and prepare questionnaires which must be different from the feedback and other policies.
25. Do not add such add-on programmes which are not going to produce any jobs/placements. The add-on programmes can be included based on the feedback taken from Alumni and employers.


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INDORE (M.P.)



26. The proofs of assessment and evaluation (invitation letters for external examiner or paper setter) of affiliating university must be produced from the same source.
27. The record of students undergoing Certification programmes must be kept along with proofs of all certificates of students.
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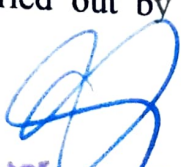
Director
Shiyajirao Kadam Inst. of Tech.
& MGMT- Technical Campus
INDORE (M.P.)



39. For ICT enabled tools for effective teaching-learning process, LMS is suggested to be purchased. Every detail must be put on website for teaching-learning and evaluation for which the link must be there (point 2.3.2).
40. Features of BodhiAI must be shared with Dr. Urmila Patil for consideration as a LMS tool.
41. A student survey or student feedback must be conducted in the form of a questionnaire regarding use of ICT tools.
42. External and Internal Audit of Course files of last five years must be done.
43. Ratio of Mentor to Mentee must be 1:10 or 1:15. Experts from outside may be hired for mentorship (point 2.3.3).
44. List of faculty members must be verified from Heads (point 2.4.2).
45. Minimum three years retention for faculties is always been a positive part for higher score in NAAC. Check from AICTE data to complete faculty details.
46. Letter of Exam Superintendent and team must be kept in record. Mechanism of internal assessment is to be written step by step with all the details. Frequency and mode of examination must be placed and reported properly. Model answers must be discussed with the students during regular classes (point 2.5.1).
47. Showing MST answer books to the students in the classes was appreciated.
48. A student grievances committee must be framed in consultation with IQAC which include HODs and two next senior faculties to resolve internal examination related grievances. The grievances should be resolved within a week (point 2.5.2).
49. Finally the documentation carried out by all the departments regarding NAAC was appreciated by the experts.

Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Head


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



SHIVAJIRAO KADAM INSTITUTE OF TECHNOLOGY AND MANAGEMENT,
INDORE

IQAC Notice

Jan 01, 2021

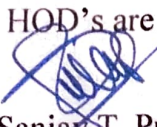
Regarding conduction of Online Practical Examination Dec 2020

Following points must be considered while conducting online practical examination Dec 2020.

External Examiner **must be reminded** a day before the examination about the timing etc.

2. Scanned Practical Examination Timetable duly signed must be sent to the office of undersigned and to all the students.
3. Students who are having fees due must be instructed to pay the fee before appearing in practical examination.
4. All the students must be communicated about the licensed online platform for conduction of practical examination and links should be sent to the students regarding practical examination.
5. All the online resources must be kept ready by the departments for conducting online examinations.
6. Soft copy of foil and attendance sheet will be provided to all the departments for maintaining record of attendance and marks. Departments should check and edit the same if required.
7. **Three to four students** at a time should be allowed for viva voce. Their faces must be visible along with the External during examination.
8. All the recordings must be done through the Microsoft teams and downloaded for record with the respective departments
9. Department should sent scheme, syllabus, list of practicals conducted, Blank Attendance and Foil (list of students), remuneration bill to the respective external examiners before the examination
10. Ask the external to fill the marks and send a password protected signed copy to the internal examiner through mail.
11. **Online marks' feeding** is to be done in consultation with the Examination Superintendent as per the scheduled date. It will be the responsibility of the practical coordinator/internal examiner to get it done before due date.

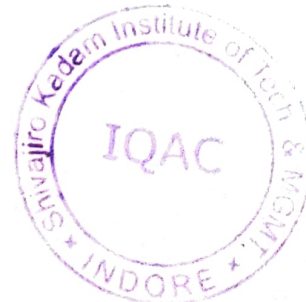
All HOD's are requested to kindly ensure the proper execution of these instructions.


Dr. Sanjay T. Purkar
Director

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

Copy to

1. Vice Chairman
2. CAO
3. All HODs



Shivajirao Kadam Institute of Technology & Management, Indore

Office Order

Date: 18/12/2020

As a part of academic development, institute is starting the preparation for NAAC accreditation. For this purpose the NAAC work is distributed as per below details.

Criteria -1: Curricular Aspects

1. Mr. Prashant Lakkadwala – (HOD CSE)
2. Dr. Amit Udawat – (HOD EC)
3. Dr. Mahesh Pophaley (HOD ME) *X Dr. Rajesh Joshi (HOD ME)*
4. Mr. Brajesh Chaturvedi (CSE)
5. Mr. Chaitanya Singh (CSE)
6. Mr. Nilesh Dubey (ECE) *X - Mrs. Sneha Nagar*
7. Mr. Shakti Pandey (CE) *Ankush Katheria*
8. Ms. Rashmi Yadav – (HOD ASH)
9. Mr. Vardhan Choubey (MBA)
10. Mr. Rajnish Ajmanee (MBA)
11. Ms. Deepika Chouhan (CSE)
12. Mr. Vivek Shukla (ASH)

Criteria -2: Teaching- Learning and Evaluation

1. Mr. Prashant Lakkadwala (Dean Academics) */ Dr. Amit Udawat (HOD ECE)*
2. Mr. Brajesh Chaturvedi (CSE)
3. Mr. Nilesh Dubey (ECE) *X -*
4. Mr. Jayesh Umre (CSE) *Mr. Prasad Muley*
5. Ms. Rashmi Yadav (HOD ASH)
6. Mr. Ritesh Rathore (ME)
7. Mr. Abhishek Rawat (ECE)
8. Mr. Umesh Gupta (ASH) */ Dr. Vikram Rathore*
9. *Mr. Shakti Pandey (CE)*

Criteria -3: Research, Innovations and Extension

1. Ms. Rashmi Yadav (HOD ASH)
2. Dr. Mahesh Pophaley (HOD ME) *X → Dr. Rajesh Joshi*
3. Ms. *Utkarsha Soni* ~~Pooja Sharma~~ (MBA)
4. Dr. Shilpi Mehta (MBA)
5. Ms. Deepika Chouhan (CSE)
6. Mr. Ankush Katheria (ME)
7. Ms. Sneha Nagar (ECE) *- 8. Ms. Vanita Agrawal*

Criteria -4: Infrastructure and Learning Resources

1. Mr. Shakti Pandey (CE)



Shivajirao Kadam Institute of Technology & Management – Technical Campus

IQAC Minutes of Meeting

An IQAC meeting was conducted on November 02, 2020 regarding NAAC assessment.

Meeting was chaired by Director

Venue: Board Room

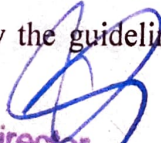
Date and Time: Nov. 02, 2020 at 02:15 PM.

Members present:

1. Dr. Sanjay T. Purkar (Director)
2. Dr. Sumeet Khurana (Director, FMS)
3. Dr. Rizwan Khan (Principal SKIPER)
4. Dr. Vishal Mehta (Principal CPS)
5. Mr. Prashant Lakkadwala (HOD, CSE)
6. Dr. Mahesh Pophlay (HOD, ME)
7. Dr. Amit Udawat (HOD, ECE)

The meeting was started with a warm welcome of members by Honorable Director. The agenda of meeting was to discuss about NAAC Assessment in the institute.

1. Honorable Director asked NAAC assessment and progress of work carried out under NAAC Criteria by all the department and institutes. As per the report presented by all the heads that committees are working for different criteria and documenting the progress.
2. Honorable Director suggested that work should be completed by February 2021 so that application can be submitted in beginning of March 2021. He also suggested to all departments for completing the course file and academic documents by Dec 2020.
3. Weekly meetings must be conducted to carry out the progress of NAAC Criteria.
4. All the departments must follow the guidelines proposed by IQAC regarding NAAC and academic activities.


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



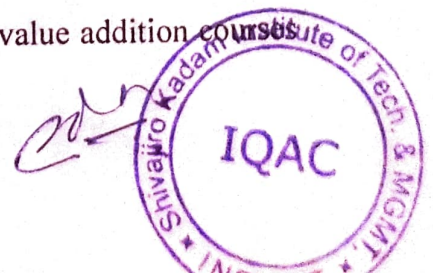
SHIVAJIRAO KADAM INSTITUTE OF TECHNOLOGY AND MANAGEMENT-
TECHNICAL CAMPUS, INDORE

Date: 01/07/2020

Guidelines for Teaching-learning and Evaluation

Following guidelines are proposed by IQAC for effective Teaching-learning and Evaluation.

1. RGPV university calendar will be followed for teaching and academic work; the institute also prepares its own academic calendar in line with university calendar.
2. All the faculties must prepare the Course plan and deliver lectures in classes in offline and online mode. Study material like hand-outs, assignments, tutorials and notes will be provided online to all the students.
3. RGPV university curriculum follows academic flexibility by offering departmental and open elective courses, which students can opt as per their interest.
4. Faculties must adopt different teaching strategies in the classroom to cater the diverse needs of the learners. Tutorials must be organized to solve their curiosity and other problems. Bilingual medium of instruction must be adopted in the classroom.
5. Mentors must be assigned for students to handle the problems on individual basis. The culture of conducting parents teachers meet must be adopted, where communication regarding attendance, overall performance of students can be held.
6. Beyond the curriculum and university syllabus a provision for the training for aptitude, analytical, personality development, English language, group discussion and personal interview with assessments and monitoring must be there.
7. Special classes for academically weak students must be conducted.
8. Faculties must follow continues internal evaluation approach by conduction quizzes, mid semester tests, viva-voce and assigning practical and tutorial problems to students on regular basis.
9. The end semester theory and practical exam is conducted by university and students will be evaluated on the basis of their performance in theory and practical examinations.
10. The institute will offer skill development and add-on certification value addition courses

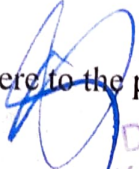


to enrich curriculum.

11. Institute must have provision for using ICT tools and setting advance laboratories of Robotics, IoT, Data Analytics, Machine Learning, Cloud Computing, Soft Computing, Mechanical Workshop and Material Testing for technical activities in emerging areas.
12. Institute must have various clubs and committees for organizing events. Seminars, Webinars, Expert lectures and various training programs must be conducted at regular basis to meet out the industry requirement.
13. Institute must have collaboration and MoUs with local and global industry partners like AWS, Oracle, Redhat, Coursera, TCS-ION, ISRO and IIT Bombay spoken tutorial for academic development and certification.
14. Institute must ensure project based learning, problem solving and experiential learning methodologies to enhance the learning of students.
15. It must ensure the quality of teaching, learning and evaluation processes by implementing feedback system, regular interaction with students, and development program for faculty.
16. Institute must have a centralized examination committee to conduct mid semester test, pre-university examination and end semester examinations. Fair practices and transparency must be maintained in the examination and evaluation processes.

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

Dr. Sanjay T. Purkar
Director


Director
Shivajirao Kadam Inst. of Tech.
& MGMT- Technical Campus
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Copy to

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



