



CSMSS
Chhatrapati Shahu Maharaj Shikshan Sanstha's
CHH. SHAHU COLLEGE OF ENGINEERING
Kanchanwadi, Paithan Road, Chhatrapati Sambhajinagar, 431 011
Ph. No. : (0240) 2646373, 9922668199, 2646350 Fax: (0240) 2646222
Website: www.csmssengg.org



Approved by AICTE New Delhi, DTE (Govt. of Maharashtra) and affiliated to Dr. BATU, Lonere (Raigad). DTE Code: 2533


Date: 04/12/2025

Internal Quality Assurance Cell Meeting Notice


Respected Sir/ Madam,

It is our pleasure to inform you that the IQAC Meeting of CSMSS Chh. Shahu College of Engineering Chhatrapati Sambhajinagar, is scheduled on 11/12/2025 at 10.30 a.m. in the conference room. The brief agenda for the meeting is provided below. Please make it convenient to attend the meeting.

Agenda Number	Meeting agenda in brief
	Welcome.
1	To confirm the previous minutes of the meeting and the action taken report held on 10/09/2025.
2	Review of academic activity of last semester and preparation for even semester.
3	Internal Academic and Administrative Audit (AAA) and Academic Audit of DBATU.
4	AQAR 2024-25 preparation review
5	Discussion on multidisciplinary and elective courses under NEP 2020 syllabus for even semester.
6	Discussion on NPTEL courses for even semester.
7	Academic calendar 2025-26 for even semester.
8	Discussion on student training and placement status.
9	R&D activities in the current year and planning.
10	Annual sport and cultural festival and prize distribution.
11	Student feedback.
12	On time agenda for discussion.


Dr. R. P. Chopade
IQAC Coordinator




Dr. G. B. Dongre
Principal
PRINCIPAL

Copy to:

All Members of IQAC, CSMSS CSCOE for information.

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Internal Quality Assurance Cell

Minutes of Meeting

Date and Time: 11/12/2025, at 10.30 pm

Venue: Conference hall, Building A

Sr. No.	Agenda	Minutes of meeting /Discussion details
	Welcome	The IQAC coordinator welcomes the Chairperson and all present members to the meeting. Dr. R. P. Chopade read the Vision and Mission of the institute. The IQAC coordinator briefed about the agenda of today's meeting and requested the IQAC Chairperson to take over the proceedings of the meeting. With the permission of the Chairperson next agenda is taken up.
1	To confirm the previous minutes of meeting and the action taken report held on 10/09/2025.	The IQAC Coordinator read the minutes of the meeting and the action taken report of the previous IQAC meeting held on 10/09/2025. All members confirmed the minutes, and the actions taken on the minutes of the previous meeting.
2	Review of academic activity of last semester and preparation for even semester.	Review of academic activity and other activities of the department presented by Head of departments in their presentation. The discussion was made on the suggestions and planning for the even semester, HoDs presented the plan for upcoming work.
3	Internal Academic and Administrative Audit (AAA) and Academic Audit of DBATU.	The IQAC coordinator informed the meeting that as per the regular practice AAA scheduled at the end of every semester. In the second week of January 2026 AAA of odd semester of 2025-26 will be conducted. University Quality audit on academics and support systems of the college scheduled in last week of December 2025. All the departments prepare the documents prescribed in the university academic audit format and IQAC AAA formats. Dean Academics and IQAC coordinator will take care of the preparation of documents for the audit.
4	AQAR 2024-25 preparation review	After NAAC accreditation in January 2025, first AQAR 2024-25 preparations are in progress. AQAR window on the NAAC website is yet closed. It is decided to prepare the AQAR as per old SSR format. The criteria wise coordinator will prepare the required documents.



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5	Discussion on multidisciplinary and elective courses under NEP 2020 syllabus for even semester.	NEP 2020 syllabus implemented by the university from 2024-25 and now progressive to second year. Multidisciplinary and elective courses are given by university for student's choice. It is decided to call the choices, finalize the courses and arrange the faculty members and other required. Dean Academic and HoDs will take care of the finalization of courses.
6	Discussion on NPTEL courses for even semester.	The Principal discussed the NPTEL courses for January to May 2026 session. He asked to finalize the courses which can fit in with multidisciplinary or elective courses given by university and appeal for maximum enrollment of students for NPTEL courses. The course can be related to the syllabus and some of the courses of student interest. He reviewed last semester's enrollment and congratulated the mentors and SPOC for good work of NPTEL. All head of departments promised to increase the activity this semester.
7	Academic calendar 2025-26 for even semester.	Dr. K. N. Pathan proposed tentative institute academic calendar and academic activities in the even semester. The institute academic calendar is made as per DBATU given tentative academic calendar. All the members approved the institute academic calendar.
8	Discussion on student training and placement status.	Training and placement officer presented the status of placement till date. 35% of eligible students are placed so far. He proposed company specific training in the coming semester. Communication skills and aptitude classes will continue as per schedule. Training and placement cell preparing for final year internship is in progress and target for 100% internship allotment.
9	R&D activities in the current year and planning.	The Dean R&D presented the activity report. He also presented the statistics of the publications of research paper and patents of 2024-25. The principal expected improvement in the academic year 2025-26. It has been decided to continue the incentive scheme for the research activities.
10	Annual sport and cultural festival and prize distribution.	The student council in-charge Dr. S. R. Zanwar open discussion for conduction of sport and cultural festivals and annual prize distribution 2026. After discussion, it is decided to conduct the function after odd semester university examination, i.e. last week of February 2026. The prizes for all year achievements are in cultural, sports, and achievements in any other fields will be given to students and faculties.

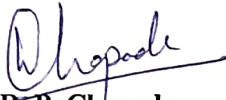


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11	Student feedback.	Students' feedback analysis is presented at the meeting. The suggestions given by students are taken noted. The copies of the feedback will be given to all concerned faculty members for further improvement.
12	On time agenda for discussion.	The Principal also discussed the following points in the meeting. I. The final year project and internship schedule in the academic year. II. To plan for enhancing the alumni connection as a continuous practice.
	Vote of Thanks	The IQAC Coordinator proposed the vote of thanks and informed us that the next proposed meeting would be in the first week of April 2026.


Dr. R. P. Chopade
IQAC Coordinator


Dr. G. B. Dongre
Principal

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Internal Quality Assurance Cell

Action Taken Report of meeting held on 11/12/2025, at 10.30 pm in the conference hall.

Agenda No.	Agenda	Action Taken Report
3	Internal Academic and Administrative Audit (AAA) and Academic Audit of DBATU.	Action Point: To prepare for academic audit for 2024-25 as per university format. Arrange for internal AAA of odd semester in January 2026. Responsibility: IQAC coordinator and Dean Academics.
4	AQAR 2024-25 preparation review	Action Point: To prepare for AQAR 2024-25 as per latest SSR formats. Responsibility: IQAC coordinator and Criteria coordinators.
5	Discussion on multidisciplinary and elective courses under NEP 2020 syllabus for even semester.	Action Point: To finalize the Multidisciplinary and elective courses and faculty members for even semester. Responsibility: Dean Academics and HoDs.
6	Discussion on NPTEL courses for even semester.	Action Point: To finalize the Multidisciplinary and elective courses matched to NPTEL courses. Interested in students to get registered and mentorship during the course. Responsibility: Dean Academics and HoDs.
7	Academic calendar 2025-26 for even semester.	Action Point: Circulate the academic calendar to students and staff. Also publish it on academic page of college website. Responsibility: Dean Academics.
8	Discussion on student training and placement status.	Action Point: To arrange placement drive for remaining students. Arrange the training and ensure training sessions are enough for the required skills for placement of the students. Responsibility: Training and Placement Office.
9	R&D activities in the current year and planning.	Action Point: To prepare the R&D activity calendar for the even semester. Responsibility: R&D Cell.



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10	Annual sport and cultural festival and prize distribution.	Action Point: Plan for annual sport and cultural festival after end semester examination of odd semester. Responsibility: Students council and faculty committee.
11	Student feedback.	Action Point: To discuss the suggestions given by students and corrective action plan. Issue the feedback analysis to the faculty members for improvement. Responsibility: Head of Departments, Dean Academics, IQAC office.
11	On time agenda for discussion.	a) Action Point: Prepare SOP for projects and internship. T&P cell will take care of the conduct of the internship and the progress of the internship. Students working on the project will take care of the department. b) Arrange connectivity programs with alumni. Increase involvement of alumni in various events of the college. Responsibility: T&P Office. Department placement coordinators; Alumni cell and department alumni coordinators

Dr. R. P. Chopade
IQAC Coordinator

Dr. G. B. Dongre
Principal