




Date: 08/10/2022


## 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 Aurangabad is scheduled to be held on 12/10/2022 at 2.00 p.m. in conference room. The brief-agenda of the meeting is given herewith. You are requested to kindly make it convenient to attend the meeting.

Agenda Number	Meeting Agenda in brief
1	Welcome
2	DBATU Academic audit 2021-22.
3	ISO surveillance of institute.
4	Awareness of quality audits to students
5	Universal Human Value FDP
6	Discussion on curriculum feedback and ambience feedback and ATR
7	Review of research activity
8	Green Audit preparation

  
**Dr. R. P. Chopade**  
IQAC Coordinator

  
**Dr. U. B. Shinde**  
Principal

**Principal**

**S.M.S.S. Chh. Shahu College of Engineering**  
Kanchanwadi, Aurangabad.

Copy to: Members, IQAC 2022-23:





## Internal Quality Assurance Cell Minutes of Meeting

**Date and Time: 12/10/2022, at 2.00 pm**

**Venue: Conference hall, Building A**

Sr. No.	Agenda	Minutes of meeting
1	Welcome	<p>The IQAC coordinator welcomed the Principal, all HOD's and other members for the meeting. The Principal sir congratulated all staff for successfully completion of semester curricular and extracurricular work. Dr. R.P. Chopade read the Vision and Mission of the institute.</p> <p>IQAC coordinator read the previous minutes of meeting and confirmed. Action taken report also presented and accepted by members.</p> <p>With the permission of Chairperson, next agenda are taken up by IQAC coordinator.</p>
2	DBATU Academic audit 2021-22.	<p>Preparation for DBATU audit (External academic audit) for 2021-22 to be completed at department level and office of institute. Suggestions and planning regarding documents preparation is proposed. The formats of the academic audit is circulated to departments for preparation. The audit may conducted on 10/11/2022.</p>
3	ISO surveillance of institute.	<p>Surveillance of ISO to be completed as per schedule. HoDs to prepare all required documentation of ISO.</p>
4	Awareness of quality audits to students	<p>HoDs to make aware students about the quality audits conducted in the institute. University audit, ISO audit, institute internal academic and administrative audit, etc.</p>
5	Universal Human Value FDP	<p>Principal sir asked all HoDs to participate in UHV-I and UHV-II faculty development program as per AICTE guidelines. (at least 3 faculty form each department or who have not completed course earlier)</p>
6	Discussion on curriculum feedback and	<p>IQAC coordinator presented feedback report on curriculum and ambience of the institute from stakeholders. All the suggestions on ambience feedback is discussed and ATR is also presented to the</p>






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Chhatrapati Shahu Maharaj Shikshan Sanstha's  
**CHH. SHAHU COLLEGE OF ENGINEERING**  
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	ambience feedback and ATR	meeting and the Principal permitted to complete any other remaining work.  Suggestions on curriculum is also presented to the meeting and discussed. The suggestions are sent to the University for necessary action.
7	Review of research activity	Review of Faculty publications, research, Patents, IPR, IIC and Centre of Excellence related activities was done. The Principal is expected to increase the research publications.
8	Green Audit preparation	Green Audit as per ISO standards was discussed in the meeting. The work needed to be done for the First Surveillance was discussed. The audit may schedule in next month. The Principal suggested to prepare for proposed green audit.
9	Vote of Thanks	The IQAC Coordinator proposed vote of thanks and mentioned that the next meeting would be in the first week of January 2023.

  
**Dr. R. P. Chopade**  
IQAC Coordinator



  
**Dr. U. B. Shinde**  
Principal  
**Principal**  
S.M.S.S. Chh. Shahu College of Engineering  
Kanchanwadi, Aurangabad.

**Copy to:**

All Members (External & Internal) of IQAC CSMSS CSCOE for information and necessary action.





## Internal Quality Assurance Cell

**Action taken and Implementation details report** of meeting on Date and Time:  
12/10/2022, at 2.00 pm in conference hall.

Agenda No.	Agenda	Action taken report
2	DBATU Academic audit 2021-22.	Action Point: To prepare for DBATU academic audit 2021-22. Responsibility: IQAC, Department head and college office Status: The data compiling and documents preparation for External academic audit from affiliating university to be started. The work expected to complete by 3/11/2022. All HoDs are also informed to keep the department data and presentation ready for external audit.
3	ISO surveillance of institute.	Action Point: To prepare for ISO 21000 audit. Responsibility: ISO coordinator, Department head and department coordinator Status: The data compiling and documents preparation for surveillance ISO 21000 audit. The work is in progress and expected to complete by 27/10/2022. HoDs are informed to department data and presentation ready for surveillance audit.
4	Awareness of quality audits to students	Action Point: To make students aware about audits in colleges. Responsibility: IQAC, Department head Status: To make students aware about the quality audits, awareness sessions to be conducted department wise. By this week the awareness planned to complete.
5	Universal Human Value FDP	Action Point: To participate in UHV-I faculty development program as per AICTE guideline. Responsibility: Department head Status: Three faculties from each of the departments are identified and allowed to participate full time to UHV faculty development program.





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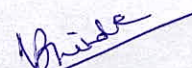


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6	Discussion on curriculum feedback and ambience feedback and ATR	Action Point: Analysis and action on feedback. Responsibility: IQAC, Department head and college office. Status: Minor suggestions in ambience feedback like more lights in classrooms is expected to complete within a week. The curriculum feedback summary is sent to university for necessary action.
8	Green Audit	Action Point: To prepare for green audit. Responsibility: College office and coordinator Status: Preparation for green audit is in process. The required parameters for audit is discussed in meeting. The required preparation is expected to complete by 15/11/2022.

  
Dr. R. P. Chopade  
IQAC Coordinator



  
Dr U. B. Shinde  
Principal

**Principal**  
S.M.S.S. Chh. Shahu College of Engineering  
Kanchanwadi, Aurangabad.