



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
Bhivarabai Sawant Institute of Technology & Research



Prof. Dr. T. J. Sawant
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Founder Secretary

(Approved by AICTE New Delhi, DTE Mumbai & Affiliated to Savitribai Phule Pune University)
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ME (Civil Engg), Ph.D (Civil Engg)
LMISTE, LMIGS, LMIRC
LMISMTT, LMIE
Principal

Ref No. JSPM/BSIOTR/IQAC/21-22/003

Date:30/09/21

NOTICE

NOTICE OF IQAC MEETING No2 – 7^h Oct, 2020

The meeting of Internal Quality Assurance Cell (IQAC) of JSPM's Bhivarabai Sawant Institute of Technology and Research, Wagholi, Pune will be held on 7^h Oct, 2020 at 4:30 pm in Board Room. All members of IQAC are requested to attend the meeting.

The Agenda of meeting is as follows:

1. Review of previous meeting
2. Arrange induction program of first year students
3. Uploading the MOODLE Website.
4. College Discipline Monitoring:
5. Course file preparation for IInd Sem,



Copy to:

1. All above members of IQAC
2. Campus Director
3. Dean Academics
4. All Head of Departments
5. Office Superintendent

Dr. T. K. Nagaraj

Principal

(IQAC Chairperson)

PRINCIPAL

**J.S.P.M.'S Bhivarabai Sawant Institute of
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Wagholi, Pune- 412207**



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Ref No. JSPM/BSIOTR/IQAC/21 22/004

Date 07/10/2021

MINUTES OF MEETING No. 2

IQAC Meeting No.2 Dated 7th Oct, 2021

A meeting was held on 7th Oct, 2020 at 4.30 pm in meeting room. Following members of IQAC were present:

| | |
|-----------------------|----------------------|
| Dr. T K Nagaraj | Dr. Arun Patil |
| Dr. Ravi Joshi | Dr. Neelam Ghuge, |
| Mr. Rajendra Nimbargi | Dr. Pravin Kachare, |
| Mr. Prashant Mane | Dr. Yogesh Angal |
| Mr. Pritam Anuse | Ms. Rekha Kotwal |
| Mr. Sachin Kawathe | Dr. Gayatri Bhandari |
| Mr. Darshan Patil | Dr. Swati Godase |

Meeting started with welcome to all members by Prof P V Jatti, IQAC in-charge and following points were discussed:

1. Review of previous meeting:

A review of previous meeting held on 5th June 2022 was taken and confirmed.

2. Arrange induction program of first year students:

It was discussed to plan one-week Induction Program to newly admitted students by First Year Department includes seminar, essay writing, quiz competition, art competition, personality development lectures etc



3. Uploading MOODLE Website.:

It was decided to update that all faculty members upload the detail of course notes .ppt , vedio links etc institute website with all necessary and relevant information of course on MOODLE website etc.

4. College Discipline Monitoring:

It was discussed that Discipline committee has to monitor the behavior of all Teaching, non-teaching and students in the campus and follow the code of conduct circulated and available on website and maintain the healthy educational ambiance.


5. Course file preparation for IInd Sem:

It was discussed by Dr. T K Nagaraj that all faculty must prepare their individual course file for the subjects allotted to them and include assignments, unit tests questions, solved university papers. Teaching plan etc.

The meeting ended with vote of thanks by Prof P V Jatti, IQAC Coordinator


Prof. P.V. Jatti
IQAC Coordinator




Dr. T K Nagaraj
Principal
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Action Taken Report

(2nd Meeting of IQAC – A. Y. 2021-22)

| Item No. | Item | Actionable Point | Responsible Person | Work done Yes/No |
|----------|--|-------------------------------------|------------------------------|------------------|
| 1 | Review of previous meeting | Review taken | All IQAC Members | Yes |
| 2 | Arrange induction program of first year students | Plan and organize the program | Principal, FE HODs and staff | Yes |
| 3 | Uploading the MOODLE Website. | Uploading course material on MOODLE | All faculty members | Partially done |
| 4 | College Discipline Monitoring | Maintaining Discipline | All faculty members | Yes |
| 5 | Course file preparation for IInd Sem | Course file preparation | All faculty members | Yes |

Prof. R. V. Jatti
IQAC Coordinator

Dr. T.K. Nagaraj
Principal

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