



TULSIRAMJI GAIKWAD-PATIL COLLEGE OF ENGINEERING & TECHNOLOGY

Wardha Road, Nagpur - 441108
Accredited with NAAC A+ Grade & NBA Accredited (EE & ME)
Approved by AICTE, New Delhi, Govt. of Maharashtra

(An Autonomous Institution Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)



Internal Quality Assurance Cell

Ref: TGPCET/IQAC/2023-24/ 202 (B)

Date: 10/08/2023

NOTICE

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that meeting is scheduled on 19/08/2024 in JRD Tata Hall at 1.00 pm. All the members are requested to attend the meeting: the agenda of the meeting is given below.

AGENDA of Meeting

1. Introduction of Principal/ Chairman of the IQAC to the August Gathering.
2. Confirmation of Minutes of Meeting of last IQAC Meeting.
3. AQAR Submission of session 2022-23.
4. Approval of Roles and Responsibilities of Various Committees.
5. Review of NPTEL Certification for academic year 2022-23.
6. Implementation of Appraisal System.
7. Any other point with the prior permission of the Chairman.


Dean IQAC

DEAN IQAC
Tulsiramji Gaikwad-Patil
College of Engineering
and Technology, Nagpur



Chairman, IQAC
Dr. Premanand Naktode
Principal
TGPCET, Nagpur

Cc: 1) Hon'ble Chairman GPG, } for kind information
2) Hon'ble Treasurer GPG, }
3) All Directors,
4) Deans and HODs
5) All IQAC Members



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The Meeting of the Internal Quality Assurance Cell was held in offline mode on 19/08/2024 at 1:00 pm. The venue was JRD tata Hall, Building-1.

1) The following members were **Present**: -

Sr. No	Name of the Member	Designation in the Council
1.	Dr. P.L. Naktode, Principal	Chairman
2.	Prof. Pragati Patil (Vice-Principal)	Member
3.	Prof. Anup Gade (Dean, Academics UG)	Member
4.	Dr. Nitin Chore (Dean, T & P)	Member
5.	Dr. Prashant Thakare HOD Electrical Engineering Department	Member
6.	Dr. V.P. Talodhikar (HoD) Mechanical Engineering Department	Member
7.	Dr. Pratik Ghutke (Dean R&D)	Member
8.	Dr. Sandeep Gaikwad (Treasurer, GPGL)	Member
9.	Dr. Amey Khedikar (Registrar)	Member
10.	Mrs. Surekha Raut (Director, Finance)	Member
11.	Prof. Radharaman Saha (COE)	Member
12.	Mr. Mayur Dongare (Alumni Representative)	Member
13.	Mrs. Anasuya Kale Chhabraji (Local Society Representative)	Member
14.	Mr. Viviek Mishra	Employer Representative
15.	Mr. Amol Pusadkar (Industry Representative)	Member
16.	Prof. Ritesh Banpurkar, Dean IQAC	Member Secretary
17.	Dr. Snehal Abhyankar, HoD, CE	Invitees
18.	Dr. Vivek Mishra, HoD, AE	Invitees
19.	Dr. Atul Tekade, HoD, MBA	Invitees
20.	Dr. Mamta Takarkhede, HoD, Science and Humanities	Invitees
21.	Dr. Rohit Kalnake, HoD, BT	Invitees
22.	Prof. Roshan Chandekar, I/c Head, MCA	Invitees



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23.	Prof. Abhimanyu Dutonde, I/c Head, CSE	Invitees
24.	Prof. Abhay Rewatkar, Programme Coordinator, IT	Invitees
25.	Prof. Anup Bagade, Programme Coordinator, BT	Invitees
26.	Prof. Rohini Pochi, Programme Coordinator, ECE	Invitees
27.	Prof. Nadir Husain, Programme Coordinator, S&H	Invitees
28.	Dr. Aasif Baig, Programme Coordinator, CE	Invitees
29.	Prof. Sanjay Bhadke, Asst. Professor, CE	Invitees

2) The following members were granted Leave of Absence: -

Sr. No.	Name of the Member	Designation	Reason of Absence
1.	Dr. Suresh Salankar (Director Academic)	Member	Out of station due to some urgent work
2.	Mr. Mayur Dongare	Alumni Representative	Out of station due to some urgent work


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Minutes of the meeting

The meeting of IQAC with has been conducted on 19-08-2024 at 1:00 pm.

Prof. Ritesh Banpurkar, Dean of IQAC, extended a warm welcome to Dr. Sandeep Gaikwad, Treasurer of GPPI, Dr. Premanand L. Naktode, Principal, Dr. Pragati Patil, Vice-Principal, as well as all directors, deans, department heads, and IQAC members. He provided an overview of the proposed agenda for the meeting.

Following discussion/decision were held/taken in the meeting

Item-01: Introduction of Principal Chairman of the IQAC to the August Gathering.

The meeting commenced with a warm welcome to the principal Dr. P L Naktode, who was introduced as the Chairman of the IQAC. The members expressed their confidence in the leadership of the principal in driving the institution's quality initiatives. The principal highlighted the importance of collective efforts in achieving quality benchmarks and emphasized the role of IQAC in institutional growth and development.

Resolution: The Internal Quality Assurance Cell (IQAC) formally introduced the principal, who serves as the Chairman of the IQAC, to the distinguished gathering. The resolution recognized the Principal's pivotal role in steering institutional quality enhancement and fostering a culture of excellence in academic and administrative practices.

Item-02: Confirmation of Minutes of Meeting of last IQAC Meeting.

Prof. Ritesh Banpurkar provided a detailed review of the minutes from the previous meeting. He systematically revisited each agenda item discussed during that meeting. The committee members thoroughly reviewed all points addressed in the last session.

Resolution: The expert members of the IQAC committee unanimously confirmed the minutes of the previous meeting.

Item-03: Preparation AQAR of session 2022-23.

The Dean of IQAC outlined a comprehensive roadmap for the preparation of the AQAR for the academic year 2022-23. He elaborated on the various NAAC AQAR criteria and discussed relevant parameters, considering the institution's strengths and areas for improvement. Mr. Amol Pusdekar recommended forming an institute-level committee to compile data from various departments and ensure the final AQAR is submitted on or before December 31, 2023.



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Resolution: Mr. Amol Pusdekar recommended forming an institute-level committee to gather and compile data from all departments. The committee will ensure that the final AQAR is accurately prepared and submitted on or before **December 31, 2023**. The resolution was unanimously approved.

Item-04: Approval of Roles and Responsibilities of Various Committees.

Dr. Amey Khedikar, Registrar, presented the roles, responsibilities, and powers of various institute-level committees, including the Green Audit Committee, E-Waste Committee, Cultural Committee, and Science & Spirituality Development Cell, among others. All committee members expressed their satisfaction with the clearly defined roles and responsibilities assigned to each committee.

Resolution: All committee members expressed their satisfaction with the well-defined roles and responsibilities. The resolution was unanimously approved.

Item-05: Review of NPTEL Certification for academic year 2023-24.

Prof. Anup Gade, Dean Academic, presented the statistics of Faculty and Student NPTEL certifications. For the January–April session, a total of 327 faculty members successfully completed NPTEL certification, while for the July–December session, 29 faculty members achieved certification. Mr. Vivek Mishra inquired whether the institute provides any incentives for these certifications. In response, Prof. Anup Gade mentioned that the institute offers 50% reimbursement to faculty members who secure a grade of 'Elite' or higher. Dr. Amol Pusdekar suggested making it mandatory for faculty to complete at least one NPTEL certification annually as part of their yearly appraisal process. Dr. P.L. Naktode further recommended that all faculty members must complete at least one certification in the domain of Outcome-Based Education (OBE).

Resolution: It was resolved that faculty members must complete at least one NPTEL certification annually for appraisal, with a 50% reimbursement for those scoring 'Elite' or higher. Additionally, all faculty must complete one certification in Outcome-Based Education (OBE)

Item-06: Implementation of Appraisal System.

Prof. Ritesh Banpurkar, Dean IQAC, presented the detailed procedure and format for the appraisal of teaching and non-teaching staff. Dr. Sandip Gaikwad suggested including result parameters in the appraisal system, along with one research paper published in a UGC Care Journal, Scopus, or



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SCI, and making NPTEL certification mandatory for appraisal. It was decided during the meeting that appraisals will be conducted on a yearly basis instead of being limited to the academic session.

Resolution: It was resolved that appraisals will be conducted annually instead of per academic session, considering discus parameter

Item-07: Any other point with the prior permission of the Chairman.

Resolution 08: With the prior permission of the Chairman, and as there were no further agenda items for discussion, the Dean of IQAC proposed a vote of thanks and concluded the meeting.

Suggestions and Concluding Remarks:

Dr. P.L. Naktode (Principal)

- Highlighted the importance of collective efforts in achieving institutional quality benchmarks.
- Recommended that all faculty members must complete at least one certification in the domain of Outcome-Based Education (OBE).
- Approved conducting the Faculty Development Program on NEP implementation in November.

Dr. Pragati Patil (Vice-Principal)

- Instructed the Dean (Academics) Prof. Anup Gade to verify subject course files during regular interactions.
- Suggested submitting a detailed report to the IQAC after verification.
- Emphasized the importance of maintaining thorough and complete course documentation to ensure academic quality and compliance.

Dr. Sandeep Gaikwad (Treasurer, GPGI)

- Suggested including result parameters in the appraisal system.
- Recommended mandating the publication of at least one research paper in UGC Care Journal, Scopus, or SCI journals.
- Proposed making NPTEL certification mandatory for the annual appraisal process.

Mr. Amol Pusdekar



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- Recommended forming an institute-level committee to gather and compile AQAR data from all departments to ensure timely submission.
- Suggested mandating faculty to complete at least one NPTEL certification annually as part of their appraisal process.

Dean of IQAC Prof. Ritesh Banpurkar thanked all IQAC members & invitees for their suggestions & meeting was concluded at 3.00 pm.

Dean, IQAC

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Chairman, IQAC

Dr. Premanand Naktode

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ACTION TAKEN REPORT

Sr. No.	Agenda of Meeting	Suggestions	Action initiated
1	Introduction of Principal/Chairman of the IQAC to the August Gathering	-	-
2	Confirmation of Minutes of Meeting of last IQAC Meeting	-	-
3	AQAR Submission of session 2022-23.	Recommended to form an institute-level committee to gather and compile AQAR data from all departments to ensure timely submission.	Dr. P L Naktode directed Dean IQAC, Prof. Ritesh Banpurkar, to initiate the process of committee formation and submit the AQAR by December 31st, 2023.
4	Approval of Roles and Responsibilities of Various Committees	-	The Registrar commenced the dissemination of the Roles and Responsibilities of various committees.
5	Review of NPTEL Certification for academic year 2022-23.	The completion of at least one certification in outcome-based education was suggested for all institute faculty	1. A communication has been sent to all faculty members outlining the mandatory requirement of completing one NPTEL certification per year for appraisal. 2. The appraisal guidelines have been updated to include the NPTEL certification requirement as a key performance indicator.
6	Implementation of Appraisal System	Dr. Sandip Gaikwad suggested the inclusion of the following parameters in the appraisal system: <ul style="list-style-type: none">Research paper published in a UGC	Prof. Ritesh Banpurkar, Dean of IQAC, revised the appraisal system guidelines and disseminated the updated 360-degree appraisal format and the standard operating procedure



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		<p>Care Journal, Scopus, or SCI.</p> <ul style="list-style-type: none">• Completion of an NPTEL certification.	<p>for the appraisal system to all staff members.</p>
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