



Sanjivani Rural Educational Society's
SANJIVANI COLLEGE OF ENGINEERING
(An Autonomous Institution)
(Approved by AICTE, New Delhi, Accredited 'A' Grade by NAAC & Affiliated to SPPU University)
Kopargaon - 423 603, Maharashtra.



SRES/ESTT/2024/2416

March 20, 2024

NOTICE

In connection with AQAR data submission for the Academic year 2022-23 to the web portal of NAAC, Bangalore. IQAC core committee 2nd meeting is planned on **26.03.2024** to ensure the progress of the institutional quality, all the IQAC core committee members are informed to attend the meeting to verify the Data and evidences collected by SPOC members. NAAC Coordinator Dr. G Vijayakumar Prof./EE should coordinate this work. The detailed schedule for the same is as follows:

Parameters / Particulars		SPOC
Part A:	Institution data, Extended profile of the institution	Dr. S.R. Korake (Civil)
Part B:		
Criterion #1	Curricular Aspects	Dr.A.B.Pawar Dean Academics
Criterion #2	Teaching- Learning and Evaluation	Dr.A.B.Pawar Dean Academics
Criterion #3	Research, Innovations and Extension	Dr. P. William Dean R&D
Criterion #4	Infrastructure and Learning Resources	Gaikwad Ashish R (Civil)
Criterion #5	Student Support and Progression	Dr. M.V. Kulkarni Dean Student Development
Criterion #6	Governance, Leadership and Management	Mr. Y.A. Pawar (Registrar)
Criterion #7	Institutional Values and Best Practices	Mr. R N Kankrale (IT)

The uploading work should be completed in all respects by 30th March 2024

Venue : Director Office / T&P Hall

Time : 05.00 PM

Agenda: 1. Data Validation and Verification 2. Any Other Matters




Dr.A.G.Thakur
Director

Copy to All Hod's, IQAC Core team members, Dean Academics, Corporate office



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2nd IQAC CORE COMMITTEE MEETING

Members were present

DATE: 26.03.24

AY: 2023-24

Sr. No.	Department	Name of the Members	Role / Incharge	Signature
01	ECE	Prof. Dr. B. S. Agarwal	Teacher	
02	Electrical	Prof. Dr. D. B. Pardeshi	Professor & HOD	
03	IT	Dr. N. S. Patankar	- A-P	
04	M.Trx	Dr. S. M. Kadam	I/c HOD	
05	Mech.	Dr. L. S. Dhamande	Asso. Prof.	
06	Structural	Dr. N. S. Nain	Associate Prof.	
07	Civil	Dr. S. R. Kharake	Asst. Prof.	
08	COB Byan Cedl	Dr. P. N. Kalavadekar	COB	
09	Civil	Prof. A. R. Gaikwad	Asst. prof. SPOC-III	
10	IT	Dr. P. W. Wileiam	Dean. R & D	
11	DESH	Dr. B. R. Shinde	Asso. Prof & Ex. Tech	
12	Science	Dr. M. V. Kulkarni	Dean SD	
13	IT	Dr. M. B. Gawali	Dean IR	
14	ECE	Mr. Shantesh Kulkarni	IQAC Member (E.C)	
15	Civil	Dr. S. M. Ghumare	DEAN EDP	
16	Engg. Sc. & H.	Dr. S. R. Dandwate	Previous I/c of Criterion IV	
17	MBA/TSP	Dr. V. M. Titaloe	Dean TSP	





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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2023-2024 (Even Semester)

Date : 27.03.2024

Minutes of Meeting

Ref.No : SRES/ESTT/2023/2416

Meeting date: 26.03.2024

The IQAC meeting was held on 26.03.2024 at Training and Placement Hall (Offline) to discuss about NAAC AQAR data collection for Academic Year 22-23 and initiatives taken by IQAC for the last six months. The following members were present.

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2nd IQAC CORE COMMITTEE MEETING

Members were present
 AY : 2023-24

DATE : 26.03.24

Sr. No	Department	Name of the Members	Role / Incharge	Signature
01	ECE	Prof. Dr. B. S. Agarwal	Teacher	[Signature]
02	Electrical	Prof. Dr. D. B. Pardeshi	Professor & HOD	[Signature]
03	IT	Dr. N. S. Patankar	A.P.	[Signature]
04	M.Tech	Dr. S. M. Kadam	I/c HOD	[Signature]
05	Mech.	Dr. L. S. Dharmade	Asso. Prof.	[Signature]
06	Structural	Dr. N. S. Nain	Associate Prof.	[Signature]
07	Civil	Dr. S. R. Kulkarni	Asst. Prof.	[Signature]
08	Electrical	Dr. P. H. Katarade	COE	[Signature]
09	Civil	Prof. A. R. Gulkar	Asst. Prof. SPAC-III	[Signature]
10	IT	Dr. P. W. Wileam	Dean RSD	[Signature]
11	DESII	Dr. B. R. Shinde	Asso. Prof. & Ext.	[Signature]
12	Science	Dr. M. V. Kulkarni	Dean SD	[Signature]
13	IT	Dr. M. B. Ganali	Dean IR	[Signature]
14	ECE	Dr. Shreshth Kulkarni	IQAC Member (I/c)	[Signature]
15	Civil	Dr. S. M. Ghumare	DEAN EDP	[Signature]
16	Engg. & SH	Dr. S. R. Dandate	Previous I/c Extension IV	[Signature]
17	MPA/TAF	Dr. V. M. Tidake	Dean TSP	[Signature]





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Members were present: AY 2023-24 DATE: 26.03.24

Sl. No	Department	Name of the Members	Role / Incharge	Signature
18	MBA	Dr. S. S. Erhodare	HL MOD	
19	Civil	Dr. C. L. Jagurkar	HOD Civil	
20	IT	R. N. Karkande	HOD IT	

Agenda:

1. Review of Previous Minutes.
2. Progress Report on IQAC Team Initiatives.
3. Discussion on AQAR DVV for AY 2022-23.
4. Any Other Matters.

The meeting is started with a welcome address by Dr G Vijayakumar, IQAC Dean, and the following points were discussed briefed by all the members.

POINTS DISCUSSED	SUGGESTION GIVEN BY MEMBERS	REMARKS
1. Welcome Address		
- At the beginning of the IQAC meeting undersigned welcomed all the members for the Offline meeting. - Dean IQAC gave insights on IQAC initiatives and work progress so far during AY 23-24 (Last six Months).		
2. Review of minutes of 1st IQAC		
- Review of the Previous Minutes. - The implementation as per the suggestions given by the IQAC members.	Nil	The minute from previous meeting were reviewed and approved without any objections. Responsibility: Dr G Vijayakumar
3. Progress Report on IQAC Team Initiatives		
The Dean IQAC presented summary of Academic Audit, Administrative Audit, SSS survey, Facility survey, Findings, Recommendations, and Action Plan.	Dr. D B Pardeshi suggested while fixing benchmark for research paper publications parameters consider Director Sir input as per future implementation. Dr A G Thakur suggested to analysis the impact of action taken for the facility survey. Dr A G Thakur suggested to collect details from the respective incharge, if their are taken any initiatives.	Suggestion: Yes, we will plan separate meeting for finalizing the different benchmarks for evaluating Academic Audit files. Suggestion: Yes, its was accepted by all members. Suggestion: Yes, its possible Discussion needed with Director for further finalization. Responsibility: Dr G Vijayakumar



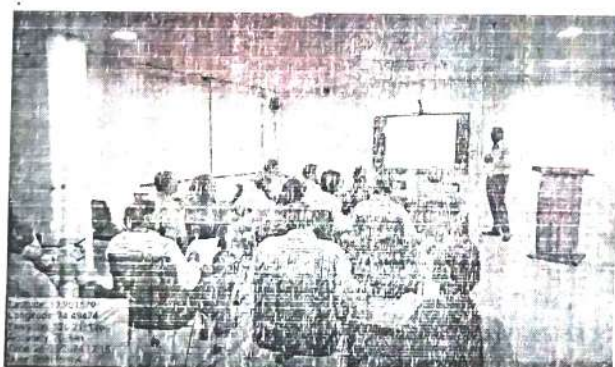


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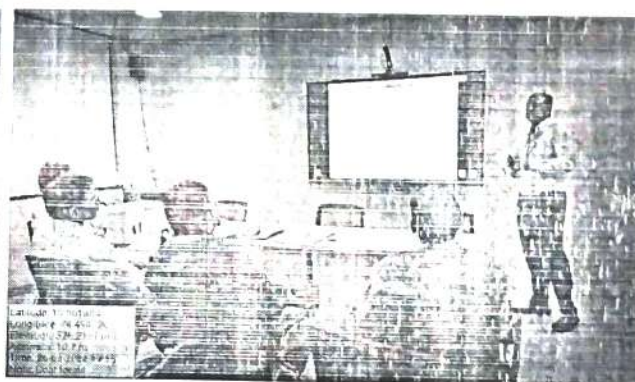


POINTS DISCUSSED	SUGGESTION GIVEN BY MEMBERS	REMARKS
4. Discussion on AQAR DVV for AY 2022-23		
The Dean IQAC presented PART A and Part B NAAC AQAR data for the AY 2022-23.	HoDs are suggested to sent the entire documents to all members through email.	Suggestion: Yes its possible, If any suggestion or comments, the members are informed to discuss with NAAC SPOC members for quality improvement. Responsibility: Part A and Part B SPOC Members.
5. Others (NAAC.2nd Cycle preparedness)		
- The Dean IQAC presented the NAAC Reforms. - How to proceed further for NAAC 2nd Cycle.	Dr A G Thakur suggested to prepare one google sheet which consist of pros and cons for present and new accreditation and do the analysis.	Suggestion: Yes its possible. In the next week we will collect the feedback from all members.

The meeting was ended with vote of thanks by IQAC Dean.



Dean IQAC presented summary of Academic Audit and Findings



Dean IQAC presented summary of SSS & infrastructure survey and Action Plan

Dr. G Vijayakumar
 Dr. G Vijayakumar

IQAC Dean



Dr. A. G. Thakur
 Dr. A. G. Thakur

IQAC Chairman & Director

Director
Sanjivani College of Engineering
Kopergaon

Sanjivani Rural Education Society's
Sanjivani College of Engineering
Kopargaon

SCOE/ESTT/2023/ 254

May 15, 2025

Circular

The Continuous Internal Assessment (CIA) Audit for Test and Activity components is scheduled to be conducted on Monday, 21st, 22nd May 2025, from 10:00 AM to 5:40 PM as per the following schedule. In this regard, all the Auditors are requested to thoroughly verify the internal marks for each course prior to their final entry into the ERP portal.

Sl. No.	Date & Day	Name of the department	Name of the Auditor
1	21.05.2025 & Wednesday	Information Technology	Dr. B.M.Shinde AP/Structural Prof. H. N. Wagh AP/Structural
2	21.05.2025 & Wednesday	Computer Engineering	Dr. S. M. Sonawane AP/S&H Prof. G. P. Dawange AP/S&H
3	21.05.2025 & Wednesday	Mechanical Engineering	Dr P V Thokal AP/EE Mr. S. K. Agrawal AP/EE
4	21.05.2025 & Wednesday	Mechatronics Engineering	Dr. N. S. Naik, ASP/Structural Dr. M. A. Sayyad, AP/ECE
5	21.05.2025 & Wednesday	Civil engineering	Dr. S. V. Bhaskar Professor/Mech Mr. P. A. Bojage AP/Mech
6	22.05.2025 & Thursday	Structural engineering	Mr. A. A. Barbind, AP/IT Dr. T. Bhaskar, ASP/CE
7	22.05.2025 & Thursday	Electrical Engineering	Dr. V. V. Sasane AP/Civil Prof. V. S. Chaudhari AP/Civil
8	22.05.2025 & Thursday	Electronics and Computer Engineering	Prof. S. A. Shivarkar AP/CE Mr. N. L. Shelake AP/IT
9	22.05.2025 & Thursday	MBA	Dr. K. C. Bhosale Asso.Prof/Mech Mr. P. W. Ingle AP/Mech
10	22.05.2025 & Thursday	Science & Humanities	Ms. P.S. Kawle AP/MBA Ms. Daisy Mudiari AP/Mechtrix

As part of the audit process, the following must be ensured:

1. Verification of CIA Test Data

- Ensure that two CIA tests have been conducted for each course.
- Ensure the Result Analysis:
 - Individual course performance or Class performance, List of failed students, Identification of slow learners
 - Indicate whether remedial classes were conducted for the above students. Attach supporting documents if applicable.

2. Mandatory Evidence Collection for Each CIA Test

- Test Notification / Circular / Notice
- Test Schedule, Question Paper
- Attendance Sheet, Sample Answer Scripts
- Final Mark Sheet (Approved by HoD)

3. Documentation for CIA Activities (Assignments, Presentations, etc.)

- CIA Activity Schedule, Attendance Sheet
- Rubrics Assessment Sheet
- Final Mark Sheet (prepared as per the rubric, and approved by HoD)

4. Format for Submission

- Kindly use the attached format for compiling and submitting your report and evidences.

DMK

*Circulate and take
sign. of all faculty*

Copy to :- All HOD's for n.a.

*Lops
19/05/25*

Registrar

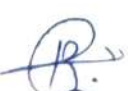
Shinde
Director 15/5/25
Sanjivani College of Engineering
Kopargaon

PTD



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Sr. No	Year & Division	Name of the faculty	Course Code & Name	T1	T2	Activity	Remarks	Sign

- 1) Dr. G. Vijayakumar 
- 2) C. P. Jadhav 
- 3) Dr. P. V. Thakur 
- 4) Mr. Wable V. C. 
- 5) P. R. Sonharde 
- 6) P. S. Dande 
- 7) D. Bhosmike 
- 8) S. K. Agrawal 
- 9) R. R. Bihare 
- 10) R. N. Hajare 

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May 15, 2025

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2. Mandatory Evidence Collection for Each CIA Test

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- Test Schedule, Question Paper
- Attendance Sheet, Sample Answer Scripts
- Final Mark Sheet (Approved by HoD)

3. Documentation for CIA Activities (Assignments, Presentations, etc.)

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- Rubrics Assessment Sheet
- Final Mark Sheet (prepared as per the rubric, and approved by HoD)

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Circulate and take
sgn. of all faculty

Copy to :- All HOD's for n.a.

Lops
19/05/2025

Registrar

Small
Director 15/5/25
Sanjivani College of Engineering
Kopargaon

PTD

CIA Audit Checklist

1. Roles & Responsibilities

Exam/CIA Coordinator/Faculty In-charge:

- Prepare complete documentation for CIA-1, CIA-2, Re-CIA, and activities.
- Ensure HoD approvals and organize documents clearly.

2. Checklist for Faculty Coordinators (Before Audit)

A. CIA TESTS (CIA 1 & CIA 2)

- Test Schedule approved by Exam Coordinator & HoD
- Sample QPs (clearly marked with CO/BTL levels)
- Attendance Sheets
- Sample Answer Scripts (weak, average, strong)
- Final Mark Sheet with HoD approval

B. Result Analysis & Learner Identification

- Course-wise result summary or year wise
- List of failed students
- Identification of slow & advanced learners
- Record of remedial actions (notices, attendance, schedule)
- Updated mark sheet post-remedial (if applicable)

C. CIA Activities (Assignments/Seminars/Projects)

- CIA Activity schedule with dates
- Attendance Sheet and C-Master entry
- Assessment Plan with Rubrics
- List of activities conducted
- Final marks sheet with HoD approval
- Activity Report (softcopy in ERP + hardcopy)

D. Re-CIA (if applicable)

- QP, attendance, and sample answer scripts
- Re-CIA mark sheet with HoD signature

3. Checklist for Auditors (During Audit)

- Verify CIA 1 & 2 conduction and documentation
- Ensure HoD approval for CIA conduction
- Check Course wise or year wise analysis, slow/advanced learners, and remedial evidence
- Review activity rubrics and attendance match

4. Final CIA Computation Formula (Out of 20 marks)

Standard Formula: $\text{Final CIA} = (\text{CIA1} + \text{CIA2} + \text{Activities}) \div 3$

If Re-CIA involved: $\text{Final CIA Score} = ((0.4 \times \text{CIA1}) + (0.6 \times \text{Re-CIA1}) + \text{CIA2}) \div 3$

Ensure formula used is mentioned in the summary sheet and approved by HoD.

Certainly. Here's a list of likely issues you may hear from departments during the CIA audit:

"We conducted only one CIA test."

"Both CIA tests were conducted online."

"We followed our department's policy for internal marks."

"We didn't calculate internal marks using the formula given by the Academic Dean."

"We haven't done result analysis or identified slow learners."

"We conducted Re-CIA, but the eligibility list or answer scripts are not available."

"The activity was Conducted in ERP, but rubrics or schedules are not uploaded."

"We evaluated students as a group, but didn't mention it in rubrics."

"Attendance sheets are not available or are unsigned."

"Only one sample answer script is available, or scripts are not graded."

"HoD approval is missing on mark sheets or question papers."

"CIA activity schedule was not prepared or approved."

"We conducted only online activities without evidence of evaluation."

"Marks available don't match rubric weightage."

Internal CIA Audit Report (21 & 22.05.2025) - Reg

1 message

Dean IQAC <deanqac@sanjivani.org.in>

Tue, Jun 3, 2025 at 4:42 PM

To: Principal COE <principalcoe@sanjivani.org.in>

Cc: coeallhod@sanjivani.org.in, Dean Academics <deanacacoe@sanjivani.org.in>

Bcc: Amit Kolhe <amitkolhe@sanjivani.org.in>, shantam@sanjivani.org.in

As part of our ongoing Academic Quality Assurance Plan, an internal audit of Continuous Internal Assessment (CIA) documentation was conducted across all departments for Semester 2 of the Academic Year 2024-25.

The audit focused on verifying the availability, completeness, and compliance of records pertaining to CIA-1, Re-CIA, CIA-2, and Activity components. This included the examination of question papers (QP), solutions, attendance records, sample answer booklets, analyses, rubrics, and supporting evidence.

We are pleased to report that most departments have adhered to the documentation requirements. The audit noted well-organized and standardized practices across departments, reflecting institutional commitment to academic quality.

Notably, the Civil Engineering department demonstrated an exemplary approach by linking CIA activities to tangible academic outcomes such as patents, project work, and publications, with clear CO mapping.

Department / Category	CIA 1	Re-CIA	CIA 2	Activity	Remarks of Auditors
Civil	Available	Available	Available	Available	Course Exit survey of all subjects coll analyzed Minor finding Faculty not available P CIA2 Examination records are not shc Auditor
Mechanical	Available	Available	Available	Available	Minor finding Faculty not available di audit for few courses (FY 2 Courses)
CE	Available	Available	Available	Available	Minor finding Faculty not available di audit for few courses (SY 2 Courses & Courses)
IT	Available	Available	Available	Available	For the activity Assessment sheet of th presentation is available only. Continu record not found Number of students per group it foun than 5 students Quality of mini project does not meet
Electrical	Available	Available	Available	Available	CIA activity documentation should be maintained group-wise instead of roll wise. Pre-approval of CIA activities with ru required for a few courses. Evidence of few courses for conducte activities like remedial classes (e.g., o seminars) should be attached.
ECE	Available	Available	Available	Available	Prepare CIA approval sheet in the beg semester by taking signature of HoD Prepare impact analysis of action take week learners' students in activity summary marksheet kindly the student signature also
Structural	Available	Available	Available	Available	Re CIA documents are not available fi course PCST208CTE
Mechatronics	Available	Available	Available	Available	Course wise list of weak learners sho prepared for all subjects Remedial classes are not conducted (5
MBA	Available	Available	Available	Available	5 CIA Conducted 1 MCQ + 4 Activity
S&H	Available	Available	Available	Available	Documentation was excellent

General Observations:



- Uniformity and clarity in internal assessment documentation were observed across all departments.
- The Civil Engineering department's structured and outcome-oriented approach to CIA activities is noteworthy.
- It is recommended to introduce a centralized Standard Operating Procedure (SOP) for addressing **advanced learners**, ensuring consistency and better academic support.
- Faculty unavailability during the audit in some departments led to incomplete verification of course-wise assessment records.

We appreciate the departments' efforts toward maintaining academic quality and request all HoDs to review the observations and take corrective actions where necessary. A follow-up compliance report will be scheduled in due course.

With Regards

Dr. G. VIJAYAKUMAR M.E., Ph.D.,
Dean IQAC
Professor / Department of EE,
Sanjivani College of Engineering,
(Autonomous),
Kopergaon, Maharashtra 423 603, India.

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Google Scholar Citation - <https://scholar.google.co.in/citations?user=ZFuPtqAAAAAJ&hl=en>

VISION

To Develop World Class Professionals through Quality Education.

MISSION

To create Academic Excellence in the field of Engineering and Management through Education, Training and Research to improve the quality of life of people.





INTERNAL QUALITY ASSURANCE CELL
Academic Year 2024-2025 (ODD Semester)

Date: 31.07.2024

Minutes of Meeting

Ref.No : SRES/ESTT/2024/511

Meeting date: 31.07.2024

The IQAC meeting was held on 31.07.2024 at Director office to discuss about NAAC 2nd cycle SSR preparation status for online submission (AY 5 years data 2019 – 2024) and initiatives taken by IQAC for the same. The following members were present. (including the Director)

Parameters / Particulars		SPOC
Part A:	Institution data, Extended profile of the institution	Dr. N S. Naik (Structural)
Part B		
Criterion #1	Curricular Aspects	Dr. A.B Pawar Dean Academics
Criterion #2	Teaching- Learning and Evaluation	Dr. A.B Pawar Dean Academics
Criterion #3	Research, Innovations and Extension	Dr. P. William Dean R&D
Criterion #4	Infrastructure and Learning Resources	Mr Gaikwad Ashish R (Civil)
Criterion #5	Student Support and Progression	Dr. M.V. Kulkarni Dean Student Development
Criterion #6	Governance, Leadership and Management	Mr. Y.A. Pawar (Registrar)
Criterion #7	Institutional Values and Best Practices	Mr. R N Kankrale (IT)

Agenda:

1. Review of Previous meetings conducted
2. Review progress on current SSR sections.
3. Identify any gaps or areas that need improvement.

The meeting is started with a welcome address by Dr G Vijayakumar, IQAC Dean. The following points were discussed briefed by all the members.

POINTS DISCUSSED	SUGGESTION GIVEN BY MEMBERS	REMARKS
1. Welcome Address		
- At the beginning of the IQAC meeting undersigned welcomed all the members for the Offline meeting. - Dean IQAC gave insights on IQAC initiatives for the same.		
2. Review of Previous meetings conducted		
- Review of the Previous Minutes. - The implementation as per the suggestions given by the IQAC members.	Nil	The minute from previous meeting were reviewed and approved without any objections. Responsibility: Dean Academics IQAC



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Review progress on current SSR sections (STATUS as on 31.07.2024 in percentage)

Part A Responsibility: Dr N S Naik	Data collection: ☒ Completed or Not Status: Completed to Maximum extent	Preserve the Evidences in the Drive (Scanned) ☒ Completed or Not Status: Completed to Maximum extent	Fill the data details in the NAAC web portal ☒ Completed or Not Status: Completed to Maximum extent	File Preparedness for Audit ☒ Completed or Not Status: Completed to Maximum extent
Criterion #1 Curricular Aspects Responsibility: Dean Academics	Data collection: 6th Aug ☒ Completed or Not Status: 50%	Preserve the Evidences in the Drive (Scanned) 8th Aug ☒ Completed or Not Status:	Fill the data details in the NAAC web portal: 10th Aug ☒ Completed or Not Status:	File Preparedness for Audit: 10th Aug ☒ Completed or Not Status:
Criterion #2 Teaching- Learning and Evaluation Responsibility: Dean Academics	Data collection: 6th Aug ☒ Completed or Not Status: 50%	Preserve the Evidences in the Drive (Scanned) 8th Aug ☒ Completed or Not Status:	Fill the data/details in the NAAC web portal: 10th Aug ☒ Completed or Not Status:	File Preparedness for Audit: 10th Aug ☒ Completed or Not Status:
Criterion #3 Research, Innovations and Extension Responsibility: Dean R&D	Data collection: ☒ Completed or Not Status:	Preserve the Evidences in the Drive (Scanned) ☒ Completed or Not Status:	Fill the data/details in the NAAC web portal: ☒ Completed or Not Status:	File Preparedness for Audit: ☒ Completed or Not Status:
Criterion #4 Infrastructure and Learning Resources Responsibility: Mr Gaikwad Ashish R (Civil)	Data collection: ☒ Completed or Not Status: 55%	Preserve the Evidences in the Drive (Scanned) ☒ Completed or Not Status: 9th Aug	Fill the data details in the NAAC web portal: ☒ Completed or Not Status: 10th Aug	File Preparedness for Audit: ☒ Completed or Not Status: 10th Aug
Criterion #5 Student Support and Progression Responsibility: Dean Student Development	Data collection: 6th Aug ☒ Completed or Not Status: 60%	Preserve the Evidences in the Drive (Scanned) ☒ Completed or Not Status: 9th Aug	Fill the data/details in the NAAC web portal: ☒ Completed or Not Status: 10th Aug	File Preparedness for Audit: ☒ Completed or Not Status: 10th Aug
Criterion #6 Governance, Leadership and Management Responsibility: Registrar	Data collection: ☒ Completed or Not Status:	Preserve the Evidences in the Drive (Scanned) ☒ Completed or Not Status:	Fill the data/details in the NAAC web portal: ☒ Completed or Not Status:	File Preparedness for Audit: ☒ Completed or Not Status:
Criterion #7 Institutional Values and Best Practices Responsibility: Mr. R N Kankrale (IT)	Data collection: 80 ☒ Completed or Not Status:	Preserve the Evidences in the Drive (Scanned) ☒ Completed or Not Status:	Fill the data details in the NAAC web portal: ☒ Completed or Not Status:	File Preparedness for Audit: ☒ Completed or Not Status:



Sanjivani Rural Educational Society's
SANJIVANI COLLEGE OF ENGINEERING

(An Autonomous Institution)

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Kopergaon - 423 603, Maharashtra.



POINTS DISCUSSED	SUGGESTION GIVEN BY MEMBERS	REMARKS
3. Identify any gaps or areas that need improvement.		
No issues	—	—

The meeting was ended with vote of thanks by Associate Dean.


31/7/24
Dr. G Vijayakumar

IQAC Dean



Dr. A. G. Thakur

IQAC Chairman & Director



Sanjivani Rural Educational Society's
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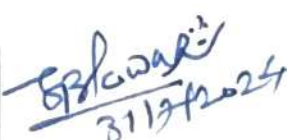
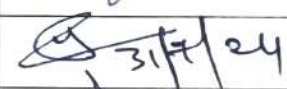
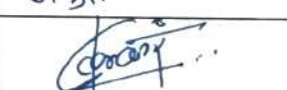
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31.07.24

Members were present

Sr. No.	Name of the Members	Role / Incharge	Signature
PART A			
1	Dr A G Thakur	IQAC Chairman	  31/07/2024
2	Dr G Vijayakumar	NAAC Coordinator	
3	Dr. N S Naik (Structural)	PART A Incharge	
4	Mr. Siddhant Kulkarni (Mechatrxs)	PART A Co-Incharge	
PART B			
6	Dr A B Pawar Academic Dean	SPOC CR 1 1. Curricular Aspects	 31/7/2024
7	Dr A B Pawar Academic Dean	SPOC CR 2 2. Teaching- Learning and Evaluation	
8	Dr P William Dean R&D	SPOC CR 3 3. Research, Innovations and Extension	 31/7/24
9	Mr Gaikwad Ashish R Civil	SPOC CR 4 4. Infrastructure and Learning Resources	 31/07/24
10	Dr. M.V. Kulkarni Dean Student Development	SPOC CR 5 5. Student Support and Progression	 31/7/24
11	Mr. Y.A. Pawar (Registrar)	SPOC CR 6 6. Governance, Leadership and Management	
12	Mr. R.N. Kankarale (IT)	SPOC CR 7 7. Institutional Values and Best Practices	 31/7/24



Minutes of Meeting

Subject: Meeting on Student Feedback Collection Process and Analysis Timelines

Date: 22.08.2024

Time: 05.00PM to 05.30PM

Venue: E106

Chairperson: Dr G Vijayakumar

Attendees:

Name of the Department	Name of the Feedback coordinator	E-Mail ID	Signature
IT	K. D. Patil	patilkanchanit@sanjivani.org.in	
CE	Dr. H. E. Khodke	khodkehcomp@sanjivani.org.in	
ECE	Mr. N. I. Bhopale	bhopalenitinece@sanjivani.org.in	
Civil	V. S. Chaudhari	chaudhari.vishal@sanjivani.org.in	
ME	Dr. S. R. Thorat	thoratsandipmeh@sanjivani.org.in	
EE			ABSENT
SE			ABSENT
Mecrx	Sidhant S. Kulkarni	kulkarnisidhantmx@sanjivani.org.in	
ES			ABSENT
MBA			ABSENT

MTX (ERP) Dr. Naveen Kumar

1. Welcome and Introduction

- The meeting commenced at 5.00 PM, chaired by Dr G Vijayakumar, who welcomed all the department feedback coordinators.
- The purpose of the meeting was outlined: to discuss and finalize the student feedback collection process and the associated timelines for submission.

2. Overview of the Feedback Collection Process

- A brief review of the previous feedback cycle was presented.





- Key updates and changes to the feedback form and collection methods were discussed. Coordinators were informed of any new features or tools to be used in this cycle.

3. Feedback Collection Timelines

- The proposed timelines for the start and end of the feedback collection were discussed.
- The coordinators agreed on the following key dates:
 - Start of Feedback Collection: First Week of Sept. 2024
 - End of Feedback Collection: Second Week of Sept. 2024

5. Data Analysis and Reporting

- The deadline for the submission of analyzed data was set as: Sept-2024, Third week

6. Final Report Submission

- The final report submission deadline was agreed upon as 17th of Sep 2024
- Discussion on the format and any additional support needed for report compilation took place, with coordinators expressing their requirements.

8. Conclusion

- The Associate Dean chairperson thanked all the participants for their valuable input and cooperation.

"During the survey do not collect the Mail ID of student"

Associate Dean

G. Mangaraj
Dean IQAC 22/8/24



Sanjivani Rural Education Society's
Sanjivani College of Engineering

At: Kopargaon, Tal: Kopargaon, Dist: Ahmednagar 423603

Ref: - SRES/SCOE/ESTT/2024/379

Date: - 03/09/2024

NOTICE

All the Dean/Associate Dean/ SPOC's of different NAAC criteria are hereby informed to be present with required documents for "Verification for NAAC SSR submission by Expert" at **Corporate Office - Meeting room** as per following schedule.

Sr. No.	SSR Criteria	Verification time	Revised data submission deadline
1.	Part-A	01:00 PM 03/09/2024	10:00 AM 04/09/2024
2.	CR-2	01:00 PM 03/09/2024	10:00 AM 04/09/2024
3.	CR-1	10:00 AM 04/09/2024	05:40 PM 04/09/2024
4.	CR-3	02:00 PM 04/09/2024	10:00 AM 05/09/2024
5.	CR-7	10:00 AM 05/09/2024	05:40 PM 05/09/2024
6.	CR-4	02:00 PM 05/09/2024	10:00 AM 06/09/2024
7.	CR-5	10:00 AM 06/09/2024	05:40 PM 06/09/2024
8.	CR-6	02:00 PM 06/09/2024	10:00 AM 07/09/2024

* In case of any changes it will be intimate to the SPOCs.

Copy to:

Criterion SPOC

Dr. G. Vijaykumar, Dr. N. S. Naik,

Dr. A. B. Pawar, Dr. P. William,

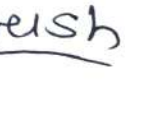
Mr. A. R. Gaikwad, Dr. M. V. Kulkarni,

Mr. Y. A. Pawar, Mr. R. N. Kankrale


Dr. A G Thakur
Director

NAAC Review Meeting

28.8.24

Sr.No.	Name of faculty.	Designation	Sign.
1	Yogesh A Pawas	Registrar	
2	Dr. M.A. Jawale	Professor & Head	
3	Dr. A.B. Pawar	Professor & Dean Acad	
4	Dr. A.S. Sayyad	Professor	
5	Dr. B.S. Agarkar	Prof. & Head ECE	
6	Dr. G. Vijayakumar	Prof EE	
7	Dr. M.V. Kulkarni	Dean SAC	
8	Dr. N.S. Naik	Assoc. Prof.	
9.	Karlorale R.N.	AP	
10.	Dr. H.E. Khodke	AP	



INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-2025 (Odd Semester) Date: 19.12.2024

Minutes of Meeting

Ref.No: SRES/ESTT/2024/1477

Meeting dated 18.12.2024

The IQAC meeting was conducted on 18th December 2024 at the Director's Office in offline mode. The agenda of the meeting included:

1. Reviewing the progress of IQAC activities.
2. Discussing initiatives undertaken by the IQAC.
3. Addressing observations and suggestions from recent Audits.
4. Any Other Matters

The following members were in attendance:

S.No	Name of Board Members	Role
1.	Hon. Nitin dada Kolhe	Chairman
2.	Dr.A.G.Thakur	Director
3.	Shri Vijay Naidu	Management Representative
4.	Dr G Vijayakumar	IQAC Coordinator
5.	Dr. B S Agarkar (Prof. & Head ECE)	Teachers Representative
6.	Dr. M A Jawale (Prof. & Head IT)	Teachers Representative
7.	Dr. A S Sayyad (Prof. & Head SE)	Teachers Representative
8.	Dr. P.M.Patare (Prof. & Head ME)	Teachers Representative
9.	Dr. R Sona (Prof. & MBA)	Teachers Representative
10.	Dr A B Pawar (Prof. & CSE)	Academic dean
11.	Dr D B Prasad. Principal Dayananda Sagar College of Engineering, Bangalore	External Auditor
12.	Dr A. Arockiarajan Professor, IITM, Chennai	External Auditor
13.	Dr. Parminder Kaur Dhingra Director IQAC, MGM University, Maharashtra	External Auditor
14.	Dr S Tanwar, Nirma University, Ahmedabad	External Auditor
15.	Dr D G Thakur, Professor DIAT, Pune	External Auditor

The meeting is started with a welcome address by Dr G Vijayakumar, IQAC Dean, and the following points were discussed briefed by all the members





Points discussed	Suggestion given by members	Remarks
1. Reviewing the progress of IQAC activities		
A report on IQAC progress was presented, covering activities related to teaching-learning and infrastructure.	Student Feedback on Teaching-Learning (SFF1&2) Shri Vijay Naidu suggested to Introduce periodic faculty feedback sessions to address recurring issues raised by students in the ERP Portal	Yes, presently we are collecting the student feedback in the ERP portal only
	Student Feedback on Infrastructure (SFIF H&D) Shri Vijay Naidu suggested to conduct a focused review of critical infrastructure gaps and libraries.	Yes, team members have suggested instructing students to increase their usage of library books and to consider allocating a specific time slot for library visits
	Members emphasized the importance of acting on feedback promptly and suggested integrating solutions into the institutional action plan	--
2. Discussing Initiatives Undertaken by the IQAC		
NBA accreditation	Create a shared checklist for all departments to streamline compliance with NBA parameters.	Yes, in-alignment with NBA and NAAC accreditation standards, we have already provided and completed the submission of 41 files. Additionally, in response to the new NBA reforms, we are in the process of preparing Standard Operating Procedures (SOPs) for all sub-criteria to ensure compliance and enhance documentation practices
NAAC 2nd Cycle SSR, DVV	Challenges in meeting DVV requirements were discussed	Emphasis on ensuring accurate data submission, adherence to timelines, and aligning documentation with NAAC standards
3. Addressing observations and suggestions from recent audits		
Continuous Internal Examination	Develop a standardized CIA framework and ensure transparency in the evaluation process.	Yes, we are following three CIA and one activity for the 100 marks scheme
AAA Audit	Target for PO Attainment: Dr. B.G. Prasad suggested setting specific targets for PO attainment, aligning them with departmental goals.	The IQAC can collaborate with departments to define clear and measurable targets for Program Outcomes (PO) in alignment with the program's objectives.





• AAA Audit	Dr. Arockiarajan proposed tracking the percentage of new courses introduced, reflecting variations in PCs and PEs, and discussing these during Academic Council meetings on an institutional or departmental basis.	Set up a centralized repository where details of new courses and their outcomes can be logged and reviewed.
	BOS Meeting Minutes: Finalize outcomes post-meeting, send minutes for approval via email, and archive signed documents with appropriate dates.	Implement a digital system (e.g., a shared drive or document management tool) to circulate meeting minutes and track approval status.
	Department Budget: Dr. B.G. Prasad emphasized providing justification for budget allocations beyond tabular formats. Clarification is needed on fund sanctioning authority and adherence to NBA expenditure formats.	Organize training sessions for department heads to help them understand how to align budget requests with accreditation standards.
	Research Projects: Noted dissatisfaction in project approval processes for EE, ECE, MBA, and Mechanical departments. Departments must streamline and improve this process.	Suggestion given to the finance committee to review and expedite the approval process for research projects.
	Faculty Research Publications: All faculty members are expected to publish at least one research paper annually in reputed SCI or Scopus-indexed journals, as per accreditation guidelines.	Introduce a monthly or quarterly research review to monitor publication progress through R&D dean
	Dr. Arockiarajan suggested defining the roles of both libraries. Department libraries should focus on specialized books and maintain proper utilization records.	A digital tracking system for library resources could be implemented to ensure transparency and efficient use
	Auditors recommended summarizing three years of incremental progress in areas such as accreditation, R&D, research funding, MoUs, events, awards, and NPTEL achievements in a summary table.	Develop a template for departments to document annual program activities and growth.
	Several MoUs in MBA, EEE, and ECE departments are inactive. Immediate action is needed to ensure meaningful collaborations and initiatives to avoid losing NAAC scores.	Create a monitoring system that tracks MoU activities, and departments should be encouraged to hold regular meetings with IHC Cell to ensure ongoing collaboration.

The meeting was ended with vote of thanks.





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Exit meet along with IQAC CORE members



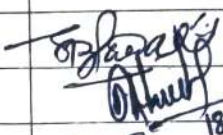
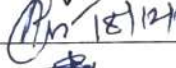
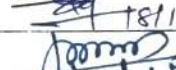
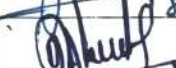
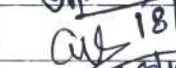
AAA Audit – Engineering Science @ 16.12.2024

G. Vijayakumar
Dr. G Vijayakumar
IQAC Dean
19/12/24



A. G. Thakur
Dr. A. G. Thakur
IQAC Chairman & Director
Director
Sanjivani College of Engineering
Kopergaon

Sanjivani Rural Education Society's
Sanjivani College of Engineering, Kopergaon
IQAC Review Meeting 18//12/2024
Attendance Sheet

Sr. No.	Name	Designation	Department	Signature
01	Hon. Nitindada Kolhe	chairman, SRES		
02	Hon. Vijay Naidu	CTO, SRES	-	
03	Dr. A. G. Thakur	Director		
04	Dr. A. B. Pawar	Dean Acad.	CSE	
05	Dr. M. A. Jawale	Head, Comp & IT	IT	
06	Dr. P. M. Patore	Head, Mech	Mech	
07	Dr. R. Sona	IQAC Member, MAA		
08	Dr. A. S. Sayyad	Head, str & civil	-	
09	Dr. B. S. Aganekar	HOD, ECE	ECE	
10	Dr. P. M. Patore	HOD Mech	Mech	
11	Dr. M. A. Jawale	HOD & prof	IT & Comp	
12	Dr. G. Vijayakumar	Prof	EE	
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SRES/ESTT/2024/1477

December 12, 2024

NOTICE

In view of the Academic and Administrative Audit (AAA) for the Academic Year 2024-25, Opening meeting is scheduled on 13.12.2024. All Head of the Department, Registrar, Academic Dean, IQAC Members are informed to attend the meeting on the same date.

Venue : Mechanical Conference Hall (Room No:112)

Time : 10.00 PM – 10.15 AM

Agenda:

1. Reviewing the progress of IQAC activities.
2. Discussing initiatives undertaken by the IQAC.
3. Addressing observations and suggestions from recent audits.
4. Any Other Matters


Director
Dr.A.G.Thakur

Copy to All HoD's IQAC Dean Academics Corporate office