



*ShriShamraoPatilYadravkar Educational and Charitable Trust's*  
**Sharad Institute of Technology College of Engineering, Yadrav**  
'NBA Accredited Programmes, Accredited with 'A' Grade by NAAC, ISO 9001:2015 Certified Institute'  
**An Autonomous Institute**

Minutes of the meeting (MOM) of **Internal Quality Assurance Cell (IQAC)** held on 25<sup>th</sup> Feb 2025, under the chairman of Dr. Sanjay. A. Khot, Principal, SITCOE, Yadrav.

The IQAC Coordinator welcomed all members present for IQAC meeting. Principal Dr. Sanjay. A. Khot greeted Dr.Pooja Bagane & Mr. Milind Biradar for their valuable presence for meeting.

**Agenda of the meeting and resolutions are as follows:**

**Agenda Item No.1:** Welcome of IQAC Cell members

**Discussion:** Chairman Dr Snajay A Khot, Member Secretary Dr. Sachin. S. Gurav extended a warm welcome to all present members and dignitaries.

**Agenda Item No.2:** To read & confirm and approve the minutes of meetings of IQAC held on 09<sup>th</sup> Aug 2023.

**Discussion:** Member Secretary Dr. Sachin. S. Gurav presented action taken report of the previous meeting held on 9th July 2024.

**Resolution:** The members of the Internal Quality Assurance Committee (IQAC) confirmed, read and unanimously approved by all members held on 09<sup>th</sup> July 2024.

**Agenda Item No.3:** To consider and approve the Approval of AQAR Report for the Year 2023-24.

**Discussion:** Dr. Sachin.S.Gurav, IQAC Coordinator, briefed about the Annual Quality Assurance Report (AQAR) for 2023-24 was presented. After detailed review and discussion, the report was approved. Committee members showed keen interest and appreciated about AQAR.

**Agenda Item No.4:** Discussion on New Evaluation Guidelines about NBA (TIER-I)

**Discussion:** Dr.Pooja Bagane briefed about New evaluation guidelines for NBA (TIER-I) accreditation were discussed. The IQAC recommended forming a dedicated task force to ensure implementation of the revised guidelines in line with OBE (Outcome-Based Education) standards. Mr. Milind Biradar shared key guidelines on Sustainable Development Goals.





*ShriShamraoPatilYadavkar Educational and Charitable Trust's*  
**Sharad Institute of Technology College of Engineering, Yadrav**  
'NBA Accredited Programmes, Accredited with 'A' Grade by NAAC, ISO 9001:2015 Certified Institute'  
**An Autonomous Institute**

The meeting included a comprehensive discussion on the newly released evaluation guidelines for NBA (TIER-I) accreditation. Key highlights of the discussion are as follows:

- The revised NBA guidelines place a strong emphasis on **Outcome-Based Education (OBE)** and student-centric evaluation methods.
- Members noted the changes in **assessment parameters**, especially with respect to **Program Outcomes (POs)**, **Program Specific Outcomes (PSOs)**, and **Course Outcomes (COs)**.
- The importance of effective **Course File documentation**, **internal audits**, and **continuous assessment processes** was stressed to meet compliance with the updated framework.
- The need for **faculty sensitization and training** on the new framework was also recognized to ensure proper implementation.

**Resolution:**

- The IQAC unanimously recommended the formation of a dedicated NBA Task Force consisting of department coordinators, senior faculty, and administrative staff.
- This task force will be responsible for:
  - Preparing an action plan for implementation across departments.
  - Organizing workshops and awareness sessions on OBE and NBA standards.
  - Monitoring and reviewing progress toward NBA compliance periodically.

The committee emphasized timely execution to align the institution's processes with the new NBA (TIER-I) accreditation norms and to enhance the overall academic quality.

**Agenda Item No. 5:** To discuss Research and development Activities of Academic Year 2023-24.

**Discussion:** Member Secretary Dr Sachin S Gurav highlighted the Institute Research Promotion Scheme for the Academic Year 2023 - 2024. Also he presented last year publication details as well as institute Research Promotion Scheme for Conference, Book & Book Chapter, Intellectual Property Rights (IPR) Policy, Copyright, Travel Grant for above listed parts as well as Incentives in reputed publications etc.





*ShriShamraoPatilYadravkar Educational and Charitable Trust's*  
**Sharad Institute of Technology College of Engineering, Yadrav**  
'NBA Accredited Programmes, Accredited with 'A' Grade by NAAC, ISO 9001:2015 Certified Institute'  
**An Autonomous Institute**

**Funding Proposals** Research and Development Cell should create awareness among faculty members regarding funding opportunities by various agencies. R&D coordinator circulated various funding schemes to all faculties.

- Members reviewed the R&D activities undertaken during the year.
- Suggestions were made to enhance interdisciplinary research and encourage faculty to publish in high-impact journals.
- A proposal to organize a national-level research symposium was discussed.

The committee reviewed the Research and Development (R&D) initiatives carried out during the academic year 2023-24. The highlights of the discussion are as follows:

- A summary of faculty publications, patents filed, and ongoing research projects was presented by the R&D coordinator.
- The committee appreciated the progress made in research output but emphasized the need to increase **interdisciplinary collaborations** within and across departments.
- Members encouraged faculty to target **high-impact journals and reputed conferences** for publishing research work, especially those indexed in Scopus and Web of Science.
- Suggestions were made to:
  - Establish **research clusters** focused on key areas like sustainability, AI & ML, IoT, and renewable energy.
  - Promote **student involvement in faculty-led research projects** to strengthen a research culture at the undergraduate level.
  - Explore **MOUs with research institutions and industry partners** to foster joint research and access to advanced labs.



### **Agenda Item No.6 Funding Proposals (Sponsored Research) and Consultancy Work**

**Discussion:** Ongoing and proposed funding projects were reviewed. The need to increase participation in government and industry-sponsored research was emphasized. A strategy to promote consultancy work through industry collaboration was proposed.

The committee reviewed the current status of sponsored research projects and consultancy work across departments. The discussion included the following points:

- Updates were presented on **ongoing funded research projects** and **new proposals submitted** to agencies such as AICTE, DST, and UGC.
- It was noted that while there has been progress, there is considerable **scope for improvement in participation** in both government and industry-sponsored research.
- The committee encouraged faculty to **actively seek external funding opportunities**, with support from the R&D cell for proposal writing and submission.
- Members suggested organizing **training sessions and expert talks** on drafting quality research proposals and navigating funding application processes.

### **Recommendations & Strategy:**

- A dedicated team within the R&D cell should:
  - Monitor and circulate notifications for available grants and funding schemes.
  - Assist departments in preparing and submitting competitive proposals.
- To boost consultancy work, the committee recommended:
  - Establishing stronger ties with local industries through MOUs.
  - Showcasing institutional expertise and laboratory facilities to potential industry clients.
  - Developing a structured consultancy policy with transparent procedures and incentives for faculty.

The IQAC emphasized that both sponsored research and consultancy activities are critical indicators of institutional quality and should be prioritized.





*Shri Shamrao Patil Yadavkar Educational and Charitable Trust's*  
**Sharad Institute of Technology College of Engineering, Yadrav**  
'NBA Accredited Programmes, Accredited with 'A' Grade by NAAC, ISO 9001:2015 Certified Institute'  
**An Autonomous Institute**

**Agenda Item No.7:** Any other issues with permission of chair.

**Discussion:** Member Secretary Dr. Sachin. S. Gurav presented the summary of the AQAR 2023– 2024. He also informed that submission of AQAR 2023-24 is uploaded on HEIs portal.

**Discussion:** Dr Pooja Bagane gave suggestion to improve R & D activities in the institute. She also suggested inculcating practical approach in curriculum. Collaborate with industry for R&D. She suggested that every department should prepare Scopus/SCI journal list and circulate among all faculties. Also give the benefits of Research Promotion Scheme benefits to all students.

Mr.Milind Biradar gave suggestion to improve Internship activities. He also suggested collaborate with Industry for Internship, gave suggestion to about NEP guidelines to add maximum Industry related activities in Syllabus. The members appreciated the initiatives taken and expressed their commitment to furthering quality in academics and research

The Principal appreciated the efforts of the IQAC team and encouraged continuous improvement.

The meeting concluded with a vote of thanks by the Dr.K Hussain HOD Electrical.

**IQAC Coordinator**

Dr. S. S. Gurav



**Chairman**

Dr. Sanjay A. Khot