



Ref. PREC/IQAC/18-19/

Date: 28/05/2019

**NOTICE**

A meeting of IQAC cell is scheduled on **30 May 2019** at 2.30pm at principal cabin.  
The agenda of meeting is as follows

**Agenda**

1. Review of Previous Meeting
2. NBA Accreditation
3. Research and development activity
4. Faculty dress code
5. Result analysis
6. Feedback analysis

So all Head of Department and IQAC Committee member are here by informed to attend the meeting

Thanking you

Prof M.S.Mhaske/G.R.Suryawanshi  
IQAC

Dr. S. M. Gulhane  
PRINCIPAL

Principal  
Pravara Rural Engineering  
College, Loni



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**PRAVARA RURAL EDUCATION SOCIETY  
PRAVARA RURAL ENGINEERING COLLEGE**

**LONI**

Minutes Of Meeting	Date:30.05.2019.	Time: 02:30 PM	Venue: Principal Cabin
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Chairman Of Meeting	Dr. S. M. Gulhane
Type Of Meeting	IQAC Meeting

**ATTENDED BY:**

Sr. No	Name	Designation	Sr. No	Name	Designation
1	Dr. S. M. Turakane	HOD E&TC	8	Mr. R P Amle	HOD Civil
2	Dr. C. B. Kadu	HOD Instru	9	Dr. R W Gaikwad	IQAC
3	Dr. S B Tambe	HOD Comp	10	Mr. S. A. Shaikh	Dean Academic
4	Mrs. G R Suryavanshi	IT	11	Dr. A. R. Warade	TPO
5	Mrs. S. S. Lavhate	Elec Engg	12	Dr. L. B. Abhang	FE Admission Coord.
6	Mr. R RKharde	HOD Mech	13	Mr. B M Pansare	Registrar
7	Dr. S. B. Magar	Chem	14		

<b>1. Agenda Point: Review of previous Meeting</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> Principal sir welcomes all HODs and has taken review of last meeting and discusses the planning of the upcoming semester.	
<b>Conclusion :-</b> Review taken and planning was done	
<b>Action Taken</b>	<b>Person Responsible</b>
Implementation and planning of various activities	IQAC & All HODs
<b>2. Agenda Point: NBA Accreditation</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<ul style="list-style-type: none"><li>• Discussion: Principal sir explained the NBA tier- II marking scheme of each criteria and sub criteria along with formula based marks of criteria as well as quality and quantitative based assessment. Sir advised all faculties to improve research work and publication through student's projects.</li><li>• Principal sir told NBA Coordinator to prepare NBA timeline which will be submitted for approval to HO. Sir has enlisted the task that are completed till date and to be completed in stipulated time span.</li></ul>	
<b>Conclusion :-</b> Assessment of NBA tier -II structure and Improvement in research work and Need to Follow NBA time line	
<b>Action Taken</b>	<b>Person Responsible</b>
	All faculty/HOD/NBA Coordinator
<b>3. Agenda Point: Research and development activity</b>	<b>Presenter : Dr. S. M. Gulhane</b>

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<b>Discussion:</b> All faculties are instructed to get involved in the research and development activity. Final year project should be from the field of R&D in the respective department. Faculty should visit the industries to upgrade their knowledge. Also it is expected that each faculty should publish one paper in a year in reputed journal or conference.	
<b>Conclusion :-</b>	
<b>Action Taken</b>	<b>Person Responsible</b>
	All faculty
<b>4. Agenda Point: Faculty dress code</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> All faculties should follow the dress code. All HODs are instructed to see the strict implementation of dress code, also the name of defaulters is to be communicated on daily basis to the establishment section.	
<b>Conclusion :-</b>	
<b>Action Taken</b>	<b>Person Responsible</b>
	All faculty
<b>5. Agenda Point: Term work assessment</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> Internal marks assessment at the end of semester should be done as per the prescribed procedure. The internal and external assessment marks for all students and for all subjects should be verified by head of department. All faculties should finalize the internal assessment marks in consultation with head of department only. For internal term work assessment HOD should verify the marks from principal sir.	
<b>Conclusion :-</b>	
<b>Action Taken</b>	<b>Person Responsible</b>
	All faculty
<b>6. Agenda Point: Feedback Analysis</b>	<b>Presenter : Mr. M.S. Mhaske</b>
<b>Discussion:</b> Stakeholder feedback collected in year 2018-19 and the feedback analysis is discussed.	
<b>Conclusion :-</b> IQAC coordinator prepares the action taken report of the feedback analysis and forward to the management for further CDC meeting.	
<b>Action Taken</b>	<b>Person Responsible</b>
Submission of the action report of the feedback analysis to the management	IQAC Coordinator

Meeting concluded with thanks to the Chair and the members.

Prof M.S.Mhaske/G.R.Suryawanshi  
IQAC

Dr. S. M. Gulhane  
PRINCIPAL

Principal  
Pravara Rural Engineering College  
Loni



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Ref: PREC/2018-19/6653/3

Date: 21/08/2018

Notice


All the Criteria –II & III coordinators of department Dean Academic, NBA Coordinator and FE Coordinator are hereby inform that, meeting is arranged on 24.08.2018 at conference hall, 2.00 pm.

Agenda


1. Revive and suggestions on Criteria II Processes.
2. Target Set for Co attainment process
3. To Decide Faculty Feedback Score (FFS) calculation process
4. Any other

Kindly attend the meeting

Thanking You

  
Dr. R.W. Gaikwad  
IQAC



  
Dr. Y.R. Kharde  
Principal  
Principal  
Pravara Rural Engineering  
College, Loni

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Ref:- PREC/2018-19/ 67115 } 1

Date: 27.08.2018

Date Of Meeting	Date: 24.08.2018	Time: 02.00 PM	Venue: Conference hall
Chairman Of Meeting	Dr. Y.R.Kharde		
Type Of Meeting	IQAC Meeting		
MOM By	Mr. M.S.Mhaske		

**ATTENDED BY:**

Sr. No	Name	Designation
1.	Dr. Y.R.Kharde	Principal
2.	Dr. C. B. Kadu	HOD Instrumentation and Control NBA Coordinator
3.	Mr. S. A. Shaikh	NAAC Coordinator Electronics
4.	Mr. M. S. Mhaske	Dept. criteria III Coordinator, Chemical
5.	Mr. S. D. Jondhale	Criteria II, Coordinator
6.	Mr. N. M. Lokhande	Dept. criteria II Coordinator, Instrumentation
7.	Dr. S.A.Misal	HOD, Chemical
8.	Mr. K.N.Zambre	Dept. criteria III Coordinator, Civil
9.	Miss S.V.Shelke	Dept. criteria III Coordinator, Mechanical
10.	Mr.A.P.Londhe	FE Coordinator
11.	Dr. R.W.Gaikwad	IQAC Coordinator

**Agenda Point 1: Review of NBA criteria II processes.**

**Discussion:**

1. Process used for identification of curriculum gaps is reviewed and following suggestions are given.
  - a) After identifying curricular gap, if gap is resolvable by syllabus revision then such gaps are reported to BOS of university for further action.
  - b) If gap is resolvable at institute level then such gaps are reported to HOD for further actions.



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2. The bright students are named as fast learner. Fast learner students are identified based on previous year's university examination results. First five students having result SGPA  $\geq 7.5$  are treated as fast learners. The fast learner students are encouraged to attend the conference/training/workshop/seminar or intercollege Fest/State & National Events etc. Process is shown below figure.

3. The weak students are named as slow learner. Slow learner students are identified based on previous years university examination result. Last five students having result SGPA  $< 5.5$  or fail in one or more subjects are treated as slow learners. The slow learner students are assigned extra assignment.

4. Experiments are evaluated for 10 marks each as per below rubrics:

A- Attendance= 03 marks

P- Performance=04 marks

J- Journal=03 marks

5. Theory assignments are evaluated for 10 marks. (No of assignments=03, One assignment on two units)

6. Class test 1 (on Unit-I & II) test 2 (on Unit-III & IV) are conducted and evaluated for 30 marks each.

7. Prelim exam (End Sem) is conducted and evaluated for 70/50 marks as per syllabus pattern.

Action Taken	All Concern Heads and respective criteria coordinator circulate and implement the discussion above.
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#### Agenda Point 2: Review of NBA criteria III & Set Target.

The target set of CO is decided based on previous academic year average performance index.

##### 1. For Theory courses –

The initial target set for theory courses and criteria for enhancement of attainment level is Presented in Table (a)



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Internal Quality Assurance Cell

Minutes Of Meeting	Date: 14.12.2018	Time: 3.00 PM	Venue: Blue Seminar Hall Prec Loni
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Chairman Of Meeting	Dr. Y.R.Kharde
Type Of Meeting	IQAC Meeting
MOM By	Dr. R.W.Gaikwad (IQAC Coordinator)

ATTENDED BY:

1	Dr. Y.R.Kharde	2	Mr. R.R. Kharde
3	Dr. S. M. Turakane	4	Dr. R.W. Gaikwad
5	Dr. C. B. Kadu	6	Mr. R. P. Amle
7	Dr. S. B. Tambe	8	Mr. S. M. Rokade
9	Mrs. S. Arote	10	Mrs. S. Y. Raut
11	Teaching Staff members		

1. Agenda Point: Review & Action taken of Previous meeting		Presenter : Dr. R.W.Gaikwad
Discussion & Review of last IQAC meeting & planning of various activities for next semester		
Conclusion :- Planning & steps to be taken to improve the quality of academics and overall institute growth.		
Action Taken	Person Responsible	Deadline
Implementation & planning of various activities	IQAC Coordinator & All Heads	28 Dec 2018
2. Agenda Point: Portfolio Distribution		Presenter : Dr. Y.R.Kharde



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Table (a)

Class	Initial Target set for COs attainment in %	Criteria for attainment level enhancement & remedial action
FF & SE	50	<ul style="list-style-type: none"><li>• If attainment of CO is achieved, and the gap is greater than or equal to -10, then increase set attainment target by 5 for the next academic year</li><li>• If attainment of CO is achieved, and the gap is less than -10, then retain set attainment target of CO for next academic year</li><li>• If the gap is positive, then suggest remedies to bridge the gap.</li><li>• Whenever university pattern is revised, initial target reset to 50.</li></ul>
TE & BE	60	<ul style="list-style-type: none"><li>• If attainment of CO is achieved, and the gap is greater than or equal to -10, then increase set attainment target by 5 for the next academic year.</li><li>• If attainment of CO is achieved, and the gap is less than -10, then retain set attainment target of CO for the next academic year.</li><li>• If the gap is positive, then suggest remedies to bridge the gap.</li><li>• Whenever university pattern is revised, initial target reset to 60.</li></ul>
Action Taken		All Concern Heads and respective criteria coordinator circulate and implement the decision above.

2. For Laboratory courses –

The initial target for laboratory courses and criteria for enhancement of attainment level is presented in Table (b)

Table (b)

Class	Initial Target for COs attainment in %	Criteria for attainment level enhancement & remedial action
FE, SE, TE & BE	70	<ul style="list-style-type: none"><li>• If attainment of CO is achieved, and the gap is greater than or equal to -10, then increase set attainment target by 5 for the next academic year.</li><li>• If attainment of CO is achieved, and the gap is less than -10, then retain set attainment target of CO for the next academic year.</li><li>• If the gap is positive, then suggest remedies to bridge the gap.</li><li>• Whenever university pattern is revised, initial target reset to 70.</li></ul>
Action Taken		All Concern Heads and respective criteria coordinator circulate and implement the decision above.



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PRAVARA RURAL ENGINEERING COLLEGE

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Agenda Point 3: To Decide Faculty Feedback Score (FFS) calculation process

$$\% \text{ Faculty Feedback Score (FFS)} = \frac{(5 \times A) + (4 \times B) + (3 \times C) + (2 \times D) + (1 \times E)}{5 \times \text{No. of responses} \times \text{No. of questions}} \times 100$$

A: Excellent, B: Very Good, C: Good, D: Average, and E: Below average

Action Taken	Dean Academics, all heads and respective criteria coordinator circulate and implement the discussion above.
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Dr. R.W. Gaikwad  
IQAC



  
Dr. Y.R. Kharde  
Principal  
Pravara Rural Engineering  
College, Loni

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Ref: PREC/IQAC/278

Date: 10/12/2018

Notice

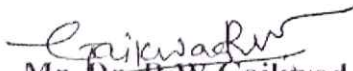
A meeting of IQAC cell is schedule on 14 December 2018 at 3.00 pm in Blue seminar hall. And the agenda of meeting as follows,

Agenda

1. Review & Action taken of Previous meeting
2. Portfolio Distribution
3. Academic Calendar Sem-II
4. Time Table & Work pleasure
5. College Uniform/ Vehicle parking data
6. Planning of students activities.
7. Review of NAAC Work
8. Professional body Membership of faculties
9. Any other

So all Heads of department and teaching faculty are hereby informed to attend the meeting

Thanking You

  
Mr. Dr. R.W. Gaikwad  
IQAC



  
Dr. Y.R. Kharde  
Principal  
Pravara Rural Engineering  
College, Loni  
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Discussion: Principal sir told all faculty members about various portfolio distribution and the responsibilities of each		
Conclusion :-Faculty assigned for is should work accordingly and submit report at the end of semester		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Distribution of various portfolio & their responsibility	All faculty members	
<b>3. Agenda Point: Academic Calendar Sem-II</b>		<b>Presenter : Dr. Y.R.Kharde</b>
Discussion: Preparation of academic calendar of college. Then circulate to department for preparation of their academic calendar		
Conclusion :- To prepare academic calendar for sem -II and upload it on college website		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Preparation of academic calendar	IQAC Coordinator & Dean Academics	27 Dec 2018
<b>4. Agenda Point: Time Table &amp; Work pleasure</b>		<b>Presenter : Dr. Y.R.Kharde</b>
Discussion: Preparation of workload and Class time table		
Conclusion: - It is informed to all heads to calculate Workload ,give the subject choice and distribute the workload of Sem -II and prepare time table		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Preparation of workload and Class time table	Academic Dean. All heads of Department	28 Dec 2018
<b>5. Agenda Point: College Uniform/ Vehicle parking data</b>		<b>Presenter : Dr. Y.R.Kharde</b>
Discussion: Principal sir has instructed to all faculty members that from 1st Jan 2019 every one has to be in proper dress code and college ID card is compulsory to all staff. Sir told to all staff members about vehicle parking for staff & students		
Conclusion: - Dress code need to follow form 1st Jan. 2019		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
	All faculty members	
<b>6. Agenda Point -Planning of students activities</b>		<b>Presenter -Dr. Y.R.Kharde</b>
Discussion - Proper planning and implementation of various activities at micro level. Also consider student involvement during the planning		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Each department must have their own planning and implementation of various activities	HOD, Departmental coordinator & IQAC	Monthly update and ATR submitted to IQAC





<b>7. Agenda Point - Review of NAAC Work progress</b>		<b>Presenter : Dr. Y.R.Kharde</b>
Discussion – <ul style="list-style-type: none"><li>• Submit the criteria related files to IQAC</li><li>• Department was instructed to maintain criteria wise file and their proofs</li><li>• Display of Mission vision &amp; Goals with institute mission vision should be displayed on every notice board</li><li>• Prepare Criteria wise presentation as per the format provided by IQAC by 5<sup>th</sup> Jan 2019</li><li>• Display Classroom &amp; Lab utilization Time Table</li><li>• One page Bio-data should be prepare by each faculty</li><li>• Laboratory Display board must be updated</li></ul>		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
	<b>All head of department &amp; Criteria Coordinators</b>	<b>10 Jan 2019</b>
<b>8. Professional body Membership of faculties</b>		<b>Presenter : Dr. Y.R.Kharde</b>
Discussion – Every faculty member should have at least one membership of professional body		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Faculty membership for professional body	All HOD's	15 Feb 2019

Meeting concluded with thanks to the Chair and the members.



  
Dr. Y.R. Kharde  
Principal  
Pravara Rural Engineering  
College, Loni  
Principal  
Pravara Rural Engineering  
College, Loni



Ref. PREC/IQAC/18-19/

Date: 08/03/19

**NOTICE**

A meeting of IQAC cell is scheduled on 8 March 2019 at 2.30pm at conference room.  
The agenda of meeting is as follows

**Agenda**


1. Syllabus coverage
2. Time table schedule
3. Sanction of leave
4. Monitoring of theory and practical coverage
5. Budget proposal

So all Head of Department and IQAC Committee member are here by informed to attend the meeting

Thanking you

  
Dr. R W Gaikwad  
IQAC



  
Dr. S. M. Gulhane  
PRINCIPAL  
Principal  
Pravara Rural Engineering  
College, Loni

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Minutes Of Meeting	Date:08.03.2019	Time: 02.30 PM	Venue: Principal Cabin
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Chairman Of Meeting	Dr. S. M. Gulhane
Type Of Meeting	IQAC Meeting

**ATTENDED BY:**

Sr. No	Name	Designation	Sr. No	Name	Designation
1	Dr. S. M. Turakane	HOD E&TC	8	Mr. R P Amle	HOD Civil
2	Dr. C. B. Kadu	HOD Instru	9	Dr. R W Gaikwad	IQAC
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5	Mrs. S. S. Lavhate	Elec Engg	12	Dr. L. B. Abhang	FE Admission Coord.
6	Mr. R RKharde	HOD Mech	13	Mr. B M Pansare	Registrar
7	Dr. S. B. Magar	Chem	14		

<b>1. Agenda Point: Syllabus coverage</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> HOD given information that almost 04 units of all subject of FE and SE is completed and TE and BR 3-3.5 units are completed. Principal sir instructed that there will be prelim exam in the first week of April by this time all 6 units should be completed.	
<b>Conclusion :-</b> Makeup classes are to be included in time table to complete syllabus.	
<b>Action Taken</b>	<b>Person Responsible</b>
<b>2. Agenda Point: Time table schedule</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> since 11 <sup>th</sup> to 16 <sup>th</sup> there is insem exam the rigorous teaching and learning process from morning 9 to 5pm is to be carried out from 18 <sup>th</sup> to end of the session. During this period no leave will be sanction to the teacher.	
<b>Conclusion: -</b> the rigorous teaching and learning process from morning 9 to 5pm is to be carried out from 18 <sup>th</sup> to end of the session.	
<b>Action Taken</b>	<b>Person Responsible</b>
	All faculty/Mentor
<b>3. Agenda Point: Sanction of leave</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> it is the practice to sanction the leave of staff member by HOD and submit directly to the office. The principle has instructed to get the signature of principal too by the respective teacher on the leave card and make the alternative arrangement while going on the leave.The leave cards are to be get signed during 4.00 to 5:00 p.m. by the principal.	
<b>Conclusion :-</b>	

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Action Taken	Person Responsible
	All faculty
<b>4. Agenda Point: Monitoring of theory and practical coverage</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> There is casual practice to monitor the syllabus coverage. The principal has interested to have the format for weekly monitoring of the theory and practical coverage	
<b>Conclusion :-</b> All HODs are informed to have the format for weekly monitoring of the theory and practical coverage.	
Action Taken	Person Responsible
	All faculty
<b>5. Agenda Point: Budget proposal</b>	<b>Presenter : Dr. S. M. Gulhane</b>
<b>Discussion:</b> Principal discussed the points that are covered in the budget meeting held on 7 <sup>th</sup> March at Head Office. All the HODs have already submitted their requirement for the preparation of budget.	
<b>Conclusion :-</b> The principal has instructed to have discussion with each HOD for finalizing the requirement	
Action Taken	Person Responsible
	All faculty

Meeting concluded with thanks to the Chair and the members.

  
Dr. R. W. Gaikwad  
IQAC



  
Dr. S. M. Gulhane  
Principal  
Pravara Rural Engineering  
College, Loni

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Ref: PREC/IQAC/379

Date: 22/04/2019

Notice


A meeting of IQAC cell is schedule on **26 April 2019** at 2.30 pm in Conference hall. And the agenda of meeting as follows,

Agenda

1. Review of Previous Meeting
2. Action taken report on SSR & PEER Team
3. Campus Cleaning
4. Academic Monitoring and Review of work Academic Calendar Sem-II
5. Dress code
6. FE ,DSE & PG Admission 2019-20
7. Organization of events on the occasion of Hon'ble Chairman's birthday on 15 June 2019
8. Examination reform as per Blooms taxonomy:
9. NBA requirement analysis
10. Any other

So all Heads of department are hereby informed to attend the meeting

Thanking You

  
Mr. M.S. Mhaske/G.R. Suryawanshi  
IQAC

  
G. R. Suryawanshi



  
Dr. S.M. Gulhane  
Principal  
Pravara Rural Engineering  
Principal  
Pravara Rural Engineering  
College, Loni

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Minutes of Meeting

Minutes of Meeting	DATE:26/04/2019	TIME: 2.30PM	VENUE: Conference Hall
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Chair person	Dr. S. M. Gulhane, Principal PREC Loni
Type of Meeting	HOD Meeting
MOM By	Mr. M.S.Mhaske/ Mr. G. R. Suryawanshi, IQAC

Attended by:

Sr. No	Name of the Member	Designation
1	Dr. S. M. Gulhane	Principal
2	Prof. R.R. Kharde	HOD, Mech
3	Dr. S. M. Turakane	HOD, ETC
4	Dr. C. B. Kadu	HOD, Instru
5	Prof. S. B. Magar	Representative, Chem
6	Prof. R. P. Amle	HOD, Civil
7	Dr. S. B. Tambe	HOD, Comp
8	Mrs. S. Arote	HOD, Elex
9	Mrs. S. Y. Raut	HOD, IT
10	Prof. A. P. Londhe	Dean, FE
11	Prof. S. A. Shaikh	Academic Coordinator
14	Mr. M.S.Mhaske	IQAC
15	Mr. G. R. Suryawanshi	IQAC
16	Admission Coordinator	
17	Mr. B.R.Mhaske	Chemistry Dept



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POINTS FOR DISCUSSION

<b>1. Agenda Point:</b> Review of Previous Meeting		<b>Presenter :</b> Dr. S. M. Gulhane
Discussion & Review of last IQAC meeting was held on 14 Dec 2018 & planning of various activities for next semester		
Conclusion :- Reviewed activities & initiatives taken by IQAC be taken to improve the quality of academics and overall institute growth.		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Implementation & planning of various activities	IQAC Coordinator & All Heads	
<b>2. Agenda Point:</b> Action taken report on SSR & PEER Team		<b>Presenter :</b> Dr. S. M. Gulhane
<b>Discussion:</b> <ul style="list-style-type: none"><li>• Review of strength &amp; weaknesses of each department.</li><li>• Each department should analyze criteria wise and make a plan throughout the year.</li><li>• Prepare micro planning to achieve the goals sets by institute.</li></ul>		
<b>Conclusion:</b> <ul style="list-style-type: none"><li>• Identified the weaknesses of department for further improvement</li><li>• Conduct Monthly department meeting.</li></ul>		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Improvement & scheduling academic activities & its planning & implementation	All Heads of department, Concern authority	Throughout the semester
<b>3. Agenda Point:</b> Campus Cleaning Committee Report		<b>Presenter :</b> Dr. S. M. Gulhane
<b>Discussion:</b> As per PRES guidelines campus cleaning monitoring committee visited PREC. Principal sir briefed about committee report and appreciated all supporting staff for their efforts taken to keep campus clean.		
<b>Conclusion:</b> Keep campus clean with the help of peon		
<b>Action Taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
	Civil Maintenance Department	Throughout semester
<b>4. Agenda Point:</b> Academic Monitoring and Review of work		<b>Presenter :</b> Dr. S. M. Gulhane
<b>Discussion:</b> Academic monitoring coordinator narrated details about academic time table, load distribution and online teaching. Principal sir has given suggestion to all HOD's to allocated		

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senior staff to junior classes. For the internal assessment the rational attendance marking scheme discussed. Principal sir informed all HOD about daily and monthly activity monitoring format which need to feel by all HOD accordingly.

**Conclusion :** Online teaching activity will be started form 15.06.19 and monitoring of it will be taken care by Academic coordinator. Daily and monthly activity report of HOD need to feel online .

Action Taken	Person Responsible	Deadline
	Mr. S. A. Shaikh (Academic Coordinator )	

**5. Agenda Point:** Dress code **Presenter :** Dr. S. M. Gulhane

**Discussion:** Principal sir instructed all the HOD to follow dress code and said to inform to departmental faculty to do same. Formal dress and shoes should be wear by faculty members.

**Conclusion :** Dress code should be followed by staff members

Action Taken	Person Responsible	Deadline
	Discipline committee	Throughout semester

**6. Agenda Point:** FE, DSE & PG Admission **Presenter :** Dr. S. M. Gulhane

**Discussion:** Principal sir has taken review of efforts taken for admission and discussed about visit at various places about admission. A committee has been formed which will be lead by Mr. B. R. Mhaske to introduce various departments to the students and parents which would willing to take admission in PREC. Also discuss the admission policy for DSE & PG admission with S.M.Shirsat & M.S.Mhaske

**Conclusion:** Efforts to increase admission for academic year 2020-21

Action Taken	Person Responsible	Deadline
	Admission Committee	

**7. Agenda Point:** Organization of events on the occasion of Hon'ble Chairman's birthday on 15 June 2019 **Presenter :** Dr. S. M. Gulhane

**Discussion:** On the occasion of Hon'ble chairman's birthday principal sir has asked for different event that can be organized.

**Conclusion:** Event organization on the occasion of Hon'ble chairman's birthday

Action Taken	Person Responsible	Deadline
	NSS	

**8. Agenda Point:** Examination reform as per Blooms taxonomy: **Presenter :** Dr. S. M. Gulhane

**Discussion:** Principal Sir gave guidelines to members to conduct Class test as per Blooms taxonomy. Class test will be conducted as per central time table



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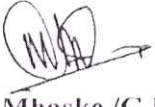
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Action Taken	Person Responsible	Deadline
	Academic Dean & Departmental Exam Coordinator	
9. Agenda Point- NBA requirement analysis		Presenter : Dr. S. M. Gulhane
Discussion - Principal Sir instructed to NBA coordinator Dr. C.B.Kadu to do criteria wise requirement analysis for NBA as per guidelines therein.		
Action Taken	Person Responsible	Deadline
To prepare Criteria wise requirement and formation of NBA Committee	Dr. C.B.Kadu & All Heads	2 weeks
10. Agenda Point- Any other Point		Presenter : Dr. S. M. Gulhane
Discussion - Discussion on continuous assessment and utilization of ICT facility by faculty and students		
Action Taken	Person Responsible	Deadline
Improvement in Continuous Assessment	All HOD'S & Faculties	Next Semester

Meeting concluded with vote of thanks to the Chair and the members.

  
M.S. Mhaske / G.R. Suryawanshi  
IQAC Coordinator



  
Dr. S. M. Gulhane  
Principal  
Pravara Rural Engineering College, Loni  
Principal  
Pravara Rural Engineering College, Loni

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