



ATHARVA EDUCATIONAL TRUST'S
ATHARVA COLLEGE OF ENGINEERING
(Approved by AICTE, Recognized by Government of Maharashtra
& Affiliated to University of Mumbai - Estd. 1999 - 2000)
ISO 2100:2015 ISO 14001:2015 ISO 9001:2015
NAAC A+ Accredited

Internal Quality Assurance Cell (IQAC)


ACE/ELEC/FR/65/2023-24
2/11/2023

NOTICE

For discussing the planning action, a meeting is scheduled on 3rd November 2023. The duration of meeting will be one hour (4:00 PM to 5:00 PM) and be conducted in the IQAC Room on the fourth floor by the IQAC Head and Principal Dr. Ramesh Kulkarni. All the IQAC Members are instructed to attend the meeting without fail.

Meeting Agenda:

1. Congratulatory Meet for NAAC Accreditation
2. NBA Preparation
3. Conference
4. University Exam norms
5. ISTE Approved STTP
6. Session on Project Selection
7. Student Participation in Sports and Extracurricular Activities
8. Training on Financial Empowerment
9. Alumni Association
10. CSI and GDSI Awareness


Pragya Jain

Co-ordinator, IQAC


Dr. Ramesh Kulkarni

Chairman, IQAC



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3/11/2023

Minutes of meeting

IQAC, Atharva College of Engineering, held its quarterly meeting on 3rd November 2023. The duration of the meeting was one hour (4:00 PM to 5:00 PM). The meeting was conducted in the IQAC Room on the fourth floor by the IQAC Head and Principal Dr. Ramesh Kulkarni, for deliberate, dependable, and inspiring action aimed at enhancing the institution's administrative and academic performance. The agendas discussed in the meeting are as follows:

Agenda 1: Congratulatory Meet for NAAC Accreditation: Institute got accredited with A+ by the NAAC Committee in the month of October. IQAC Head and Vice Principal (Academics) Prof. Pragya Jain gave heartfelt congratulatory message to the team

Agenda 2: NBA Preparation: As NBA accreditation plays a crucial role in maintaining and enhancing the quality, relevance, and credibility of an Engineering College hence organization's different departments will apply for its accreditation in the academic year 2024-2025. Faculty members should start working on their respective criteria. HOD's are suggested to make Criteria Heads and take weekly updates for the same.

Agenda 3: Conference: The annual conference will be conducted in the month of February, 2024. Conference Head Dr. Ritu Sharma was requested to give updates on the same.

Agenda 4: University Exam norms: IQAC instructed Exam Cell to work actively for the University Exams scheduled for the winter 2023-2024.

Agenda 5: ISTE Approved STTP: IQAC suggested to ISTE coordinators Prof. Neelima Pathak and Prof. Mahalaxmi Palinje arrange for STTP for the interested faculty members. Mode of conduction suggested was online so that participants from other geographical areas can also participate in the same. Also faculty members to be encouraged to register for ISTE membership



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Agenda 6: Session on Project Selection: All the departments are suggested to help students in selecting the project mini and major. If possible, conduct a session on the same or mentor individually.

Agenda 7: Student Participation in Sports and Extracurricular Activities: Students to be encouraged for participating in National and International level activities for Sports, Hackathons and other activities

Agenda 8: Training on Financial Empowerment: With an objective to address the specific challenges and crisis staff face in financial domain, a session on share market investments, savings, SIPs (Systematic Investment Plans), and mutual funds is to be conducted.

Agenda 9: Alumni Association: It was suggested to Alumni coordinator Prof. Bhavna Arora to provide faculty members with a comprehensive understanding of the alumni association, its history, and its role in fostering connections.

Agenda 10: CSI and GDSI Awareness: It is advised by IQAC to Incharge Prof. Neelima Pathakto enlighten faculty members on importance of Computer Society of India (CSI) & Google Developer Student Club (GDSC)".

Meeting ended with a Vote of Thanks by Prof. Pragya Jain.



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ACE/ELEC/FR/19/2023-24
15/12/2023

Outcomes of Meeting on 3rd November, 2023

IQAC, Atharva College of Engineering, held its quarterly meeting on 3rd November 2023. The duration of the meeting was one hour (4:00 PM to 5:00 PM). The meeting was conducted in the IQAC Room on the fourth floor by the IQAC Head and Principal Dr. Ramesh Kulkarni, for deliberate, dependable, and inspiring action aimed at enhancing the institution's administrative and academic performance.

Meeting agendas are as follows:

Agenda 1: Congratulatory Meet for NAAC Accreditation: Institute got accredited with A+ by the NAAC Committee in the month of October. IQAC Head and Vice Principal (Academics) Prof. Pragya Jain gave heartfelt congratulatory message to the team

Action taken by: Prof. Pragya Jain

Agenda 2: NBA Preparation: As organization's different departments will apply for its accreditation in the academic year 2024-2025, Criteria Heads were made in each department and they were told to study thoroughly the format of each SAR of NBA and share the sheet accordingly to each faculty member to collect the data.

Action taken by: All HODs and Department NBA coordinators

Agenda 3: Conference: The annual conference which is scheduled in the month of February, 2024, will be chaired by Dr. Ritu Sharma. She ensured that all the teams are working unanimously for smooth conduction of Conference. The teams are broadly classified as Registration/Certification team, Publicity/Sponsorship team, Website Content Management team, Exhibition/Poster Team, Catering/decoration team, Stage Committee, Discipline committee, Audio-Visual Team, Treasurer, among others. All team heads were instructed to give updates to Dr. Ritu Sharma.



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Action taken by: Conference Chair Dr. Ritu Sharma.

Agenda 4: University Exam norms: As per the instructions by IQAC, Exam Cell started preparation for forthcoming University Exams. Exam related stationeries is accumulated, Senior and Junior Supervisor list is being prepared and duty chart for the same is given to respective faculty member for all University Exams (FE, SE, TE, BE, KT)

Action taken by: University Exam coordinators

Agenda 5: ISTE Approved STTP: Department of Electronics and Telecommunication, Information Technology and Electrical Engineering of Atharva College of Engineering is organizing an ISTE approved two week Short Term Training Program (STTP) from 11th – 22nd Dec. 2023.

Also there is planning to establish ISTE Student Chapter in college. A culture of technical excellence, creativity, and professional growth among students and faculty members will be strongly supported by the ISTE college committee. It will act as a conduit between the institution and national organizations, advancing technical education in India as a whole.

Action taken by: ISTE coordinators Prof. Neelima Pathak and Prof. Mahalaxmi Palinje

Agenda 6: Session on Project Selection: All the departments have planned sessions on selection of Mini Projects for SE and TE students as soon as the new academic session starts.

Action taken by: All department Mini Project coordinators (SE and TE)

Agenda 7: Student Participation in Sports and Extracurricular Activities: Atharva Football Team is gearing up for Rink Football Tournament. Ember Council Members interview is scheduled in the month of January 2024.

Action taken by: Prof. Sameer Katakounde (Sports In-charge), Ember Council

Agenda 8: Training on Financial Empowerment: With an objective to address the specific challenges and crisis staff face in financial domain, a session on share market investments, savings, SIPs (Systematic Investment Plans), and mutual funds will be conducted by Dr. Aman Pal Singh Chawla, Finsarthi Learning Solutions in month of Jan or Feb, 2024.

Action taken by: IQAC ACE

Agenda 9: Alumni Association: An Introductory Sessions will be done beginning with an overview of the importance of Alumni Association which will explore the rich history of our Alumni Association, its mission and objectives, the myriad benefits and opportunities it



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offers to its members, and practical ways for students to get involved and make the most of alumni association. It is arranged in the month of January 2024.

Action taken by: Prof. Bhavna Arora

Agenda 10: CSI and GDSI Awareness: It is advised by IQAC to Incharge Prof. Neelima Pathak to enlighten faculty members on importance of Computer Society of India (CSI) & Google Developer Student Club (GDSC)". Also GDSI ACE is teaming up with CSI for Workshop series on Discover, Design and Develop. Session for awareness on same is arranged in the month of February 2024.

Action taken by: CSI and GDSI Incharges

All other necessary changes will be done under able guidance of IQAC Co-ordinator as per needs and requirements of the organization.

Principal thanks all the IQAC members for their sustained efforts and co-operation in the activities of IQAC. Meeting ended with a Vote of Thanks by Prof. Pragya Jain. Meeting concluded at 5:00 PM.