



CSMSS
Chhatrapati Shahu Maharaj Shikshan Sanstha's
CHH. SHAHU COLLEGE OF ENGINEERING
Kanchanwadi, Paithan Road, Chhatrapati Sambhajinagar, 431 011
Ph. No. : (0240) 2646373, 9922668199, 2646350 Fax: (0240) 2646222
Website: www.csmssengg.org



Approved by AICTE New Delhi, DTE (Govt. of Maharashtra) and affiliated to Dr. BATU, Lonere (Raigad). DTE Code: 2533

Date: 04/09/2025

Internal Quality Assurance Cell Meeting Notice

Respected Sir/ Madam,

It is our pleasure to inform you that the IQAC Meeting of CSMSS Chh. Shahu College of Engineering Chhatrapati Sambhajinagar, is scheduled on 10/09/2025 at 10.30 a.m. in the conference room. The brief agenda for the meeting is provided below. Please make it convenient to attend the meeting.

Agenda Number	Meeting Agenda in brief
	Welcome
1	To confirm the previous minutes of the meeting and the action taken report held on 11/04/2025.
2	Achievements of students and faculty members from the previous meeting.
3	Reading and discussion on policy manuals.
4	Institute level working committee and SOP.
5	Approval of Academic calendar 2025-26, and IQAC Activity Calendar 2025-26.
6	Academic activity for improvement.
7	Discussion on value added courses.
8	Discussion on result analysis.
9	Discussion on student training for the current year and placement status.
10	R&D activities in the current year and planning.
11	Internal Academic and Administrative Audit (AAA).
12	Preparation for NEP 2020 curriculum for second year from 2025-26.
13	Discussion on infrastructure and facilities.
14	First year induction program.
15	On time agenda for discussion.


Dr. R. P. Chopade
IQAC Coordinator


Dr. G. B. Dongre
Principal

Copy to:
All Members of IQAC, CSMSS CSCOE for information.



Internal Quality Assurance Cell

Minutes of Meeting

Date and Time: 10/09/2025, at 10.30 pm

Venue: Conference hall, Building A

Sr. No.	Agenda	Minutes of meeting /Discussion details
	Welcome	The IQAC coordinator welcomes the Chairperson and all present members to the meeting. Dr. R. P. Chopade read the Vision and Mission of the institute. The IQAC coordinator briefed about the agenda of today's meeting and requested the IQAC Chairperson to take over the proceedings of the meeting. With the permission of the Chairperson next agenda is taken up.
1	To confirm the previous minutes of meeting and the action taken report held on 11/04/2025.	The IQAC Coordinator read the minutes of the meeting and the action taken report of the previous IQAC meeting held on 11/04/2025. All members confirmed the minutes, and the actions taken on the minutes of the previous meeting.
2	Achievements of students and faculty members from the previous meeting.	<ul style="list-style-type: none">• Students team grabbed Second Position and cash prize of 15 Lacs in "International Agriculture Hackathon 2025".• IETE Sponsored 2025 National Conference on Innovations in Science, Engineering, and Technology (2025-NCISET) on 24th June 2025.• Electronics and Computer Engineering department and Electronics Engineering (V&DT) department conducted AICTE sponsored ATAL FDP.
3	Reading and discussion on policy manuals.	Dr. R. P. Chopade proposed the present policy manuals for the academic year 2025-26. The same is approved by members and decided to carry forward for the year 2025-26.
4	Institute level working committee and SOP.	Dr. R. P. Chopade presented the working committees/Cells formed in the college. These include AICTE mandatory committees and other working committees and cells. All members agreed on composition and SOP prepared for committees.
5	Approval of Academic calendar 2025-26, and IQAC	IQAC coordinator presented the activity plan to be followed by departments and various cells in the academic year 2025-26. These are the IQAC recommended activities and monthly schedule of activities to be conducted, like workshops, expert talks, and training,



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	Activity Calendar 2025-26.	co-curricular, extra-curricular and social activities. The same is approved by all present members. Dean Academics presented the university academic calendar and proposed institute academic calendar for odd semester. After discussion, the members noted the points and approved of the academic calendar. It is decided that teaching learning and assessment process to be monitored by IQAC through Dean Academics.
6	Academic activity for improvement.	Dean academics presented the academic processes and activities proposed in the semester. From previous semester's student feedback and improvement, open book practice test proposed for this year also. The guidelines for course files and academic preparation, delivery, assessment process were also discussed. The committee members noted the points and suggested proper conduction and monitoring.
7	Discussion on value added courses.	Dr. D. L. Bhuyar proposed department wise value-added courses for academic year 2025-26. Three Value Added Courses and more than 80 % of students should complete the course. After discussion the proposal was approved by members.
8	Discussion on University result.	Declared university results were presented before the members. Satisfactory remarks were given.
9	Discussion on student training and placement.	Training and placement officer presented the status of placement till date. He proposed the company specific training in the coming semester. Communication skills and aptitude classes.
10	R&D activities in the current year and planning.	The Dean R&D presented the activity report. He also presented the statistics of the publications of research paper and patents. Improvement is found in the year 2024-25. The principal expected improvement in the academic year 2025-26. It was also decided to be continuing the incentive scheme for the research activities.
11	Internal Academic and Administrative Audit (AAA).	The AAA report of both semesters of 2024-25 presented before the members. IQAC coordinator proposed the schedule of Internal Academic and Administrative Audit (AAA) Academic year 2025-26 to be conducted by IQAC in the month of December 2025 and July 2026.
12	Preparation for NEP 2020 curriculum for	Dr. K. N. Pathan informed the committee regarding implementation of NEP syllabus for first year from 2024-25 and continue



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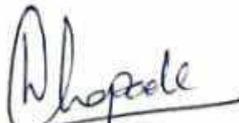
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	second year from 2025-26.	progressively to the higher classes as per guidelines from affiliating university. Discussion on the available courses and benefits to students was discussed. The members suggested preparing for new courses and changes of syllabus as per NEP 2020.
13	Discussion on infrastructure and facilities.	Dr. D. L. Bhuyar informed the committee members about progressive increase of 300 seats from this academic year. He elaborated department wise intake addition. He has also informed about the proposed addition of infrastructure in campus. He also proposed that to run and manage first year classes together and not with department as the previous year. He also lists the benefits of the proposed change. After discussion the committee noted the change and approved the proposal.
14	First year induction program.	First year admission process may be completed in September 2025. The IQAC coordinator suggested the discussion on induction program as per AICTE. The contents of induction program are college orientation, introduction to engineering disciplines, the values addition, IKS, etc. The committee suggested to plan the activity and schedule after first year admission to maximum beneficial and enjoyable induction program to new students.
15	On time agenda for discussion.	The Principal also discussed the following points in the meeting. I. The final year project and internship schedule in the academic year. II. To plan for enhancing the alumni connection as a continuous practice.
	Vote of Thanks	The IQAC Coordinator proposed the vote of thanks and informed us that the next proposed meeting would be in the first week of December 2025.


Dr. R. P. Chopade
IQAC Coordinator




Dr. G. B. Dongre
Principal

PRINCIPAL
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Internal Quality Assurance Cell

Action Taken Report of meeting held on 10/09/2025, at 10.30 pm in the conference hall.

Agenda No.	Agenda	Action Taken Report
4	Institute level working committee and SOP.	Action Point: To finalize the committee's composition and SOP. Circulation to committee members for regular work. Responsibility: IQAC coordinator and Head Administration.
5	Approval of Academic calendar 2025-26, and IQAC Activity Calendar 2025-26.	Action Point: To circulate the IQAC activity targets/plan to all departments/centers. Circulate the academic calendar to all students and staff. Also publish it on academic page of college website. Responsibility: IQAC Coordinator and Dean Academics.
6	Academic activity for improvement	Action Point: Circulate the academic process and formats to all departments. Arrange for the OBT before every internal assessment. Responsibility: Dean Academics and Department academic coordinator.
7	Discussion on value added courses	Action Point: To arrange for selection and conduction of value added courses and 80 % students' participation. Responsibility: Head of Department and department academic coordinator.
9	Discussion on Student training and Placement.	Action Point: To follow the prepared training plan and ensure training sessions are enough for the required skills for placement of the students. Responsibility: Training and Placement Office.
10	R&D activities in the current year and planning.	Action Point: To prepare the R&D activity calendar for the full semester. Responsibility: R&D Cell.
11	Internal Academic and Administrative Audit (AAA).	Action Point: Conduct the AAA on given schedule. To prepare the action plan to achieve the planned activity target by the end of the even semester of 2025-26.



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		Responsibility: Head of Departments/Cells, IQAC Coordinator.
12	Preparation for NEP 2020 curriculum for second year from 2025-26.	Action Point: To prepare the plan for new courses of NEP to Second year. Arrange for new labs/equipment's if required. Responsibility: Head of department and Dean academics.
13	Discussion on infrastructure and facilities.	Action Point: To prepare the plan for new additional intake and classes. Responsibility: Head of department and Dean Administration, first year head of department.
14	First year induction program	Action Point: Plan and arrange first year induction program as per AICTE. Responsibility: Head of first year and faculty members.
15	On time agenda for discussion.	The Principal also discussed the following points in the meeting. a) The final year project and internship schedule in the academic year. b) To plan for enhancing the alumni connection as a continuous practice.
11	On time agenda for discussion.	a) Action Point: prepare SOP for projects and internship. T&P cell will take care of the conduct of the internship and the progress of the internship. Students working on the project will take care of the department. b) Arrange connectivity programs to alumni. Increase involvement of alumni in various events of the college. Responsibility: T&P Office. And Alumni cell and department alumni coordinators


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