



Establishment Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) is a statutory body was established in 2021 in Chhatrapati Shivaji Maharaj Institute of Technology to promote and ensure quality. The IQAC is responsible for developing and implementing a quality assurance system in the institution, which includes planning, monitoring, and evaluation of academic and non-academic activities. The IQAC is Chaired by the Principal of the institution and has a team of members drawn from faculty, students, and non-teaching staff. The IQAC meets regularly to discuss and review the progress of the quality assurance system.

The IQAC has the following functions:

- To develop and implement a quality assurance system in the institution.
- To plan, monitor, and evaluate academic and non-academic activities.
- To identify and address areas of improvement.
- To promote a culture of continuous improvement in the institution.
- To prepare and submit an annual quality assurance report to the UGC.

The IQAC plays an important role in ensuring the quality of education in higher education institutions. The IQAC's activities help to improve the quality of teaching, learning, and research in the institution. The IQAC also helps to promote a culture of continuous improvement in the institution.

The following are the steps involved in the establishment of an IQAC:

- The Principal of the institution constitutes the IQAC.
- The IQAC invites applications from faculty, students, and non teaching staff for membership.
- The IQAC shortlists the applications and selects the members.
- The IQAC holds its first meeting and elects the office-bearers.
- The IQAC develops and implements a quality assurance system in
- the institution.
- The IQAC is a valuable resource for higher education institutions.




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The IQAC's activities help to improve the quality of education and promote a culture of continuous improvement in the institution.

Initiative taken by IQAC:-

- To establish student developed cell
- Decide to organized International /National Seminar/ Workshop/Conferences
- Establishment of sports Board to encourage students in taking participation at International /National/ State Level in different sports
- To provide Internal scholarship for academic excellent students and sports achievers
- To Constitutions of Internal committee and decide their objectives and responsibilities
- Address all the committee coordinators to organized events and activities throw out the year




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Role and Responsibility of IQAC

An Internal Quality Assurance Cell (IQAC) is formulated with a major purpose to maintain long-term quality standards across all the sections of the Institute. It is a significant administrative body that is responsible for all quality matters. The main aim of IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic, Financial and administrative performance of the institution. The relevance is to the quality of academic and research programs. Equitable is access to the affordability of academic programs for various sections of society.

IQAC was conceived as a mechanism to build and ensure a quality culture at the institutional level. It develops a system for conscious, consistent and catalytic action to improve the academic, Financial and administrative performance of the institution. The IQAC is meant for planning, guiding and maintaining Quality Assurance (QA) and Quality Enhancement (QE) activities of the institution.

IQAC facilitates creation of centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participating and learning process. It organizes inter and intra institutional workshops and seminars on quality related themes and promotion of quality circles.

IQAC maintains a copy of the records and files all the activities conducted across all the departments of the Institute. It ensures heightened level of clarity and focus in institutional functioning towards quality enhancement, as well as quality culture. The enhancement and coordination among various activities of the institution and institutionalize are good practices.

IQAC acts as a dynamic system for quality changes in HEIs. It also builds an organized methodology of documentation and internal communication, the role of IQAC is highly comprehensive and is not limited. All the departments and Committees/cells / associations are subjected to report to IQAC and suggestions given by IQAC from time to time are to be followed by all the departments.




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Quality Initiatives by IQAC

IQAC has promoted quality in the institution at various levels for better academic and administrative support such as, minimum set of standards maintained in all internal activities, which consists of Regular internal assessments, Intra and Inter-collegiate competitions, organizing seminars and conferences, Assignments, and regular feedback from the students. The IQAC monitors the implementation of the teaching plans prepared and executed by the teachers.

The IQAC expects the teachers should forward the syllabus completion report by the end of each month. The campus has been equipped with ICT enabled classrooms for the last two years. Online Feedback from students, alumni, parents, and faculty in academic development is taken and analyzed. Conferences, Seminars, workshops and FDP are conducted regularly to enhance the Quality of the institution as Faculty could keep themselves updated on the times.

Teachers are encouraged to participate in Syllabus Revision Workshops. The teaching plan is being maintained to monitor the lecture delivery system. IQAC is continuously engaged in imparting and sharing ideas by organizing workshops on best practices adopted by college. Students are encouraged to participate in co-curricular programs and write research papers.

IQAC organizes ICT workshops to enable teachers to adopt technology in teaching-learning to make the art of classroom pedagogy more relevant and interesting for students. Academic and Administrative Audit is conducted from time to time.

IQAC believes in establishing a democratic pattern of administration. The Management along with the principal ensures that equal opportunities are given to staff members who are best suited for a particular department and also, they are provided with opportunities to hone their skills. The IQAC reviews the teaching and learning process, its structures, and methodology of operation and learning outcomes periodically as per norms.

Two broad areas where these reforms are reflected are as follows:




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1. Attainment of Programme Outcomes, Programme Specific

Outcomes, and Course Outcomes- It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. IQAC suggests innovative pedagogical methodologies in teaching learning in addition to the completion of the curriculum through Assignments, Class Tests, and submission of projects etc. IQAC promotes the culture of research amongst students by organizing Research Workshops for students. The college offers certificate add-on or value-added courses to impart life skills and is transacted by practitioners, thus providing opportunities to students for hands-on experience and building bridges with the world of work.

2. Effective Use of ICT in Teaching and Learning -IQAC has ensured that classrooms and labs are equipped with ICT facilities. New classrooms have been constructed which are multimedia equipped with projectors and whiteboards as screens. Teachers are encouraged to use ICT tools and organized workshops to familiarize the faculty with the various teaching and communication.




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INTERNAL QUALITY ASSURANCE CELL (IQAC) 2022-23 Constitution

Sr. No.	Category	Name	Designation	Position
1	Head of the Institution	Dr. Dharmendra Dubey	Principal	Chairperson
2	Management Member	Mr. Mukesh Soni	CEO	Member
3	Senior Administrative officer Nominees	Ms. Esther Alwin	HR	Member
4	Senior Teacher Nominee	Dr. Shweta Umale	Asst. Prof	Member
5	Faculty Nominee	Dr. Baljit Singh	Asst. Prof & HOD-Mech Engineering	Member
6		Er. Shreyas Pande	Asst. Prof & HOD-Civil Engineering	Member
7		Er. Harishchandra Maurya	Asst. Prof., Computer Engineering	Member
8		Er. Kalidas Bhawale	Asst. Prof., Computer Engineering	Member
9	One Nominee from Local Society, Students & Alumni	Mr. Aman Pinjar	Student representative, Computer Engineering	Member
10		Mr. Pankaj Porlekar	Alumni Representative, Computer Engineering	Member
11		Vishal Yashwantrao	Alumni Representative, Civil Engineering	Member
12	One Nominee from Employers/Industrialist/ Stakeholders	Mr. Akhilesh Singh	Industrialist	Member
13		Dr. Yatendra Mathur	Prof. and Director IQAC, CSMU, Mumbai	Member
14	Local Representative	Mr. Yogesh Lahane	Panchayat President	Member
15	IQAC	Er. Anup Maurya	Asst. Prof, Computer Engineering	IQAC Coordinator




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Internal Quality Assurance Cell (IQAC)

Ref: CSMIT/IQAC/2022/01

Date: 21/07/2022

NOTICE

All the members of Internal Quality Assurance Cell (IQAC) are informed to attend a meeting convened on 23/07/2022 at 2.00 p.m. in Seminar Hall. Presence of all IQAC members is solicited.

Agenda of Meeting:

- Confirmation of the Minutes of meeting and action taken report of the previous IQAC meeting held on 29/01/2022.
- Briefing the Quality initiatives taken by the college in last semester.
- Planning for Industrial Visit, Guest Lecture and Activities for all semesters students.
- Discussion on the role of IQAC in view of applying for NAAC work status.
- Discussion on Suggestions and improvements in the functioning on IQAC.

IQAC COORDINATOR

IQAC CHAIRPERSON

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Ref: CSMIT/IQAC/2022/02

Date:23/07/2022

Minutes of the IQAC Committee Meeting held on 23/07/2022 at 2.00 p.m. in the Seminar Hall (First floor).

The Agenda Points of meeting:

- Confirmation of the Minutes of meeting and action taken report of the previous IQAC meeting held on 23/04/2022.
- Briefing the Quality initiatives taken by the college in last semester.
- Planning for Value Added Courses at least two in academic year
- Planning for Industrial Visit, Guest Lecture and Activities for all semesters students.
- Increase students count in Internship.
- Planning for placement and supporting activities .
- Discussion on the role of IQAC in view of applying for NAAC work status.
- Discussion on Suggestions and improvements in the functioning on IQAC.

Welcome to all the members present:

Principal, Dr. Dharmendra Dubey welcomed all to the IQAC meeting. All the members introduce themselves. Then he briefed about IQAC, its formation and its objectives and handed over the session to IQAC Coordinator, Er. Anup Maurya. The meeting began with the Er. Anup Maurya read out minutes of the previous meeting held on 23/04/2022 and the action taken report. All the members agreed to all the points.





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The following dignitaries were present for the meeting:

Sr. No.	Category	Name	Designation	Position
1	Head of the Institution	Dr. Dharmendra Dubey	Principal	Chairperson
2	Management Member	Mr. Mukesh Soni	CEO	Member
3	Senior Administrative officer Nominees	Ms. Esther Alwin	HR	Member
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10		Mr.Pankaj Porlekar	Alumni Representative, Computer Engineering	Member
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13		Dr. Yatendra Mathur	Prof. and Director IQAC, CSMU, Mumbai	Member
14	Local Representative	Mr. Yogesh Lahane	Panchayat President	Member
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IQAC COORDINATOR



IQAC CHAIRPERSON

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Ref: CSMIT/IQAC/2022/03

Date: 24/11/2022

NOTICE

All the members of Internal Quality Assurance Cell (IQAC) are informed to attend a meeting convened on 26/11/2022 at 2.00 p.m. in Seminar Hall. Presence of all IQAC members is solicited.

Agenda of Meeting:

- Confirmation of the Minutes of meeting and action taken report of the previous IQAC meeting held on 23/07/2022.
- Preparation of Annual Quality Assurance Report for the year 2022-23.
- Preparation of Action Plan and Calendar of events for the Academic Year.
- Organizing NAAC new guidelines Awareness Programs (Teaching and Non-teaching staff).
- Starting of Value-Added Programs in Various Departments.
- Proposed to Apply for ISO 9001:2015.
- Feedback of students..
- Conduction of remedial classes.

IQAC COORDINATOR

IQAC CHAIRPERSON



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Internal Quality Assurance Cell (IQAC)

Ref: CSMIT/IQAC/2022/04

Date: 26/11/2022

Minutes of the IQAC Committee Meeting held on 26/11/2022 at 2.00 p.m. in the Seminar Hall (First floor).

The Agenda Points of meeting:

- Confirmation of the Minutes of meeting and action taken report of the previous IQAC meeting held on 23/07/2022.
- Preparation of Annual Quality Assurance Report for the year 2022-23.
- Preparation of Action Plan and Calendar of events for the Academic Year.
- Organizing NAAC new guidelines Awareness Programs (Teaching and Non-teaching staff).
- Starting of Value-Added Programs in Various Departments.
- Proposed to Apply for ISO 9001:2015.
- Extension of campus area by adding canopy on terrace.

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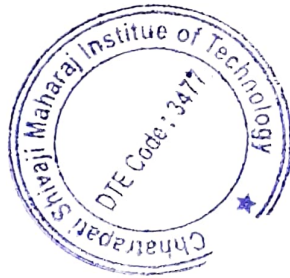
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DATE: 05/06/2023

IQAC ACTION TAKEN REPORT SESSION 2022-23

PLAN OF ACTION	ACHIEVEMENTS/OUTCOMES
Constitution of Internal committees	Roles and responsibilities of internal committees have been decided and various activities have been done by these committees throughout the year
Organizing workshops and seminars	Workshops have been conducted department wise
Organizing Guest Lectures	Various Guest Lectures organized.
Conduction of Remedial classes	Remedial Classes have been conducted for weak students.
Academic Calendar and Department Calendar	Academic Calendar and Department Calendar have been prepared/
Academic Audit	Department wise academic audit has been conducted once in a year
Feedback	Feedback of students, parents has been taken and report has been submitted




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