



## Minutes of meeting

Minutes of NBA meeting with reference No. SLRTCE/IQAC/20-21/ 44 held online at 11.30 am, on Thursday, 27<sup>th</sup> May 2021.

### Details of Discussion

Sr No	Agenda	Discussion
1	Meeting Agenda	All the members were welcomed by Mrs. Neelam Phadnis, HOD Computer Engineering Department. Meeting Agenda was read in the beginning.
2	Discussion on SAR document Criterion 5&6	<p>Dr. Narayankhedkar checked the SAR document of criterion 5 and 6 in detail for computer department and guided for the same .</p> <p>Following points were suggested by Dr. Narayankhedkar in SAR data presented by HOD, COMP, Ms. Neelam Phadnis</p> <ul style="list-style-type: none"><li>• For 5.7.1 paper publications, it was suggested to maintain data as publications in International journals and conferences, the type of journals in which publication done, Index data, peer reviewed journals.</li><li>• For 5.8 faculty appraisal it was suggested to maintain the record of faculty feedback and action taken.</li><li>• For 6.3 laboratories maintenance it was suggested to maintain a complaint register and record the data of complaints filed vs action taken, down time of machines. Standby arrangements done in such cases.</li><li>• In 6.5 safety measures to mention the precautions taken in case of electrical short circuit.</li></ul>

**Mrs. Neelam Phadnis**  
HOD CS

**Dr. Anju Arya**  
IQAC Director & Dean R &D

**Dr. S. Ram Reddy**  
Principal

**Dr. Narayankhedkar**  
Margdarshak