Ajeenkya DY Patil School of Engineering, Pune.

A.Y. 2019-20

Minutes of Meeting & Action Taken Report

IQAC Meeting No. 5, 03/10/2019

Dr D Y Patil Group of Institutions' Technical Campus
DR DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105.
INTERNAL QUALITY ASSURANCE CELL(IQAC)

Form No. IQAC/22(a)

Date: 24/09/2019

Meeting Circular

IQAC Members are hereby informed that the academic year 2019-20 IQAC meeting No. 5 is scheduled on Thursday, 03/10/2019 in the Physics Lab at 2:30 PM.

The agenda of the meeting is as follows:

Presentation & discussion on AQAR 2018-19:

1] Infrastructure & Learning Resources

2] Students Support & Progression

3] Governance, Leadership & Management

4] Institutional Values & Best Practices

All IQAC Members are requested to attend the meeting and give suggestions/opinions.

Mr. Riyaj Kazi
Coordinator (IQAC)

Principal

Dr. D. Y. Patil Group of Institutions' Technical Campus
Dr. D. Y. PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105.

Minutes of Meeting

Ref No: DYPSOE/IQAC/ AY 2019-20/Meeting No.:05

Date of Meeting   : 03/10/2019

Venue   : Physics Lab

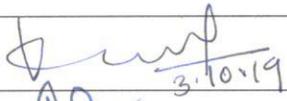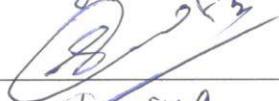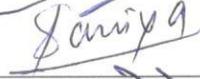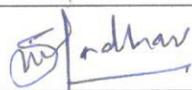**Agenda of Meeting**: Criteria-wise Presentation of AQAR Report of A.Y. 2018-19

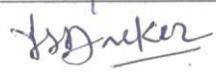| Sr. No.	Points discussed	Remark
1	**CRITERION IV** INFRASTRUCTURE AND LEARNING RESOURCES	Required infrastructure such as Campus area, classroom, laboratories, Seminar Halls Existing Classrooms with LCD facilities all required equipments available as per Norms. Library contains ILMS Software such as iCloudEMS, Sufficient number of Text Books, Reference Books, e-Books, Journals, e-Journals, CD & Video, Weeding (hard & soft) are available as per norms. e-Contens developed and launched by faculties. Sufficient Bandwidth available of internet connection in the Institution. V-Lab and M Tutor. Regular Maintenance of Laboratory Equipment is carried out.
2	**CRITERION V** STUDENT SUPPORT AND PROGRESSION	Student Support and Progression in terms of Scholarship and freeship. German Language Lab, Expert Talk, Industrial Visits, Soft Skill, Couselling Sessions and Remedial Coaching, Career Counseling-GATE Civil Services, Placement of students, Student Progression to Higher Education, Students Participation in sports and cultural activities at National and International Level, Various activities through students association, Alumni Engagement etc are conducted time to time.
3	**CRITERION VI** GOVERNANCE, LEADERSHIP AND MANAGEMENT	Well defined decentralized governance system with interrelationships exists in the institution. Institute has delegated adequate and systematized authority to the departments to work towards decentralized governance system. Quality improvement strategies inculcated such as Curriculum Development, Teaching and Learning, Examination and Evaluation,

		Library, ICT and Physical Infrastructure / Instrumentation, Human Resource Management , Industry Interaction / Collaboration The dedicated team of faculty members, Admission of Students etc. Implementation of e-governance in areas such as Planning and Development, Administration, Finance and Accounts, Student Admission and Support and Examination. Faculty Empowerment Strategies such as financial support to attend conferences / workshops . Professional development / administrative training programmes such as SciLabFDP, Patent Filing Procedure. Faculties attended various Professional Development Programms. Recruited full time faculties. Welfare Schemes for teaching and non-Teaching staff such as welfare. Conducted Internal and external audits. Strong Internal Quality Assurance System- Academic and Administrative Audits are conducted time to time. Parent –Teachers association and development programs for supporting staff. Post accreditation initiatives includes: Standardization of feedback forms, Student satisfaction survey and its analysis, preparation of action plan in order to improve overall quality of the department and institute, Submission of Data for AISHE portal, Number of Quality Initiatives undertaken during the year includes: Induction Program, Parent-Teacher Meet, Intercollege Debate Competition, Social Visits, Short Film Making Competition
4	**CRITERION VII** INSTITUTIONAL VALUES AND BEST PRACTICES	Conducted sessions on Lecture on Gender Equality, Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Tree Plantation, College premise as Plastic Free Zone, Indrayani river Cleaning, Dehugaon Cleaning etc. Facilities for Differently abled (Divyangjan) friendliness such as: Physical facilities, Provision for lift, Ramp/Rails, Rest Rooms, Scribes for examination. Inclusion and Situatedness such as: Awareness program through street play, Code of conduct (handbooks) for various stakeholders, Activities conducted for promotion of universal Values and Ethics: Session on Time Management Techniques, International Yoga Day, Employability Skill Development Training, National Unity Day, Sessions on health, Teachers Day, Engineer's day celebration, Rally on Swachhta Hi Seva, Personal Counselling to students, Bridges Course. Initiatives taken by the institution to make the campus eco-friendly such as: Tree Plantation 2. Use of public transport facility 3. Use of recycled water for gardening 4. Use of LED light 5. Use of ERP 6. Plastic Free Campus 7. Green Campus. Best Practices

		Includes: 1] Initiatives for Quality Improvement- R&D Cell, TBI Cell,III Cell, ED Cell 2] Academic and Administrative Audit, Energy Audit, e-waste management, M-Tutor, MOOCs along with corsera,NPTEL, Virtual Lab.

Following staff Members were present for the meeting

Sr. No.	Name of the Staff	Sign
1	Dr. S. M. Khairnar	3.10.19
2	Dr. Sanjay Koli	
3	Dr. Pankaj Agarkar	
4	Prof. Rohit Garad	
5	Lt. Col. Sanjay Karodpati	
6	Dr. Farooq Sayyad	
7	Dr. Saniya Ansari	
8	Dr. Dileep More	
9	Prof. Santosh Jadhav	
10	Prof. Yogesh Danekar	
11	Mr. Santosh Ankush	

Prof. Riyaj Kazi

IQAC Coordinator

Dr. M Z Shaikh

Principal

ACTION TAKEN REPORT

(IQAC meeting held on 3/10/2019)

Internal audit is conducted on AQAR 2019-20, Criteria-wise discussion on the data collected and document verification for CR-IV, CR-V, CR-VI, and VII

Observations:

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

Required infrastructure such as Campus area, classroom, laboratories, Seminar Halls Existing Classrooms with LCD facilities all required equipments available. Library contains ILMS Software such as iCloudEMS, Sufficient number of Text Books, Reference Books, e-Books, Journals, e-Journals, CD & Video, Weeding (hard & soft) are available as per norms. e-Contents developed and launched by faculties. Sufficient Bandwidth as per norms is available for internet connection in the Institution. V-Lab and M Tutor. Regular Maintenance of Laboratory Equipment is carried out. e-content is developed by faculty for the subject Data Structure, AI, ML, Python and is available on youtube.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

Student Support and Progression in terms of Scholarship is provided.German Language Lab, Expert Talk, Industrial Visits, Soft Skill, Couselling Sessions and Remedial Coaching, Placement of students, Student Progression to Higher Education, Various activities through students association are conducted. Students participated in competitive exam guidance. Campus placement done during the year. Three students are qualified in GATE Examination. Students participation in Sports and cultural activities during the year. Alumni meet Organised.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

Well defined decentralized governance system with interrelationships exists in the institution. Institute has delegated adequate and systematized authority to the departments to work towards decentralized governance system. Quality improvement strategies inculcated such as Curriculum Development, Teaching and Learning, Examination and Evaluation, Library, ICT and Physical Infrastructure / Instrumentation, Human Resource Management , Industry Interaction / Collaboration. The dedicated team of faculty members, Admission of Students etc. Implementation of e-governance in areas such as Planning and Development, Administration, Finance and Accounts, Student Admission and Support and Examination. Faculty Empowerment Strategies such as financial support to attend conferences / workshops. Professional development / administrative training programmes such as SciLabFDP,MOOCs and Moodle, Patent Filing Procedure. Faculties attended various Professional Development Programms. Recruited full time faculties. Conducted Internal audits. Strong Internal Quality Assurance System- Academic Audits is conducted. development programs for supporting staff. Post accreditation initiatives includes: Standardization of feedback forms, Student satisfaction survey and its analysis, preparation of action plan in order to improve overall quality of the department and institute, Submission of Data for AISHE portal, Number of Quality Initiatives undertaken during the year includes: Induction Program, Parent-Teacher Meet. Six Quality initiatives taken during the year.

CRITERION VII: INSTITUTIONAL VALUES AND BEST PRACTICES

Conducted sessions on Lecture on Gender Equality, Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Tree Plantation, College premise as Plastic Free Zone, Indrayani river Cleaning, Dehugaon Cleaning etc. Facilities for Differently abled (Divyangjan) friendliness such as: Physical facilities, Provision for lift, Ramp/Rails, Rest Rooms, Scribes for examination. Inclusion and Situatedness such as: Awareness program through street play, Code of conduct (handbooks) for various stakeholders, Activities conducted for promotion of universal Values and Ethics: Helping Hands Collection for Flood Affected People.Session on Time Management Techniques, International Yoga Day, Employability Skill Development Training, Teachers Day, Engineer's day celebration, Road saftey

Campaign, a, Personal Counselling to students, Fit India Movement. Initiatives taken by the institution to make the campus eco-friendly such as: Tree Plantation 2. Use of public transport facility 3. Use of recycled water for gardening 4. Use of LED light 5. Use of ERP 6. Plastic Free Campus 7. Green Campus. Best Practices Includes: 1] Initiatives for Quality Improvement- R&D Cell, TBI Cell,III Cell, ED Cell 2] Academic Audit, e-waste management, M-Tutor, MOOCs along with corsera, NPTEL, Virtual Lab.

Remarks: Internal Audit committee suggested to conduct all the activities as per SOP and involvement of more stakeholders & compliance of the same.

Mr. Riyaj Kazi
IQAC Coordinator

PRINCIPAL

Date : 06/11/2020

Compliance Report Academic Year 2019-20

1] Plan of action for the academic year 2019-20 was prepared and approved for its execution.

2] PO's Defined. PEO's and its mapping with CO's

3] Initiated a process of NAAC Reassessment.

4] Result Analysis and corrective action taken

5] Stakeholders Feedback and corrective action taken on it.

6] Conducted Internal Academic and administrative audit.

7] Conducted internal examination of each subjects for indirect assessment and continuous assessment.

8] Attended MOOC/FDP/Online Certification Programs.

9] Papers Published by faculties in reputed UGC approved journals and conferences

10] Initiated consultancy for revenue generation

11] Initiated Start-Ups through TBI Center

12] Patents filed by few faculties

13] Organized STTP/FDP

14] Efforts taken to improve students Placements

15] Organized skill development Programs for non-teaching and supporting staffs

16] Existing MoUs made functional and Audited MoUs outcome

17] Research Proposals submitted and received grants

18] Installed surveillance cameras phase-wise

19] AQAR 2018-19 prepared and submitted to NAAC

20] NIRF Report Submitted to MHRD

21] Conducted and analyzed students Satisfaction survey [SSS]

Prof. Riyaj Kazi
IQAC Coordinator

Dr. Ashok Kasnale
PRINCIPAL