

Ajeenkya DY Patil School of Engineering, Pune.



A.Y. 2022-23

Minutes of Meeting & Action Taken Report

IQAC Meeting No.1, 08/07/2022



Dr D Y Patil Group of Institutions' Technical Campus
AJEENKYA 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: 17/06/2022

Meeting Circular

IQAC Members are hereby informed that the academic year 2022-23 IQAC meeting No. 1 is scheduled on Friday, 08/07/2022 in conference room no. 18 at 11:00 AM.

The agenda of the meeting is as follows:

- A.Y. 2021-22 IQAC Meetings Summary & approval of previous minutes of meeting.
- Outcome Based Planning for Students, Staff & Institute.
- A.Y. 2021-22 IQAC Activity Summary.
- Student's representation and engagement in various bodies.
- Student Satisfaction Survey (SSS)
- Stakeholders Feedback (Students, Teachers, Alumni, & Employer)
- 360 Degree Feedback of all employees.
- Institute Academic Calendar for A. Y. 2022-23
- IQAC Plan of Action for A.Y. 2022-23
- AQAR Activity Calendar for A.Y. 2022-23
- Department Academic Calendar for A.Y. 2022-23
- Institute Preparedness to NEP 2020
- Review on Internal & External Audits and Status of Compliances.
- Proposed Roadmap for NAAC Cycle-2 preparation.
- Any other suggestion with the permission of the IQAC Chairperson.

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


Mr. Riyaj Kazi
Coordinator(IQAC)




Dr. F.B. Sayyad
Principal

IQAC Meeting Circular Read & Signed by:

Sr. No.	Name	Designation	Signature
1	Dr. Farook Sayyad, Principal	Chairperson	
2	Dr. Kamaljeet Kaur Sidhu, Director, Technical Campus	Management Representative	
3	Mr. Gorakhnath Deshmukh, Registrar	Senior Administrative Officers	
4	Dr. S. M. Khairnar, HoD & Dean R&D [Engg. Science]		
5	Dr. Sanjay Koli, HoD [E&TC Dept.]		
6	Dr. Pankaj Agarkar, HoD [Computer Dept.]		
7	Prof. Rohit Garad, HoD [Mechanical Dept.]		
8	Prof. S. M. Karodpati, HoD [Civil Dept.]		
9	Prof. Bhagyashree Dhakulkar, HoD [AI&DS]		
10	Prof. Prashant Karajagi, College Exam Officer		
11	Ms. Shweta Sharama, Dean T&P		
12	Prof. Prashant Karajagi, College Exam Officer		
13	Mr. Santosh Ankush. Librarian		
14	Dr. R.C.Katdare, Faculty [Civil Engg.]	Teacher Representative	
15	Dr. Saniya Ansari, Faculty [E&TC Engg]		
16	Prof. Santosh Jadhav, Faculty [Mechanical Engg.]		
17	Prof. Nilesh Pinjarkar, Faculty [Computer Engg.]		
18	Prof. Sonal Durgule, Faculty [AI & DS Engg.]		
19	Mr. Ganesh Khandve, Lohegaon	Nominee (Local Society)	
20	Mr. Harshit Mishra.	Nominee (Student)	
21	Mr. Riyaj Kazi, Senior Faculty, E&TC department	Coordinator (IQAC)	





“Empowerment through quality technical education”
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105
Form No. IQAC/22

INTERNAL QUALITY ASSURANCE CELL

Meeting	IQAC Meeting No.1, A.Y. 2022-23
Date & Time	08-07-2022, 11:00 AM
Location	Conference Room
Chairperson	Dr. F.B. Sayyad, Principal
Attendees	IQAC Members

AGENDA

1. Approval of 4th IQAC Meeting of A.Y. 2021-22 and subsequent action taken.
2. Institute Academic Calendar for A. Y. 2022-23
3. IQAC Plan of Action for A.Y. 2022-23
4. AQAR Activity Calendar for A.Y. 2022-23
5. Department Academic Calendar for A.Y. 2022-23
6. Outcome-based planning for Students, Staff, and Institute
7. Institute Preparedness to NEP 2020
8. Review on Internal & External Audits and Status of compliances
9. Proposed Roadmap for NAAC Cycle-2 preparation
10. Participation in Institutional Ranking
11. Any other agenda with permission of IQAC Chairperson



Internal Quality Assurance Cell

Minutes of IQAC 1st Meeting of A.Y. 2022-23

The following members were present in the meeting:

Sr. No.	Name	Designation
1	Dr. Farook Sayyad, Principal	Chairperson
2	Dr. Kamaljeet Kaur Sidhu, Director, Technical Campus	Management Representative
3	Mr. Gorakhnath Deshmukh, Registrar	Senior Administrative Officers
4	Dr. S. M. Khairnar, HoD & Dean R&D [Engg. Science]	
5	Dr. Sanjay Koli, HoD [E&TC Dept.]	
6	Dr. Pankaj Agarkar, HoD [Computer Dept.]	
7	Prof. Rohit Garad, HoD [Mechanical Dept.]	
8	Prof. S. M. Karodpati, HoD [Civil Dept.]	
9	Prof. Bhagyashree Dhakulkar, HoD [AI&DS]	
10	Prof. Prashant Karajagi, College Exam Officer	
11	Ms. Shweta Sharama, Dean T&P	
12	Prof. Prashant Karajagi, College Exam Officer	
13	Mr. Santosh Ankush. Librarian	
14	Dr. R.C.Katdare, Faculty [Civil Engg.]	Teacher Representative
15	Dr. Saniya Ansari, Faculty [E&TC Engg]	
16	Prof. Santosh Jadhav, Faculty [Mechanical Engg.]	
17	Prof. Nilesh Pinjarkar, Faculty [Computer Engg.]	
18	Prof. Sonal Durgule, Faculty [AI & DS Engg.]	
19	Mr. Ganesh Khandve, Lohegaon	Nominee (Local Society)
20	Mr. Harshit Mishra.	Nominee (Student)
21	Mr. Riyaj Kazi, Senior Faculty, E&TC department	Coordinator (IQAC)



Meeting 1: 08.07.2022

The Chairperson, Dr. F. B. Sayyad welcomed the IQAC Members for the 1st Meeting of academic session 2022-23 followed by presentation of IQAC Coordinator, Mr. Riyaj Kazi.

Agenda 1: Review of minutes of 4th Meeting of A.Y. 2021-22 and subsequent action taken

Resolution 1: The 4th IQAC meeting was conducted on 20th May, 2022 at 2:00 PM in conference room. The minutes of the meeting were readout with a formal discussion with all IQAC Members. These minutes of meetings were approved by IQAC Members.

Sr. No.	The recommendation given by IQAC Committee	Action Taken for Implementations & Outcomes
1	Review & analysis of: 1] Activities of academic calendar (A.Y. 2021-22) 2] Activities of IQAC Plan of action (A.Y. 2021-22) 3] Activities of AQAR activity calendar (A.Y. 2021-22) 4] Activities of department activity calendar (A.Y. 2021-22) 5] Activities of various cells, statutory and non-statutory committees. 6] Outcome of Planning for Students, Staff and Institute. 7] Students Satisfaction Survey, Stakeholders Feedback, and 360 Degree Feedback.	Action Taken: IQAC coordinator initiated an action to review activities planned in the previous academic calendar, IQAC Plan of action, AQAR activity calendar, department activity calendar, and various cells, statutory and non-statutory committees. Outcome: Academic Calendar: Total 97 activities were planned in Institute Academic Calendar, 82 activities were conducted, and attainment percentage is 84.53 %. <i>Institute adherence to academic calendar is satisfactory.</i> IQAC Plan of action: Total 38 activities were planned in IQAC Plan of action, 29 activities were conducted, and attainment percentage is 76.31%. <i>Institute adherence to IQAC Plan of action is satisfactory.</i> AQAR activity Calendar: Total 172 activities were planned in AQAR Activity Calendar, 162 activities were conducted, and attainment percentage is 94.18 %. <i>Institute adherence to AQAR activity calendar is excellent.</i> Department Activity Calendar: Total 49 activities were planned in Department Activity Calendar, 46 activities were conducted, and attainment percentage is 93.87 %. <i>Department adherence to department activity calendar is excellent.</i> Cells, Statutory & Non-Statutory Committees: Total 55 activities planned by Cells, 50 activities conducted, and attainment percentage is 90.90%. Total 79 activities planned by Cells, 75 activities conducted, attainment percentage is



	<p>94.93%. <i>Institute adherence to Cells, & Committees activities is satisfactory.</i></p> <p>Outcome of Students, Staffs and Institute Centric Planning: Benchmarks set for Student, Staff and Institute Centric Planning are moderately achieved.</p> <p>Students Satisfaction Survey, Stakeholders Feedback, and 360 Degree Feedback: Students Satisfaction Survey on institute academics by the students rated 3.03 in a scale of (0 to 4).</p> <p>Suggestions received through <i>stakeholder feedback</i> are used to increase the number of industrial visits as well as activities in the department.</p> <p><i>360 Degree Feedback</i> by the Employee on the Employee resulted into an overall rating of 4.06 on the scale of (0 to 5)</p>
--	--

The above action taken report is noted by all IQAC Members.

Proposed By: Dr. S. M. Khairnar

Seconded By: Dr. Pankaj Agarkar

Agenda 2: A. Y. 2022-23 Academic Calendar

Resolution: IQAC Coordinator Presented an Institute academic calendar with the inclusion of activities from academic and administrative departments in consultation with the Dean Academics, Heads of academic departments, Registrar, and College Examination Officer. It is finalized through discussions and suggestions from IQAC Members. It is resolved that all concerned authorities will implement the academic calendar of A.Y. 2022-23.

Proposed By: Prof. Rohit Garad

Seconded By: Dr. S. M. Khairnar

Agenda 3. IQAC Plan of action for A.Y. 2022-23

Resolution: IQAC Coordinator Presented an IQAC Plan of action in consultation with Principal, HoDs, Registrar, Dean's, Section in-charges, Criteria Chairpersons, Cells and Committee in-charges as a step towards quality enhancement. It is finalized through discussions and suggestions from all IQAC members. It is resolved that all concerned authorities will implement the IQAC Plan of action of A.Y. 2022-23.



Proposed By: Dr. Sanjay Koli
Seconded By: Prof. Santosh Jadhav

Agenda 4: AQAR Activity Calendar for A.Y. 2022-23

Resolution: IQAC Coordinator presented the proposed AQAR Activity Calendar in consultation with Criteria Chairpersons so as to ensure quality initiation and enhancement during the academic year. It is finalized through discussions and suggestions from all IQAC Members. It is resolved that all concerned authorities will implement the IQAC Plan of action of A.Y. 2022-23.

Proposed By: Prof. Santosh Jadhav
Seconded By: Prof. Prashant Karajagi

Agenda 5: Department Academic Calendar for A.Y. 2022-23

Resolution: IQAC Coordinator presented proposed activities of the Department's Academic Calendar in consultation with Heads of academic departments. It is decided to include activities of the IQAC plan of action as well as activities AQAR activity calendar. It is finalized through discussions and suggestions from all IQAC Members. It is resolved that all concerned authorities will implement the IQAC Plan of action of A.Y. 2022-23

Proposed By: Prof. Rohit Garad
Seconded By: Prof. S. M. Karodpati

Agenda 6: Outcome based planning for Students, Staffs, and Institute

Resolution: IQAC Coordinator presented a proposed outcome based planning for students along with the benchmarks in academic performance, Placements, Entrepreneurship, Guidance on Competitive Examinations, arts, sports and cultural activities.

Planning for staff development in terms of financial & infrastructure support in multiple aspects like Research & Publications, Consultancy, Patents, Conferences, Workshops, Membership of professional bodies, Staff welfare, and performance based staff appraisals etc.

Planning on Institute accreditations, Preparedness to NEP 2020, Linkages-Collaborations & MoUs, Revision of Institute Best Practices & Distinctiveness, Enhancing the quality culture through consultancy, Idea Generation & IPR, Strengthening the Green Initiative Practices and conduct of regular audits. It is finalized through discussions and suggestions from all IQAC Members. It is resolved that all concerned authorities will implement the students centric, staff centric and institute-centric activities in the plan of action for A.Y. 2022-23

Proposed By: Dr. Kamaljeet Kaur.
Seconded By: Dr. F.B. Sayyad



Agenda 7: Institute Preparedness to NEP 2020

Resolution: In order to create awareness and prepare accordingly for NEP 2020, Dr. Nirajan Shegokar is appointed as a NEP 2020 Coordinator. He is supposed to create awareness of NEP 2020 among all stakeholders and follow SPPU & HRDC Circulars from time to time on NEP for implementation in the institute. It is resolved that Dr. Nirajan Shegokar will coordinate this institute-level activity and heads of departments will support him in the execution of the plan.

Proposed By: Dr. F.B. Sayyad

Seconded By: Prof. Bhagyashree Dhakulkar

Agenda 8: Review on Internal & External Audits and Status of compliances

Resolution: Dr. Niranjana Shegokar will comply on recommendations given by external auditors in Academic & Administrative Audit Report. Lt. Col. Sanjay Karodpati will comply on recommendations given by external auditors in Green, Energy, and Environment audits. It is resolved that all the heads of departments will support the audit team and follow the processes as desired.

Proposed By: Dr. Kamaljeet Kaur.

Seconded By: Dr. F.B. Sayyad

Agenda 9: Proposed Roadmap for NAAC Cycle-2 preparation

Resolution: IQAC Coordinator presented a roadmap for NAAC Cycle-2 preparation. It is decided to appoint Dr. Rahul Bachute as a NAAC Coordinator. It is resolved that Dr. Rahul Bachute will form a team to deal with all seven criteria and Heads of departments will support and submit the documents as and when asked for the accreditations process.

Proposed By: Dr. Kamaljeet Kaur.

Seconded By: Dr. F.B. Sayyad

Agenda 10: Participation in Institutional Ranking

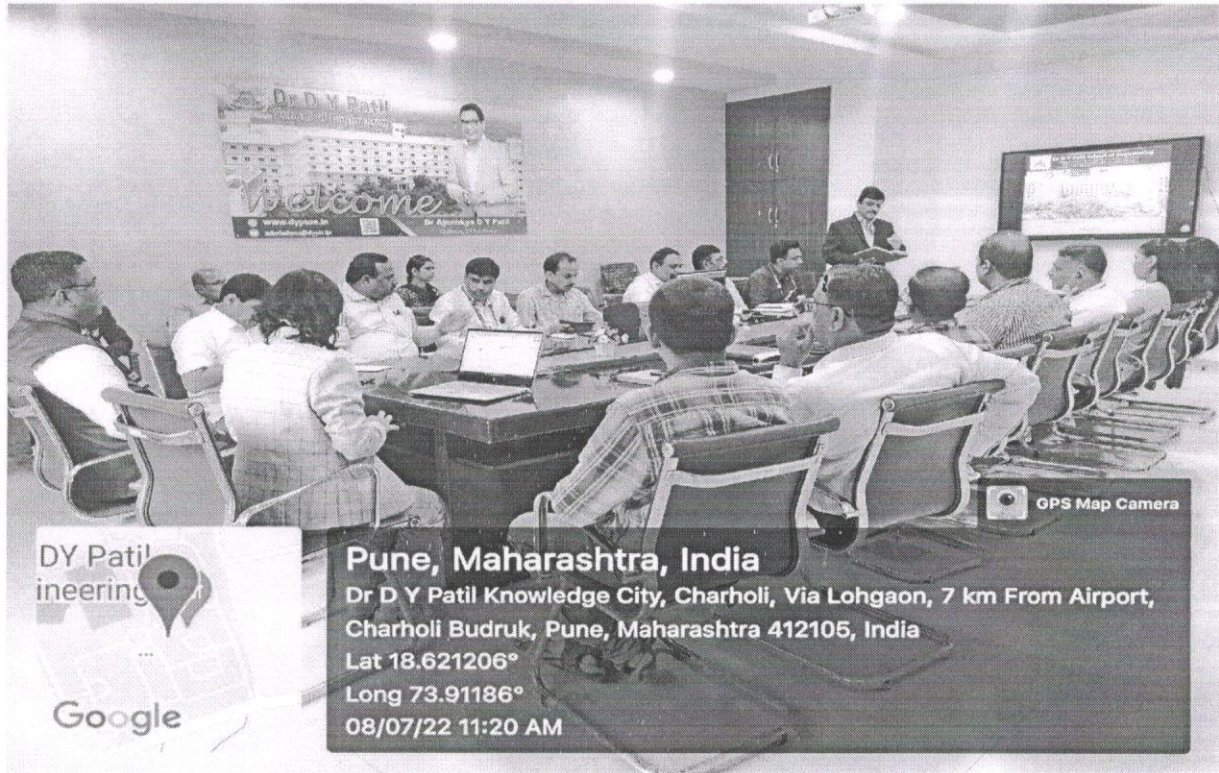
Resolution: In the meeting, it is decided that institute to participate in various ranking such as NIRF, Green Institutions of India, OBE, India Today etc and accordingly strengthen the activities to get the higher ranks. It is resolved that the concerned coordinators to prepare an action plan and initiate activities and submit the data as and when asked.

Proposed By: Dr. Kamaljeet Kaur.

Seconded By: Dr. F.B. Sayyad

Mr. Riyaj Kazi, IQAC Coordinator proposed a vote of thanks to all IQAC Members.





DY Patil
Engineering

Google

Pune, Maharashtra, India

Dr D Y Patil Knowledge City, Charholi, Via Lohgaon, 7 km From Airport,
Charholi Budruk, Pune, Maharashtra 412105, India

Lat 18.621206°

Long 73.91186°

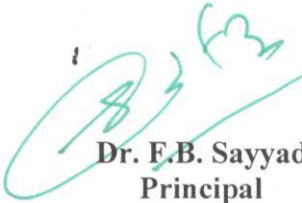
08/07/22 11:20 AM


Mr. Riyaj Kazi
Coordinator(IQAC)

CC:

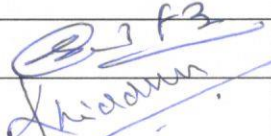
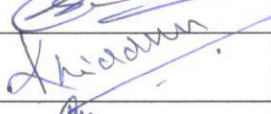

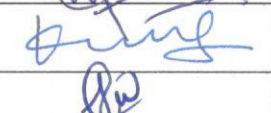
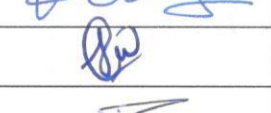


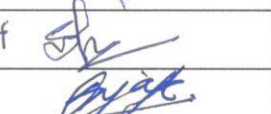
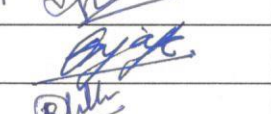
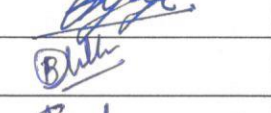
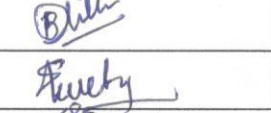
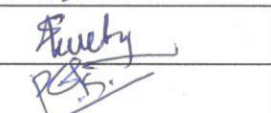
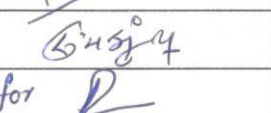
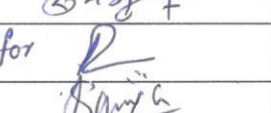
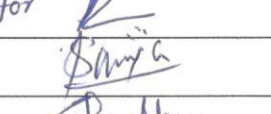
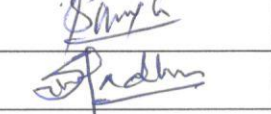

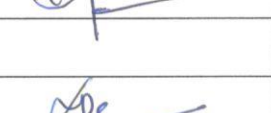
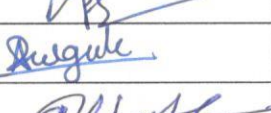
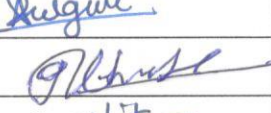
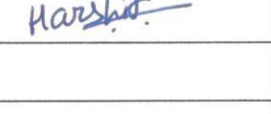
1. All IQAC Members
2. Office.




Dr. F.B. Sayyad
Principal


Date: 08/07/2022

The following IQAC Members were present for the IQAC Meeting.

Sr. No	Name	Designation	Signature
1	Dr. Farook Sayyad, Principal	Chairperson	
2	Dr. Kamaljeet Kaur Siddhu, Director Technical Campus	Management Representative	
3	Mr. Gorakhnath Deshmukh, Registrar	Senior Administrative Officers	
4	Dr. S. M. Khairnar, HoD & Dean R&D [Engg. Science]		
5	Dr. Sanjay Koli, HoD [E&TC Dept.]		
6	Dr. Pankaj Agarkar, HoD [Computer Dept.]		
7	Prof. Rohit Garad, HoD [Mechanical Dept.]		
8	Prof. S. M. Karodpati, HoD [Civil Dept.]		
9	Prof. Bhagyashree Dhakulkar, HoD [AIDS Dept.]		
10	Ms. Shweta Sharma, Dean III and T&P		
11	Prof. Prashant Karajagi, College Exam Officer		
12	Mr. Santosh Ankush. Librarian		
13	Dr. R.C.Katdare, Faculty [Civil Engg.]	Teacher Representative	
14	Dr. Saniya Ansari, Faculty [E&TC Engg]		
15	Prof. Santosh Jadhav, Faculty [Mechanical Engg.]		
16	Prof. Rohini Gadgil, Faculty [Engg. Science]		
17	Prof. Nilesh Pinjarkar, Faculty [Computer Engg.]		
18	Prof. Sonal Durgule, Faculty [AI & DS Engg.]		
19	Mr. Ganesh Khandve, Lohegaon	Nominee (Local Society)	
20	Mr. Harshit Mishra, Engg. Science Dept.	Nominee (Student)	
21	Prof. Yogesh Shinde, E&TC department	Nominee (Alumni)	
22	Mr. Sahil Billiardmaker, Whirlpool, Pune.	Nominee (Industrialist)	
23	Mr. Nirajan Kale, Veritas, Pune	Nominee (Employer)	
24	Mr. Dineshkumar Mishra, Pune	Nominee (Parent)	
25	Prof. Riyaj Kazi, Senior Faculty, E&TC department	Coordinator (IQAC)	

Email: iqac_dypsoe@dypic.in, Phone: 020-35037922, Location: IQAC Room No: 228




Principal
Dr. Farook Sayyad
Principal
Dr. D. Y. Patil School of Engineering
Lohegaon, Pune.



Dr D Y Patil Group of Institutions' Technical Campus
AJEENKYA 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/47

ACTION TAKEN REPORT

(IQAC meeting No. 1 held on 08/07/2022)

1] Activities of academic calendar (A.Y. 2022-23):

Action Taken: IQAC coordinator initiated an action and obtained suggestions from Head of Institute, Academic & Administrative Heads, Deans, senior faculties, CEO, ISO Coordinator, Cultural Coordinator, various cells & committees in- charges etc. and prepared an academic calendar for A. Y. 2022-23. Total 79 activities were planned & it is approved by the Principal and circulated to academic & administrative departments for necessary actions.

Outcome: Total 67 activities out 79 planned activities were conducted. The percentage of attainment is 84.89%. Institute adherence to the academic calendar is satisfactory.

2] IQAC Plan of action for A.Y. 2022-23:

Action Taken: IQAC planned total 38 activities in IQAC Plan of action in consultation Principal, Academic Heads, Dean's, NEP 2020 Coordinator, Budget Committee, ISO Coordinator and Academic & Administrative Audit and Environment Audit In-charges.

Outcome: Thirty-Seven activities out of 38 were conducted. The percentage of attainment is 97.36%. Institute adherence to the IQAC Plan of action is excellent.

3] AQAR Activity Calendar for A.Y. 2022-23:

Action Taken: IQAC planned total of 171 activities in AQAR activity calendar in consultation with Criteria Chairpersons considering SoP and Benchmarks for various metrics.

Outcome: Total of 156 activities were conducted out of the planned 171. The percentage of attainment is 91.22%. Institute adherence to the AQAR activity calendar is excellent.



4] Department Academic Calendar for A.Y. 2022-23:

Action Taken: Total of 45 activities were planned in the department's academic calendar in consultation with Heads of academic departments considering the University & Institute Academic Calendar.

Outcome: Total of 41 activities were conducted out of the planned 45. The percentage of attainment is 91.11%. Institute adherence to the department academic calendar is excellent.

5] Outcome-based planning for Students, Staff, and Institute:

Action Taken: IQAC Planned activities for students in terms of academic performances, placements, entrepreneurship, competitive examinations, arts, sports and cultural etc. The benchmarks set for attaining the goals. The same has been communicated to concern in-charges to initiate actions. Similarly, the Staff and institute-centric plan is presented for approval and the same has been communicated to respective in-charges and authorities to initiate actions.

Outcome:

Students: 85 % of eligible students placed done till date. The results for academic performance of the students is awaited. The data for entrepreneurship & competitive examinations is awaited.

Staff: 85.71% of the planned activities (Financial & Infrastructure support for various activities, staff welfare scheme, FDPs, Staff Appraisals, Faculty Promotions) were completed for staff.

Institute: 100 % of the planned activities (NAAC, Academic Bank of Credits, MoUs, Revision of Best Practices, Initiatives towards quality culture, Eco-friendly Practices & Audits) were completed for the Institute. Institute overall planning and execution towards Students, Staff, and Institute is excellent.

6] Institute Preparedness to NEP 2020:

Action Taken: Being an affiliated institute, the institute's preparedness to NEP 2020 is as per guidelines of SPPU. NEP 2020 Coordinator has been appointed for this task. NEP 2020 coordinator planned activities to create awareness to disseminate the objectives of National Education Policy and informed stakeholders in attending webinars, and workshops on NEP.

Outcome: Institute has created students accounts in digi-locker for Academic Bank of Credits (ABC) for all enrolled students as per the guidelines of University. Institute has conducted 5 Days FDP on "Innovative Teaching Learning Practices for Preparation of NEP-2020". Institute also conducted Quiz on National Education Policy. Faculties attended online webinar organized



by University on June 7, 2022. Institute adhered to NEP awareness/guidelines from University on NEP 2020.

7] Internal & External Audits and Status of Compliances:

Action Taken: Lt. Col. Sanjay Karodpati has initiated actions on non-compliances of Green, Energy and Environment Audit recommendations of external auditors. Dean Academics; Dr. Niranjana Shegokar initiated action on non-compliances of academic & administrative audit recommendations of external auditors.

Outcome: Out of 28 recommendations given on Green, Energy and Environment Audit, compliances on 11 recommendations is completed. Out of 11 recommendations given on academic & administrative audit compliances on 7 recommendations is completed. Institute adherence to audit recommendations is satisfactory.

8] Roadmap for NAAC Cycle-2 preparation:

Action Taken: Dr. Rahul Bachute appointed as a NAAC Coordinator. It is resolved that Dr. Rahul Bachute formed a team to deal with all seven NAAC criteria's and Heads of departments extended their support in the NAAC Process.

Outcome: Documentation for NAAC Cycle-2 is at the final stage. It is decided to submit IIQA once 90% of documentation including website updation is completed. Tentative deadline to submit IIQA is first week of July 2023.

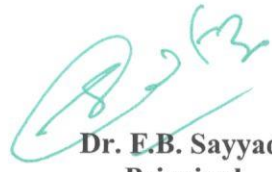
9] Participation in Institutional Ranking:

Action Taken: Institute has participated in various institutional ranking viz, NIRF, India Today, Green Institutional Ranking.

Outcome: Institute secured 126th Rank in India Today Ranking among Private Institutions. Institute Secured 18th Rank in Green Institutions of India Ranking- with A++ Platinum Band. Institute also received GOLD Certificate from Energy Swaraj Foundation for making 1000+ People Energy Literate.


Mr. Riyaj Kazi
IQAC Coordinator




Dr. E.B. Sayyad
Principal