

Ajeenkya DY Patil School of Engineering, Pune.



A.Y. 2021-22

Minutes of Meeting & Action Taken Report

IQAC Meeting No.1, 09/07/2021



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: 23/06/2021

Meeting Circular

IQAC Members are hereby informed that the academic year 2021-22 IQAC meeting No. 1 is scheduled on Friday, 09/07/2021 in conference room no. 18 at 11:00 AM.

The agenda of the meeting is as follows:

1. Approval of Previous Minutes of Meeting
2. Planning of A. Y. 2021-22 Academic Calendar
3. Preparation of A. Y. 2021-22 IQAC Plan of Action
4. Preparation of A.Y. 2021-22 AQAR Activity Calendar
5. Preparation of A. Y. 2021-22 Department Academic Calendar
6. ISO 9001:2015 & 21001:2018 Certification
7. NABL Accreditation & Participation in Institutional Ranking
8. Any other agenda with the permission of the IQAC Chairperson

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


Mr. Riyaj Kazi
Coordinator(IQAC)




Dr. F.B. Sayyad
Principal



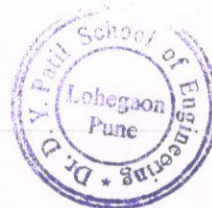
“Empowerment through quality technical education”
Dr DY PATIL SCHOOL OF ENGINEERING
D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105
Form No. IQAC/22

INTERNAL QUALITY ASSURANCE CELL

Meeting	IQAC Meeting No.1, A.Y. 2021-22
Date & Time	09-07-2021, 11:00 AM
Location	Conference Room
Chairperson	Dr. F.B. Sayyad, Principal
Attendees	IQAC Members

AGENDA

1. Approval of Previous Minutes of Meeting
2. Planning of A. Y. 2021-22 Academic Calendar
3. Preparation of A. Y. 2021-22 IQAC Plan of Action
4. Preparation of A.Y. 2021-22 AQAR Activity Calendar
5. Preparation of A. Y. 2021-22 Department Academic Calendar
6. ISO 9001:2015 & 21001:2018 Certification
7. NABL Accreditation & Participation in Institutional Ranking

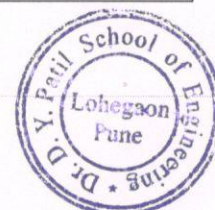


Internal Quality Assurance Cell**Minutes of IQAC 1st Meeting of A.Y. 2021-22****Meeting 1: 09.07.2021**

The Chairperson, Dr. F. B. Sayyad welcomed the IQAC Members for the 1st Meeting of academic session 2021-22 followed by review presentation made by Mr. Riyaj Kazi, IQAC Coordinator.

The following points were discussed in the meeting:

Sr. No.	Name	Designation
1	Dr. Farook Sayyad, Principal	Chairperson
2	Dr. Sushant Patil, Trustee, DY Patil Group	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. Prashant Karajagi, College Exam Officer	
10	Mr. Santosh Ankush. Librarian	
11	Dr. R.C.Katdare, Faculty [Civil Engg.]	Teacher Representative
12	Dr. Saniya Ansari, Faculty [E&TC Engg]	
13	Prof. Santosh Jadhav, Faculty [Mechanical Engg.]	
14	Prof. Monika Dangore, Faculty [Computer Engg.]	
15	Prof. Sonal Durgule, Faculty [AI & DS Engg.]	
16	Mr. Ganesh Khandve, Lohegaon	Nominee (Local Society)
17	Prof. Riyaj Kazi, Senior Faculty, E&TC department	Coordinator (IQAC)



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

Resolution 1: The 1st IQAC meeting was conducted on 12th March, 2021 at 3:00 PM in seminar hall. 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.	Recommendation given by IQAC Committee	Action Taken for Implementations & Outcomes
1	Review Meeting on activities of TBI, IIC, IPR, EDC, Alumni, Website updation in view of NAAC Cycle-1 reassessment.	<p>Action Taken: IQAC coordinator initiated an action to review activities planned by various cells; TBI, IIC, IPR, EDC, Alumni, etc & Website updation in view of NAAC Cycle-1 reassessment.</p> <p>Outcome:</p> <p>TBI: Technology Business Incubation Cell coordinator, Dr. Sunil Rathod had prepared a plan of action, communicated to staff and students and initiated the activities. Organized event on “Tech-Buzz of IoT and Startup-Business” The Students have been encouraged and guided to setup a start-up in various departments of Institute. 1) Start-up ~ Ms. Shreya Lad- Neutrophonics 2) Institute Library Software development.</p> <p>EDC: Entrepreneurship Development Cell Coordinator, Dr. Dileep More had prepared a plan of action, communicated to staff and students and initiated the activities. Organized two events: 1) My first step in start-up & 2) My Journey as an entrepreneur</p> <p>Alumni: All department Alumni meet organized on online platform.</p> <p>IIC: Industry Institute Interaction Cell coordinator, Dr. Rajesh Katdare had prepared a plan of action, communicated to staff and students and initiated communication with Confederation of Indian Industry (CII).</p> <p>IPR: Intellectual Property Rights Cell Coordinator, Dr. Dileep More has prepared a plan of action, communicated to staff and students and initiated the activities.</p> <p>Website: Website Committee coordinator, Mr, Yogesh Mali, had created new website domain and updated it from institute and NAAC compliance point of view.</p>



Above action taken report is noted by all IQAC Members.

Proposed By: Dr. S. M. Khairnar

Seconded By: Dr. Sanjay Koli

Agenda 2: Planning of A. Y. 2021-22 Academic Calendar

Resolution: IQAC Coordinator Presented an Institute academic calendar by inclusion of activities from academic and administrative departments in consultation with Dean Academics, Heads of academic departments, Registrar, College Examination Officer. It is finalized through discussions and suggestions from IQAC Members.

Proposed By: Prof. Rohit Garad

Seconded By: Dr. Pankaj Agarkar

Agenda 3. Planning of IQAC Plan of action for A.Y. 2021-22

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 Members.

Proposed By: Dr. Saniya Ansari

Seconded By: Prof. Monika Dangore

Agenda 4: AQAR Activity Calendar for A.Y. 2021-22

Resolution: IQAC Coordinator Presented 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 IQAC Members.

Proposed By: Prof. Santosh Jadhav

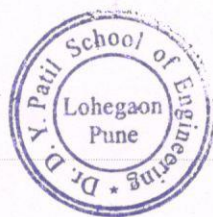
Seconded By: Prof. Prashant Karajagi

Agenda 6: Department Academic Calendar for A.Y. 2021-22

Resolution: IQAC Coordinator Presented Proposed Activities of Department Academic Calendar in consultation with Heads of academic departments. It is finalized through discussions and suggestions from IQAC Members.

Proposed By: Prof. Rohit Garad

Seconded By: Prof. S. M. Karodpati



Agenda 7: ISO 9001:2015 & 21001:2018 Certification

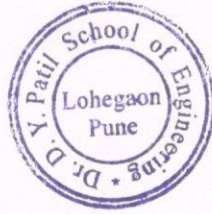
Resolution: Prof. Kunal Marathe appointed as an ISO Coordinator. IQAC and Academic departments were informed to support this quality initiative.

Agenda 8: NABL Accreditation & Participation in Institutional Ranking

Resolution: Dr. Rajesh Katdare appointed as an NABL Coordinator. All staff members of Civil Engineering Department were informed to support this accreditation process.

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

**Mr. Riyaj Kazi
Coordinator(IQAC)**



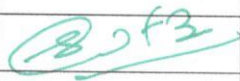
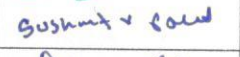







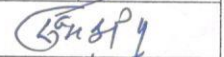


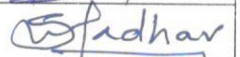

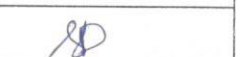
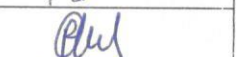
**Dr. F.B. Sayyad
Principal**

CC:

1. All IQAC Members
2. Office.

Date: 09/07/2021

The following IQAC Members were present for the meeting

Sr. No.	Name	Designation	Signature
1	Dr. Farook Sayyad, Principal	Chairperson	
2	Dr. Sushant Patil, Trustee & Advisor	Management Representative	
3	Mr. Gorakhnath Deshmukh, Registrar	Senior Administrative Officers	
4	Dr. S. M. Khairnar, HoD & Dean R&D [Engg. Science]		
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13	Mr. Santosh Ankush. Librarian		
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17	Prof. Monika Dangore, Faculty [Computer Engg.]		
18	Prof. Sonal Durgule, Faculty [AI & DS Engg.]		
21	Mr. Riyaj Kazi, Senior Faculty, E&TC department	Coordinator (IQAC)	




Dr. F. B. Sayyad

Principal



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INTERNAL QUALITY ASSURANCE CELL(IQAC)
Form No. IQAC/6

ACTION TAKEN REPORT

(IQAC meeting No. 1 held on 09/07/2021)

1] Planning of A. Y. 2021-22 Academic Calendar

Action Taken: IQAC coordinator initiated an action and obtained suggestions from Principal, Deans, HoDs, Registrar & various cell & committee coordinators and prepared an academic calendar for A. Y. 2021-22; it is approved by Principal and circulated to academic & administrative departments.

Outcome: Academic departments adhered to the academic calendar for effective curriculum delivery.

2] Preparation of A. Y. 2021-22 IQAC Plan of Action

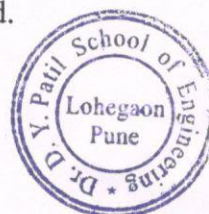
Action Taken: IQAC coordinator prepared IQAC Plan of action as institutional quality initiatives keeping students, staff and institute at the center. The plan has been communicated to Deans, Heads of departments, TPO, Cells and committee members for its implementation.

Outcome: Activities based on IQAC plan of action are being executed during the academic year. The outcome will be assessed & analyzed at the conclusion of the academic year.

3] Preparation of A.Y. 2021-22 AQAR Activity Calendar

Action Taken: IQAC coordinator prepared IQAC Plan of action as institutional quality initiatives on seven quality indicator framework for better functioning of the institute on quality parameters.

Outcome: Institute level criteria chairpersons initiated the execution of the plan through a team of department criteria coordinators and it is monitored by the head of departments. 70% activities are executed as per plan. Pending activities were rescheduled.



4] Preparation of A. Y. 2021-22 Department Academic Calendar

Action Taken: IQAC coordinator informed to all academic department heads to include activities of institute academic calendar, IQAC Plan of action and AQAR Activities in the department academic calendar for execution.

Outcome: Department calendar activities are being executed during the year. The outcome will be assessed & analyzed at the conclusion of the academic year.

5] ISO 9001:2015 & 21001:2018 Certification

Action Taken: ISO Coordinator formed an audit team and documentation initiated as per the guidelines of auditors.

Outcome: Institute ISO certified on 25/11/2021

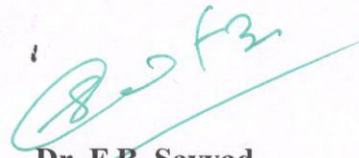
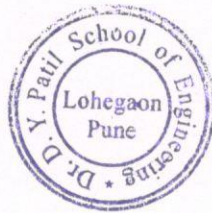
6] NABL Accreditation

Action Taken: NABL Coordinator formed a team and documentation initiated as per the guidelines of accreditation manual.

Outcome: Institute NABL accredited on 28/09/2021



Mr. Riyaj Kazi
IQAC Coordinator



Dr. F.B. Sayyad
PRINCIPAL