

**Ajeenkya DY Patil School of Engineering, Pune.**



## **IQAC**

### **Minutes of Meeting & Action Taken Report**

**IQAC Meeting No.1, 07/07/2023, A.Y. 2023-24**





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

Form No. IQAC/22(a)

Date: 05/06/2023


**Meeting Circular**

IQAC Members are hereby informed that the academic year 2023-24 IQAC meeting No. 1 is scheduled on Friday, 07/07/2023 in IQAC room no. 228 at 10:30 AM.

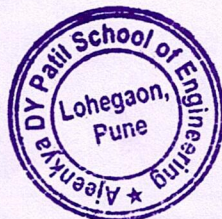
**The agenda of the meeting is as follows:**

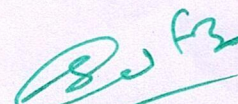
- 1] Approval of Previous IQAC Minutes of Meeting dated, 22/05/2023.
- 2] Activities of Institute Academic Calendar: A.Y. 2023-24
- 3] Activities of IQAC Plan of Action: A.Y. 2023-24
- 4] Activities of AQAR 2023-24
- 5] Approval of Revised Institute Organogram w.e.f. from A.Y. 2023-24
- 6] Stakeholders feedback (A.Y. 2022-23) on Students Satisfaction Survey, Institute Ambience, 360 Degree Feedback, and Best Practices I and II
- 7] STEP-UP 2023-24 ( 4 N's Compliance: NEP, NAAC, NIRF, NBA):Presentation of Deans ( Dean Academics, Dean R&D, Dean T&P, Dean Consultancy, Dean Innovation Ecosystem, Dean Faculty Development, Dean Students Development, Dean Alumni, NEP)
- 8] Presentation on 4N's Compliance by HoDs ( Engg. Science, Computer, E&TC, Mech, Civil, AI&DS, Automobile)
- 9] Any other agenda with permission of IQAC Chairman.

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

  
Mr. Riyaj Kazi  
Coordinator(IQAC)

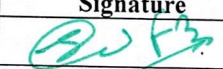




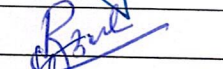
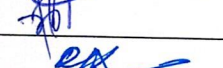

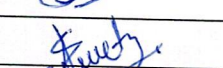
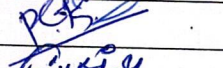
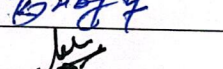
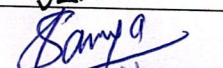
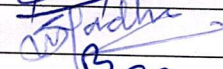

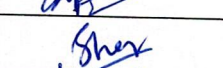
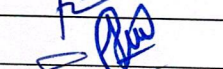

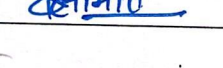
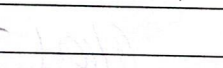
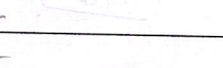
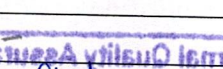
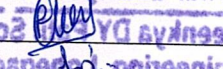


**Internal Quality Assurance Cell**  
**Ajeenkya DY Patil School of**  
**Engineering, Lohegaon, Pune**



  
Dr. F.B. Sayyad  
Principal  
**Ajeenkya DY Patil School of**  
**Engineering, Lohegaon, Pune**



# **IQAC Meeting Circular Read & Signed by:**

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. Sharan Inamdar, HoD [E&TC Dept.]		
6	Dr. Pankaj Agarkar, HoD [Computer Dept.]		
7	Dr. Rahul Bachute, HoD [Automobile Dept.]		
8	Prof. Rohit Garad, HoD [Mechanical Dept.]		
9	Prof. S. M. Karodpati, HoD [Civil Dept.]		
10	Prof. Bhagyashree Dhakulkar, HoD [AIDS Dept.] & Associate Dean Alumni		
11	Ms. Shweta Sharma, Dean T&P		
12	Prof. Prashant Karajagi, College Exam Officer		
13	Mr. Santosh Ankush. Librarian		
14	Dr. Pallavi Kharat, Faculty [Civil Engg.]	Teacher Representative	
15	Dr. Saniya Ansari, Faculty [E&TC Engg] & Dean Innovation Ecosystem		
16	Prof. Santosh Jadhav, Faculty [Mechanical Engg.]		
17	Prof. Rohini Gadgil, Faculty [Engg. Science]		
18	Prof. Nilesh Pinjarkar, Faculty [Computer Engg.]	Dean Academics & NEP Coordinator	
19	Dr. Niranjan Shegokar		
20	Dr. Sanjay Koli,	Dean Consultancy	
21	Dr. <del>Prasad</del> Sarange	Dean Faculty Development	
22	Dr. Dileep More	Dean <del>Student</del> Faculty Development	
23	Mr. Ganesh Khandve, Lohegaon	Nominee (Local Society)	-
24	Prof. Abhilash Sasane, E&TC department	Nominee (Alumni)	-
25	Mr. Sahil Billiardmaker, Whirlpool, Pune.	Nominee (Industrialist)	-
26	Mr. Nirajan Kale, Veritas, Pune	Nominee (Employer)	-
27	Mr. Dineshkumar Mishra, Pune	Nominee (Parent)	-
28	Prof. Riyaj Kazi, Faculty-E&TC department	Coordinator (IQAC)	
29	Ravi Patil, Physical Director	Director, Physical Education	







"Empowerment through quality technical education"  
**Ajeenkya D Y PATIL SCHOOL OF ENGINEERING**  
 Dr D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105.  
**INTERNAL QUALITY ASSURANCE CELL [IQAC]**

Date: 3/07/2023

### IQAC Meeting No. 1: A Schedule

**Date 07-07-2023, 10:30 AM, Venue: IQAC Room**

Time	Activity
10:30 AM to 10:32 AM	Welcome to IQAC Members by Principal, Dr. F. B. Sayyad
10:33 AM to 10:40 AM	Review & approval of MoM of Meeting No. 4 held on Friday, 22/05/2023 & action taken report on MoM by IQAC.
10:41 AM to 10:56 AM	<b>IQAC Coordinator Presentation on:</b> I] Institute Academic Calendar II] IQAC Plan of action III] AQAR 2023-24 activities IV] Approval of Revised Institute Organogram V] Stakeholders feedback (A.Y. 2022-23) on SSS, Institute Ambience, 360 Degree, Best Practices I and II
10:57 AM to 11:02 AM	Presentation of 4N's Plan of action by <b>Dean Academics</b>
11:03 AM to 11:08 AM	Presentation of 4N's Plan of action by <b>Dean R&amp;D</b>
11:09 AM to 11:14 AM	Presentation of 4N's Plan of action by <b>Dean T&amp;P</b>
11:15 AM to 11:20 AM	Presentation of 4N's Plan of action by <b>Dean Consultancy</b>
11:21 AM to 11:26 AM	Presentation of 4N's Plan of action by <b>Dean Innovation Ecosystem</b>
11:27 AM to 11:32 AM	Presentation of 4N's Plan of action by <b>Dean Faculty Development</b>
11:33 AM to 11:38 AM	Presentation of 4N's Plan of action by <b>Dean Students Development</b>
11:39 AM to 11:44 AM	Presentation of 4N's Plan of action by <b>Dean Alumni</b>
11:45 AM to 11:50 AM	Presentation of Plan of action by <b>NEP Coordinator</b>
11:51 PM to 12:53 PM	Presentation of 4N's Plan of action by <b>Heads of departments</b>
12:54 PM to 12:56 PM	Concluding Remark and Vote of Thanks by <b>IQAC Coordinator</b>

Please Note: [i] All IQAC Members and Presenters will remain present in the meeting at 10:50 AM.  
 [ii] Chairperson may call another session for a meeting if the meeting schedule gets extended.

  
 Mr. Riyaj kazi  
 IQAC Coordinator

  
 Dr. F. B. Sayyad  
 Principal

**Internal Quality Assurance Cell**  
**Ajeenkya DY Patil School of**  
**Engineering, Lohegaon, Pune**

**Principal**  
**Ajeenkya DY Patil School of**  
**Engineering, Lohegaon, Pune**





AJEENKYA  
DY Patil School of Engineering

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**AJEENKYA DY Patil School of Engineering**  
Dr. D. Y. Patil Knowledge City, Charholi (Bk), Lohgaon, Pune – 412 105  
**INTERNAL QUALITY ASSURANCE CELL(IQAC)**

A.Y. 2023-24

IQAC Meeting No.1

ATTENDANCE

Date: 07/07/2023

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]		
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18	Prof. Nilesh Pinjarkar, Faculty [Computer Engg.]	Dean Academics & NEP Coordinator	
19	Dr. Niranjana Shergokar		
20	Dr. Sanjay Koli,	Dean Consultancy	
21	Dr. Shreepad Sarange	Dean Faculty Development	
22	Dr. Dileep More	Dean <del>Student</del> Faculty Development	
23	Mr. Ganesh Khandve, Lohegaon	Nominee (Local Society)	—
24	Prof. Abhilash Sasane, E&TC department	Nominee (Alumni)	—
25	Mr. Sahil Billiardmaker, Whirlpool, Pune.	Nominee (Industrialist)	—
26	Mr. Nirajan Kale, Veritas, Pune	Nominee (Employer)	—
27	Mr. Dineshkumar Mishra, Pune	Nominee (Parent)	—
28	Prof. Riyaj Kazi, Faculty-E&TC department	Coordinator (IQAC)	

29 Ravi Patil, Physical Director

Director, physical Education





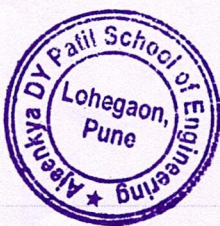
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D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105  
Form No. IQAC/22

### INTERNAL QUALITY ASSURANCE CELL

<b>Meeting</b>	IQAC Meeting No.1, A.Y. 2023-24
<b>Date &amp; Time</b>	07-07-2023, 10:30 AM
<b>Location</b>	IQAC Room No. 228
<b>Chairperson</b>	Dr. F.B. Sayyad, Principal
<b>Attendees</b>	IQAC Members

### AGENDA

Agenda No.	Description
1	Approval of Previous Minutes of Meeting No.4, dated 22-05-2023 & Action Taken Report.
2	Activities Planned for Institute Academic Calendar: A.Y. 2023-24
3	Activities of IQAC Plan of Action: A.Y. 2023-24
4	Activities of AQAR 2023-24
5	Approval of Revised Institute Organogram w.e.f. from A.Y. 2023-24
6	Stakeholders feedback (A.Y. 2022-23) on Students Satisfaction Survey, Institute Ambience, 360 Degree Feedback, and Best Practices I and II
7	<b>STEP-UP 2023-24 (4 N's Compliance: NEP, NAAC, NIRF, NBA):</b> Presentation of Deans ( Dean Academics, Dean R&D, Dean T&P, Dean Consultancy, Dean Innovation Ecosystem, Dean Faculty Development, Dean Students Development, Dean Alumni, NEP)
8	Presentation on 4N's Compliance by HoDs (Engg. Science, Computer, E&TC, Mech, Civil, AI&DS, Automobile)
9	Any other agenda with permission of IQAC Chairman.



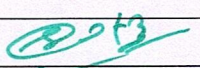

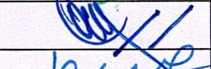
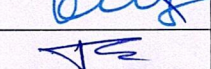
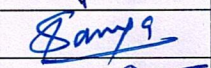
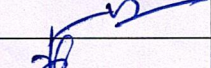
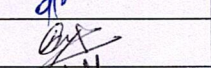
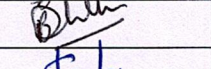


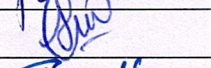

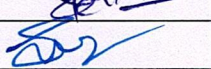
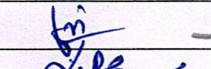
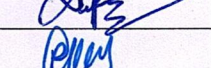
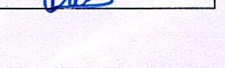

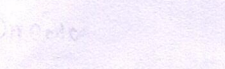
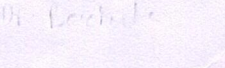



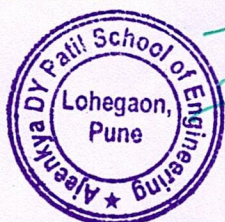
## Internal Quality Assurance Cell

Minutes of IQAC 1<sup>st</sup> Meeting of A.Y. 2023-24Meeting 1: 07.07.2023

The Chairperson, Dr. F. B. Sayyad welcomed the IQAC Members for the 1<sup>st</sup> Meeting of academic session 2023-24 followed by a presentation made by Mr. Riyaj Kazi, IQAC Coordinator.

The following members were present in the 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 [Engg. Science] & Dean R&D		
5	Dr. Pankaj Agarkar, HoD [Computer Engg.]		
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7	Dr. Rahul Bachute, HoD [Automobile Engg.]		
8	Prof. Rohit Garad, HoD [Mechanical Engg.]		
9	Prof. Sanjay M. Karodpati, HoD [Civil Engg.]		
10	Prof. Bhagyashree Dhakulkar, HoD [AI&DS] & Dean Alumni		
11	Ms. Shweta Sharma, Dean T&P		
12	Prof. Prashant Karajagi, College Examination Officer		
13	Dr. Niranjan Shegokar, Dean Academics & NEP 2020 Coordinator	Teacher Representative	
14	Dr. Sanjay Koli, Dean Consultancy		
15	Dr. Saniya Ansari, Dean Innovation Ecosystem		
16	Dr. Dileep More, Dean Students Development		
17	Dr. Shreepad Sarange, Dean Faculty Development		
18	Mr. Ravi Patil, Director- Physical Education.		
19	Prof. Nilesh Pinjarkar, Faculty, Computer Engg.	Assistant to IQAC	
20	Prof. Riyaj Kazi, Faculty E&TC Engg.	Coordinator (IQAC)	



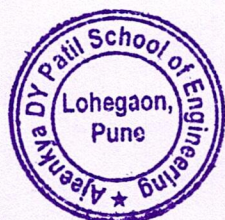


**Agenda 1: Approval of Previous Minutes of Meeting No.4, dated 22-04-2023 & Action**

**Taken Report.**

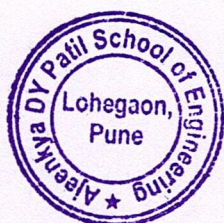
**Resolution 1:** The 4th IQAC meeting was conducted on 22<sup>nd</sup> May, 2023 at 11:00 AM in the conference room. The minutes of the meeting were readout with a formal discussion with all IQAC Members. These minutes of meetings were approved by IQAC Members.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementations & Outcomes
1]	Review and Analysis of activities planned in the Institute Academic Calendar	<b>Action Taken:</b> IQAC has monitored all planned activities during the year through various mechanisms developed to attain the benchmarks set for seven quality indicator frameworks. <b>Outcomes:</b> <b>Analysis of activities planned in the Institute Academic Calendar:</b> Total Seventy-nine activities were planned in the Institute Academic Calendar. Seventy-two activities were conducted. The attainment percentage is 90.59 %. Institute has adhered to the academic calendar.
2]	Review and analysis of activities planned in IQAC Plan of action.	<b>Review and analysis of activities planned in IQAC Plan of action:</b> Thirty-Seven activities were conducted as per plan. The attainment percentage is 97.36 %. Institute has adhered to the IQAC Plan of Action.
3]	Review and analysis of activities planned by all academic departments.	<b>Review and analysis of activities planned by all academic departments:</b> Forty-one activities were conducted by each department. The attainment percentage is 92.28 %. The academic department's adhered to the department academic calendar.
4]	Review and analysis of activities planned by all Deans & NEP 2020	<b>Review and analysis of activities planned by all Deans &amp; NEP 2020 Coordinator:</b> <b>(i) Dean Academics:</b> Course files of all faculties. Daily



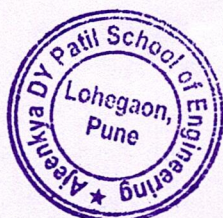


Coordinator.	<p>Monitoring Reports &amp; Monthly Academic Progress Reports. Faculty Feedback, CO-PO Mapping &amp; Result analysis. Action taken reports on faculty feedback &amp; result analysis.</p> <p><b>(ii) Dean R&amp;D:</b> Conducted 4 meetings for promoting and strengthening research. Delivered 4 talks on fetching research grants from funding agencies. Total 11 activities conducted for promoting R&amp;D. Received SIRO recognition from DST, Govt. of India. Ten research papers published in Journals. Six hundred Twenty research papers published in conferences. Five Books published with ISBN numbers. Three R&amp;D Policies Revised.</p> <p><b>(iii) Dean T&amp;P:</b> Eighty percent eligible students of academic year 2022-23 were students placed. Overall Placement percentage is 49%.</p> <p><b>(iv) Dean Consultancy:</b> Awareness meetings with each department to promote consultancy. One MoU on EV Charging station &amp; 2 activities conducted.</p> <p><b>(v) Dean Innovation Ecosystem:</b> Twenty six activities were conducted to promote the innovation ecosystem across all departments. Seven patents filed during A.Y. 2022-23.</p> <p><b>(vi) Dean Faculty Development:</b> All department faculties were informed to register to NPTEL Course. Total of 84 faculties registered and 31 faculties received NPTEL certificates. Organized three international conferences and 321 faculties presented and published papers. A total of 17 faculties registers for Toastmaster Club for overall personality development. Total of seven staff members were given a recognition as a best performance award.</p> <p><b>(vi) NEP 2020 Coordinator:</b> Through NEP Coordinator initiates, Institute has created students digilocker accounts for</p>
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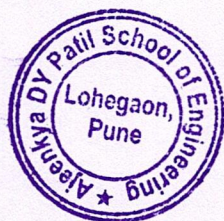


		<p>Academic Bank of Credits (ABC) for all enrolled students as per the guidelines of the University. Institute has conducted 5 Days FDP on “Innovative Teaching Learning Practices for preparation of NEP-2020” Institute has conducted Quiz on National Education Policy. Faculties attended online webinar organized by the University for Implementation of National Education Policy. Institute thus adhered to NEP awareness guidelines from University.</p>
5]	Review & analysis of activities planned by Statutory, Non-Statutory Committees	<p><b>Review &amp; analysis of activities planned by Statutory, Non-Statutory Committees:</b> Statutory &amp; non-statutory committees have conducted all planned meetings &amp; conducted activities, and prepared action taken reports.</p>
6]	Review & Analysis on activities of Institute Best Practices	<p><b>Review &amp; Analysis on activities of Institute Best Practices:</b></p> <p>All departments conducted 618 activities on Institute Best Practices. The attainment percentage is 75.54 %. The student’s survey on best practices were conducted. Survey resulted into 91.2% of positive responses. Institute thus, adhered to the planned best practices to ensure competency-based education &amp; bridging the gap between education and employment.</p>
7]	Review & Analysis on activities of Institutional Distinctiveness	<p><b>Review &amp; Analysis on activities of Institutional Distinctiveness:</b> Department wise key area and relevant activities were conducted. A detailed draft on the same is prepared. Institute has installed the climate change clock to create awareness among all stakeholders regarding climate crises.</p>





8]	Status of Compliances on Recommendations given in Academic & Administrative Audit, Environment, Green & Energy Audits	<b>Audit Compliances:</b> Total of 9 out of 11 recommendations given for academic & administrative audits were fulfilled. Total of 9 out of 10 recommendations given for Gender were fulfilled. Total of 18 out of 28 recommendations given for Environment, Green & Energy Audits were fulfilled.
9]	Review & Analysis on Activities of AQAR 2022-23	<b>AQAR 2022-23:</b> Activities planned in AQAR Plan of action were conducted considering the benchmarks and finalized for approval from CDC and submission to NAAC. Total of 159 activities were conducted. The attainment percentage is 92.98%.
10]	Analysis & Action Taken on Students Satisfaction Survey(SSS)	<b>Student Satisfaction Survey:</b> A total of 21 questionnaires on academic performance were included in the survey. A total of 1664 students (More than 85%) participated in the survey. The mean satisfaction level of the students for the institute is 3.06 which is satisfactory.
11]	Analysis & Action Taken Report on Stakeholders Feedback on Academic Performance & Institute Ambience.	<b>Feedback on Academic Performance &amp; Institute Ambience:</b>  A total of 827 stakeholders participated in the survey. Total of 87.23% stakeholders responded positively on the existing institute ambience.
12]	Analysis and action taken report on 360 Degree Feedback	<b>360 Degree Feedback:</b> : Total of thirteen feedbacks were taken. The average rating of overall institute feedback on all employees is 4.09 in the scale of (0 to 5) and it is satisfactory.
13]	Institute achievements and areas of improvement.	<b>Areas of Improvements:</b> IQAC has appreciated the overall efforts taken by employees and various achievements such as India Today Rankings, Green Institute of India Ranking, GOLD certificate from Swaraj Energy Foundation & SIRO recognition from DST.





14]	Suggestions from IQAC on Planning for New academic Year 2023-24	<p>IQAC also highlighted on areas of improvement such as: Improvement in Staff &amp; Students Discipline, Academics, Infrastructure &amp; Lab Maintenance etc. It is decided to prioritize these areas.</p> <p>IQAC proposed to have an action plan from all portfolios mentioned in the institutional structure (Organogram) and plan the activities for 4N's Compliance [NEP, NAAC, NIRF, NBA]. All Deans and Heads of academic departments initiated action to prepare their action plans for 4N's Compliance.</p>
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Above action taken report is noted by all IQAC Members.

**Proposed By:** Dr. S. M. Khairnar

**Seconded By:** Dr. Niranjan Shegokar

#### **Agenda 2: Activities of Institute Academic Calendar: A.Y. 2023-24**

**Resolution:** One Hundred Eleven activities were planned in the Institute Academic Calendar. It has been resolved that the Academic and administrative heads will get these activities completed and the same will be monitored by the Dean of Academics & Registrar. The record of the same will be submitted to IQAC for AQAR 2023-24.

**Proposed By:** Dr. F.B. Sayyad

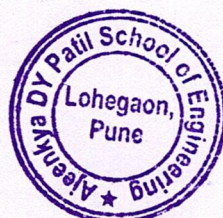
**Seconded By:** Dr. Kamaljeet Kaur

#### **Agenda 3. Activities of IQAC Plan of Action: A.Y. 2023-24**

**Resolution:** Forty-four activities were planned in the IQAC plan of action including activities of academic departments, Budgets, Quality Initiatives, Revision in perspective & strategic plan, NEP Preparedness, NAAC Cycle-2 preparations, strengthening research, innovation & incubation activities, Workshops & FDPs, Patents, Publications, Consultancy, MoUs, Conferences, Training & Placements, Skilled developments Programs, participation in Institutional Rakings, Various feedbacks and audits, Institute Development Plan etc. It has been resolved that the monitoring authority will take the necessary steps for the implementation of the plan.

**Proposed By:** Dr. F.B. Sayyad

**Seconded By:** Dr. Sharan Inamdar





#### **Agenda 4: Activities of AQAR 2023-24**

**Resolution:** Two hundred twenty-two activities were planned for the AQAR 2023-24 report. It is resolved that all department heads will monitor and get these activities completed as per SoP from respective department criteria coordinators and reports/records of the same are to be submitted to Criteria Chairpersons.

**Proposed By:** Dr. F.B. Sayyad

**Seconded By:** Dr. Sharan Inamdar.

#### **Agenda 5: Approval of Revised Institute Organogram w.e.f. from A.Y. 2023-24**

**Resolution:** The Institute's revised organogram is discussed and approved in the Meeting. It is resolved that all portfolios with assigned Roles and Responsibilities from higher authorities are to be completed for measurable outcomes and to ensure outcome-based education.

**Proposed By:** Dr. Niranjana Shergokar

**Seconded By:** Dr. Saniya Ansari

#### **Agenda 6: Stakeholders feedback (A.Y. 2022-23) on Students Satisfaction Survey, Institute Ambience, 360 Degree Feedback, and Best Practices I and II**

**Resolution:** Analysis of Stakeholders' Feedback discussed in the meeting. Corrective actions to improve the feedback and plan of action are discussed. It is resolved that the concerns will initiate necessary steps to comply with the feedback/requirements.

**Proposed By:** Dr. Sanjay Koli

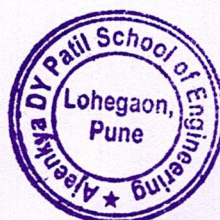
**Seconded By:** Prof. Rohit Garad

#### **Agenda 7: STEP-UP 2023-24 ( 4 N's Compliance: NEP, NAAC, NIRF, NBA): Presentation of Deans ( Dean Academics, Dean R&D, Dean T&P, Dean Consultancy, Dean Innovation Ecosystem, Dean Faculty Development, Dean Students Development, Dean Alumni, NEP)**

**Resolution:** It is decided that the institute will initiate all quality measures from NEP, NAAC, NIRF, and NBA points of view. All Deans have accordingly presented their 4N's Plan in the meeting. It has been resolved that all Heads of Departments will schedule the department quality initiatives to comply with the action plan given by all Deans. It is also resolved that the review of 4N's Plan activities will be done in every IQAC meeting for the enhancement and sustenance of Quality Initiatives.

**Proposed By:** Prof. Bhagyashree Dhakulkar

**Seconded By:** Lt. Col. Sanjay Karodpati







### Pune, Maharashtra, India

Dr D Y Patil School of Engineering, Dr D Y Patil knowledge city Charholi

Bk, via Lohegaon, Pune, Maharashtra 412105, India

Lat 18.62149°

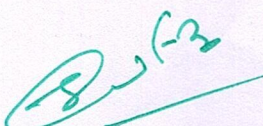
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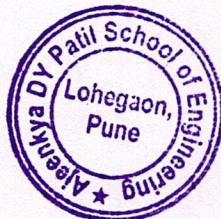
  
Mr. Riyaj Kazi  
Coordinator(IQAC)

**Internal Quality Assurance Cell**  
**Ajeenkya DY Patil School of**  
**Engineering, Lohegaon, Pune**  
1. All IQAC Members

2. Office.

  
Dr. F.B. Sayyad  
Principal

**Principal**  
**Ajeenkya DY Patil School of**  
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**INTERNAL QUALITY ASSURANCE CELL(IQAC)**

Form No. IQAC/47

## **ACTION TAKEN REPORT**

**( IQAC meeting No. 1 held on 07/07/2023)**

### **1] Activities of academic calendar (A.Y. 2023-24):**

**Action Taken:** IQAC coordinator & Dean Academics initiated an action and obtained suggestions from Head of Institute, Academic Heads, Registrar, Deans, senior faculties, CEO, ISO Coordinator, Cultural Coordinator, Sports Director, and various cells & committees in- charges etc. and prepared an academic calendar for A. Y. 2023-24. Total 88 activities were planned & it is approved by the Principal and circulated to academic & administrative departments for necessary actions.

**Outcome:** Total 81 activities out 83 planned activities were conducted. The percentage of attainment is 97.6%. Institute adherence to the academic calendar is Excellent.

### **2] IQAC Plan of action for A.Y. 2023-24:**

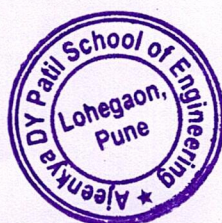
**Action Taken:** IQAC Coordinator planned total 44 activities in IQAC Plan of action in consultation Principal, Academic Heads, Dean's, NEP 2020 Coordinator, Budget Committee, ISO Coordinator and Academic & Administrative Audit and Environment Audit In-charges.

**Outcome:** Fourty activities out of 44 were conducted. The percentage of attainment is 91%. Institute adherence to the IQAC Plan of action is excellent.

### **3] AQAR Activity Calendar for A.Y. 2023-24:**

**Action Taken:** IQAC Coordinator planned 165 activities in the AQAR activity calendar in consultation with Criteria Chairpersons considering SoP and Benchmarks for various metrics.

**Outcome:** Total of 122 activities were conducted out of the planned 165. The percentage of attainment is 74%. Institute adherence to the AQAR activity calendar is satisfactory.





#### 4] Approval of Revised Institute Organogram w.e.f. from A.Y. 2023-24

**Action Taken:** The Institute Organogram has been revised as per the discussion in the meeting. Dean Student Development and Dean Alumni positions are added in the organogram.

**Outcome:** Standard operating procedures for projects, workbooks, seminars, Projects Diary, Audit Courses, Mentoring etc are prepared and implemented. Twenty-seven student Clubs are formed and activities are conducted for the overall development of the students. Alumni activities are strengthened, conducted Alumni Meet and Organized Virtual Alumni sessions for the students.

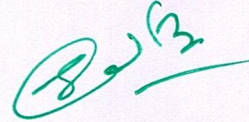
#### 5] STEP-UP 2023-24 ( 4 N's Compliance: NEP, NAAC, NIRF, NBA):

**Action Taken:** IQAC Coordinator has prepared a mechanism to plan and conduct activities that are relevant to 4N ( i.e. NEP, NAAC, NIRF, NBA). The Manual of these are shared with all Deans for their study and planning & implementation of the activities.

**Outcome:** All the Deans & Sports Director had prepared a 4N's plan and deployed it in all departments for execution. More than 60% Planned activities are implemented to comply with the NEP, NAAC, NBA and NIRF requirements.



Mr. Riyaj Kazi  
IQAC Coordinator



Dr. F.B. Sayyad  
Principal

**Principal**  
Ajeenkya DY Patil School of  
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