

Ajeenkya DY Patil School of Engineering, Pune.



IQAC

Minutes of Meeting & Action Taken Report

IQAC Meeting No.2, 01/11/2023, A.Y. 2023-24



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

Form No. IQAC/22(a)

Date: 16/10/2023

Meeting Circular

IQAC Members are hereby informed that the academic year 2023-24 IQAC meeting No. 2 is scheduled on Wednesday, 01/11/2023 in conference room no. 18 at 10:30 AM.

The agenda of the meeting is as follows:

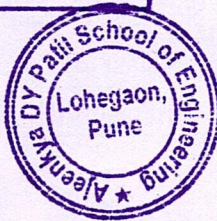
- 1) Institute Initiatives Post NAAC Cycle-1 Accreditation: A review, and finalization.
- 2) Peer Team Visit Preparation: Inputs, Suggestions & Guidelines.
- 3) 4N's Plan Activities (Dean's and HoDs): A review and corrective action for improvement.
- 4) Outline of Institute Development Plan in line with Vision of NEP 2020: A discussion
- 5) Any other agenda, addition/deletion as per suggestions from IQAC members and permission from IQAC Chairperson

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

Allen

Mr. Riyaj Kazi
Coordinator(IQAC)

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



F3

Dr. F.B. Sayyad
Principal

Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune





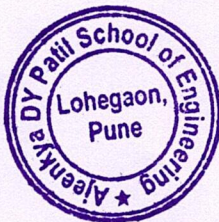
“Empowerment through quality technical education”
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105
Form No. IQAC/22

INTERNAL QUALITY ASSURANCE CELL

| | |
|-------------|---------------------------------|
| Meeting | IQAC Meeting No.2, A.Y. 2023-24 |
| Date & Time | 01-11-2023, 10:30 AM |
| Location | Conference Room No. 18 |
| Chairperson | Dr. F.B. Sayyad, Principal |
| Attendees | IQAC Members |

AGENDA

| Agenda No. | Description |
|------------|---|
| 1 | Institute Initiatives Post NAAC Cycle-1 Accreditation: A review, and finalization. |
| 2 | Peer Team Visit Preparation: Inputs, Suggestions & Guidelines. |
| 3 | 4N's Plan Activities (Dean's and HoDs): A review and corrective action for improvement. |
| 4 | Outline of Institute Development Plan in line with Vision of NEP 2020: A discussion |
| 5 | Any other agenda, addition/deletion as per suggestions from IQAC members and permission from IQAC Chairperson |



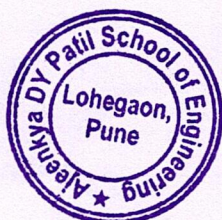
Internal Quality Assurance Cell

Minutes of IQAC 4th Meeting of A.Y. 2022-23Meeting 2: 01.11.2023

The Chairperson, Dr. F. B. Sayyad welcomed the IQAC Members for the 2nd 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 |
|---------|---|--------------------------------|
| 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.] | |
| 6 | Dr. Saniya Ansari, HoD [E&TC Engg.] & Dean Innovation Ecosystem | |
| 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 | Mr. Santosh Ankush, Librarian | |
| 14 | Dr. Niranjan Shegokar, Dean Academics & NEP 2020 Coordinator | Teacher Representative |
| 15 | Dr. Sanjay Koli, Dean Consultancy | |
| 16 | Dr. Dileep More, Dean Students Development | |
| 17 | Dr. Shreepad Sarange, Dean Faculty Development | |
| 18 | Prof. Minal Toley, Faculty, Computer Engg. | |
| 19 | Prof. Nilesh Pinjarkar, Faculty, Computer Engg. | Assistant to IQAC |
| 20 | Prof. Riyaj Kazi, Faculty E&TC Engg. | Coordinator (IQAC) |

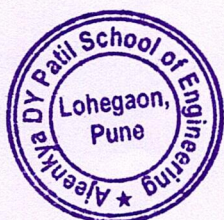


Agenda 1: Approval of Previous Minutes of Meeting No.1, dated 07-07-2023 & Action

Taken Report.

Resolution 1: The 1st IQAC meeting was conducted on 7th July, 2023 at 10:30 AM in the IQAC room no. 228. The minutes of the meeting were read out 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 |
|---------|--|--|
| | | Action Taken: IQAC has monitored all planned activities during the year through various mechanisms developed to attain the benchmarks set for seven quality indicator frameworks. |
| | | Outcomes: |
| 1] | Activities of Institute Academic Calendar: A.Y. 2023-24 | Institute Academic Calendar 2023-24: Academic Year is in progress and activities of calendar are being monitored by respective authorities/In-charges. |
| 2] | Activities of IQAC Plan of Action: A.Y. 2023-24 | IQAC Plan of action: Academic Year is in progress and activities of IQAC action plan are being monitored by respective authorities/In-charges. |
| 3] | Activities of AQAR 2023-24 | AQAR 2023-24: Academic Year is in progress and activities of AQAR action plan are being monitored by respective authorities/In-charges. |
| 4] | Approval of Revised Institute Organogram w.e.f. from A.Y. 2023-24 | Institute Organogram: Revised organogram has been approved by IQAC Committee and accordingly actions were channelized. |
| 5] | Stakeholders feedback (A.Y. 2022-23) on Students Satisfaction Survey, Institute Ambience, 360 Degree Feedback, and Best Practices I and II | Stakeholders feedback: Stakeholders suggestions and feedbacks are used for improvement so as to enhance the quality of services to the stakeholders. |
| 6] | STEP-UP 2023-24 (4 N's Compliance: NEP, NAAC, NIRF, NBA) | 4N's Plan: All Deans have presented their action plan for activities about the 4N's Plan. |



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

Proposed By: Dr. S. M. Khairnar

Seconded By: Dr. Sanjay Koli

Agenda 2: Institute Initiatives Post NAAC Cycle-1 Accreditation: A review, and finalization.

Resolution: Post-NAAC Cycle-1 accreditation initiatives were presented by the IQAC Coordinator. A total of 30 Initiatives were presented. Suggestions received from the Director, Dr. Kamaljeet Kaur Madam were communicated to concerned IQAC Members for implementation. It is resolved that the suggestions will be implemented immediately and the same will be submitted to the IQAC coordinator for the record.

Proposed By: Dr. F.B. Sayyad

Seconded By: Dr. Rahul Bachute

Agenda 3. Peer Team Visit Preparation: Inputs, Suggestions & Guidelines.

Resolution: The IQAC Coordinator has initiated a discussion for inputs and suggestions from IQAC Members regarding the Peer Team Visit Preparation. Pre-visit preparation, and during the visit preparations were discussed. Suggestions from all IQAC Members were taken. It has been resolved that a suitable person will be appointed to coordinate the Peer Team Visit and related preparations.

Proposed By: Dr. Pankaj Agarkar

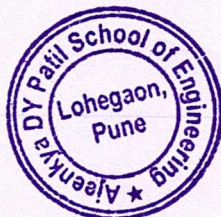
Seconded By: Dr. Shreepad Sarange

Agenda 4: 4N's Plan Activities (Dean's and HoDs): A review and corrective action for improvement.

Resolution: The IQAC Coordinator has presented the activities of all Deans during (2023:July, August, September & October) for review and corrective action for timely submission and improvement in the next 3-month activity report for presentation in the IQAC Meeting No.3. It is resolved that all HoDs and Deans will monitor and get the activities of 4N's plan executed as per schedule.

Proposed By: Dr. Niranjan Shegokar

Seconded By: Mrs. Shweta Sharma




Agenda 5: Institute Development Plan in line with Vision of NEP 2020: A discussion

Resolution: The IQAC Coordinator has presented the outline of the Institute Development Plan in line with the vision of NEP2020. The recommendations given in the IDP framework regarding infrastructure and governance were discussed. It has been resolved that IDP Strategy Team will be constituted to look after the requirements and implementation of the Institute Development Plan.

Proposed By: Dr. F.B. Sayyad

Seconded By: Dr. Kamaljeet Kaur

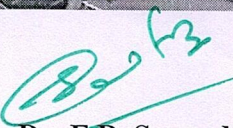



Mr. Riyaj Kazi
Coordinator(IQAC)

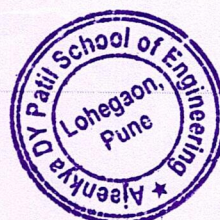
Internal Quality Assurance Cell

**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
Engineering, Lohegaon, Pune**





AJEENKYA
DY Patil School of Engineering

"Empowerment through quality technical education"
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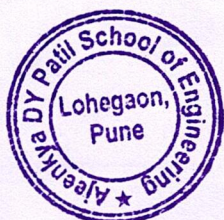
A.Y. 2023-24

IQAC Meeting No. 2

ATTENDANCE

Date: 1/11/2023

| 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 [Engg. Science] & Dean R&D | | |
| 5 | Dr. Pankaj Agarkar, HoD [Computer Engg.] | | |
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| 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 | Mr. Santosh Ankush, Librarian | Teacher Representative | |
| 14 | Dr. Niranjan Shegokar, Dean Academics & NEP 2020 Coordinator | | |
| 15 | Dr. Sanjay Koli, Dean Consultancy | | |
| 16 | Dr. Dileep More, Dean Students Development | | |
| 17 | Dr. Shreepad Sarange, Dean Faculty Development | | |
| 18 | Prof. Minal Toley, Faculty, Computer Engg. | | |
| 19 | Mr. Ganesh Khandve, Lohegaon. | Nominee (Local Society) | |
| 20 | Ms. Mansi Hariram Gitte, E&TC Department. | Nominee (Student) | |
| 21 | Mr. Shanil Kariya, Mechanical Engineering. | Nominee (Alumni) | |
| 22 | Mr. Kushal Sharama, Director- Prushal Technologies Pvt. Ltd. | Nominee (Industrialist) | |
| 23 | Mr. Nirajan Kale, Veritas, Pune. | Nominee (Employer) | |
| 24 | Mr. Ritesh Sachdev, Pune. | Nominee (Parent) | |
| 25 | Prof. Nilesh Pinjarkar, Faculty, Computer Engg. | Assistant to IQAC | |
| 26 | Prof. Riyaj Kazi, Faculty E&TC Engg. | Coordinator (IQAC) | |





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INTERNAL QUALITY ASSURANCE CELL(IQAC)

Form No. IQAC/47

ACTION TAKEN REPORT

(IQAC meeting No. 2 held on 01/11/2023)

1] Institute Initiatives Post NAAC Cycle-1 Accreditation: A review, and finalization.

Action Taken: The IQAC coordinator has presented the Institute Initiatives from 2018-19 to 2022-23. Suggestions were invited for additional consideration and finalization.

Outcome: Outcomes of Major quality initiatives including Teaching-Learning, Skill Development and Capacity building activities, Research Projects, Research Publications, Patents, Copyrights, Consultancy, Students Placement & Progression is seen to be improved over 5 years. Incremental Progress and further improvement is suggested by the Principal.

2] Peer Team Visit Preparation: Inputs, Suggestions & Guidelines.

Action Taken: IQAC Coordinator Presented the necessary preparations required for the peer team visit Including Day 0, Day 1 and Day 2 Activities.

Outcome: Appointed a Peer Team Visit manager to prepare a detailed action plan to face the peer team visit. Twenty-Three Committees were formed for the smooth conduction of the visit.

3] 4N's Plan Activities (Dean's and HoDs): A review and corrective action for improvement.

Action Taken: IQAC Coordinator presented the first review of 4N's Plan Activities and its outcome in the meeting. Corrective actions were suggested in the meeting for improvement.

Outcome: Total 80% of planned activities were executed by the Head of departments. The attainment of 4N's plan is satisfactory.



4] Institute Development Plan in line with Vision of NEP 2020: A discussion

Action Taken: IQAC Coordinator presented the UGC Guidelines on the preparation of the Institute development plan.

Outcome: Members of the IDP Strategy Team were identified and suggestions were invited along with the timeline for the requirements & implementation of the Institute development plan.

Mr. Riyaj Kazi
IQAC Coordinator

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



Dr. F.B. Sayyad
Principal

Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune