

Ajeenkya DY Patil School of Engineering, Pune.



Minutes of Meeting & Action Taken Report

A.Y. 2024-25

IQAC Meeting No.4, 23/05/2025



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: 07/05/2025

Meeting Circular

IQAC Members are hereby informed that the academic year 2024-25 IQAC meeting No. 4 is scheduled on Friday, 23/05/2025, in the IQAC Room No. 228, at 10:30 PM.

The agenda of the meeting is as follows:

- 1] Approval of IQAC Minutes of Meeting No.3; Dated, 11/03/2025
- 2] Dean Academics report on adherence to academic calendar A.Y. 2024-25
- 3] Head of Departments report on academic calendar activities: Review & Analysis
- 4] Head of Departments report on IQAC plan of action activities: Review & Analysis
- 5] Head of Departments report on AQAR 2024-25 activities: Review & Analysis
- 6] Head of Departments report on 4N's Plan activities: Review & Analysis
- 7] Head of Departments report DAB meetings & activities: Review & Analysis
- 8] Dean's reports on 4N's Plan of action: Review & Analysis
- 9] Dean's reports on IQAC's Plan of action: Review & Analysis
- 10] NEP Coordinator Report on NEP 2020 Plan of Action: Review & Analysis
- 11] 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 to enhance and sustain quality assurance initiatives.

Mr. Riyaj Kazi
Dean Coordinator

Internal Quality Assurance Cell

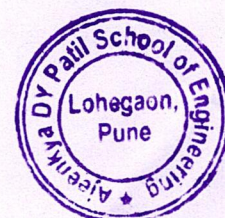
**Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune**



Dr. E.B. Sayyad
Principal

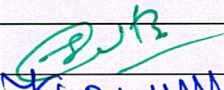
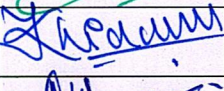
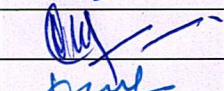
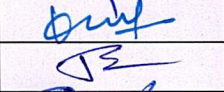
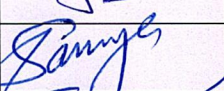
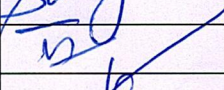
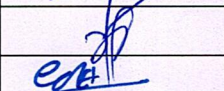
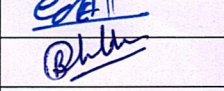
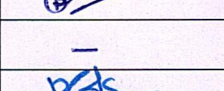
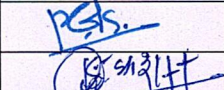
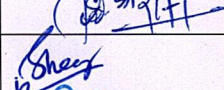
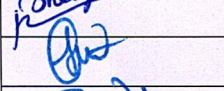
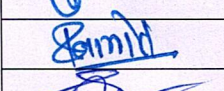
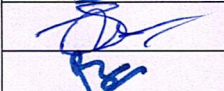
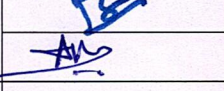
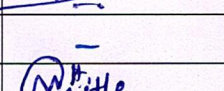
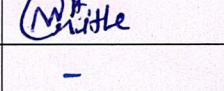
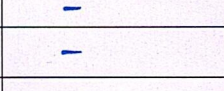
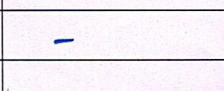
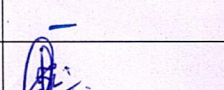
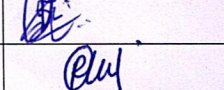
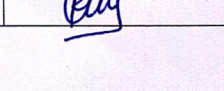
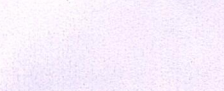
Principal

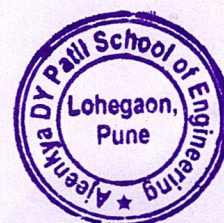
**Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune**



A.Y. 2024-25, IQAC Meeting No. 4, 23/05/2025

Meeting Circular Read & Sign 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 [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 Koditkar, Librarian		
14	Dr. Niranjana 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	Mr. Rohini Gadgil, Department of Engineering Science		
19	Prof. Minal Toley, Faculty, Computer Engg.		
20	Mr. Ganesh Khandve, Lohegaon.	Nominee (Local Society)	
21	Ms. Mansi Hariram Gittee, E&TC Department.	Nominee (Student)	
22	Mr. Shanil Kariya, Mechanical Engineering.	Nominee (Alumni)	-
23	Mr. Kushal Sharama, Director- Prushal Technologies Pvt. Ltd.	Nominee (Industrialist)	-
24	Mr. Nirajan Kale, Veritas, Pune.	Nominee (Employer)	-
25	Mr. Ritesh Sachdev, Pune.	Nominee (Parent)	-
26	Prof. Zoya Khan, Faculty- Engineering Science, Soft Skill Trainer	Assistant to IQAC	
27	Prof. Riyaj Kazi, Faculty E&TC Engg.	Coordinator (IQAC)	





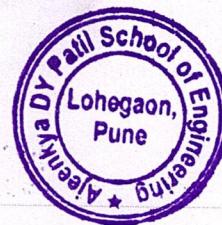
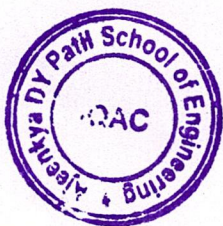
“Empowerment through quality technical education”
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105
Form No. IQAC/22

INTERNAL QUALITY ASSURANCE CELL

Meeting	IQAC Meeting No.4, A.Y. 2024-25
Date & Time	23-05-2025, 10:30 AM
Location	IQAC Room No. 228
Chairperson	Dr. F.B. Sayyad, Principal
Attendees	IQAC Members

AGENDA

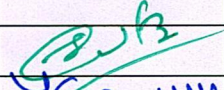
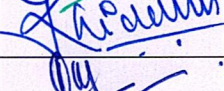
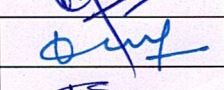
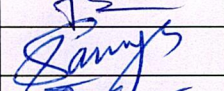
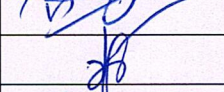
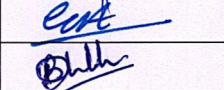
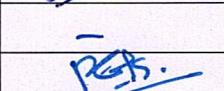
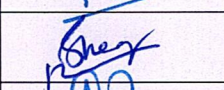
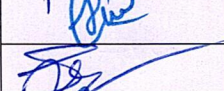
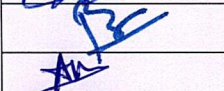
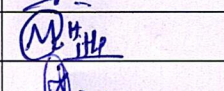
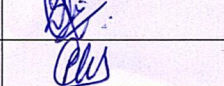





Agenda No.	Description
1	Approval of IQAC Minutes of Meeting No.3; Dated, 11/03/2025
2	Dean Academics report on adherence to academic calendar A.Y. 2024-25
3	Head of Departments report on academic calendar activities: Review & Analysis
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8	Dean's reports on 4N's Plan of action: Review & Analysis
9	Dean's reports on IQAC's Plan of action: Review & Analysis
10	NEP Coordinator Report on NEP 2020 Plan of Action: Review & Analysis

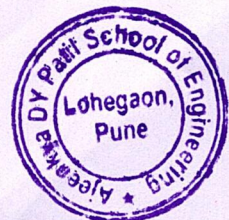


Internal Quality Assurance Cell

Minutes of IQAC 4th Meeting of A.Y. 2024-25Meeting 4: 23.05.2025

The Chairperson, Dr. F. B. Sayyad Sir welcomed the IQAC Members for the 4th Meeting of academic session 2024-25. 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.]		
6	Dr. Saniya Ansari, HoD [E&TC Engg.] & Dean IE		
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. Shreepad Sarange, Dean Faculty Development		
16	Prof. Rohini Gadgil, Faculty- Engineering Science		
17	Prof. Minal Toley, Faculty- Computer Engineering		
18	Ms. Mansi Hariram Gittee, E&TC Department.	Nominee (Student)	
19	Prof. Zoya Khan, Faculty- Engineering Science, Soft Skill Trainer	Assistant to IQAC	
20	Prof. Riyaj Kazi, Faculty E&TC Engg.	Coordinator (IQAC)	



Agenda 1: Approval of Previous Minutes of Meeting No.3, dated 11-03-2025 & Action

Taken Report.

Resolution 1: The 3rd IQAC meeting was conducted on 11th March, 2025 at 1:00 PM in Conference 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.	The recommendation given by IQAC Committee	Action Taken for Implementations & Outcomes
1]	IQAC:Quality Sustenance Initiatives	<p>Action Taken: IQAC has monitored all planned activities during the post NAAC Cycle-1 accreditation through various mechanisms developed to attain the benchmarks set for quality indicator frameworks.</p> <p>Outcomes:</p> <p>Quality Sustenance: All the initiatives taken by IQAC post NAAC Cycle-2 were decided to be continued for NAAC Cycle-3. It is decided that the Head of departments will strengthen the quality sustenance initiatives of IQAC.</p>
2]	Strengthening the action in NBA process	<p>NBA process: The plan of action for the NBA has been presented by Dr. Ankita Tidke, NBA Coordinator. All activities are geared up to meet the deadlines set in action plan.</p>
3]	Transformative Reforms for Strengthening Assessment & Accreditation.	<p>Transformative Reforms: In view of the guidelines of the Radhakrishnan Committee report, a framework for addressing parameters about INPUT, PROCESS, OUTCOMES, AND IMPACT was discussed for the necessary action.</p>

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

Proposed By: Dr. S. M. Khairnar

Seconded By: Dr. Sanjay Koli



Agenda 2: Dean Academics report on adherence to academic calendar A.Y. 2024-25.

Resolution: A. Y. 2024-25 Academic calendar has a total of 97 activities, including academic & administrative activities. These activities were communicated from time to time by the dean of academics to the academic and administrative departments. A review of the implementation of the academic calendar activities was conducted in the meeting. A total of 92 activities were completed out of 97. The attainment percentage is 94%. It is resolved that the pending activities are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr. F.B. Sayyad

Seconded By: Dr. Niranjan Shegaonkar

Agenda 3: Head of Department- Adherence to Academic Calendar 2024-25

Resolution: A review of the implementation of the academic calendar was conducted in the meeting from all Heads of the departments. A total of 50 activities were planned by each department in the academic calendar; on average 47 activities were completed. The attainment percentage is 94%. It has been resolved that the departments whose activities are pending are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr. Pankaj Agarkar

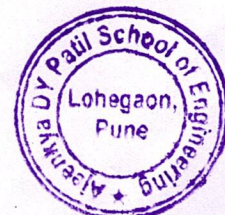
Seconded By: Prof. Rohit Garad

Agenda 4: Head of Department- Adherence to IQAC PLAN OF ACTION 2024-25

Resolution: A review of the implementation of the IQAC PLAN OF ACTION was taken in the meeting from all Heads of the departments. A total of 20 activities were planned by each department in the IQAC plan of action; on average 19 activities were completed. The attainment percentage is 95%. It has been resolved that the departments whose activities are pending are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr. Saniya Ansari

Seconded By: Dr. Pankaj Agarkar



Agenda 5: Head of Department- AQAR Activity Calendar

Resolution: A review of the implementation of the AQAR Activity Calendar was taken in the meeting from all Heads of the departments. An average of total activities 61 were planned by each department in the AQAR Activity Calendar; on average 56 activities were completed. The attainment percentage is 92%. It has been resolved that the departments whose activities are pending are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Prof. Sanjay Karodpati

Seconded By: Dr. Bhagyashree Dhakulkar

Agenda 6: Head of Department- 4N's Plan of Action

Resolution: A review of the implementation of the 4N's Plan of Action was taken in the meeting from all Heads of the departments. An average of 22 activities were planned by each department in the 4N's Plan of Action, and on average 20 activities were completed. The attainment percentage is 91%. It has been resolved that the departments whose activities are pending are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr. Shreepad Sarange

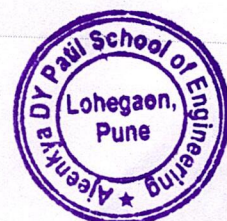
Seconded By: Prof. Minal Toley

Agenda 7: Head of Department- Department Initiatives Post-DAB meetings

Resolution: A review of the implementation of the suggestions given in department advisory boards was taken in the meeting from all Heads of the departments. A Total of 2 activities were planned by each department. Each department has implemented 2 suggestions. The attainment percentage is 100%. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr. Sanjay Koli

Seconded By: Prof. Sanjay Karodpati



Agenda 8: Dean's report on 4N's Plan of action

Resolution: A review of the implementation of the 4N's Plan of Action was conducted in the meeting from all Deans. An average of 11 activities were planned by the Deans in the IQAC Plan of Action, and on average 9 activities were completed. The attainment percentage is 81%. It has been resolved that the Deans whose activities are pending are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Prof. Rohini Gadgil
Seconded By: Prof. Rohit Garad

Agenda 9: Dean's report on IQAC's Plan of action

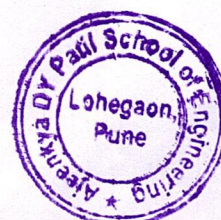
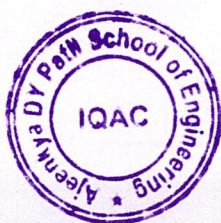
Resolution: A review of the implementation of the IQAC's Plan of Action was taken in the meeting from all Deans. An average of 4 activities were planned by the Deans in the IQAC Plan of Action, and on average 3 activities were completed. The attainment percentage is 75%. It has been resolved that the Deans whose activities are pending are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr. S.M. Khairnar
Seconded By: Dr. Bhagyashri Dhakulkar

Agenda 10: NEP Coordinator Report on NEP 2020 Plan of Action

Resolution: A review of the implementation of the NEP 2020 Plan of Action was taken in the meeting by the NEP Coordinator. A total of 11 activities were planned by the NEP Coordinator. A total of 09 activities were conducted. The attainment percentage is 81 %. Data on the number of faculty members sensitized by the NEP Orientation Program with the certifications is expected. It has been resolved that the pending activities are to be completed before Friday, 31/05/2025. A soft copy of the activity reports duly signed, stamped & sealed is to be submitted to IQAC on or before Thursday, 13/06/2025.

Proposed By: Dr.Rahul Bachute
Seconded By: Dr.Pankaj Agarkar



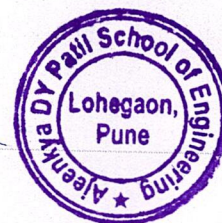
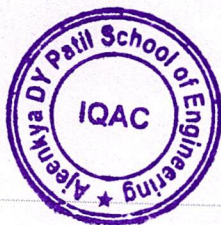


Plu
 Mr. Riyaj Kazi
 Coordinator(IQAC)

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

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

Principal
Ajeenkya DY 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. 4 held on 23/05/2025)

1] Dean Academics report on adherence to academic calendar A.Y. 2024-25

Action Taken: IQAC Chairperson has taken review from Dean Academics on the Planned and Conducted activities of the academic calendar 2024-25.

Outcome: Total 92 activities out 97 planned activities were conducted. The percentage of attainment is 94%. Institute's adherence to the academic calendar is Excellent.

2] Head of Departments report on academic calendar activities A.Y. 2024-25

Action Taken: The IQAC Chairperson has taken the review from the Head of Departments on the Planned and Conducted activities of the academic calendar.

Outcome: A total 47 activities out of 50 planned activities were conducted. The percentage of attainment is 94%. Department adherence to the academic calendar is Excellent.

3] Head of Department report on IQAC plan of action activities A.Y. 2024-25

Action Taken: The IQAC Chairperson has reviewed from the Head of Departments on the Planned and Conducted activities of IQAC's plan of action

Outcome: A total 19 activities out of 20 planned activities were conducted. The percentage of attainment is 95%. The attainment of the IQAC PLAN OF ACTION is satisfactory.

4] Head of Departments report on AQAR 2024-25 activities

Action Taken: IQAC Chairperson has taken review of activities planned and conducted for AQAR Activity Calendar from the respective Heads.



Outcome: A total 56 activities out of 61 planned activities were conducted. An average of 92% of planned activities were executed by the Head of departments. The attainment of the AQAR Activity Calendar is satisfactory.

5] Head of Departments report on 4N's Plan activities

Action Taken: IQAC Chairperson has taken review of activities planned and conducted for 4N's Plan of Action from the respective Deans & Heads

Outcome: A total 20 activities out of 22 planned activities were conducted. An average of 91% of planned activities were executed by the Head of departments. The attainment of 4N's Plan of action is satisfactory.

6] Head of Departments reports DAB meetings & activities.

Action Taken: IQAC Chairperson has reviewed of activities planned and conducted for post DAB meeting from the respective Heads

Outcome: A total 2 activities out of 2 planned activities were conducted. An average of 100% of planned activities were executed by the Head of departments. The attainment of DAB Plan of Action is satisfactory.

7] Dean's report on 4N's Plan of action.

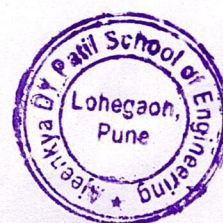
Action Taken: IQAC Chairperson has reviewed of activities planned and conducted for 4N's Plan of action from the respective Deans

Outcome: A total 9 activities out of 11 planned activities were conducted. An average of 82 % of planned activities were executed by the Deans. The attainment of Dean's 4N's Plan of action is satisfactory.

8] Dean's report on IQAC Plan of action.

Action Taken: IQAC Chairperson has reviewed of activities planned and conducted for IQAC plan of action from the respective Deans

Outcome: A total 3 activities out of 4 planned activities were conducted. An average of 75 % of planned activities were executed by the Deans. The attainment of Dean's plan on IQAC Plan of action is satisfactory.



9] NEP Coordinator Report on NEP 2020 Plan of Action

Action Taken: IQAC Chairperson has taken review of activities planned and conducted for the Implementation of NEP 2020.

Outcome: A total 9 activities out of 11 planned activities were conducted. An average of 81 % of planned activities were implemented. Implementation NEP 2020 is satisfactory.



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