

Ajeenkya DY Patil School of Engineering, Pune.



A.Y. 2022-23

Minutes of Meeting & Action Taken Report

IQAC Meeting No.2, 30/09/2022



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: 12/09/2022

Meeting Circular

IQAC Members are hereby informed that the academic year 2022-23 IQAC meeting No. 2 is scheduled on Friday, 30/09/2022 in conference room no. 18 at 11:00 AM.

The agenda of the meeting is as follows:

- 1) Approval of Previous Minutes of Meeting dated 08-07-2022 & subsequent Action Taken Report
- 2) Proposed Revision in Perspective & Strategic Plan
- 3) Presentation of Deans- R&D, T&P, Academics, Consultancy, NEP Coordinator.
- 4) Revision in Institute Best Practices
- 5) NIRF data preparation for submission
- 6) Budget for AQAR 2022-23 Activities.
- 7) Any other agenda with permission of the IQAC Chairperson.

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

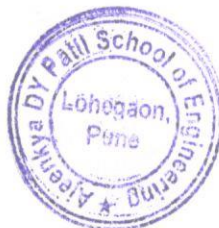

Mr. Riyaj Kazi
Coordinator(IQAC)




Dr. F.B. Sayyad
Principal

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.]		
11	Ms. Shweta Sharma, Dean III and T&P		
12	Prof. Prashant Karajagi, College Exam Officer		
13	Mr. Santosh Ankush. Librarian		Teacher Representative
14	Dr. R.C.Katdare, Faculty [Civil Engg.]		
15	Dr. Saniya Ansari, Faculty [E&TC Engg]		
16	Prof. Santosh Jadhav, Faculty [Mechanical Engg.]		
17	Prof. Rohini Gadgil, Faculty [Engg. Science]		
18	Prof. Nilesh Pinjarkar, Faculty [Computer Engg.]		
19	Prof. Gopika Fattepurkar [AI & DS Engg.]	Nominee (Local Society)	
20	Mr. Ganesh Khandve, Lohegaon		
21	Mr. Harshit Mishra, Engg. Science Dept.	Nominee (Student)	
22	Dr. Niranjana Shegokar	Dean Academics	
23	Dr. Sanjay Koli,	Dean Consultancy	
24	Dr. Sunil Rathod,	IPR Coordinator	
25	Prof. Vishwajeet Kadlag,	IIC -Vice President	
26	Prof. Abhilash Sasane, E&TC department	Nominee (Alumni)	
27	Mr. Sahil Billiardmaker, Whirlpool, Pune.	Nominee (Industrialist)	
28	Mr. Nirajan Kale, Veritas, Pune	Nominee (Employer)	
29	Mr. Dineshkumar Mishra, Pune	Nominee (Parent)	
30	Prof. Riyaj Kazi, 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.2, A.Y. 2022-23
Date & Time	30-09-2022, 11:00 AM
Location	Conference Room
Chairperson	Dr. F.B. Sayyad, Principal
Attendees	IQAC Members

AGENDA

1. Approval of Previous Minutes of Meeting dated 08-07-2022 & subsequent Action Taken Report
2. Proposed Revision in Perspective & Strategic Plan
3. Presentation of Deans- R&D, T&P, Academics, Consultancy, NEP Coordinator.
4. Revision in Institute Best Practices
5. NIRF data preparation for submission
6. Budget for AQAR 2222-23 Activities.
7. Any other agenda with permission of IQAC Chairperson.



Internal Quality Assurance Cell

Minutes of IQAC 2nd 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. Sharan Inamdar, HoD [E&TC Dept.]	
6	Dr. Pankaj Agarkar, HoD [Computer Dept.]	
7	Prof. Rohit Garad, HoD [Mechanical Dept.]	
8	Prof. Bhagyashree Dhakulkar, HoD[AI&DS]	
9	Dr. Rahul Bachute, HoD [Automobile]	
10	Prof. S. M. Karodpati, HoD [Civil Dept.]	
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. Nilesh Pinjarkar, Faculty [Computer Engg.]	
17	Prof. Shakti Kaushal, Faculty [AI & DS Engg.]	
18	Prof. Riyaj Kazi, Senior Faculty, E&TC department	Coordinator (IQAC)



Meeting 2: 30.09.2022

The Chairperson, Dr. F. B. Sayyad welcomed the IQAC Members for the 2nd Meeting of academic session 2022-23 followed by presentation made by IQAC Coordinator, Mr. Riyaj Kazi.

Agenda 1: Review of minutes of 1st Meeting of A.Y. 2022-23 and subsequent action taken

Resolution 1: The 1st IQAC meeting was conducted on 8th July, 2022 at 11:00 AM 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.	Recommendation given by IQAC Committee	Action Taken for Implementations & Outcomes
1	<p>1] Activities of academic calendar (A.Y. 2022-23)</p> <p>2] Activities of IQAC Plan of action (A.Y. 2022-23)</p> <p>3] Activities of AQAR activity calendar (A.Y. 2022-23)</p> <p>4] Activities of department activity calendar (A.Y. 2022-23)</p> <p>5] Outcome Based Planning for students, staffs, and institute (A.Y. 2022-23)</p> <p>6] Institute Preparedness to NEP 2020</p> <p>7] Compliances on External Auditors recommendation</p> <p>8] NAAC Cycle-2 Preparation</p> <p>9] Participation for</p>	<p>Action Taken: IQAC coordinator initiated actions in planning activities for academic calendar, IQAC Plan of action, AQAR activity calendar, department activity calendar, outcome based planning, NEP 2020, Audit Compliances & NAAC Cycle-2 Preparations.</p> <p>Outcome:</p> <p>Academic Calendar: 79 activities were planned in Institute Academic Calendar in consultation with Principal, CDC Coordinator, Academic & Administrative Heads, Deans, CEO, ISO Coordinator, Cultural & Website Coordinator, and various committees In- charges & actions initiated.</p> <p>IQAC Plan of action: 38 activities were planned 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, & actions initiated.</p> <p>AQAR activity Calendar: 171 activities were planned in AQAR Activity Calendar in consultation with Criteria Chairpersons by referring NAAC Manual, SoP, and benchmarks. The same has been approved from higher authorities for execution, & actions initiated.</p> <p>Department Activity Calendar: 45 activities were planned in Department Activity Calendar in consultation with academic heads, & actions initiated.</p> <p>Outcome based planning for Students, Staffs and Institute: Benchmarks set for Student, Staff and Institute for</p>



Institutional Rankings	<p>the incremental progress in outcomes, & actions initiated.</p> <p>Institute Preparedness to NEP 2020: NEP 2020 coordinator planned to create awareness to disseminate the objectives of National Education Policy. Update stakeholders in attending webinars, workshops on NEP. Incorporate the SPPU initiatives & guidelines in the Institution. Academic Bank of Credit (ABC) is implemented in the institute.</p> <p>Compliances on External Auditors recommendation: Institute-level infrastructure coordinator; 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.</p> <p>NAAC Cycle-2 Preparation: NAAC Coordinator, Dr. Rahul Bachute has prepared a revised roadmap for NAAC Cycle-2 preparation in consultation with Principal & IQAC Coordinator. The requirements have been submitted to higher authorities & AQAR activities are revised as per new NAAC Manual and Benchmarks.</p> <p>Participation in Institutional Rankings: Institute Participated in NIRF, India Today Ranking, Green Institutions of India Ranking. Institute secured 126th Rank in India Today Ranking among Private Institutions. Institute Secured 18th Rank in Green Institutions of India Ranking- A++ Platinum Band.</p>
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Above action taken report is noted by all IQAC Members.

Proposed By: Dr. S. M. Khairnar

Seconded By: Dr. Sharan Inamdar

Agenda 2: Revision in Perspective & Strategic Plan

Resolution: IQAC Coordinator initiated a SWOC analysis and presented upcoming challenges and opportunities in view of Digital University, Academic Bank of Credits, UGC Regulation on equivalence in offline and online distance learning, need of accreditations, NIRF, Institute



preparedness to NEP, and Digital Skilling & Innovation. . It is finalized through discussions and suggestions from all IQAC Members. It is resolved that involvement of all stakeholders in the revision of perspective & strategic plan of the institute.

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

Agenda 3. Revision in Institute Best Practices

Resolution: IQAC Coordinator proposed to revise existing best practices considering future of higher education. These best practices are to be in line with upcoming National Education Policy and applicable to masses. It should have direct impact on increasing employability by bridging the gap between education and employment. It is resolved that a brainstorming on it to finalize the best practice through series of meetings among stakeholders.

Proposed By: Dr. F.B. Sayyad
Seconded By: Dr. Niranjan Shegokar

Agenda 4. Presentations of Dean Academics, R&D, Consultancy, T&P & NEP Coordinator

Resolution: Dean Academics, Dean R&D, Dean Consultancy, NEP Coordinator presented their activities planed for the academic year 2022-23. It is resolved that academic departments will execute the activities planned by all Deans and NEP 2020 Coordinator in the departments through faculty support.

Proposed By: Dr. F.B. Sayyad
Seconded By: Dr. Pankaj Agarkar

Agenda 5: NIRF data preparation for submission

Resolution: IQAC Coordinator presented NIRF activity action flow for data preparation & submission to NIRF. Major areas to focus include sponsored research projects, Consultancy Projects, Patents, and Placements. It is resolved that the concerned incharges were informed to prepare data for NIRF submission. It is finalized through discussions and suggestions from all IQAC Members.

Proposed By: Dr. F.B. Sayyad
Seconded By: Prof. Rohit Garad



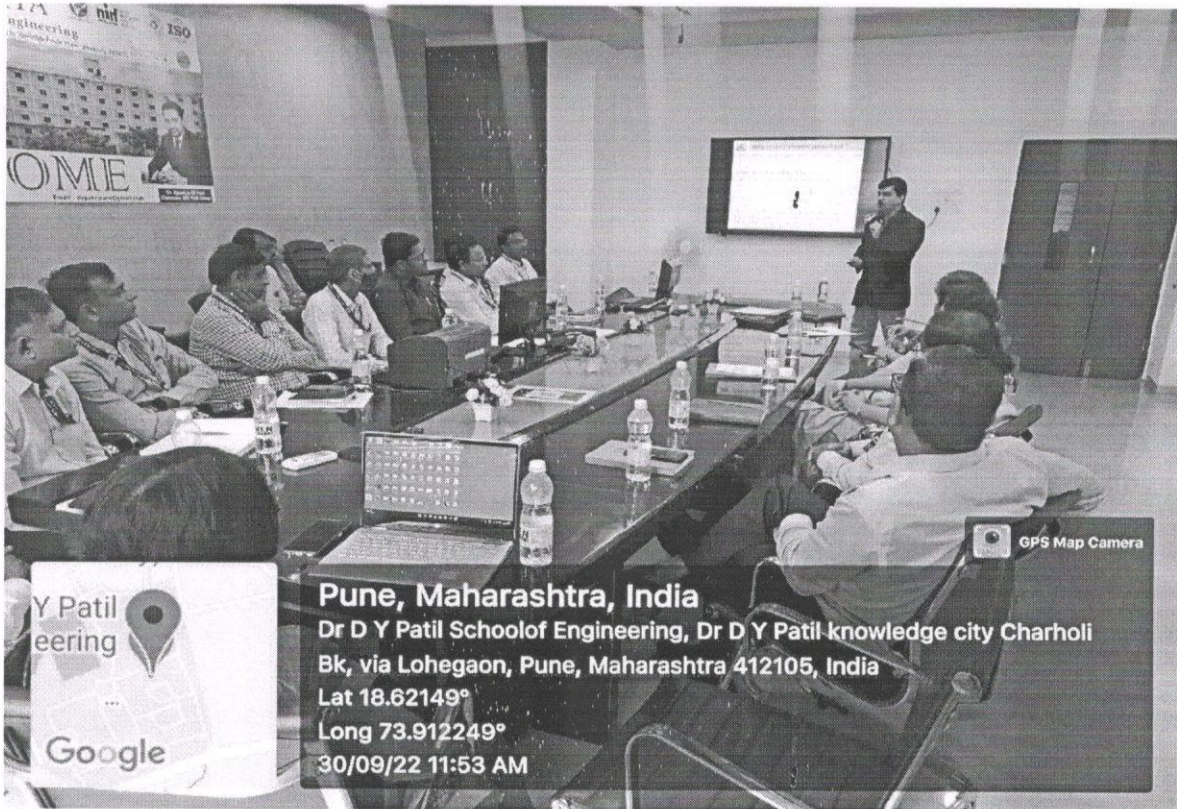
Agenda 6: Budget for AQAR 2222-23 Activities.

Resolution: IQAC Coordinator presented proposed activities of AQAR 2022-23 for approval and sanction of the budget. It is resolved that the required financial support will be provided time to time. It is finalized through discussions and suggestions from all IQAC Members.

Proposed By: Dr. F. B. Sayyad

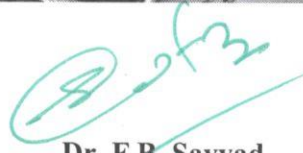
Seconded By: Dr. Kamljeet Kaur

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:





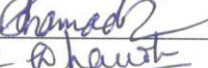
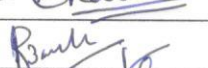


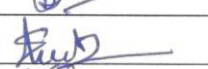

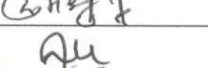
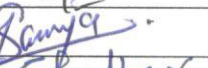
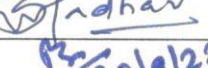


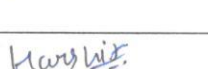
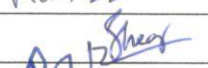
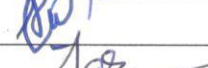

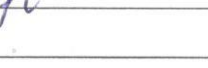





1. All IQAC Members
2. Office.

Date:-30/09/2022

AY 2022-23

IQAC Meeting No.2

Attendance

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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INTERNAL QUALITY ASSURANCE CELL(IQAC)

Form No. IQAC/47

ACTION TAKEN REPORT

(IQAC meeting No. 2 held on 30/09/2022)

1] Revision in Perspective & Strategic Plan:

Action Taken: SWOC analysis was carried out to understand the challenges & opportunities due to accreditations, NEP, Autonomy, and Digitization. Stakeholders' Suggestions were collected through Google form as well as hard copies in CDC Meeting. Suggestions are compiled and accordingly revision in Institute Vision & Mission is proposed. The revised strategic & Perspective Plans will be implemented for NAAC Cycle-3.

Outcome:

Higher authorities have suggested to involve all stakeholders for suggestions in framing Vision & Mission Statement in line with proposed strategic & Perspective Plan to ensure NEP Compliance Institute.

2] Revision in Institute Best Practices:

Action Taken: Two based practices finalized are:

- 1) Competency based education and assessment.
- 2) Bridging the gap between education and employment through industry connect.

It is decided to finalize the activities for each best practices and revise the teaching plan for semester-II. Dr. Dileep More conducted department wise session to disseminate these best practices to all subject teachers. Subject Teachers initiated domain based best practices-I & II.

Outcome:

Best Practice-I: - Competency-based education and assessment is divided into two parts to cover latest developments, advancements, innovations & technologies in the subject domain. In Part-A: Experiential Learning i.e. Learning by doing, total 14 activities were finalized. In Part-B: Participative Learning i. e. Learning by participating, total 14 activities were finalized. It is



decided through discussions that subject teachers will choose any three activities from Part-A and Part-B, conduct the domain based activity and prepare a detailed report along with geotagged photographs and students attendance.

Best Practice-II, - Bridging the gap between education & employment through industry connect. Total 12 activities were finalized through discussions. It is decided that subject teachers will choose any five and conduct domain based activities and prepare a detailed report along with geotagged photographs and students attendance.

3] Presentations of Dean Academics, R&D, Consultancy, T&P & NEP Coordinator:

Action Taken: Plan of action presented by Dean Academics, Consultancy, and NEP Coordinator and accordingly activities are initiated during the academic year. **Outcomes:**

Dean Academics: . Dean Academics has conducted activities as per plan and the attainment percentage is 56.66% till date.

Dean R&D: Dean R&D has conducted activities as per plan and the attainment percentage is 60% till date.

Dean T&P: Dean T&P has conducted activities as per plan and the attainment percentage is 65% till date.

Dean Consultancy: Dean Consultancy has conducted activities as per plan and the attainment percentage is 70% till date.

Dean Innovation Ecosystem: Dean Innovation Ecosystem has conducted activities as per plan and the attainment percentage is 75% till date.

NEP Coordinator: Dean Innovation Ecosystem has conducted activities as per plan and the attainment percentage is 25% till date.

As these are ongoing activities the same will be reviewed and analyzed at the end of academic year.

4] NIRF data preparation for submission:

Action Taken: IQAC Coordinator (NIRF Coordinator) presented an action flow and tasks of various portfolios towards the NIRF data collection. Major areas to focus include students



section, sponsored research projects, Consultancy Projects, Patents, and Placements, alumni and accounts. The concerned in-charges are informed to prepare data for NIRF submission

Outcome: Institute participated in NIRF 2023 Ranking.

5] Budget for AQAR 2022-23 Activities:

Action Taken: IQAC initiated AQAR 2022-23 activity plan in consultation with criteria chairpersons along with criteria-wise budget requirements for activities on quality assurance. The activity plan has been approved in IQAC Meeting.

Outcome: Budget for Criteria-VI: Governance, Leadership and Management sanctioned. Budget for other criteria is sanctioned time to time upon submission of the requirements.



Mr. Riyaj Kazi
IQAC Coordinator



Dr. F.B. Sayyad
Principal