

Metric Number: 6.5.2

The institution reviews its teaching-learning process, structures & methodologies operations, and learning outcomes at periodic intervals through IQAC set up as per norms recorded the incremental d improvement in various activities

List of documents enclosed:

- IQAC Minutes of meetings & Action Taken Report
- Feedback on Curriculum
- Students Satisfaction Survey
- 360 degree feedback
- Perspective Plan
- ICT Infrastructure



Dr. F. B. Sayyad
Principal





"Empowerment through quality technical education"

Dr. D. Y. Patil Educational Enterprises Charitable Trust's

Ajeenkya D. Y. Patil Group of Institution's Technical Campus

Dr. D. Y. PATIL SCHOOL OF ENGINEERING

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

(Accredited by NAAC)

IQAC Minutes & Action Taken Reports

Meeting No.	Meeting Date	Agenda	Compliance/ATR
1	03.06.2020	Plan of Action A.Y. 2020-21	Action Taken Report on meeting dated 03.06.2020
2	17.06.2020	R&D, TBI, TPO, IIC, IPR, EDC, Alumni Cells Plan of action	Action Taken Report on meeting dated 17.06.2020
3	02.11.2020	Criteria-wise Presentation of AQAR Report of A.Y. 2019-20	Action Taken Report on meeting dated 02.11.2020
4	05.11.2020	Criteria-wise Presentation of AQAR Report of A.Y. 2019-20	Action Taken Report on meeting dated 05.11.2020
5	15.02.2021	NAAC Cycle-I reassessment activity planning	Action Taken Report on meeting dated 15.02.2021
6	12.03.2021	Review Meeting on activities of TBI, IIC, IPR, EDC, Alumni, Website updation in view of NAAC Cycle-I reassessment.	Action Taken Report on meeting dated 12.03.2021

Enclosed:

1] IQAC Minutes

2] Action Taken Reports



Dr. F. B. Sayyad
PRINCIPAL



Dr. D. Y. Patil Group of Institutions' Technical Campus
Dr. D. Y. PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

IQAC/5

Minutes of Meeting

Ref No: DYP SOE/ AY 2020-21/Meeting No.:01

Date of Meeting : 03/06/2020

Venue : Conference Room

Agenda of Meeting: Plan of Action A.Y. 2020-21

Sr. No.	Points discussed	Remark
1.	Preparation for Action Plan	It has been decided to prepare Action Plan for A. Y. 2020-21 considering scope of improvement after NAAC Visit.
2.	Presentation of Plan of Action	It has been decided that IQAC Coordinator will present a plan of action in meeting for suggestions and final approval.
3.	Presentation of action plan by various cell coordinators.	It has been decided to conduct a meeting for presentation of action plan by R&D,TBI,TPO, IIIC, IPR, EDC, Alumni Cells

Following staff members have attended the meeting

Sr. No.	Name of the faculty	Sign
1	Dr. Farooq Sayyad	
2	Dr. S. M. Khairnar	
3	Dr. Sanjay Koli	
4	Dr. Pankaj Agarkar	
5	Prof. Rohit Garad	
6	Lt. Col. Sanjay Karodpati	



7	Ms. Shweta Sharma	-
8	Dr. Saniya Ansari	<i>Saniya</i>
9	Dr. Dilip More	<i>Dilip More</i>
10	Dr. Niraj Jadhav	<i>Niraj Jadhav</i>
11	Prof. Nishikant Surwade	<i>Nishikant Surwade</i>

Riyaj

Prepared by

Prof. Riyaj Kazi
IQAC Coordinator



Ashok Kasnale

Approved by

Dr. Ashok Kasnale
PRINCIPAL



Minutes of Meeting

Ref No: DYPSOE/ AY 2020-21/Meeting No.:02

Date of Meeting : 17/06/2020

Venue : Conference Room

Agenda of Meeting: Presentation of Action Plan of A. Y. 2020-21 by R&D, TBI, TPO, IIC, IPR, EDC, Alumni Cells

Sr. No.	Points discussed	Remark
1	R&D Cell Plan of Action	<p>1. Each department will submit minimum two minor and / or major quality multidisciplinary research proposals for various funding agencies / ministries.</p> <p>2. Each faculty of the respective department should publish minimum one paper in peer reviewed and approved journal preferably in SCOPUS, WOS, ISI.</p> <p>3. Each department shall identify minimum five innovative BE / ME projects and submit their innovative ideas for National / International Patent and then for publication.</p>
2	TBI Cell Plan of Action	<p>1. TBI Cell will connect with stakeholders, faculties, and coordinate activities with R&D, IPR EDC Cells.</p> <p>2. Applied for Technology Innovation Hubs (TIHs) in domain of Artificial Intelligence & Machine Learning.</p>


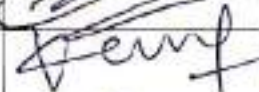
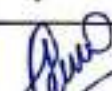


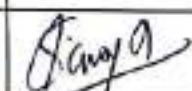
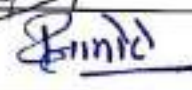


		<p>3. DST Proposal under consideration. Design of low cost non-invasive blood glucose level measurement device using Near infrared spectroscopy is shortlisted.</p> <p>4. BIRAC-DBT (under consideration) Blood group prediction by analyzing fingerprint pattern using multi layer Neural network with linear algebra.</p>
3	T&P Cell Plan of Action	<p>1. To motivate student for Industry-Interaction with objectives to get Sponsored Projects and Placement of Students.</p> <p>2. To build mutually beneficial relations with Alumni for enhancing placement, internship and sponsored projects.</p> <p>3. Focus on International Placement opportunity.</p>
4	IIC Cell Plan of Action	<p>1. Formation of an Institute level committee of IIC involving people from industry background.</p> <p>2. Involvement of alumni working in industries and get sponsored projects and initiate industry institute interaction.</p> <p>3. To establish an association with parents or relatives working in industry- 15 days timeline is set to collect the contacts.</p>
5	IPR Cell Plan of Action	<p>1. Conduction of Idea generation session for each department for teaching and non teaching staff</p> <p>2. Personal counseling of faculties to understand their areas of interest.</p> <p>3. Conduct workshop on IPR/Idea generation/Advanced technologies by external experts</p> <p>4. Preparation of SOPs for IPR Cell</p>



6	EDC Cell Plan of Action	<p>1. To Conduct two EAC programs sponsored by EDII Ahemdabad under NIMAT, DST.</p> <p>2. The 1st week of January 2021 – Workshop on Entrepreneur Development for students.</p> <p>3. Business Idea context and expert lectures of successful entrepreneurs.</p> <p>4. Prepare SOPs for EDC Cell and list of students interested in Entrepreneurship.</p>
7	Alumni Cell Plan of Action	<p>1. Organize and supports a comprehensive array of initiatives for students, as well as alumni. Objective is to enhance student-to-alumni and alumni-to-alumni relationships.</p> <p>2. To conduct a stakeholder feedback from Alumni and workout to improve the feedback through various initiatives.</p>

Following staff members have attended the meeting

Sr. No.	Name of the faculty	Sign
1	Dr. Farooq Sayyad	
2	Dr. S. M. Khairnar	
3	Dr. Sanjay Koli	
4	Dr. Pankaj Agarkar	
5	Prof. Rohit Garad	
6	Lt. Col. Sanjay Karodpati	
7	Ms. Shweta Sharma	
8	Dr. Saniya Ansari	
9	Dr. Dillep More	





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IQAC/5

Ref No: DYP SOE/IQAC/ AY 2020-21/Meeting No.:03

Minutes of Meeting

Date of Meeting : 02/11/2020

Venue : Conference Room

Agenda of Meeting: Criteria-wise Presentation of AQAR Report of A.Y. 2019-20

Members Present:

- 1] Dr. Ashok Kasnale
- 2] Dr. Farooq Sayyad
- 3] Dr. S. M. Khairnar
- 4] Dr. Sanjay Koli
- 5] Dr. Pankaj Agarkar
- 6] Prof. Rohit Garad
- 7] Lt. Col. Sanjay Karodpati
- 8] Dr. Dillep More
- 9] Dr. Rashami Mahajan
- 10] Dr. R C Katdare
- 11] Dr. Niraj Jadhav
- 11] Prof. Santosh Jadhav
- 12] Prof. Yogesh Mali



Sr. No.	Agenda	Discussions & Resolutions
1	CRITERION I CURRICULAR ASPECTS	Curriculum Planning and Implementation is done as per academic plan. Students have enrolled in Certificate/ Diploma Courses introduced during the year. Elective course system implemented during the academic year. Value-added courses imparting transferable and life skills have been offered during the year. Students feedback taken, and analyzed.
2	CRITERION II TEACHING-LEARNING AND EVALUATION	All teachers are using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources. full time teachers are appointed during the year. Honours and recognitions are received by teachers. Academic calendar has been prepared and adhered for conduct of Examination and other related matters. Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on the website of the institution. Student Satisfaction Survey (SSS) on overall institutional performance results and details are displayed in website.
3	CRITERION III RESEARCH, INNOVATIONS AND EXTENSION	Research funds of eighty four lakhs sanctioned and received during the year. Workshops/Seminars Conducted on Intellectual Property Rights and Industry-Academia Innovative practices during the year. Best Teacher and Best Paper awarded to faculties. Ph.D awarded to three Faculties. Faculties have participated in Seminars/Conferences during the year. Eight Books published by faculties. Extension and outreach programmes conducted during the year. Student participation in linkages like internship programs. MoUs Signed with industries.

The IQAC Coordinator proposed vote of thanks.


Mr. Riyaz Kazi
 IQAC Coordinator




Dr. Ashok Kasnale
 PRINCIPAL



Minutes of Meeting

Ref No: DYPSOE/IQAC/ AY 2020-21/Meeting No.:04

Date of Meeting : 05/11/2020

Venue : Seminar Hall, Room No. 242

Agenda of Meeting: Criteria-wise Presentation of AQAR of A.Y. 2019-20

Members Present:

- 1] Dr. Ashok Kasnale
- 2] Dr. Farooq Sayyad
- 3] Dr. S. M. Khaimar
- 4] Dr. Sanjay Koli
- 5] Dr. Pankaj Agarkar
- 6] Prof. Rohit Garad
- 7] Lt. Col. Sanjay Karodpati
- 8] Dr. Dillep More
- 9] Dr. Rashami Mahajan
- 10] Dr. R C Katdare
- 11] Dr. Niraj Jadhav
- 11] Prof. Santosh Jadhav
- 12] Prof. Yogesh Mali



Sr. No.	Agenda	Discussions & Resolutions
1	CRITERION IV INFRASTRUCTURE AND LEARNING RESOURCES	<p>Required infrastructure such as Campus area, classroom, laboratories, Seminar Halls Existing Classrooms with LCD facilities all required equipments available. Library contains ILMS Software such as iCloudEMS, Sufficient number of Text Books, Reference Books, e-Books, Journals, e-Journals, CD & Video, Weeding (hard & soft) are available as per norms. e-Contents developed and launched by faculties. Sufficient Bandwidth as per norms is available for internet connection in the Institution. V-Lab and M Tutor. Regular Maintenance of Laboratory Equipment is carried out. e-content is developed by faculty for the subject Data Structure, AI, ML, Python and is available on youtube.</p>
2	CRITERION V STUDENT SUPPORT AND PROGRESSION	<p>Student Support and Progression in terms of Scholarship is provided.. German Language Lab, Expert Talk, Industrial Visits, Soft Skill, Counselling Sessions and Remedial Coaching, Placement of students, Student Progression to Higher Education, Various activities through students association are conducted. Students participated in competitive exam guidance. Campus placement done during the year. Three students are qualified in GATE Examination. Students participation in Sports and cultural activities during the year. Organised Alumni meet.</p>
3	CRITERION VI GOVERNANCE, LEADERSHIP AND MANAGEMENT	<p>Well defined decentralized governance system with interrelationships exists in the institution. Institute has delegated adequate and systematized authority to the departments to work towards decentralized governance system. Quality improvement strategies inculcated such as Curriculum Development, Teaching and Learning, Examination and Evaluation, Library, ICT and Physical Infrastructure / Instrumentation, Human Resource Management , Industry Interaction / Collaboration. The dedicated team of faculty members, Admission of Students etc. Implementation of e-governance in areas such as Planning and Development, Administration, Finance and Accounts, Student Admission and Support and Examination. Faculty Empowerment Strategies such as financial support to attend conferences / workshops. Professional development / administrative training programmes such as SciLabFDP,MOOCs and Moodle, Patent Filing Procedure. Faculties attended various Professional Development Programms. Recruited full time faculties. Conducted Internal audits. Strong Internal Quality Assurance System- Academic Audits is conducted. development programs for supporting staff. Post accreditation initiatives includes:</p>



		Standardization of feedback forms, Student satisfaction survey and its analysis, preparation of action plan in order to improve overall quality of the department and institute, Submission of Data for AISHE portal, Number of Quality Initiatives undertaken during the year includes: Induction Program, Parent-Teacher Meet. Six Quality initiatives taken during the year.
4	CRITERION VII INSTITUTIONAL VALUES AND BEST PRACTICES	Conducted sessions on Lecture on Gender Equality, Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Tree Plantation, College premise as Plastic Free Zone, Indrayani river Cleaning, Dehugaon Cleaning etc. Facilities for Differently abled (Divyangjan) friendliness such as: Physical facilities, Provision for lift, Ramp/Rails, Rest Rooms, Scribes for examination. Inclusion and Situatedness such as: Awareness program through street play, Code of conduct (handbooks) for various stakeholders, Activities conducted for promotion of universal Values and Ethics: Helping Hands Collection for Flood Affected People. Session on Time Management Techniques, International Yoga Day, Employability Skill Development Training, Teachers Day, Engineer's day celebration, Road safety Campaign, a, Personal Counselling to students, Fit India Movement. Initiatives taken by the institution to make the campus eco-friendly such as: Tree Plantation 2. Use of public transport facility 3. Use of recycled water for gardening 4. Use of LED light 5. Use of ERP 6. Plastic Free Campus 7. Green Campus. Best Practices Includes: 1] Initiatives for Quality Improvement- R&D Cell, TBI Cell, III Cell, ED Cell 2] Academic Audit, e-waste management, M-Tutor, MOOCs along with corsera, NPTEL, Virtual Lab.

The IQAC Coordinator proposed vote of thanks.


Prof. Riyaj Kazi
IQAC Coordinator




Dr. Ashok Kasnale
PRINCIPAL



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IQAC/5

Ref No: DYPSOE/IQAC/ AY 2020-21/Meeting No.:05

Minutes of Meeting

Date of Meeting : 15/02/2021

Venue : Seminar Hall, Room No. 242

Agenda of Meeting: NAAC Criteria-wise Activity planning and Conduction in view of NAAC Cycle-1 reassessment.

Members Present:

- 1] Dr. Ashok Kasnale
- 2] Dr. Farooq Sayyad
- 3] Dr. S. M. Khairnar
- 4] Dr. Sanjay Koli
- 5] Dr. Pankaj Agarkar
- 6] Prof. Rohit Garad
- 7] Lt. Col. Sanjay Karodpati
- 8] Dr. Dillep More
- 9] Dr. Rashami Mahajan
- 10] Dr. R C Katdare
- 11] Dr. Niraj Jadhav
- 11] Prof. Santosh Jadhav
- 12] Prof. Yogesh Mali



Sr. No.	Agenda	Discussions & Resolutions
1.	Preparation of NAAC activity Action Plan	It has been decided that IQAC Coordinator will prepare NAAC activity Action Plan for A. Y. 2020-21 considering scope of improvement in NAAC Cycle-1 reassessment
2.	Department wise Preparation of NAAC activity Action Plan with deadlines.	It has been decided that Heads of department will prepare activity plan of their department along-with coordinator name and deadline of activity conduction.
3.	Monitoring and reporting of the execution of NAAC activities plan	It has been decided IQAC coordinator will monitor the activities from the month of March 2021 and report the status of activities of each department to the Principal every fortnight till 31/05/2021

The IQAC Coordinator proposed vote of thanks.


Prof. Riyaj Kazi
IQAC Coordinator




Dr. Ashok Kasnale
PRINCIPAL



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IQAC/5

Ref No: DYP SOE/ AY 2020-21/Meeting No.:06

Minutes of Meeting

Date of Meeting: 12/03/2021

Venue : Conference Room, Room No. 242

Agenda of Meeting: Review Meeting on activities of TBI, IIIC, IPR, EDC, Alumni, Website updation in view of NAAC Cycle-1 reassessment.

Members Present:

- 1] Dr. Ashok Kasnale
- 2] Dr. Farooq Sayyad
- 3] Dr. S. M. Khairnar
- 4] Dr. Sanjay Koli
- 5] Dr. Pankaj Agarkar
- 6] Prof. Rohit Garad
- 7] Lt. Col. Sanjay Karodpati
- 8] Dr. Dillep More
- 9] Dr. Rashami Mahajan
- 10] Dr. R C Katdare
- 11] Dr. Niraj Jadhav
- 11] Prof. Santosh Jadhav
- 12] Prof. Yogesh Mali



Sr. No.	Agenda	Discussions & Resolution
1	TBI Cell [Dr. Sunil Rathod]	<ol style="list-style-type: none"> 1. Define aim & objectives of Cell & Prepare SOPs for TBI Cell 2. TBI Cell will connect with stakeholders, faculties, and coordinate activities with R&D, IPR EDC Cells. 3. Prepare the action plan, circulate among staff and students and execute the plan through TBI Cell 4. Organize Idea generation workshop for students.
2	IIIC Cell [Dr. Rajesh Katdare]	<ol style="list-style-type: none"> 1. Define aim & objectives of Cell & Prepare SOPs of IIIC Cell 2. Formation of an Institute level committee of IIIC involving people from industry background. 3. Involvement of alumni working in industries and get sponsored projects and initiate industry institute interaction. 4. Collect data from HoDs to see that 25% Department Projects should be Industry Sponsored Projects 5. Collect the information of parents who are either entrepreneur or working in industry from each department. Mechanical department has prepared the format of the same. 6. Use platforms like Internshala with T&P cell to get maximum number of internships and sponsor projects. 7. Prepare the action plan, circulate among staff and students and execute the plan through TBI Cell
3	IPR Cell [Dr. Dileep More]	<ol style="list-style-type: none"> 1. Define aim & objectives of Cell & Prepare SOPs for IPR Cell 2. Conduction of Idea generation session for each department for teaching and non teaching staff 3. Personal counseling of faculties to understand their areas of interest.



		<p>4. Conduct workshop on IPR/Idea generation/Advanced technologies by external experts</p> <p>5. Initiate activities in ' KAPILA ' Program</p> <p>6. Prepare the action plan, circulate among staff and students and execute the plan through IPR Cell.</p>
4	<p>EDC Cell</p> <p>[Dr. Dileep More]</p>	<p>1. Define aim & objectives of Cell & Prepare SOPs for EDC Cell and list of students interested in Entrepreneurship.</p> <p>2. To Conduct EAC programs sponsored by EDII Ahmadabad under NIMAT, DST.</p> <p>3. Business Idea context and expert lectures of successful entrepreneurs.</p> <p>4. To encourage students to take interest in entrepreneurship by providing support from National Initiative for Developing and Harnessing Innovations (NIDHI)/ BHAU etc.</p> <p>5. Conduct activities under NEN.</p> <p>6. Prepare the action plan, circulate among staff and students and execute the plan through EDC Cell.</p>
5	<p>Alumni Cell</p> <p>[Prof. Paresh Khairnar]</p>	<p>1. Define aim & objectives of Cell & Prepare SOPs of Alumni Cell</p> <p>2. To conduct a stakeholder feedback from Alumni and workout to improve the feedback through various initiatives.</p> <p>3. Collect data of minimum 10 alumni from each department (Entrepreneur/Job in reputed organization)</p> <p>4. Record videos of alumni useful for admission activity</p> <p>5. Get the year wise alumni record of last five years from HoDs. Collect alumni data at central level till 15 April 2021.</p> <p>6. Alumni activity updates on website [Alumni Form, Offer Letter, Appointment letter , Alumni Feedback]</p> <p>7. Identify 10 prominent alumni from every year who can help institute in placement/IPT/Field work/sponsored project.</p> <p>8. Arrange alumni guest lectures at department level through department level alumni coordinators</p>



		<p>9. Organize alumni meet and collect alumni feedback and analyse the same.</p> <p>10. Prepare the action plan, circulate among staff and alumni and execute the plan through Alumni Cell.</p>
6	<p>Website Updation Committee</p> <p>[Prof. Yogesh Mali]</p>	<p>1. Initiate website Separation process</p> <p>2. Frequent website updation</p>

The IQAC Coordinator proposed vote of thanks.


Prepared by

Prof. Riyaj Kazi
IQAC Coordinator


Approved by
Dr. Ashok Kasnale
PRINCIPAL





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INTERNAL QUALITY ASSURANCE CELL(IQAC)

Form No. IQAC/6

ACTION TAKEN REPORT

(IQAC meeting held on 03/06/2020)

1. IQAC Coordinator, Mr. Riyaj Kazi has prepared the action plan and academic calendar considering scope of improvement during the post accreditation period.
2. IQAC Coordinator has presented a plan of action in meeting for suggestions and final approval. Plan of action has been finalised and approved by Principal for the A.Y. 2020-21.
3. Aim, Objectives, Composition of various cells are revised and initiated activities of R&D, TBI, TPO, IIC, IPR, EDC, Alumni Cells

Mr. Riyaj Kazi
IQAC Coordinator

Dr. Ashok Kasnale
PRINCIPAL





ACTION TAKEN REPORT

(IQAC meeting held on 17/06/2020)

- 1) A Research project on Strategic Planning for Water Resources and Implementation of Novel Biotechnical Treatment solutions and Good Practices (SPRING) funded by DBT India, amount sanctioned 82,000,00/-
- 2) One hundred thirteen papers published in journals during the year by faculties.
- 3) Eight Innovative BE / ME projects are identified and successfully completed during the year
- 4) Ten books/Chapters published by faculties during the year
- 5) Thirty four students have completed their internship in respective organizations
- 6) Institute has entered into Five MoUs with different organizations.
- 7) Four workshops/seminars conducted on Hands on Python Workshop, Research Methodology, and start up during the year.
- 8) XXXX Students Placed (On Campus + Off Campus) through T&P Cell.
- 9) Online Alumni meet organized by the department during the year.
- 10) Conducted a stakeholder feedback from Alumni on curriculum and initiated corrective action by communicating it to respective departments Board of Studies.


Mr. Riyaj Kazi
IQAC Coordinator


Dr. Ashok Kasnale
PRINCIPAL





ACTION TAKEN REPORT

(IQAC meeting held on 02/11/2020)

Internal audit is conducted on AQAR 2019-20, Criteria-wise discussion on the data collected and document verification for CR-I, CR-II, CR-III

Observations:

CRITERION I: CURRICULAR ASPECTS

Curriculum Planning and Implementation is done as per academic plan. Students have enrolled in Certificate/ Diploma Courses introduced during the year. Elective course system implemented during the academic year. Value-added courses imparting transferable and life skills have been offered during the year. Students feedback taken and analyzed.

CRITERION II: TEACHING-LEARNING AND EVALUATION

All teachers are using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources. full time teachers are appointed during the year. Honours and recognitions are received by teachers. Academic calendar has been prepared and adhered for conduct of Examination and other related matters.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on the website of the institution. Student Satisfaction Survey (SSS) on overall institutional performance results and details are displayed in website.

CRITERION III: RESEARCH, INNOVATIONS AND EXTENSION

Research funds of eighty four lakhs sanctioned and received during the year. Workshops/Seminars Conducted on Intellectual Property Rights and Industry-Academia Innovative practices during the year. Best Teacher and Best Paper awarded to faculties. Ph.D awarded to three Faculties. Faculties have participated in



Seminars/Conferences during the year. Eight Books published by faculties. Extension and outreach programmes conducted during the year. Student participation in linkages like internship programs. MoUs Signed with industries.

Remarks: Internal Audit committee suggested to conduct all the activities as per SOP and involvement of more stakeholders & compliance of the same.


Mr. Riyaj Kazi
IQAC Coordinator




Dr. Ashok Kasnale
PRINCIPAL



ACTION TAKEN REPORT

(IQAC meeting held on 05/11/2020)

Internal audit is conducted on AQAR 2019-20, Criteria-wise discussion on the data collected and document verification for CR-IV, CR-V, CR-VI, and VII

Observations:

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

Required infrastructure such as Campus area, classroom, laboratories, Seminar Halls Existing Classrooms with LCD facilities all required equipments available. Library contains ILMS Software such as iCloudEMS, Sufficient number of Text Books, Reference Books, e-Books, Journals, e-Journals, CD & Video, Weeding (hard & soft) are available as per norms. e-Contents developed and launched by faculties. Sufficient Bandwidth as per norms is available for internet connection in the Institution. V-Lab and M Tutor. Regular Maintenance of Laboratory Equipment is carried out. e-content is developed by faculty for the subject Data Structure, AI, ML, Python and is available on youtube.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

Student Support and Progression in terms of Scholarship is provided. German Language Lab, Expert Talk, Industrial Visits, Soft Skill, Counselling Sessions and Remedial Coaching, Placement of students, Student Progression to Higher Education, Various activities through students association are conducted. Students participated in competitive exam guidance. Campus placement done during the year. Three students are qualified in GATE Examination. Students participation in Sports and cultural activities during the year. Alumni meet Organised.



CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

Well defined decentralized governance system with interrelationships exists in the institution. Institute has delegated adequate and systematized authority to the departments to work towards decentralized governance system. Quality improvement strategies inculcated such as Curriculum Development, Teaching and Learning, Examination and Evaluation, Library, ICT and Physical Infrastructure / Instrumentation, Human Resource Management, Industry Interaction / Collaboration. The dedicated team of faculty members, Admission of Students etc. Implementation of e-governance in areas such as Planning and Development, Administration, Finance and Accounts, Student Admission and Support and Examination. Faculty Empowerment Strategies such as financial support to attend conferences / workshops. Professional development / administrative training programmes such as SciLabFDP, MOOCs and Moodle, Patent Filing Procedure. Faculties attended various Professional Development Programms. Recruited full time faculties. Conducted Internal audits. Strong Internal Quality Assurance System- Academic Audits is conducted. development programs for supporting staff. Post accreditation initiatives includes: Standardization of feedback forms, Student satisfaction survey and its analysis, preparation of action plan in order to improve overall quality of the department and institute, Submission of Data for AISHE portal, Number of Quality Initiatives undertaken during the year includes: Induction Program, Parent-Teacher Meet. Six Quality initiatives taken during the year.

CRITERION VII: INSTITUTIONAL VALUES AND BEST PRACTICES

Conducted sessions on Lecture on Gender Equality, Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Tree Plantation, College premise as Plastic Free Zone, Indrayani river Cleaning, Dehugaon Cleaning etc. Facilities for Differently abled (Divyangjan) friendliness such as: Physical facilities, Provision for lift, Ramp/Rails, Rest Rooms, Scribes for examination. Inclusion and Situatedness such as: Awareness program through street play, Code of conduct (handbooks) for various stakeholders, Activities conducted for promotion of universal Values and Ethics: Helping Hands Collection for Flood Affected People. Session on Time Management Techniques, International Yoga Day, Employability Skill Development Training, Teachers Day, Engineer's day celebration, Road safety.



Campaign, a, Personal Counselling to students, Fit India Movement. Initiatives taken by the institution to make the campus eco-friendly such as: Tree Plantation 2. Use of public transport facility 3. Use of recycled water for gardening 4. Use of LED light 5. Use of ERP 6. Plastic Free Campus 7. Green Campus. Best Practices Includes: 1] Initiatives for Quality Improvement- R&D Cell, TBI Cell, III Cell, ED Cell 2] Academic Audit, e-waste management, M-Tutor, MOOCs along with corsera, NPTEL, Virtual Lab.

Remarks: Internal Audit committee suggested to conduct all the activities as per SOP and involvement of more stakeholders & compliance of the same.


Mr. Riyaj Kazi
IQAC Coordinator


Dr. Ashok Kasnale
PRINCIPAL





Dr. D. Y. Patil Group of Institutions' Technical Campus
Dr. D. Y. 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/6

ACTION TAKEN REPORT

(IQAC meeting held on 15/02/2021)

- 1) IQAC Coordinator has prepared NAAC activity Action Plan for A. Y. 2020-21 considering scope of improvement in proposed NAAC Cycle-1 reassessment.
- 2) Heads of department have prepared activity plan of their department along-with coordinator name and deadline of activity conduction.
- 3) IQAC coordinator has monitored the activities from the month of March 2021 and reported the status of activities of each department to the Principal every fortnight till 31/05/2021


Prepared by

Mr. Riyaj Kazi
IQAC Coordinator


Approved by
Dr. Ashok Kasnale
PRINCIPAL





ACTION TAKEN REPORT

(IQAC meeting held on 12/03/2021)

Review Meeting on activities of TBI, IIIC, IPR, EDC, Alumni, Website in view of proposed NAAC Cycle-1 reassessment.

1. Technology Business Incubation Cell coordinator, Dr. Sunil Rathod has prepared a plan of action, communicated to staff and students and initiated the activities. Organized event on "Tech-Buzz of IoT and Startup-Business" The Students have been encouraged and guided to setup a start-up in various departments of Institute. 1) Start-up ~ Ms. Shreya Lad- Neutrophonics
2) DYP SOE Library Software development
2. Entrepreneurship Development Cell Coordinator, Dr. Dileep More has prepared a plan of action, communicated to staff and students and initiated the activities. Organized two events: 1) My first step in start-up & 2) My Journey as an entrepreneur
3. Alumni Cell Coordinator, Mr. Paresh Khairnar has prepared a plan of action, communicated to staff and students and initiated the activities. All department Alumni meet organized on online platform.
4. Industry Institute Interaction Cell coordinator, Dr. Rajesh Katdare has prepared a plan of action, communicated to staff and students and initiated communication with Confederation of Indian Industry (CII).
5. Intellectual Property Rights Cell Coordinator, Dr. Dileep More has prepared a plan of action, communicated to staff and students and initiated the activities
6. Website Committee coordinator, Mr. Yogesh Mali, has separated the Institute website and updated it from the institute and NAAC compliance point of view.


Mr. Riyaj Kazi
IQAC Coordinator




Dr. Ashok Kasnale
PRINCIPAL



"Empowerment through quality technical education"

Dr D Y Patil Educational Enterprises Charitable Trust's

Ajeenkya D Y Patil Group of Institution's Technical Campus

Dr D Y PATIL SCHOOL OF ENGINEERING

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

AISHE Code: C-4664B

DTE Code: EN6732

SPPU PUN Code: CEGP015720

(Accredited by NAAC)

ACTION TAKEN REPORT

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

1. Alumni
2. Employers
3. Teachers
4. Students

Feedback & responses on curriculum received from alumni through Google Forms:-

1. Alumni Feedback:-

- 1) Syllabus should compulsory include industrial trainings.
- 2) Subjects & Courses related to Industry requirements must be included.
- 3) More Choices of Open Elective Subjects can be added.
- 4) Curriculum should be more industry based as industry is changing day by day curriculum should also be changed according to it. Update syllabus to include newer subjects which have more relevance to the industry and current technology
- 5) More courses like Artificial Intelligence & Data Science must be considered for TE & BE students.
- 6) Software oriented courses should be included related to structures, transportation & construction management which are in demand.

Action Taken by Institution:-

In revised syllabus of Savitribai Phule University (SPPU), all programs included industry oriented subjects in the curriculum. In order to bridge gap between industry & Academic Institute has initiated add courses, bridge courses, seminars. University has included Open Elective & Choice Based Credit System (CBCS) from year 2011-12 and it covers skills & courses which are required for industries. AI&DS as a separate program is included from A.Y 2019-2020. Department of civil engineering has conducted one month course on software titled "Basics & Advance ETabs" for their students from 30 Aug 2021 to 30 September 2021.

Feedback & responses on curriculum received from employer through Google Forms:-

Employer Feedback:-

- 1) SPPU Computer Engineering Syllabus can add Internship for 3rd year or last year students for real time industry exposure.
- 2) Syllabus can also include with training and skill development courses.
- 3) SPPU Civil Engineering Syllabus can make compulsory field project for project work on phase-II for final year students.
- 4) SPPU Mechanical Engineering Syllabus can add Internship for 3rd year or last year students for real time industry exposure.
- 5) Case studies shall be added to the curriculum

Action Taken by Institution on Feedback given by Employer:-

All Programmes have added Internship Program in the Curriculum. All Departments has included project based learning & Skill Development Courses in their Curriculum. Department of civil engineering has completed 37 consultancy projects & through testing & consultancy services where students get direct exposure to fieldwork & field project through dedicated NABL LAB. In revised syllabus case studies are included for few subjects.

Feedback & responses on curriculum received from Teachers through Google Forms:-

Teacher Feedback:-

- 1) Curriculum to include one NPTEL course and should be assessed
- 2) Include at least one unit which is completely based on R Programming and reaches to industry.
- 3) Interdisciplinary topics/ activity can be part of the curriculum.
- 4) Include one unit for core subjects as a mini project/Module which is completely based on field insights.
- 5) Few contents of SE 2019 pattern courses (FM, MOS) can be reduced for better understanding of the concept to the students.
- 6) There should be ERP software module for third or final year students.
- 7) Some research based training/Dissertation needs to be offered in the last semester of the programme, which will definitely help the students who are keen towards higher education.

Action Taken by Institution on Feedback given by Employer:-

Each Subject Teacher has made it mandatory for students to go through NPTEL Video posted on LMS and based on their attainment assessment is done through objective test. We have initiated an action to take computer engineering students for R programming course. Institute is preparing for national education policy 2020 where multid-disciplinary requirement will take care of. Institute has procured ERP and 23 modules are functioning from 2018. Institute offer dissertation work project work, training to UG programs as well as PG program. All programmes conduct training and skill development sessions for students in order to support their higher education.

Feedback & responses on curriculum received from Students through Google Forms:-

Students Feedback:-

- 1) SPPU Computer Engineering Syllabus can add industry required subject.
- 2) Some Subjects like TOC & Discrete Math's can be replaced by computer specific subject in syllabus.
- 3) There are subjects like IOT & AI that can include with practical exam as well.
Add more topics related to applied physics and mathematics
- 4) Courses for various domains such as web, android, Machine learning should be there.
- 5) It would be great if we were exposed to different fields apart from engineering once in a few months.
- 6) There should be internship for SE students as well.
- 7) SPPU Civil Engineering Syllabus can add industry required subject.

Action Taken by Institution on Feedback given by Students:-

Hands On Sessions & workshops are conducted by the institute in order to cover trending technologies such as IOT, Android, Web Development, Machine Learning, Data Science & AI for maximum industry exposure.


Principal,
Dr. F.B. Sayyad



"Empowerment through quality technical education"
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AISHE Code: C-46648

DTE Code: EN6732 SPPU PUN Code: CEGPO15720

(Accredited by NAAC)

A.Y. 2020-21

Student Satisfaction Survey (SSS) on overall institutional performance
(Criteria 2.7.1)

Attached samples of documents which shows

a). Report of survey conducted.

Dr. F. B. Sayyad

Principal

Enclosed: Survey Report.

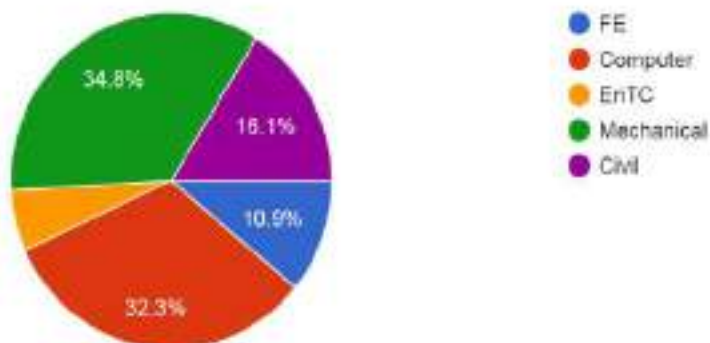


2.7.1 : Student Satisfaction Survey regarding to teaching learning process.

A.Y 2020_21

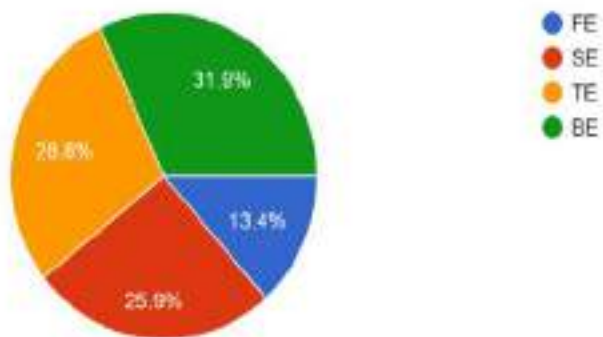
Department

1,372 responses



Year

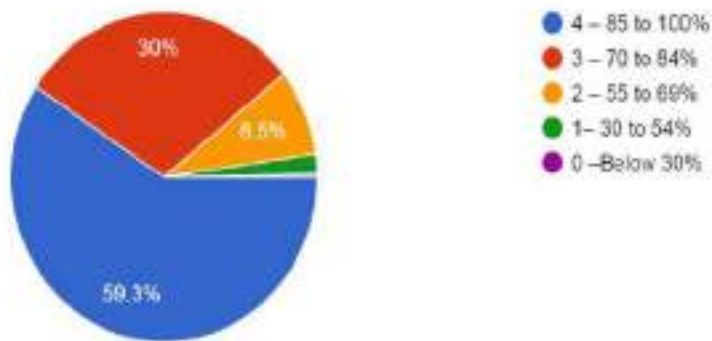
1,372 responses





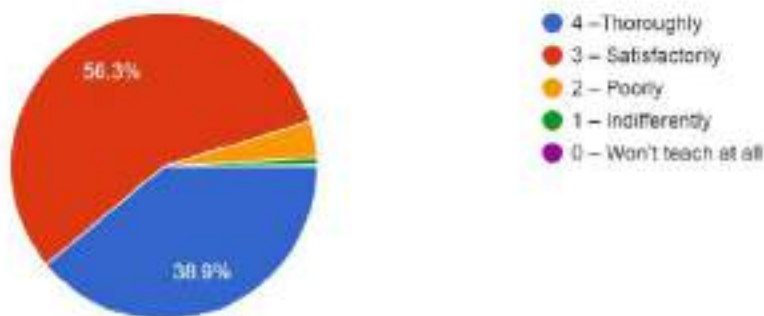
1. How much of the syllabus was covered in the regular / online classes?

1,372 responses



2. How was your teachers' preparation for the regular / online classes?

1,372 responses





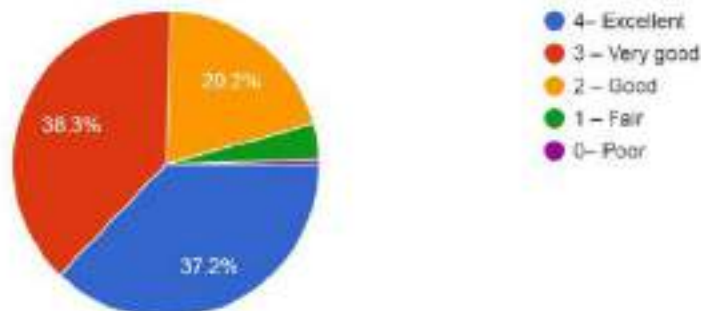
3. How were the teachers able to use the online methods to supplement class room teaching?

1,372 responses



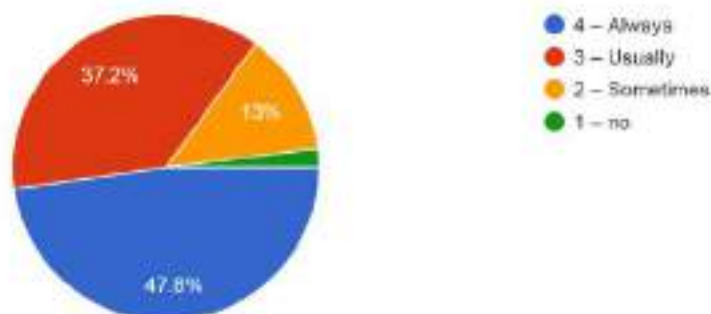
4. The teacher's teaching and online presentations can be described as

1,372 responses



5. Were there any questions from teachers to evaluate if the students are following the new process of learning?

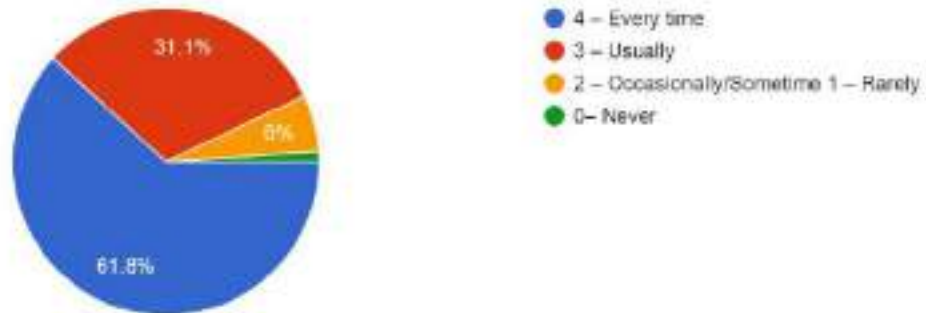
1,372 responses





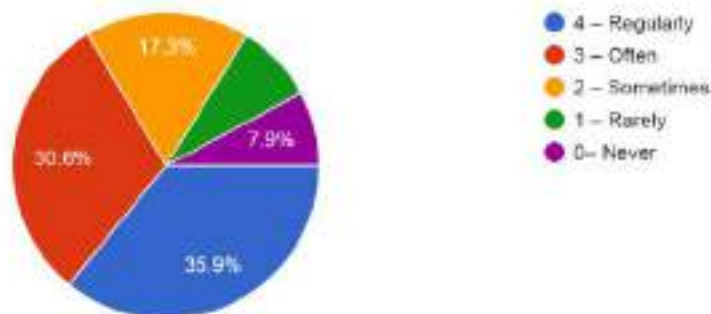
6. Was your performance in submission of assignments analysed by your teacher?

1,372 responses



7. Is the college taking measures to promote internship, student exchange, need based field visits etc.?

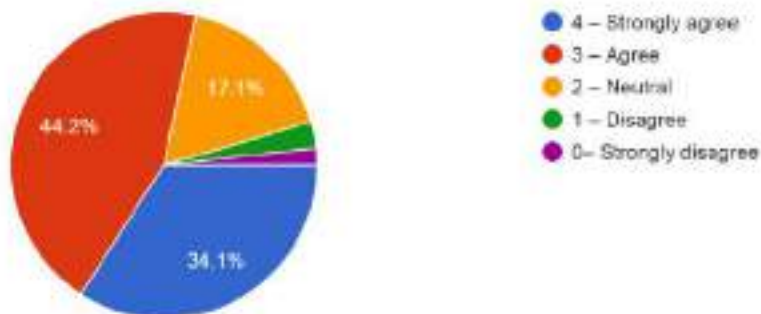
1,372 responses





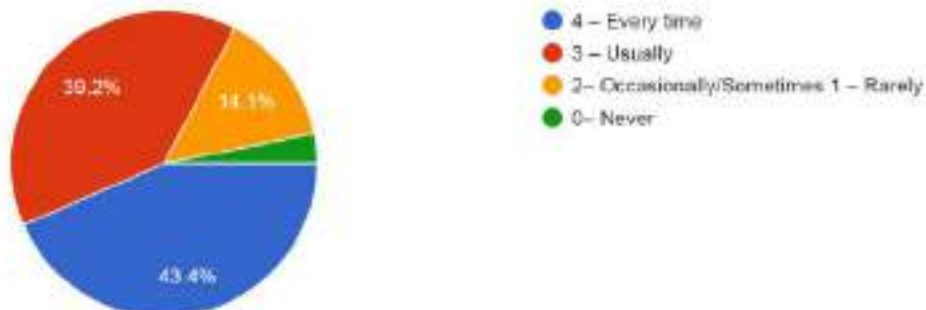
8. The institution has created awareness on outcome based education to help students learn and grow.

1,372 responses



9. Did your teachers guide you on how to enhance competencies for getting a job while handling the regular classes?

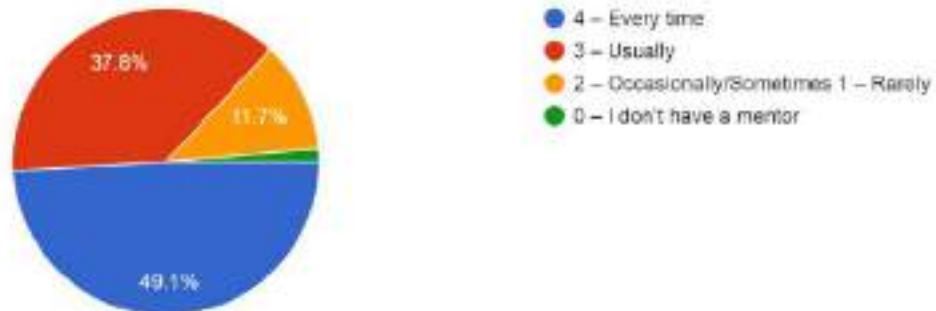
1,372 responses





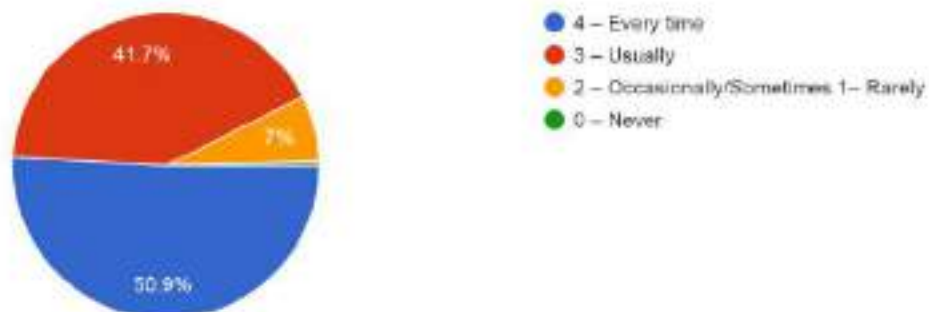
10. Is your mentor in touch with you and helping in completing the tasks given to you?

1,372 responses



11. Are your teachers using online / offline methods to illustrate concepts through examples and applications.

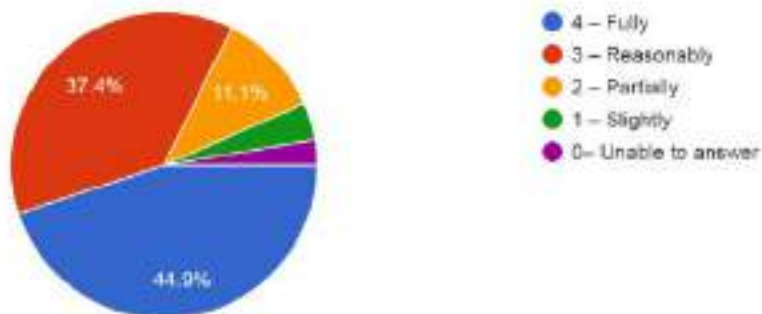
1,372 responses





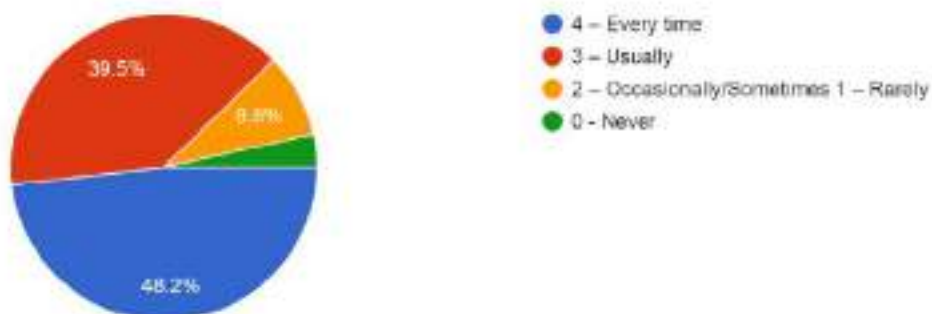
12. Were you encouraged for your good performance and supported where you were lagging behind?

1,372 responses



13. Did your Teachers guide you on how to use your online classes to overcome your weaknesses.

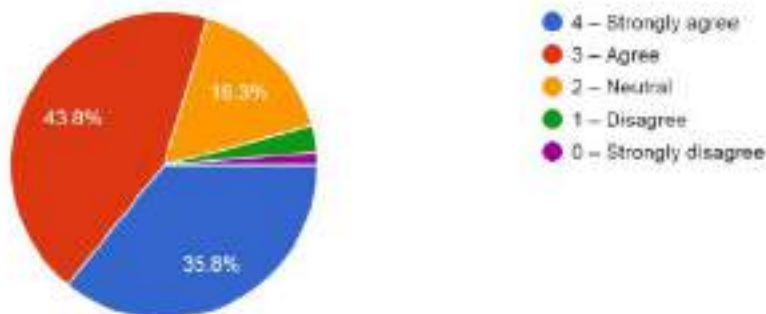
1,372 responses





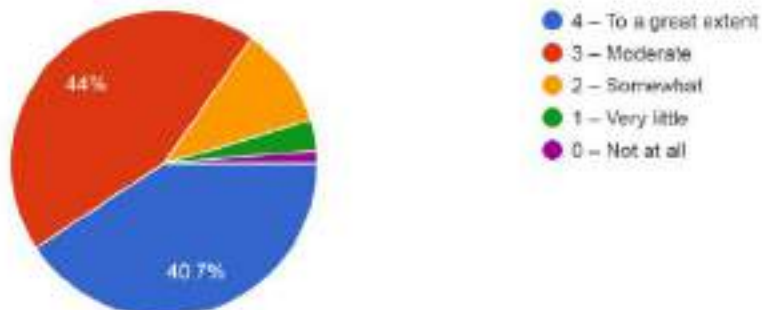
14. The college is guiding students and supporting them through periodical monitoring and reviewing their quality improvement in learning

1,372 responses



15. The college and the teachers are aware of the changed social situations and are using student centric methods for helping their learning and problem solving

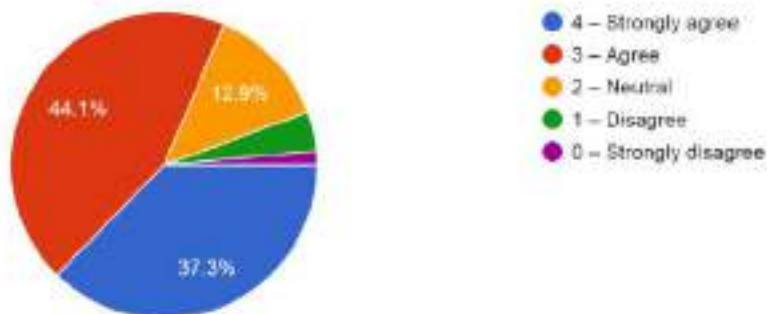
1,372 responses





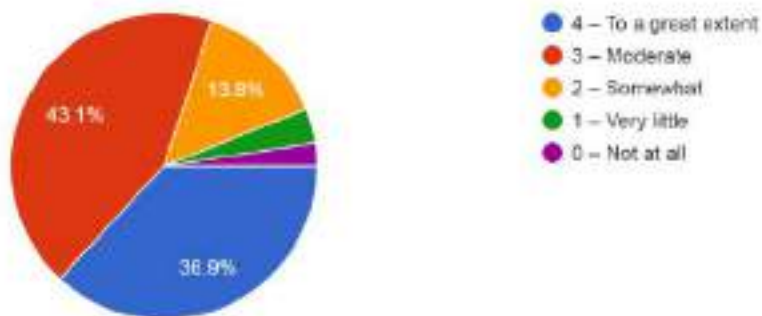
16. The teachers encourage you to take all precautions and are guiding you in participating in extracurricular / outreach activities.

1,372 responses



17. You are being provided guidance on skills needed for effective communication, conflict resolution and employment.

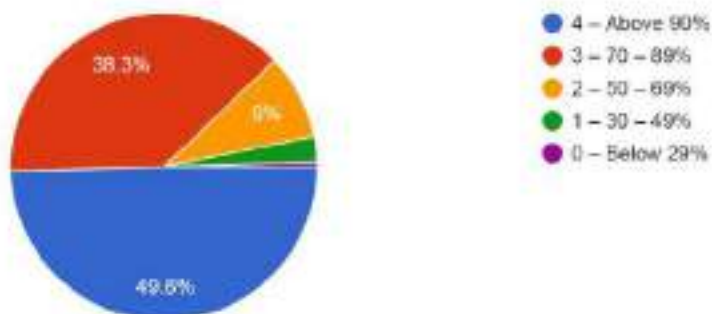
1,372 responses





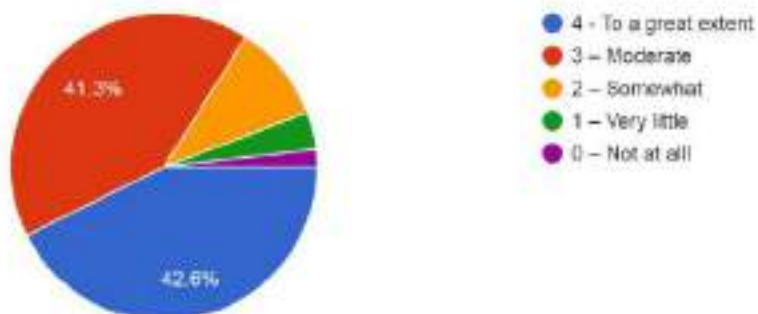
18. What % of teachers are able to use technology for handling online / offline classes.

1,372 responses



19. To what extent would you recommend your college to other students?

1,372 responses



20. Give three observation / suggestions to improve the overall teaching – learning experience in your institution

566 responses

- Good
- Excellent
- Good
- Better Way to connect through internet
- Everything is good



- Teaching and learning experience is excellent overall
- During tough COVID 19 situation, college conducted online classes with great success. All teachers played their role very efficiently.
- Use better graphics and visual media to engage students well. ... Try to reach every student and ask for their doubts. ... Make teaching a two way interaction.
- The sound quality ,disturbance due to technical problems and sometimes picture quality of videos is not clear. Presentation are perfect .
- Good teaching
- Suggest extra courses for placement
- All are good
- Teaching staff is good but need seminars on new technology,about new course and methods to get good placements and internships.
- Best teaching
- Net issues
- All Is Good
- Overall Good teachers!!!!
- Teaching is good
- Everything is perfect
- Very poor timetable management.
- Thankyou for all your efforts. We totally appreciate your work and are proud of the Computer dept staff.
- Exciting and joyful
- Learning is very excellent
- Very thing is ok
- Its already great
- 1) More project activity , group activities 2) more interaction with students 3) encouraging students for online courses and go beyond the book
- need to improve communication with students, need to work on online teaching methods and motivating students and understanding their problems in this hard time of covid!
- Teachers must use more examples to explain a topic, there should be more interaction,guide them how to manage internship and college lectures
- Reduce the college fees if the class is conducted online.
- Teachers should encourage students and help them to come out of difficulties in lacking behind in studies .



- Interacting, make topic interesting, cooperative
- The teaching is good..keep it up.
- Teaching method of Prof karodpati sir should adopted by everyone .. because after his lec there is no need of reversion ...and in one day there much more lectures were going to be conducted so because of that we not able to understand properlywe can't mentally prepared after 2 pm for lec something it's okie but daily we can't handle it ...it's my genuine request to u

- 1. The network connectivity was not good 2. Excellent efforts taken by teachers.
- 1) Communication classes for students 2) Internship opportunities 3) More practical knowledge
- There should be more video based teaching. More time to be given between lecture.
- Improve Lms many time we have technical error.
- College faculty must work on communication. Problem of the students are not solved half a time. And also the updates are given late.
- 1) There is not any proper platform to connect to HOD sir and Principal sir to discuss my problem. I had a problem today and I am contacting from here to there till now, and the problem is not getting resolved. As that was in 1st year, where at last, our HOD sir was always there to help us and get rid of the problem. 2) The practical knowledge, projects should be acknowledged. 3) This kind of assessment should be done atleast once in 1 or 2 month as there was in first year. I might be wrong, its completely my observation during SY.
- Excellent teaching,
- Fees Regarding : please inward our forms
- Improve the Internet facilities in college
- Some extra examples should be taken for better understanding.
- Very nice
- Total understanding learning
- If there some network issue they are also use another app for taking class
- Use fast internet.
- 1) Use better graphics and visual media to engage students well. 2) Try to reach every student and ask for their doubts. 3) Make teaching a two way interaction
- Everything was good
- It's great...no need of improvement



- College time should be in the morning Since there are 10 to 5 lectures, children do not get time to study
 - Tell about concept properly and the application where that concept used . Used more practical knowledge . give proper explanation .used picture and video in lecture. Improve teaching method so student not bored with subject
 - All is ok. Not for all teachers but some teachers need to be more friendly with us so that we can ask them anything and at anytime. Some times we feel like they may angry if I ask the question. But overall 98% no problem. And another thing that teachers should be connected with us on all social media platforms! That's it, otherwise Happy to learn with these teachers!
 -
 - I am satisfy the online lecture because Teacher is very nice skill to attain online lecture so no suggestion for teaching.
 - Offline teaching is the best way to learn , Do it as soon as possible
 - English speaking should be there every time
 - Better explanation in subjects like mathematics
 - Conduct debates on every unit. Meaningful interactions between student and teacher.
 - Very good means of teaching.
 - I don't have any suggestions all system of teaching and learning experience is good
 - Offline
 - Its all Good...all teachers r give their best for all students'..All problems are solved
 - Excellent Faculty but no study environment for competitive exams ☹
 - no suggestions
 - Industrial approach.
 - Teach practically knowledge
 - Nill
 - Become Stronger Network provide to teacher.
 - No good teaching
 - Give student more industry experience, should involve in talks with companies people
 - Everything was good
-
- attendance update every month

Date: 22/07/2021

To
The Principal,
DYPSOE, Pune

Subject: Report of Student Satisfaction Survey for A.Y. 2020-21

Respected Sir,

IQAC has conducted Student Satisfaction Survey for A.Y. 2020-21 during 14-06-2021 to 20-07-2021 and the analysis of the survey is as follows.

- a. More than 76% students of the institute have given responses
- b. Analysis of questionnaire: There are nineteen objective questions are used in the questionnaire and one open ended question is added.
- c. Observation on Objective questions:

Sr. no.	Objective Questions	Mean score of each question	Observation
1.	The percentage of syllabus completed in the classes.	3.46	A Total of 89% students believe that majority of the syllabus was covered in the class, remaining syllabus covered in online sessions taken in the Lockdown period
2.	The teacher's preparation for the classroom.	3.34	A Total of 95.2% students believe that teachers prepare very well for the classes.
3.	Use of ICT tools by teachers.	3.33	A Total of 84.9% students believe that teachers communicate very well with students.
4.	Teachers approach to teaching.	3.08	A Total of 75.5% students believe that the teacher's approach to teaching is very well.
5.	Teachers' interaction with the students to follow the new process of learning	3.31	A Total of 85% students believe that teachers approached them to follow the new process of learning
6.	Fairness of internal evaluation process.	3.53	A Total of 92.9% students believe that their performance in the assignments get discussed by the teacher majority times.
7.	Active interest of institution in promoting internship, field visit, opportunities for students.	2.79	A Total of 66.5% students believe that institute takes initiative in promoting internships, student exchange & field visits for students.
8.	Creating awareness on outcome-based education to help students learn and grow	3.06	A Total of 78.3% students believe that institute has created awareness on outcome-based education.
9.	Role of teacher to enhance competencies for getting a job while handling the regular classes.	3.2	A Total of 82.6% students believe that teachers guide them to enhance competencies for getting job while handling the regular classes.

10.	Role of mentor to be in touch with students and helping them in completing the tasks given by teachers.	3.34	A Total of 86.9% students believe that the teaching & mentoring process in the institute facilitates them in their cognitive, social and emotional growth and also help to complete the task if any.
11.	Illustration of concepts through examples and applications.	3.43	A Total of 92.6 % students believe that teachers uses online/offline methods to illustrate concepts through examples and applications.
12.	Teachers encouragement for students good performance and support for weak students.	3.18	A Total of 82.3% students believe that department/institute encourage them for good performance and also supported wherever they are lagging behind
13.	14) Teacher's identification and guidance of weak students and help to overcome them.	3.29	A 87.7 % students believe that teachers guide them on how to use online classes to overcome your weaknesses
14.	15) Institution's efforts in monitoring, review and continuous quality improvement.	3.1	A Total 79.6 % students believe that college guides and supports them through periodical monitoring and reviewing their quality improvement in learning
15.	Is college and teachers aware of the changed social situations and are using student centric methods for helping their learning and problem solving	3.2	A Total 84.7% students believe that college and teachers are aware of the changed social situations and are using student centric methods for helping their learning and problem solving
16.	Teacher's encouragement in students' extracurricular activities.	3.12	A Total 81.4% students believe that teachers encourage them to take all precautions and also guides them in participating in extracurricular / outreach activities
17.	Efforts to inculcate soft skills, life skills and employability skills.	3.09	A Total 80% students believes that institute provides guidance on skills needed for effective communication, conflict resolution and employment.
18.	Teachers competency to use technology for handling classes	3.34	As per students belief, total 87.9% of teachers are able to use technology for handling online / offline classes.
19.	Recommendation of institute to other students	3.2	A Total 83.9% students will refer college to other students.
Mean satisfaction level of the students for the institute		3.231053	

d. Observation on Open Ended Responses:

The most occurring expectations, observations and suggestions in the student responses are as follows.

1	Majority of students appreciated the teachers for their efforts.
---	--

2	Some of the students demanded program on soft skill
3	Some of the students demanded to improve the Internet facilities in college
4	Majority of students demanded for internship programs and field visit
5	Some of the students demanded for industrial training programs to acquire some practical knowledge.

This is for your information and necessary action please.



Prof. Riyaz Kazi
IQAC Coordinator



"Empowerment through quality technical education"

Dr. D. Y. Patil School of Engineering

Dr. Ajeenkya D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105

Minutes of Meeting

Ref. No.: DYPSOE/AY 2021-22/Meeting No. 05

Date of Meeting: 23rd July 2021, Time: 10:30 AM

Venue: Conference Room (Room No 18)

Agenda of Meeting

1. To discuss the report from IQAC about student satisfaction survey for the AY 2020-21.
2. To finalize the actions required against the suggestions given by the students in survey.

Presided By: Dr. F. B. Sayyad

Points Discussed

1. The detailed report on student satisfaction survey by IQAC is discussed.
2. It has been instructed to the HoDs arrange more opportunities of internships and industrial trainings/visits. Principal has instructed to TPO to arrange soft-skill training program for the students.





Resolutions

- 1) It has been decided to arrange opportunities of internships and industrial trainings/visits and to arrange soft-skill training programs.


Prof. Riyaz Kazi (IQAC Coordinator)
Prepared By


Principal

Following Teaching staff were present for the meeting

Sr. No.	Name of Faculty	Sign
1.	Dr. Sangay Koli (HOD) EETC	
2.	Dr. Pankaj M Agarwal HOD Comp	
3.	Dr. S. M. Khairnar	
4.	Dr. R. N. Gaud	

5.		
6.		
7.		
8.		
9.		
10.		


 Prof. Riyaz Kazi
 IQAC Coordinator



Vision: "Empowerment through quality technical education"

Dr D Y PATIL SCHOOL OF ENGINEERING

Dr D Y Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

360⁰ Feedback Appraisal

A.Y. 2020-21

Aim: To Ensure Quality Assurance in Academics and Administration through assessment of employees

Objectives:

The purpose of 360-degree performance appraisal is to help each employee assess and understand their strengths and weaknesses for personal and organizational development. It aids in role clarity, potential appraisal, career planning, leadership, and team building.

Employee Feedbacks:

- a) Head of Institute gives the feedback of Heads of Departments and Registrar
- b) Heads of Departments and Registrar gives the feedback of Head of Institute
- c) Heads of Departments gives the feedback of their department faculties and non-teaching staffs
- d) Registrar gives the feedback of admin/office staff
- e) Admin/office staff gives the feedback of Registrar

Standard Operating Procedures:

- 1] Institute receives the questionnaires and performance evaluation parameters from the higher authority/HR department at the end academic year.
- 2] IQAC Coordinator prepares the feedback forms for taking 360⁰ feedback of the employees which includes Principal, Registrar, HoDs, Librarian, Teaching and Non Teaching staffs (Academic and Administrative Departments)
- 3] IQAC Coordinator share the feedback forms to respective employees through online /offline mode.
- 4] IQAC Coordinator analyses the feedback and submit the report to the Head of the Institute.



5] Head of the Institute put the remarks on the feedback and submit it to director for necessary action.

Parameters of Performance Evaluation:

Rating Parameters

5 – Outstanding

4 – Excellent

3 - Good

2- Average

1- Poor

Legend for Rating Parameters on 1-5 scale

5 Outstanding:

Demonstrated outstanding achievement in performance standard expectations and goals throughout the entire assessment cycle

Consistently takes initiative to engage in an extensive level of research, data analysis, problem solving, decision making, consistently completes, over achieves expected work volume and targets, manages multiple priorities, positive thinking, mentoring of juniors and peers, collaborative work approach, self-discipline, proactive working, identifies areas of improvement, takes on additional responsibilities and initiatives.

4 Excellent – Achieved More Than Expected:

Exceeded performance standard expectations and goals consistently throughout the entire assessment cycle

Work demonstrates a high level of accuracy, attention to detail, takes initiative, good judgment in problem-solving and decision making, generally completes expected work volume, willingly assumes and completes additional duties and responsibilities when asked, viewed as a “go to” person among peers – for job knowledge and expertise, demonstrates support when change is proposed or implemented.



3 Good – Achieved expectations and / or Results:

Achieved performance standard expectations and goals consistently throughout the assessment cycle

Engages as requested in data analysis, performs job duties at expected levels , demonstrates appropriate level of accuracy, completes expected volume of work and output, demonstrates job knowledge, openness to coaching and feedback, performs duties at expected levels.

2 Average – Partially achieved expectations and / or Results:

Achieved some but not all performance standard expectations and goals. There is need for improvement in some areas of performance. Inconsistent in efforts, has occasional difficulty identifying obstacles, changing work needs, or engaging in problem-solving, work is sometimes inaccurate or incomplete, inconsistent in meeting work volume and / or output expectations, requires repeated coaching and instruction from supervisor in order to perform or complete job tasks, demonstrates reluctance to accept constructive feedback or take ownership of the need for improvement, engages in behaviour that are contentious, divisive, and/or uncooperative.

3. Poor – Below Par – Did not achieve expectations and / or Results:

Fails to produce expected volume of work and/or output, requires excessive amount of instruction, guidance and supervision in order to perform or complete routine job tasks. Unable to demonstrate acceptable level of job knowledge, makes frequent errors and/or mistakes in judgment, despite coaching or retraining efforts. Unable and/or unwilling to recognize or accept responsibility for work issues of concern, unable and/or unwilling to accept constructive feedback or take ownership of the need for improvement. Unable and / or unwilling to accept or adapt to change. Consistently demonstrates behaviour that are contentious, divisive, and/or uncooperative.

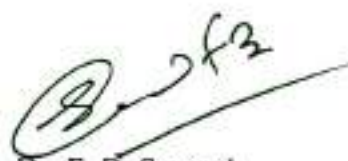


Summary of 360⁰ Feedback Summary: A. Y. 2020-21:

Group	Overall Rating out of 5	No of respondents
Principal	4.57	7
Registrar	3.9	10
HoDs	4.36	74
Faculties	4.38	6
Non Teaching Staff	3.82	7
Admin/Office Staff	3.79	1



Mr. Riyaj Kazi
IQAC Coordinator



Dr. F. B. Sayyad
Principal



Dr D Y Patil School of Engineering Lohegaon, Pune

Perspective Plan: 2020 - 2025

The Perspective plan of Dr D Y Patil School of Engineering is fundamentally based on Vision, Mission, Quality Policy & Quality Objectives of the institute.

- Explore and introduce new discipline based on local and global needs and provide more options for prospective learners.
- Encourage & explore value added courses through technology adoption to reach out to more number of students to make them industry ready.
- Introduce NSDC skills base courses for enhancing placement activities.
- Encourage technology adoption for admission, teaching learning and evaluation.
- Learning Management System (LMS) for Teaching Learning.
- Improve promotion pathways and strengthen faculty policies and processes, increase retention of faculty and bolster excellence in teaching, learning.
- Acquire quality talent with desired skills meeting requirement of Statutory Regulatory Authority.
- Faculty development programs on continues basis to enhance the skills and competencies in newer age requirements.
- Motivate more faculty members for higher education and also for promoting & strengthening various research activities.
- To conduct academic national / international conferences every year for promoting research on thrust areas & for resource mobilization to infuse new learning.
- Foster new research collaborations that result in sustainable initiatives to increase research funding, collaborations, publishing in peer-reviewed journals, creative works and national and international recognition.
- Promote industry partnership and consultancy for new research and development.
- Additional resource mobilization by Consultancy projects, Research Grants from Govt and Non-Govt Organizations.
- To increase involvement of students in Research & Consultancy activities.
- Encourage student innovations through Technology Business Incubator (TBI).
- Awards and recognitions for teachers and researchers.



• Promote quality culture by certifications, accreditation, autonomy..etc;

1. Strengthen academic and financial audits.
2. Research Centers & Centre of Excellence.
3. Permanent Affiliation to affiliating university.
4. 2 (f) & 12 (B) recognition.
5. NABL accreditation for consultancy
6. ISO Certification & Accreditation.
7. NAAC accreditation with higher grade
8. NBA accreditation to all departments.
9. Academic Autonomy.



Dr. Farooq Sayyad
Principal

