AISSMS
COLLEGE OF ENGINEERING
ज्ञानम् सकलजनहिताय

Approved by AICTE, New Delhi, Recognized by Govt. of Maharashtra,
Affiliated to Savitribai Phule Pune University and recognized 2(f) and 12(B) by UGC
(Id.No. PU / PN/ Engg. / 093 (1992)
(Accredited by NAAC with grade A+)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING

Meeting was held on June 07, 2018 at 10:30 AM in the first floor conference hall of the college. Following members were present for the meeting:

1. Mr R R Deshpande, Jt MD, Kirloskar Oil Engines Limited, Pune
2. Mr H J Joshi, Joint Director, JSPM, Pune
3. Mr S P Shinde, Joint Secretary, AISSMS
4. Dr D S Bormane, Chairperson, IQAC
5. Dr S H Wankhade, Coordinator, IQAC
6. Dr S R Parekar, HoD Civil
7. Dr A A Godbole, HoD Electrical
8. Dr D G Bhalke, NAAC Coordinator
9. Mr A B Bhonsle, Administrative Officer
10. Mr S P Pimpale, Registrar
11. Dr M S Deshpande Prof, Chemical Engg
12. Mr S V Chaitanya, AP, Mechanical Engg
13. Ms M H Dhend, AP, Electrical Engg
14. Dr S F Sayyad, AP, Computer Engg

1. Principal opened the meeting with welcoming all the members and introducing the new member Mr R R Deshpande. All members introduced themselves to Mr R R Deshpande

2. Mr S P Shinde felicitated the guests with offering Statue of Shri Shivaji Maharaj.

3. At the onset Mr R R Deshpande set forth his view that the Industry Institute interaction is of paramount importance in this era wherein the technology is moving so fast. He emphasized that the Faculty should know the advances in technology and the syllabus should also be update with the same pace. Mr S P Shinde stated the importance of understanding the requirements of the industries from institutions. He suggested involving the industries to work hand in hand with our institution. Mr H K Joshi affirmed the importance of having more and more interdisciplinary subjects to make students industry-ready.

Dr Sandeep H Wankhade presented the various activities and initiatives of the institute.

5. Mr S P Shinde invited the suggestions from all members:
   a. Mr R R Deshpande stated that Quality is the position indicating where we are against the standard. He advised to assure the quality considering the requirements of Parents and all other stakeholders. He shared his view that we should benchmark our quality parameter viz. which institute has good quality for process of admissions; and then work upon it to make our admission process better. He suggested that all the steps of the processes should be written down and then compare with the best of organization in that parameter. He stated that a written policy gives us a mode to check whether the attained outcomes are satisfactory or not. He appreciated the approach of AISSMSCOE to adopt PDCA (Plan-Do-Check-Act/Adjust) cycle. He accentuated that to achieve quality two things are important that is Respect for people and Transparency in process; this will definitely result in continuous improvements. He further stated that the quality process should be written and revised time and again. He also suggested taking feedback from the stakeholders.

   Dr S H Wankhade stated that the Quality Assurance Manual is in process of completion. Dr D S Bormane made the gathering aware that the feedback is extensively taken from all stakeholders and also these forms are made available on the Institute's website. Dr S H Wankhade added that from the feedbacks received; conduction of contents beyond the syllabus to bridge the gap is covered, further these are suggested to BoS for syllabus revision, several additional courses are conducted like softskills, six sigma.

   b. Mr H J Joshi appreciated the efforts of self learning of the students through Baja, Supra, Drone club etc. and suggested more such activities should be conducted wherein the self driven groups of students should be formed and a Faculty should be in a role of facilitator only.

   c. Mr S P Shinde expressed his concern of involvement of Industries to the Students development. On this Mr R R Deshpande stated that the students should be having exposure to the Industry right from Second year, their willingness to undergo Industrial training during vacations should be increased by motivation. He suggested taking students projects from Industries.

   d. Mr S P Shinde suggested exploring conduction of training programs for students which the industries expect. Dr D S Bormane brought to the notice, that our Institute is doing the same through the provision of open elective.

e. Mr S P Shinde stated that through the initiative of 'One Faculty – One Industry' more students' projects should be sourced from Industries. Mr H J Joshi supported the same stating the increased linkage with Industries will result in more backing from Industries and Industry Mentors will also increase.

6. Dr S H Wankhade presented 'Action Taken Report' on the previous IQAC meeting.

7. Dr D G Bhalke briefed the NAAC related proceedings and preparation.

8. Dr D S Bormane proposed vote of thanks and expressed his gratitude towards Mr R R Deshpande, Mr H J Joshi and Mr S P Shinde for their kind suggestions and all the members for their inputs and involvement.

Principal
AISSMS, COE, PUNE-1.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING

Meeting was held on Jan 28, 2019 at 10:30 AM in the first floor conference hall of the college. Following members were present for the meeting:

1. Mr R R Deshpande, Jt MD, Kirloskar Oil Engines Limited, Pune
2. Dr D S Bormane, Chairperson, IQAC
3. Dr S H Wankhade, Coordinator, IQAC
4. Dr S R Parekar, HoD Civil
5. Dr A A Godbole, HoD Electrical
6. Dr D G Bhalke, NAAC Coordinator
7. Mr A B Bhonsle, Administrative Officer
8. Mr S P Pimpale, Registrar
9. Mr S V Chaitanya, AP, Mechanical Engg
10. Ms M H Dhend, AP, Electrical Engg
11. Dr S F Sayyad, AP, Computer Engg

Principal, Dr D S Bormane welcomed the IQAC members and made aware the progress of college & briefed the achievement of AISSMSCOE in attaining the NAAC 'A+'.

IQAC Coordinator, Dr S H Wankhade presented the progress on overall college development; key points discussed were:

- Open Electives
- Collaboration with industries
- Audit course for improving employability viz. Foreign (Japanese) languages
- Feedback of stakeholders through Institute website and requisite actions taken accordingly and providing facilities like Digital library, Smart rooms, Campus wide WiFi and reformation in examinations pattern
- Conduction of Six Sigma Green belt certification course for students based on feedback from industry professionals
- initiatives and achievements of Student Chapters & participation in Smart athon, a GoI endeavour.

- Exploring conduction of training programmes for development of Faculty members and Staff.
- Development and modification of Quality assurance SOP manual
- Performance based Appraisal system through Academic planning
- Mentoring and Counselling activities and its benefits to students.
- One faculty one Industry initiative and its outcome in terms of training to students/Faculty and MoUs.

The Industry member, Mr R R Deshpande, appreciated installation of wi-fi in campus. He accentuated the importance of digitization. He also praised the substantial achievements in Sports, co-curricular & extra-curricular activities. He admired the participation of Faculty and Students in Smart Hackathon, TRIZ certification & NPTEL courses. He congratulated Faculty members representing on BOS and excelling in NPTEL course as learner and mentor.

He further commended the approach of mapping all Institute Level activities with Mission, Goal & SWOC. He appealed Faculty members to increase the research publications in reputed journals.

NAAC Coordinator Dr D G Bhalke briefed about the success journey of achieving "A+" grade of NAAC in first cycle of revised assessment pattern. He explained the Road map of NAAC assessment process and presented criteria-wise analysis.

Mr R R Deshpande stated that getting A+ certification is creditable and it is important to ensure sustainable system. He suggested that for further improvements we have to address each segment of society. He ideated to take help of Alumni to develop State of the art College. He suggested taking maximum support of Students and Alumni for improving the brand value of the Institute. He put his view that when an Alumni talk at different Forum image generation of Institute happens convincingly. He articulated the way to make maximum benefits from students in following ways:

- Alumni should make presentation for campus interview
- introduction of the Institute by Alumni to industry
- tie-ups with Alumni
- maintenance of Alumni data with their achievements / successes and it should ne constantly updated
- keep updating alumni about recent developments/achievements of AISSMSCOE through phone calls/whatsapp/email/other social media platforms
- put success stories of Alumni in the magazines

ankhade explained the present alumni interaction process and apprised Alumni meets and contributions.

Mr R R Deshpande appreciated it and cited the examples of Bhau Institute at COEP and emphasized the power of Alumni.

He further put forth his view on Digitization, as it is the buzzword in industry. He stated that we should be working on Industry 4.0 revolution which is transforming the industrial scenario world-wide.

He suggested conducting workshops for Industry 4.0 awareness in AISSMS and that the Kirloskar Industries are taking projects on digitization. Dr S H Wankhade highlighted that we have already approached and are part of some activities of Industry 4.0 initiatives being conducted by Kirloskar Industry as C4I4 cnetre. Mr R R Deshpande expressed his satisfaction that we are moving on the right path and suggested to develop a Lab for demonstrating the models based on IIOT. He expressed that he will arrange a session by Mr Navalgundkar for Industry 4.0 awareness.

He further suggested having paperless office and resorting to emails over paper communication.

Dr S H Wankhade proposed the vote of thanks and with permission of chair declared the conclusion of meeting.

Principal
AISSMS, COE, PUNE-1.

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Accredited by NAAC with "A+" Grade

Internal Quality Assurance Cell (IQAC)

MINUTES OF MEETING

Meeting was held on Aug 23, 2019 at 10:30 am in the first floor conference hall of the Institute. Following members were present for the meeting:

1. Mr R R Deshpande, MD, Kirloskar Oil Engines Limited, Pune
2. Mr S P Shinde, Honorary Joint Secretary, AISSM Society, Pune
3. Dr D S Bormane, Chairperson, IQAC
4. Dr S H Wankhade, Coordinator, IQAC
5. Dr S R Parekar, HoD Civil
6. Dr A A Godbole, HoD Electrical
7. Dr D G Bhalke, NAAC Coordinator
8. Mr A B Bhonsle, Administrative Officer
9. Mr S V Chaitanya, AP, Mechanical Engg
10. Dr S F Sayyad, AP, Computer Engg

- Principal, Dr D S Bormane welcomed the IQAC members and made aware the progress of the Institute and briefed the achievements of AISSMSCOE.
- At the onset, members offered prayers for the departed soul of Late Abhay Tambe (IQAC member, Industry category)
- IQAC Coordinator, Dr S H Wankhade presented the progress on overall college development; key points discussed were:
  - Achievement of Institute viz.

    - various ranking surveys like Chronicle magazine (Grade A++, Top 10 in Intellectual capital, Industry Interface and Infrastructure as well as 26th in the overall ranking amongst top 75 colleges at national level), Times survey (62nd rank in overall engineering Institutes & 50th in Private Engg Institute).
    - Selection of Institute by UGC for 'Paramarsh scheme' for mentoring the other Institute that are not yet accredited by NAAC
    - Co-curricular activities – SIH, SAE - Baja, Effi-Cycle, Garudashwa (US) etc.
    - Extra-curricular activities – NSS, Sports, Drama
    - University results
    - Placements
    - Industrial collaborations

- Preparation and audit of Annual Quality Assurance Report
- Preparation for applying to be accredited by NBA
- Initiation of Incubation centre
- Initiation of activities of digitization
- Activities of Alumni cell
- Activities of Centre of Excellence
- Faculty training plan for this academic year
- Benefits of Mentoring and Counselling activities
- Activities of One faculty one Industry initiative
- Conduction of 15th National Students symposium 'Engineering Today-2019'
- FE Induction program
- Celebration of Teacher's day and initiation of Excellence awards to Faculty and Staff members at the AISSM Society level.
- Initiatives of Management, Faculty, Staff and Students for Flood relief work.

The Industry member, Mr R R Deshpande, appreciated efforts of all stake holders in overall growth of the Institute. He commended the use of e-copy of agenda and reduction of papers. He was contended to know about the Paramarsh scheme and stated that as AISSMSCOE has reached to a high level, we must extend helping hands to other Institutes. He also appreciated the keen sense of social responsibility of Management, Faculty, Staff and Students for Flood relief work. Citing the photographs shown during the presentation, he praised the efforts of Honorary Secretary, AISSM Society, Shri Malojiraje Chhatrapati and his family for sweeping the roads of flood affected area in order to restore hygienic condition. He stated that this humble gesture motivates Faculty, Staff and Students. He also appreciated the efforts of Principal for coordinating flood relief activity through Institute in a large quantity in stipulated time.

On the celebration of the Teachers Day, Mr R R Deshpande pronounced that these initiatives increase the harmony among the management and employees. The performance appraisal system and appreciation through excellence awards are essential to motivate the Faculty and Staff members.

Mr S P Shinde said that another motivational factor is the reimbursement of NPTEL course exam fee to the Faculty members and Students on securing the Elite category. He mentioned that these courses help Faculty members to alleviate their subject matter knowledge and further benefits to students. He always motivates Faculty and Students to publish Technical papers in reputed journals.

Mr S P Shinde guided on the path for autonomy and emphasized the requirements of strong research and Faculty training in Industries. He suggested customizing the syllabus in order to cater to requirements of Industries and floating better elective subjects. This helps in attaining the better placements. He has coined an admirably novel concept of win-win situation for all stakeholders through better handholding with Industries in fol

1. Institute ident   and their knowledge and skill level
   from potential   uate Engineering Trainees)

2. Faculty prepares the syllabus and courses in collaboration of Industry
3. Industry screens aspiring students at Second or Pre-final year level through their criteria
4. Faculty and Industry train these students collaboratively and Industry may pay (partial/full) fee of these shortlisted candidates. In this way parents will also be supported financially
5. Students on satisfactory performance as an industry-ready graduate will be absorbed in to the industry. In this way, industry will save its time and efforts on orientation and training the candidate.

Further on improving employment; Mr S P Shinde emphasized the importance of training programs like ISO awareness, ISO Auditor's certifications, SSB interviews of Armed services etc. He also suggested facilitating the training programs for Higher Education viz. GATE, MPSC, UPSC, GRE, TOEFL, IELTS, Foreign languages. Mr R R Deshpande liked it and stated that a survey to be initiated from improvement point on expectations of parents and other stake holders on an annual basis. On which Dr D S Bormane apprised that this is being done on a continuous basis through website, personal interactions and other modes. He also stated that the compliance of the same is also being done. Dr S H Wankhade briefed a few examples on the same.

A discussion was held on Alumni association. Dr S H Wankhade explained the present alumni interaction process and the dedicated website and apprised regarding Alumni meets and contributions. Honorary Joint Secretary, Mr S P Shinde advised to conduct three Alumni meets per annum, wherein, one for Alumni of entire Institute (passout batch-wise), one/two on Department level and one focused for employment enhancement. Mr R R Deshpande suggested that one of these may be conducted on 15th Sep on occasion of Engineer's Day.

Dr D S Bormane briefed the initiation of digitization through the workshop conducted by 'Automation anywhere', and another planned on 'Industry 4.0'. Mr R R Deshpande appreciated it and reinstated the importance of digitization by citing a few examples. He suggested that Faculty and Students should take-on a few courses in this area.

Dr D S Bormane summarized the meeting and proposed the vote of thanks with firm assurance of further improving the Institute in terms of quality.

Minutes of IQAC Meeting

Fifth IQAC meeting for Academic Session 2020-21 was held on 24th December 2020 at 2.30 PM. The following members attended the meeting.

S. No	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Mr S P Shinde	Honorary Joint Secretary, AISSM Society, Pune
03	Mr R R Deshpande	Ex. MD, Kirloskar Oil Engines, Pune
04	Mr Shekhar Kamble	HR, Regional Head, TCS, Pune
05	Dr C S Choudhari	Coordinator, IQAC
06	Dr S H Wankhade	Head of Department, Production Engineering
07	Dr A A Godbole	Head of Department, Electrical Engineering
08	Dr D G Bhalke	Coordinator, NAAC Steering Committee
09	Mr A B Bhonsale	Administrative Officer
10	Mr S P Pimpale	Registrar
11	Dr D V Nighot	Associate Professor In Chemistry
12	Dr A V Waghmare	Associate Professor In Mechanical Engineering
13	Dr V N Patil	Associate Professor In Civil Engineering
14	Dr S F Sayyad	Assistant Professor In Computer Engineering

Principal, Dr D S Bormane opened the meeting with welcoming and introducing the new members. IQAC Coordinator, Dr C S Choudhari briefed members with the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

Agenda 1: Review of minutes of last IQAC Meeting

The 4th IQAC meeting was held on 23rd August 2019 at 10:30 a.m. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting were confirmed by the IQAC members.

Agenda 2: Initiatives proposed and taken by IQAC

Dr C S Choudhari, Coordinator, IQAC presented initiatives taken by IQAC for quality sustenance and quality improvement.

a)   **Annual Report Format for data collection**

In order to build an organized methodology for data collection and documentation, IQAC has initiated and circulated Annual Report Format covering all the aspects which will be filled up by all the departments and institute level committees. Publication of annual report will help to retrieve data as sought by various agencies.

b)   **Summary of annual Report**

At department and Institute level, summary sheet can be prepared for analysis of performance of departments. Based on the same, targets can be set for different activities by departments.

c)   **Active Participation of ILC (Institute Level Committees)**

In order to develop an effective system for the improvement in overall performance of the institute, IQAC has formulated cells and clubbed committees under respective cells.

	Academic Development Cell		
1	Academic Monitoring	Coordinator	Dr. D. S. Parekar
2	Faculty Development and Academic	Coordinator	Dr. S. V. Chaitanya
3	Management Information System	Coordinator	Mr. V. B. Gawai
4	Library Development	Coordinator	Mrs. V. B Dandawate
5	NBA/NAAC Preparations	Coordinator	Dr. S. H. Wankhade
6	Students Association	Coordinator	Dr S. J .Navale
7	Students Chapters(Professional Bodies)	Coordinator	Mr. N. P Mawale
	Centre for Information, Training and Placements Head: Dr A V Waghmare		
8	Placements	Coordinator	Placement Officer
9	Training	Coordinator	Mr. V. S. Phonkshe
10	Counselling and mentoring	Coordinator	Mrs. S. R. Lengade
11	Industry Institute Interaction (III)	Coordinator	Dr. P B Nangare
12	Entrepreneurship and Skill Development	Coordinator	Mr. S. N. Chiwande
13	Alumni Engagement	Coordinator	Dr. D. V. Wadkar
14	Competitive Examinations	Coordinator	Mr. A. Y. Kazi
	Infrastructure and Facility		
15	Infrastructure and Facility	Coordinator	Mr. S. R. Patil
	Gymkhana		
	tural In charge	Coordinator	M K. N. Kulkarni
	gazine In charge, Media	Coordinator	M

18	Physical Director, Sports In charge, Media	Coordinator	Dr. M. M. Kondhare
19	National Service Scheme	Coordinator	Dr. N. N. Shejwal
20	Students Welfare and Development	Coordinator	Dr.A. B. Patil
Administration Cell			
21	Budget Preparations (Purchase and maintenance)	Coordinator	Dr D S Bormane Principal
22	Admissions	Coordinator	Mr V R Patil
23	Examinations	Coordinator	Dr. D. V. Nighot
Media Interface and Outreach Cell			
24	Website	Coordinator	Mr. N. R. Talhar
Research, Innovation and Development Cell			
25	Research, Innovation and Development Cell	Coordinator	Dr D G Bhalke
Grievance and Redressal Cell			
26	Internal Grievance Redressal	Coordinator	Dr. M. S. Deshpande
27	Women Grievance,	Coordinator	Dr. P. S. Gajjal
28	Vishakha (Internal Complaint Committee)	Coordinator	Dr. P. S. Gajjal
29	Anti-Ragging	Coordinator	Mr V R Patil
30	SC/ST Reservation cmmittee	Coordinator	Dr. N. N. Shejwal
31	OBC Reservation committee	Coordinator	Ms A S Deokar

d)   **Filing for documentation of all the achievements to be maintained by departments**

Department should maintain documents in the following formats. Folders as per given in below table to be created by department using email id generated for data collection. (e.g. For mechanical, mechanical.data@aissmscoe.com).

FOLDER 1 Department of _____ Engineering	
FOLDER 1.1 2020-21	
FOLDER 1.1.1 Individual Faculty Contribution	
1.1.1.1	Individual Level Achievements Supporting document for (*Achievements, Awards, Recognition, representation on corporate/ social bodies, universities, state, national, international level, PhD completion, any other specific achievement, etc.*)
1.1.1.2	Research, Innovation and Development *(Supporting document for Funded research projects, Testing & Consultancy, Patents, Trademarks, Innovations, Research Publications (Papers published), Books or article published)*

1.1.1.3	Industry Institute Interaction *(Supporting document for Industry sponsored projects, Industrial training completed by faculty, Training provided by faculty to Industry personnel, any other contribution by faculty in association with industry)*
1.1.1.4	Participation in FDP, Conferences and Self Learning *(Supporting document for participation of individual faculty in FDP, Webinar, Conference, Online Courses completed, Worked as a resource person, session chair etc.)*
1.1.1.5	MOU signed *(MOU signed with Industry, MoU signed with any academic/professional/research organisation)*
1.1.1.6	*Any other individual level contribution of faculty* *Supporting document for any other individual level contribution other than mentioned above. (e.g. Team achievements as an faculty advisor, Specific contribution in particular area with the support of students, etc.)*
1.1.1.7	Selective Original photos in JPEG format
FOLDER 1.1.2 Activity Reports	
1.1.2.1	FDP Organised*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.2	Seminar/Workshop/Webinars*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.3	Conferences*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.4	Industry Visit*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.5	Expert Talk*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.6	Extension Lectures/Webinars*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.7	Extension Activity*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.8	Any other activity*(Activity report and other supporting documents in a single file for one activity)*
1.1.2.9	Selective Original photos in JPEG format
FOLDER 1.1.3 Students' Achievements	
1.1.3.1	University Ranker
.2	Certificate courses /Online Courses Completed *Brief description about the course completed (Title, platform*

1.1.3.3	Industry Internship
	Brief description about industry internship (Summer/Winter internship) (If applicable)
1.1.3.4	Competitive Examinations
	Relevant Document of achievement in exams like GATE, GRE, CAT, TOFEL, any other examination, etc (If applicable)
1.1.3.5	Award/Publication/Achievements in Innovation and Research, in Technical Competitions
	Awards/Achievement in innovation, Product Design, Research Publication (Papers), Achievements in technical competitions at State, National & International Level, Research fund received
1.1.3.6	Individual Level Social Contribution at State, National level
	Supporting document of social contribution through NSS, NCC, NGO, etc (If applicable)
1.1.3.7	Sports: Individual Level Achievements in Sports at State, National and International Level
	Relevant document of achievement in sports (If applicable)
1.1.3.8	Cultural Activities: Individual Level Achievements in Cultural Activities at State, National and International Level
	Relevant document of achievement in cultural activities (If applicable)
1.1.3.9	Selective Original photos in JPEG format
	Upload selective photos of individual activities that can be used for Various Institutional publications, website,etc.

e) **Google Links** for data collection of students' achievements and google forms for collection of supporting documents for individual faculty contribution and activity reports to be created.

f) **IQAC has initiated format for "OVERALL BEST PERFORMING DEPARTMENT"** which will motivate students for participation in various activities carried out for overall development of students. Parameters considered are academic results, participation in co-curricular and extra curricular activities, internships, performance in examinations like GATE, GRE etc.

g) **Internal Academic and Administrative Audit (AAA)**

Guidelines for the conduction of annual internal academic and administrative audit were presented before committee. Guidelines and format of report to be submitted by AAA panel, format for review of academic activities , action taken report by departments for initiatives taken by IOAC were presented before committee.

h) **Standard formats initiated by IQAC**

1. Course file index (Part A and Part B)
2. Result analysis by individual faculty
3. Budget proposal format for industry visit, expert talks
4. Budget proposal format for extension lectures
5. Template for faculty profile
6. Guidelines to departments for conduction of Faculty Development Programms
7. Committee for Ranking, Survey and Institutional Awards
8. Celebration of "Innovation and Start Up Week"

All the initiatives and formats prepared by IQAC were resolved and approved by committee.

Agenda 3: Views of IQAC members on initiatives proposed and taken by IQAC

All initiatives taken by IQAC were resolved and recommended for implementation. Members suggested for ensuring continuous quality improvement through all initiatives. Graduate exit survey and benchmarking for different quality aspects will help to set target for different activities.

Mr S P Shinde, Honorary Joint secretary, AISSM Society suggested having department level academic audit during and at the end of the term. Also, suggested that administrative audit of institute office also should be carried out for assessing effectiveness of official processes.

Agenda 4: To discuss preparations of NBA certification

Dr D G Bhalke briefed about the status of NBA preparations. Committee suggested expediting preparations involving all departments of the institute.

Agenda 5: To discuss on improvement in involvement of students and faculty in research and innovation activities

Discussion on research and innovation activities in the institute was held. Mr R R Deshpande recommended for improved interaction with industry for internships, industry sponsored projects with major focus on involvement of faculty in consultancy to industry.

Agenda 6: To propose and confirm new members of IQAC in different categories

Following new members were confirmed as member of IQAC.

Sr No	Name of Person	Designation & Affiliation
1	Mr Shekhar kamble	Regional HR Head, Tata Consultancy Services
2	Dr D V Nighot	Associate Professor in Chemistry
3	Dr A V Waghmare	Associate Professor in Mechanical Engineering
4	Dr V N Patil	Associate Professor in Civil Engineering

Agenda 7: Any other issue with the special permission of the chair.

Mr S P Shinde, Honorary Joint secretary, AISSM Society highlighted following points.

I.   Importance of ensuring attentiveness of students, especially during online mode of teaching.

II. IQAC should work on formulation and content identification for first year induction program. Induction program for SE, TE and BE classes are also to be conducted in a defined methodology.

III. Initiation of certain steps to make library of institute more proactive. Library has to play more important role in the teaching learning process in the institute.

Dr D S Bormane summarized the meeting and proposed vote of thanks.

Dr C S Choudhari   Dr D S Bormane
Coordinator, IQAC   Principal

Action Taken report

IQAC Meeting held on 24th December 2020

Action taken report for the fifth IQAC meeting held on 24th December 2020.

Sr No	Agenda Item	Resolution	Action taken
01	Review of minutes of last IQAC Meeting	The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting were confirmed by the IQAC members.	Noted.
02	Initiatives proposed and taken by IQAC	All the initiatives and formats prepared by IQAC were resolved and approved by committee.	Noted.
03	Views of IQAC members on initiatives proposed and taken by IQAC	All initiatives taken by IQAC were resolved and recommended for implementation. Members suggested for ensuring continuous quality improvement through all initiatives.	Annual report and other documents circulated to departments for implementation. Feedback forms for student for interaction with industry, feedback from students regarding infrastructure and facility is designed and circulated to all departments for implementation.

04	To discuss preparations of NBA certification	Briefed about the status of NBA preparations. Committee suggested expediting preparations involving all departments of the institute.	Detailed action plan is prepared by NBA steering committee and shared with all for its effective implementation.
05	To discuss on improvement in involvement of students and faculty in research and innovation activities	Committee recommended for improved interaction with industry for internships, industry sponsored projects with major focus on involvement of faculty in consultancy to industry.	HoDs and III coordinator instructed to take review of one faculty one industry practice and to put more efforts in signing MoU with various industries.
06	To propose and confirm new members of IQAC in different categories Following new members were confirmed as member of IQAC.	Chairman of the IQAC introduced new members with all members of IQAC.	Noted.
07	Any other issue with the special permission of the chair.	I. Importance of ensuring attentiveness of students, especially during online mode of teaching. II. IQAC should work on formulation and content identification for first year induction program. Induction program for SE, TE and BE classes are also to be conducted in a defined methodology.	Online quizzes and other interactive modes such as self-study assignments, presentations are added in teaching. Accordingly, instructions circulated to departments. Departments have been instructed to conduct induction lecture series for SE,TE and BE classes at the start of academic year.

Dr C S Choudhari

Coordinator, IQAC

Dr D S Bormane

Principal

Minutes of IQAC Meeting

IQAC meeting for Academic Session 2020-21 was held on 30th April 2021 at 3.30 PM. The following members attended the meeting.

S. No	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Dr C S Choudhari	Coordinator, IQAC
03	Dr S H Wankhade	Head of Department, Production Engineering
04	Dr A A Godbole	Head of Department, Electrical Engineering
05	Dr D G Bhalke	Coordinator, NAAC Steering Committee
06	Mr A B Bhonsale	Administrative Officer
07	Mr S P Pimpale	Registrar
08	Dr D V Nighot	Associate Professor In Chemistry
09	Dr A V Waghmare	Associate Professor In Mechanical Engineering
10	Dr V N Patil	Associate Professor In Civil Engineering
11	Dr S F Sayyad	Assistant Professor In Computer Engineering

Principal, Dr D S Bormane opened the meeting with welcoming all IQAC members. IQAC Coordinator, Dr C S Choudhari briefed members with the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

1.   Review of PARAMARSH activities

Review of "PARAMARSH" activities was taken. It was decided to have more interactions with mentee institutes using online platform.

2.   Review of online teaching learning and academic activities

Review of teaching learning and academic activities with online mode was taken. MS Teams for teaching learning is observed to be used effectively by all departments. Professional ZOOM platform is to be used for conduction of webinars and other academic activities at a larger scale. More number of activities like webinars, coffee with alumni, panel discussion, author meet,

b is to be organized by all the departments.

3.   AQAR 2019-20

Review of AQAR 2019 -20 was taken and following points are highlighted in the discussion.

a) All scanned documents to be uploaded on website should be with signature of Principal and official seal.

b) More number of value added and certificate courses need to be identified and to be initiated.

c) Activities related to IPR and start up need to be enhanced.

d) Development activities for non-teaching staff to be organized.

e) Institute website need to be updated regularly.

Dr D S Bormane summarized the meeting and proposed vote of thanks.

Dr C S Choudhari   Dr D S Bormane
Coordinator, IQAC   Principal

Action Taken Report

IQAC Meeting held on 30th April 2021

Action taken report for the IQAC meeting held on 30th April 2020.

Sr No	Agenda Item	Resolution	Action taken
01	Review of PARAMARSH activities	It was decided to have more interactions with mentee institutes using online platform.	Communicated to mentee institutes and criteria wise webinars were organized.
02	Review of online teaching learning and academic activities	Review of teaching learning and academic activities with online mode was taken. MS Teams for teaching learning is observed to be used effectively by all departments. Professional ZOOM platform is to be used for conduction of webinars and other academic activities at a larger scale. More number of activities like webinars, coffee with alumni, panel discussion, author meet, virtual lab is to be organized by all the departments.	Professional ZOOM platform purchased and used for conduction of online activities for AISSMS COE faculty, students including students and faculty from outside institutes at national level.
03	AQAR 2019-20	a) All scanned documents to be uploaded on website should be with signature of Principal and official seal. b) More number of value added and certificate courses need to	a) Instructions were given to concerned criteria in charges. b) Ins departments

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		be identified and to be initiated.	for the same.
		c) Activities related to IPR and start up need to be enhanced.	c) Webinars on IPR were conducted as a part of celebration of Strat Up and Innovation week.
		d) Development activities for non-teaching staff to be organized.	d) FDP cell of the institute initiated planning of activities for non teaching staff.
		e) Institute website need to be updated regularly.	e) Instructions issued to website coordinator. Decided to invite person from website vendor to the institute for updating website.

Dr C S Choudhari

Coordinator, IQAC

Dr D S Bormane

Principal and Chairman, IQAC

Minutes of IQAC Meeting

IQAC meeting for academic session 2021-22 was held on 12th October 2021 at 3.30 PM. The following members attended the meeting.

S. No	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Dr C S Choudhari	Coordinator, IQAC
03	Dr S H Wankhade	Department of Production Engineering
04	Dr A A Godbole	Head of Department, Electrical Engineering
05	Dr D G Bhalke	Coordinator, NAAC Steering Committee
06	Mr S P Pimpale	Registrar
07	Dr D V Nighot	Associate Professor In Chemistry
08	Dr A V Waghmare	Associate Professor In Mechanical Engineering
09	Dr V N Patil	Associate Professor In Civil Engineering
10	Dr S F Sayyad	Assistant Professor In Computer Engineering

Principal, Dr D S Bormane opened the meeting with welcoming and introducing the new members. IQAC Coordinator, Dr C S Choudhari briefed members with the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

Agenda 1: Review and confirmation of minutes of last IQAC Meeting

The 5th IQAC meeting was held on 24th December 2020 at 2:30 p.m. The minutes of meeting were readout with a formal discussion and confirmed by the IQAC members.

Agenda 2: Action taken report on the proposals of the last meeting

Action taken report for the last meeting was discussed and confirmed. It was confirmed that academic audit to be carried out at the end of every semester. Defined process to be developed for checking of Course file and personal files of faculty during academic audits.

Agenda 3: Initiatives proposed by IQAC

Dr C S Choudhari, Coordinator, IQAC presented initiatives taken by IQAC for quality sustenance and quality improvement. Initiatives taken are for developing standard formats / procedures developed were discussed. Formats discussed were

1. Annual Report 2021-22 (Revised)
2. Format for "Feedback from Stakeholders and Action taken Report"
3. Contents of Academic calendar
4. Result Analysis (Pro-forma A and B)
5. Guidelines for PAQIC formation
6. Feedback from industry
7. Impact analysis and feedback of students
8. Students feedback on Infrastructure and facilities

All the initiatives and formats prepared by IQAC were resolved and approved by committee.

Agenda 4: Issues open for discussion

A) NBA Preparations

Discussion on progress of NBA preparations was held. It was also suggested to have regular meetings of departmental NBA coordinators and to be conducted by central NBA coordinator.

B) Promotion of research and innovation in the institute

In order to develop innovation ecosystem in the institute and to promote innovation in the institute, decided to formulate "Start up and innovation Committee". Also, confirmed that every year "Start-Up and innovation week" will be celebrated by Start-up and Innovation Committee on the occasion of birth anniversary of Dr A P J kalam.

It was also decided to prepare policy document for providing incentives to faculty for research contribution, research publications.

C) Placement of students and initiatives

Dr A V Waghmare briefed about initiatives taken by center for information, training and placement (CITP). It was proposed to initiate foreign language courses for students.

D) It was decided that Committee comprising internal IQAC members to be formed which will be responsible for monitor and visit departments to take review for the implementation of IQAC initiatives.

E) Departments should put effort in initiating value added and certificate courses for students.

F) Group health insurance for faculty to be initiated.

Dr D S Bormane summarized the meeting and proposed vote of thanks.

Dr C S Choudhari   Dr D S Bormane
Coordinator, IQAC   Principal

Action Taken report
IQAC Meeting held on 12th October 2021

Action taken report for the fifth IQAC meeting held on 12th October 2021.

Sr No	Agenda Item	Resolution	Action taken
01	Review and confirmation of minutes of last IQAC Meeting	Minutes of meeting confirmed.	Noted.
02	Action taken report on the proposals of the last meeting	Action taken report confirmed. At the end of every semester, academic audit to be carried out.	Noted. Instructions given to Institute level academic coordinator and heads of department.
03	Initiatives proposed by IQAC	All the initiatives approved by committee.	All formats shared with departments and portfolio in charges for implementation.
04	Issues open for discussion		
A	NBA Preparations	Institute level NBA coordinator will conduct meetings of departmental NBA coordinators.	Instructions issued to Institute level NBA coordinator.

B	Promotion of research and innovation in the institute	Every year "Innovation and start Up" will be celebrated under the banner of Institute Innovation Council on the occasion of birth anniversary of Dr A P J kalam. Incentive and research policy for faculty is to be prepared.	Communicated to IIC coordinator. Instructions given to research and development committee coordinator.
C	Placement of students and initiatives	To initiate foreign language courses and trainings on emerged technologies for students.	Head, CITP has been asked to initiate courses.

Dr C S Choudhari

Coordinator, IQAC

Dr D S Bormane

Principal

Minutes of IQAC Meeting
(A.Y. 2021-22)

IQAC meeting for Academic Session 2021-22 was held on 15th February 2022 at 11 AM. The following members attended the meeting.

S. No	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Mr R R Deshpande	Ex. MD, Kirloskar Oil Engines, Pune
03	Mr Shekhar Kamble	HR, Regional Head, TCS, Pune
04	Dr C S Choudhari	Coordinator, IQAC
05	Dr S H Wankhade	Head of Department, Production Engineering
06	Dr A A Godbole	Head of Department, Electrical Engineering
07	Dr D G Bhalke	Coordinator, NAAC Steering Committee
08	Mr S P Pimpale	Registrar
09	Dr D V Nighot	Associate Professor In Chemistry
10	Dr A V Waghmare	Associate Professor In Mechanical Engineering
11	Dr S F Sayyad	Associate Professor In Computer Engineering

Principal, Dr. D S Bormane opened the meeting with welcome note. IQAC Coordinator, Dr. C S Choudhari briefed members about the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

Agenda 1: Review and confirmation of minutes of last IQAC Meeting

The minutes of last meetings meeting were readout with a formal discussion and minutes of last meeting were confirmed.

Agenda 2: Action taken report on the proposals of last meeting

Implementation of annual reports, google drive folders for the collection of supporting documents, use of google link for collection of students' contribution was reviewed. Mr R R Deshpande suggested to apply one of the quality circle policy, "Plan – Do – Study – Act" for all the initiatives taken by IQAC. Implementation of all the IQAC initiatives can be assessed in AAA and meetings of internal IQAC members can conducted for the same.

Members were informed about the conduction of induction programs for SE, TE and BE classes, efforts taken to improve interaction with industry. Effective implementation of internship policy was highly appreciated by Mr R R Deshpande. It was also suggested that evaluation of industry internship of students, feedback from industry about students and industrial training of faculty need to be focused.

In the discussion, with reference to "Stakeholders Feedback and Action Taken Report" to be submitted by departments to IQAC on annual basis, it was suggested to try for proactive involvement of stakeholders in all the interactions in order to have innovative suggestions for quality improvement.

Mr Shekhar Kamble appreciated various formats provided by IQAC to the departments mentioning need of such formats to bring uniformity in all the departments.

With reference to faculty development and academic collaborations, it was discussed that faculty development programs in association with outside colleges can be arranged and MoU can be signed with different academic and research organizations for various academic activities.

Social activities conducted by the institute, especially in the area of rural development and water conservation were highly appreciated by Mr R R Deshpande and Mr Shekhar Kamble. Mr R R Deshpande has suggested to take help of organizations and experts working in the different areas of rural development.

Agenda 3: Initiatives proposed by IQAC

Dr C S Choudhari, Coordinator, IQAC presented initiatives taken by IQAC for quality sustenance and quality improvement. All initiatives taken by IQAC were resolved and recommended for implementation. Members suggested for ensuring continuous quality improvement through all initiatives.

1. **Class Study Circle**

Leadership team for every class with team of 5 – 7 students can be formed as a class study circle. Class Study Circle will represent the class and will take the lead to organize different academic, curricular activities for respective class, department and institute. Regular meetings of GFM, HOD, Head of the institute can be held with all concerned class study circles. This practice of Class Study Circle will be stronger chain of communication with good representation and involvement of more students in different academic activities. Overall, at institute level, "Class Study Circle" activity will be coordinated by institute level Academic Development and Monitoring Committee.

2. **Benchmarking of activities**

Based on the summary sheets prepared for last two academic years and with the involvement of respective departments, target sheet for different activities will be prepared by the department at the start of academic year. Format for target sheet will be shared with the departments.

3. **Preparation of SOP for PhD research centers**

In order to have smooth and efficient working of PhD research centers, standard operating procedure (SOP) for PhD research centers will be prepared and circulated to PhD research centers.

Agenda 4: Issues open for discussion

A) Methodologies to improve stakeholders' involvement (Alumni, Employers, Industry, parents and others)

Stakeholders involvement plays very important role in quality improvement. To improve interaction with stakeholders, it was decided to share soft copy of departmental and institute level newsletters and magazine with alumni, parents and employers including all the external stakeholders.

Every department has to create database for email id of parents, alumni and employers. Academic collaborations also help to interact with academicians and administrators from education field.

Few suggestions discussed to improve stakeholder's involvements are invitation to senior faculty from outside engineering institutes as guest for various activities, academic collaborations, visit to industry by faculty, more number of parent meets, alumni and industry meets, organisation of "coffee with Alumni" programs.

B) Strengthening teaching learning and academic processes

d education philosophy is followed in the institute and more awareness sessions on OBE
ted for students and newly joined faculty. More focus should b   ' project,

3

internships, seminars etc. for improving communication, report preparation and exposure to real life. For every subject minimum four innovative teaching methods should be implemented out of the list of activities prescribed by institute level academic development and monitoring committee.

For providing more focus on project based learning, PBL courses may be linked with TE industry internships and final year projects in association with industry. Each department will conduct project exhibition / competition at the end of second term. Institute level ISTE Students' Chapter will be responsible for the planning and conduction of interdepartmental project exhibition.

C) Improving input quality of students

It was highlighted that quality of students helps to improve learning environment in the class and in the institute. In view of taking more efforts in improving quality of students it was decided to go for campaigning in 12th class junior colleges and counselling sessions by departments to be organized. It was also decided to make a list of admission counselors from various cities and single point of contact from institute side can be provided to all the admission counsellors. Admission committee of the institute will work on different platforms throughout the year for improving input quality of students.

D) NBA preparations

Members were briefed about the progress of NBA preparations and planning for the same. It was highlighted that the documentation of all the activities at department and institute level is of prime importance and more focus should be on effective documentation, both in soft and hard formats.

- Any other item with the permission of chair

A) CSR funding

Dr D G Bhalke initiated discussion on opportunities for the institute to go for CSR funding. Mr R R Deshpande elaborated the need to approach industry very well in advance with proposal for CSR funding. It was decided that a committee to be formulated at institute level for working on CSR opportunities.

Dr D S Bormane summarized the meeting and proposed vote of thanks.

Dr C S Choudhari
Coordinator, IQAC

Dr D S Bormane
Principal

4

Action Taken report

IQAC Meeting held on 15th February 2022

Action taken report for the fifth IQAC meeting held on 15th February 2022.

Sr No	Agenda Item	Resolution	Action taken
01	Review and confirmation of minutes of last IQAC Meeting	Minutes of meeting confirmed and approved.	Noted.
02	Action taken report on the proposals of last meeting	Action taken report for the last meeting was discussed and confirmed.	Noted.
03	Initiatives proposed by IQAC	A. Class Study Circle B. Benchmarking of activities C. Preparation of SOP for PhD research centers All the initiatives approved by committee members.	A. Policy document and guidelines for class study circle implementation is to be prepared by IQAC coordinator. B. Format for benchmarking of activities is to be prepared by IQAC coordinator. C. SOP for PhD centers is to be prepared by PhD research centers.

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04	Issues open for discussion		
A	Methodologies to improve stakeholders' involvement (Alumni, Employers, Industry, parents and others)	1. Soft copy of departmental and institute level newsletters and magazine is to be shared by departments with alumni, parents and employers including all the external stakeholders. 2. Every department has to create database for email id of parents, alumni and employers. 3. Academic collaborations also help to interact with academicians and administrators from education field. 4. Visit to industry by faculty, more number of parent meets, alumni and industry meets, organisation of "coffee with Alumni" programs.	1. Instructions given to all head of departments. 2. Database of email ids of parents is to updated through ERP. Instructions for the same are given to departments. 3. Efforts to put by departments for signing MoU with academic and research institutions. Common format to be prepared by FDP and Academic collaborations committee. 4. Parent, industry and alumni meets to be organized by departments. Instructions given to departments.
B	Strengthening teaching learning and academic processes	1. More number of awareness sessions on OBE can be conducted for students and newly joined faculty. 2. More focus should be given on students' project, internships, seminars etc. for improving communication, report preparation and exposure to real life. 3. For every subject minimum four innovative teaching methods should be implemented out of the list of activities prescribed by institute level academic development and monitoring committee. 4. For providing more focus on project based learning, PBL courses may be linked with TE industry	1. Sessions on OBE are to be included in FE, SE, TE and BE induction programs. Instructions given to departments. 2. Policy document for internship and project is to be prepared by CITP and Academic development committee. 3. Decided to implement concept of Course activity for every subject. Policy document for the same is to prepared by IQAC coordinator. 4. Students to be motivated for continuing PBL work and internship work to final year

		internships and final year projects in association with industry. 5.Each department will conduct project exhibition / competition at the end of second term. Institute level ISTE Students' Chapter will be responsible for the planning and conduction of interdepartmental project exhibition.	project work. Instructions are given to departments. 5. Notice regarding conduction of departmental and interdepartmental project exhibitions is circulated to departments. Institute level ISTE students' chapter shall be responsible for this activity.
C	Improving input quality of students	1.In view of taking more efforts in improving quality of students it was decided to go for campaigning in 12th class junior colleges and counselling sessions by departments to be organized	1.Counselling sessions for aspirant students to be organized by all departments. Instructions given to all departments.
05	NBA preparations	1.Documentation of all the activities at department and institute level is of prime importance and more focus should be on effective documentation, both in soft and hard formats.	1.Instructions issued by NBA coordinator to all departments regarding documentation.
06	CSR funding	1.Members discussed and elaborated the need to approach industry very well in advance with proposal for CSR funding.	1.Industry Institute Interaction committee should take initiatives for CSR funding with the involvement of all departments.

Dr C S Choudhari

Coordinator, IQAC

Dr D S Bormane

Principal

Minutes of IQAC Meeting

IQAC meeting for Academic Session 2022-23 was held on 18th August 2022 at 11.30 AM. The following members attended the meeting.

S. N.	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Dr C S Choudhari	Coordinator, IQAC
03	Dr S H Wankhade	Head of Department, Production Engineering
04	Dr A A Godbole	Head of Department, Electrical Engineering
05	Dr D G Bhalke	Coordinator, NAAC Steering Committee
06	Dr D V Nighot	Associate Professor In Chemistry
07	Dr A V Waghmare	Associate Professor In Mechanical Engineering
08	Dr V N Patil	Associate Professor In Civil Engineering
09	Dr S F Sayyad	Assistant Professor In Computer Engineering
10	Mr S P Pimpale	Registrar

Principal, Dr. D S Bormane opened the meeting with welcome note. IQAC Coordinator, Dr C S Choudhari briefed members with the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

Agenda 1: Review of minutes of last IQAC Meeting

The minutes of the last meeting conducted on 15/02/2022 were readout with a formal discussion. Review of action taken for all the initiatives was taken.

Agenda 2: Initiatives proposed and taken by IQAC

IQAC Coordinator Dr. C S Choudhari presented initiatives taken by IQAC and review of implementation of following IQAC initiatives was taken.

1 Induction lecture for SE, TE, BE, ME classes at the start of academic year and semester
    HoD and senior faculty of the department.

  :ademic collaborations (Faculty Development and Academic Collaborations)

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3   Class Study Circle

4   Benchmarking of activities

5   Preparation of SoP for PhD research centers

6   To improve stakeholders involvement (Alumni meet, parent meet, industry meet, Coffee with Alumni, etc.)

7   Stakeholders feedback and ATR

8   Sharing of softcopy of departmental and institute level newsletter and magazine.

9   Strengthen teaching learning

10 Assessment and Evaluation sheet

11 Course Activity

12 Project Exhibition

13 CSR Funding

14 NBA Preparations

Agenda 3: **Issues open for discussion**

A) Review of mentoring and counselling activity

Presently for mentoring, batches of students are assigned to faculty for one semester. It was discussed to continue with the same practice. Other option discussed was to form mentoring batches at first year level and to be assigned for four to five years, till the graduation completion of student. At first year level, class and batches may be assigned to class in charge and mentors. Mentor for batch "A" will be the class in charge and will be coordinating mentoring activity of all batches of the assigned class with all assigned mentors. Class in-charge will be the senior faculty of the department.

It was decided that Counselling and Mentoring committee can have a detailed discussion regarding this and decision will be taken accordingly.

B) Implementation of initiatives in view of NEP 2020.

Various initiative which can be taken in the institute for effective implementation of NEP were discussed. Following points with reference to NEP were discussed in detail.

1. Multidisciplinary Education
2. Academic bank
3. Office of international affairs

4. Multiple entry and exit
5. SWAYAM MOOCs
6. Online programs
7. Alumni Connect
8. Research and Development Cell
9. Academic collaboration between Indian and foreign
10. Accreditation
11. IKS in curriculum
12. Industry institute Linkage

It was discussed to initiate various activities promoting implementation of NEP. Discussion was also held on proposed Two-day faculty development workshop on "Implementation of NEP and Alumni Connect".

      C) NBA preparations

      Review of NBA preparations was taken.

      D) AQAR 2020-21

Annual quality assurance report submitted to NAAC portal for the academic year 2020-2021 was presented before the committee and discussed at a length. It was decided that more focus to be given on student centered activities and participation of students in NPTEL activities.

      E) Academic and Administrative Audit 2021-22 of all departments.

Discussion was held on conduction of academic and administrative audits of all the departments for the academic year 2021-22.

Agenda 5: Any other item with the permission of chair

Principal, Dr. D S Bormane highlighted the importance of interaction with industry in providing real life exposure to students. He also highlighted the importance of involvement of external stake holders for promoting interaction with outside world.

Dr D S Bormane summarized the meeting and proposed vote of thanks.

Dr C S Choudhari
Coordinator, IQAC

Dr D S Bormane
Principal

Action Taken report
IQAC Meeting held on 18th August 2022

Action taken report for the fifth IQAC meeting held on 18th August 2022.

Sr No	Agenda Item	Resolution	Action taken
01	Review and confirmation of minutes of last IQAC Meeting	Minutes of meeting confirmed and approved.	Noted.
02	Action taken report on the proposals of last meeting	Action taken report for the last meeting was discussed and confirmed.	Noted.
A	Review of mentoring and counselling activity	Review of implementation of mentoring and counselling activity was taken. Implementation of Vertical monitoring in place of existing system was discussed.	Mentoring and counselling committee has been asked to take the review from all departments for final decision.
B	Implementation of initiatives in view of NEP 2020	Discussion on various key aspects of NEP 2020 was held. It was decided to arrange sessions to create more awareness among faculty.	Department of civil engineering has been asked to organise Two-day faculty development workshop on "Implementation of NEP and Alumni Connect".

C	NBA preparations	Review of NBA preparations was taken.	Committees have been formed at institute level for checking of course file and personal files of faculty. Check list for lab checking was also shared with departments.
D	AQAR 2020-21	AQAR 2020-21 was discussed at a length. It was decided that more focus to be given on student centered activities and participation of students in NPTEL activities.	Head of Departments have been instructed to do the needful to motivate students for joining NPTEL courses.
E	Academic and Administrative Audit 2021-22 of all departments	Discussion was held on conduction of AAA of all the departments for the academic year 2021-22.	Formats finalized were shared with departments and planning for conduction of AAA for A.Y. 2021-22 was initiated.
F	Any other item with the permission of chair	Involvement of stakeholders for enhancing interaction with outside world.	Departments were instructed to conduct industry, parent and alumni meet for improved interaction with stakeholders.

Dr C S Choudhari   Dr D S Bormane

Coordinator, IQAC   Principal

Minutes of IQAC Meeting

IQAC meeting for Academic Session 2022-23 was held on 21th November 2022 at 11.30 AM. The following members attended the meeting.

S. N.	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Dr C S Choudhari	Coordinator, IQAC
03	Dr A A Godbole	Head of Department, Electrical Engineering
04	Dr S V Chaitanya	Head of Department, Mechanical Engineering
05	Dr S V Athawale	Head of Department, Computer Engineering
06	Dr P B Nangare	Head of Department, Civil Engineering
07	Dr N G Shekhapure	Head of Department, Production Engineering
08	Dr S B Dhonde	Head of Department, E & TC Engineering
09	Dr B D bachchhav	Academic Coordinator
10	Dr M R Phate	NBA Coordinator
11	Dr D V Nighot	Associate Professor In Chemistry
12	Dr A V Waghmare	Associate Professor In Mechanical Engineering
13	Dr V N Patil	Associate Professor In Civil Engineering
14	Dr S F Sayyad	Assistant Professor In Computer Engineering
15	Mr P V Deshmukh	Assistant Professor In Computer Engineering
16	Mr P S Tadkar	Assistant Professor In Chemical Engineering
17	Mr S P Pimpale	Registrar

Principal, Dr. D S Bormane opened the meeting with welcome note. IQAC Coordinator, Dr C S Choudhari briefed members with the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

Agenda 1: Review of minutes of last IQAC Meeting

The minutes of the last meeting conducted on 18/08/2022 were readout with a formal discussion. Review of action taken for all the initiatives was taken.

Agenda 2: Initiatives proposed and taken by IQAC

IQAC Coordinator Dr. C S Choudhari presented initiatives taken by IQAC and review of implementation of following IQAC initiatives was taken.

1   Guidelines and questioner for survey forms for PO and PSO attainment through graduate exit survey, alumni and parents shared with all departments.

2   It was proposed to formulate committee for formulation of guidelines for Project and PBL (project based Learning) projects. It was also suggested to organise PBL project exhibition.

Agenda 3: **Issues open for discussion**

A) Conduction of Academic and Administrative audit for A.Y. 2021-22

Detailed discussion was held on the conduction of Academic and administrative Audit for the A.Y. 2021-22. All the panel members including Head of departments were briefed about the formats to be referred for audit. It was decided to conduct audit in the last week of December and schedule for the same will be prepared by IQAC.

B) Filing of AQAR 2021-22

Review of filling of AQAR 2021 – 22 was taken and it was decided to have a meeting with NAAC steering Committee members to discuss and finalize AQAR 2021-22.

C) Discussion on OBE Implementation Manual

Outcome based philosophy is followed in all the department and to bring more uniformity Outcome based education implementation manual was discussed at a length and was modified with minor suggestions.

Agenda 5: Any other item with the permission of chair

Principal, Dr. D S Bormane highlighted the importance of innovation and start Up related activities, implementation of NEP through certain initiatives such as registration of students for academic bank of credits. Also, it was decided to have a separate tab on institute website for NEP.

Dr D S Bormane summarized the meeting and proposed vote of thanks.

Dr C S Choudhari   Dr D S Bormane
Coordinator, IQAC   Principal

Action Taken Report
IQAC Meeting held on 21th November 2022

Action taken report for the fifth IQAC meeting held on 21st November 2022.

Sr No	Agenda Item	Resolution	Action taken
01	Review of minutes of last IQAC Meeting	Minutes of meeting were confirmed and approved.	Noted.
02	Initiatives proposed and taken by IQAC	Initiatives proposed by IQAC were discussed and approved. 1. Guidelines for feedback survey on PO PSO attainment from stakeholders. 2. Formulation of committee for preparing Project and PBL project guidelines. 3. Organization of exhibition for PBL projects.	1. Feedback survey on PO PSO attainment from stakeholders 2. Committee was formulated for preparing guidelines for Final year Project. 3. PBL project exhibition organization for A.Y. assigned to ISTE students' Chapter.
03	**Issues open for discussion**		
A	Conduction of Academic and Administrative audit for A.Y. 2021-22	Decided to conduct AAA for 21-22 in the last week of December 2022.	1. AAA of all departments was conducted during 2nd to 13 December 2022 referring all the guidelines issued.

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B	Filing of AQAR 2021-22	Decided to conduct meeting of NAAC steering committee for detailed discussion on AQAR 2021-22.	NAAC steering committee meeting was held on 10/02/2023.
C	Discussion on OBE Implementation Manual	Decided to finalize OBE implementation manual.	OBE implementation manual circulated to all departments for effective implementation.
D	NEP Initiatives	Organization of NEP implementation workshop. Decided to register all the students for Academic Bank of Credits. Separate tab to be created for NEP on institute website.	Department of civil engineering has been assigned for organization of Two-day workshop on "NEP Implementation – Alumni Engagement". Controller of Examination has been asked to initiate the process of registration of students for academic bank of credits. NEP tab created on institute website.

Dr C S Choudhari

Coordinator, IQAC

Dr D S Bormane

Principal

Minutes of IQAC Meeting

IQAC meeting for Academic Session 2022-23 was held on 9th May 2023 at 11.30 AM. The following members attended the meeting.

S. N.	Name of member	Designation
01	Dr D S Bormane	Principal and Chairman, IQAC
02	Dr C S Choudhari	Coordinator, IQAC
03	Dr A A Godbole	Head of Department, Electrical Engineering
04	Dr M Y Naniwadekar	Head of Department, Chemical Engineering
05	Dr D Y Dhande	NAAC Coordinator
06	Mr Abhijeet Bhonsle	Administrative officer
07	Mr S P Pimpale	Registrar
08	Dr D V Nighot	Associate Professor in Chemistry
09	Dr S F Sayyad	Associate Professor in Computer Engineering
10	Dr G C Chikute	Assistant professor in Civil Engineering
11	Dr N P Mawale	Assistant professor in E & TC Engineering
12	Dr M R Phate	NBA Coordinator

Principal, Dr. D S Bormane opened the meeting with welcome note. IQAC Coordinator, Dr C S Choudhari briefed members about communication from NBA office regarding visit of NBA team to six programs of the institute during 26, 27 and 28 may 2023.

Agenda 1: Review of minutes of last IQAC Meeting

The minutes of the last meeting conducted on 21/11/2022 were readout with a formal discussion. Review of action taken for all the initiatives was taken.

Agenda 2: Preparations for visit of NBA peer team

Dr M R Phate presented all the preparations done by departments and institute level portfolios. With reference to this, Principal Dr D S Bormane provided guidelines and following decisions have been taken.

1. Any pending work related to infrastructure to be communicated to higher authorities on urgent basis.
2. Website to be updated on priority basis. Departments and concerned should communicate required changes to Institute level website coordinator.
3. External expert visit to be scheduled by every department. During experts visit HoD presentation and all the documentation to be kept ready for verification. Filing should be with indexing.
4. Updated SAR to be finalised at earliest.
5. All the laboratories to be kept ready with all aspects, including project lab and department library.
6. Every department should identify and invite parents, alumni, employers and industry persons for the scheduled interaction with NBA peer team.
7. Knowledge walls, instructional boards should be fitted at proper places.
8. HoD presentations should be in line with Principal presentation.
9. Awareness sessions on OBE to be organised for students.
10. Meeting of all HoDs and finance officer to be scheduled for discussion on financial aspects.
11. Timetable to be prepared by departments for 26 and 27 May 2023, during NBA team visit, considering the occupancy of class rooms and laboratory.

Dr D S Bormane summarized the meeting with best wishes to all departments and proposed vote of thanks.

Dr C S Choudhari   Dr D S Bormane
Coordinator, IQAC   Principal

Action Taken report

IQAC Meeting held on 09th May 2023

Action taken report for the IQAC meeting held on 09th May 2023.

Sr No	Agenda Item	Resolution	Action taken
01	Review and confirmation of minutes of last IQAC Meeting	Minutes of meeting confirmed and approved.	Noted.
02	Preparations for visit of NBA peer team	Review of the work carried out by all departments was taken. 1. Decided to take follow up regarding infrastructural pending work . 2. Website to be updated. 3. Decided to have mock visit to each department. 4. Lab development	Following actions were taken. 1. Instructions issued to concerned office staff. 2. 2. All ILC coordinators were instructed to update all the details regarding respective portfolio. 3. Departments were asked to identify experts for respective department.

		5. Involvement of stakeholders 6. Presentations by HoD should be in line with Principal presentation. 7. OBE awareness session for faculty and students	4. Guidelines regarding Project lab and department library were given to departments in HoD meeting. 5. Departments were asked to identify alumni, parents and industry persons for better interaction with departments. 6. Principal presentation shared with department. 7. At institute level and at department level awareness sessions and workshops were organized.

Dr C S Choudhari

Coordinator, IQAC

Dr D S Bormane

Principal