

Minutes of Meeting

Name of Board Meeting : Program Assessment and Quality Improvement Committee D.Y. Patil COE, Akurdi, Pune

Mode of meeting : Virtual meeting through MS Teams

Date : Thursday, 17th January 2019

Time : 11:00 am

Agenda of meeting: 1. Welcome by HoD, Dr. Ashok B. More
2. Academics- Dr. Tushar Bagul & Mr. Mukund Chougale
3. Strategy, future plan of academics

Welcome and Introductions: The members of Program Assessment and Quality Improvement Committee (PAQIC) conducted virtually through MS Teams on Thursday, 17th January 2019 to discuss the points mentioned in agenda. The agenda was circulated to all members prior to the meeting.

Names of the members present for the meeting:

Sr. No.	Name of Member
1	Dr. Ashok B. More – HOD, Civil Engineering Department
2	Dr. Basavaraj S. Balappgol -Professor, Civil Engineering Department
3	Dr. S M Shiyekar - Professor, Civil Engineering Department (member PAQIC)
4	Dr. S J Mane -Associate Professor, Civil Engineering Department (member PAQIC)
5	Dr. Tushar Bagul- Associate Professor, Civil Engineering Department (member PAQIC)
6	Dr. N S Jain- Associate Professor, Civil Engineering Department
7	Mr. M P Chougale – Assistant professor (Program coordinator)

1) Welcome by HoD, Dr. Ashok B. More -

- Meeting started by welcoming of all faculty members by HoD, Dr. Ashok B. More.
- Dr. Ashok B. More has given the overview of meeting agenda as well as current pandemic situation. HoD, Dr. Ashok B. More has informed to all the faculty member to take care of individuals health and according to chairman sir, all should work from home as per safety is concerned.

2) Academics -

- Mr. Mukund Chougale has shared academics update, as per the guidelines given by the Dean, Dr. B. S. Balappgol along with the theory of Semester-II practicals should also covered and to be reflected in the Time Table.
- Mr. Mukund Chougale has requested to all faculty members to maintain the record of attendance as well as the progressive assessment sheet regarding the

practical which is required to finalize the internal and term work marks also for the academic audit.


- As per discussion with exam coordinators, Mr. Mukund Chougale has given the information of Insem and Endsem examination of SE/TE/BE.
- As per the guidelines given by HoD, Dr. Ashok B. More, all the faculty members should maintain the theory attendance and continuous assessment for practical.
- As per the HOD, Dr. Ashok B. More, all faculty members are requested to complete syllabus of Semester-II and revise the syllabus of previous semester on student's request.

3) Strategic plan

- Dr. Ashok More shared a strategic plan as shown below to improve the quality in future and discuss the importance of it during the meeting.
- Also, he discussed about the importance of Vision, Mission and PEOs.
- Dr. N S Jain discussed the importance of training sessions and Guest lectures on confidence building, motivation and life skills for students and faculties
- Dr. Tushar Bagul discussed about Formation of department forums and student's committee.
- Dr. S M Shiyekar discussed about the importance of organizing various competitions and social events at institute and departmental level for encouraging participation by students and faculties



Meeting Ended with Thanks.


Dr. Ashok B More
(HOD Civil Department)