

Minutes of Meetings

Date : 22nd November 2019

Dr. Vijay M Wadhai, Chairman of IQAC, welcomes all IQAC Members for the meeting in the end of academics semester. The agenda of the meeting is as follows.

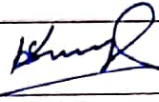
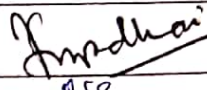
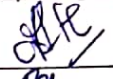

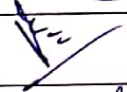
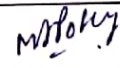

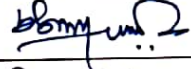
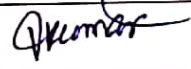
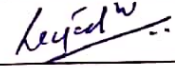
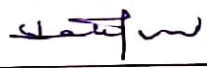

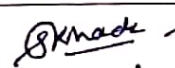
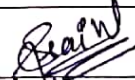
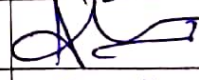
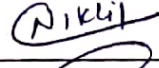
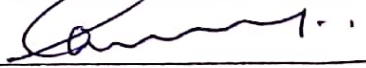
❖ Previous minutes of meeting and its progress

Sr. No.	Points Discussed in Meeting	Status Before Meeting	Current Status
1.	Academic Audit of Course Files and ICT tools	Course file and Lab manuals in ICT are ready	Academic Audit Scheduled on dates (12th October to 16th October 2019)
2.	Students Research Projects	Students has completed Literature Survey and identified resources for research work.	Reputed Journals are identified and disseminated amongst students through Dean R & D.
3.	Guidance for Competitive Examinations	Formation of Competitive Examination Cell	Expert talk on Competitive Exam Awareness is scheduled on 25/7/2019
4.	Campus Placement	APART training on GD, PI and Aptitude are identified to boost students placements	Core and software companies will be invited for campus placements
5.	Academic Policy	Formation of revised Academic Policy is in Process at Campus Level.	Revised Academic Policy is to be implemented from Semester II, A.Y. 2019-20
6.	ISO	Approval from management for ISO is taken. ISO formats for placement, library is in process	ISO formats have to be prepared in coordination with NBA, ERP and Gnomio Moodle

- Academic and administrative audit of the Institute
- Campus director Col. S K Joshi (Retd) asked dean academics to prepare Action plan by respective department to achieve rank holders in university level
- Dr. Vijay M Wadhai, Principal asked all HOD to plan for visit to IIT Bombay by all faculty members.
- IQAC chairman asked IQAC coordinator to channelize all the clubs and committees of the Institute

- Awareness on "National Education Policy" is to be created amongst faculty members and Dr. V A Kulkarni was asked to Plan for two days workshop on 'National Education Policy'
- Prof. V S Vibhute, ISO Coordinator was instructed to Plan all the ISO formats with respect to NBA, ERP and gnomio Moodle
- All HOD were asked to give report about the activities of centre of excellence of their own department.
- Budget and finance
- Planning of International conference at college level

Attendance report of IQAC meeting held on 15th November 2019, at 10.00 am in Dyanprasad Sabhagrah, D Y Patil College of Engineering, Akurdi, Pune.

Name of Attendee	Department and Designation	Signature
Col. S K Joshi (Retd.)	Campus Director	
Dr. Vijay M Wadhai	Principal and IQAC Chairman	
Dr. Mrs. P. Malathi	Vice-Principal and IQAC Coordinator	
Mr. Prashant Bhalerao	Administrative Office	
Dr. Vinay A Kulkarni	Faculty	
Dr. Madhuri A Potey	Faculty	
Dr. Preeti S Patil	Faculty	
Dr. B B Musmade	Faculty	
Dr. Vijaykumar Jatti	Faculty	
Dr. Ganesh Jadhav	Faculty	
Mrs. Shantiguru	Faculty	
Mr. Avinash Nighojkar	Local Society Member	- Absent -
Mr. Pradnesh R Padave	Faculty	
Mr. Sairaj Khade	Student Representative	
Ms. Sayma Shaikh	Student Representative	
Mr. Amit D Andre	Alumni Representative	
Mr. Nikhil Deshmukh	Alumni Representative	
Mr. Tanmay Mehta	Employer Representative	

Dr. Vijay M Wadhal, Principal and Chairman of IQAC, welcomed all IQAC Members for the meeting in the beginning of academic semester II of Academic Year 2018-19.

❖ Previous minutes of meeting and its progress

Sr. No.	Points Discussed in Meeting	Status before meeting	Current Status
1.	Administrative Audit	Files for Administrative Audit are ready	External statutory Administrative audit is scheduled in the month of February
2.	Internal academic audit	Planned in the month of October 2019	Academic coordinators do the cross departmental academic audit. Letter of improvement and appreciation will be given to the low performers and high performers respectively
3.	Evaluation and Submission AQAR Report	Dr. Neeta Deshpande, NAAC coordinator presented the AQAR report in front of the Principal, Vice Principal, all Heads of department and all the members of IQAC.	As per guidelines given by the Campus Director Col. S. K. Joshi (Retd), final AQAR report was submitted to NAAC office on 14th December 2018
4.	Planning of 4 th graduation (Convocation) ceremony	Approval from management for graduation (Convocation) ceremony is taken.	4th graduation (Convocation) ceremony is scheduled on 13th February 2019

❖ **Academics:** Dean Academics was briefed by IQAC chairman and Coordinator on following points to enhance quality of education in the Institute

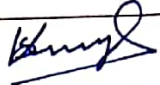
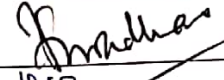

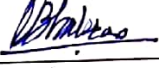

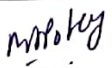


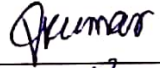
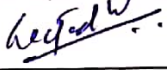
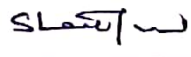

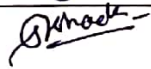
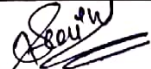

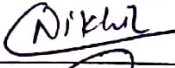

- Preparation of Academic Calendar of the Institute in accordance with SPPU Academic Calendar.
- Campus director Col. S K Joshi (Retd.) suggested that rigorous monitoring to be performed by Dean Academics and his team.
- One Certificate Course and one value added course has to be conducted by each department.

- Principal Dr. Vijay M Wadhai recommended that Students must be encouraged to undergo Internship in Domain specific Industries under AICTE Internshala Program.
- Participation in NIRF has to be strengthened.

❖ **Publications**

- Workshops, Seminars and Guest Lecture has to conducted to enhance the technical skills in domain specific areas and placement of the students.
 - All HOD were informed that 50% of the UG projects has to be sponsored from Industries.
 - Dr. Preeti Patil HOD IT told that students should be motivated to participate in extension activities
 - Industry Institute Interaction has to be initiated more effectively.
- ❖ Campus Director Col. S K Joshi (Retd) asked principal to plan for Staff Development Program for enhancing the skills.
- ❖ Principal Dr. Vijay M Wadhai asked IQAC Coordinator to plan for Technical, Cultural and Sports activities of the Institute

Attendance report of IQAC meeting held on 9th January 2019, at 10.00 am in Dyanprasad Sabhagrah, D Y Patil College of Engineering, Akurdi, Pune.

Name of Attendee	Department and Designation	Signature
Col. S K Joshi (Retd.)	Campus Director	
Dr. Vijay M Wadhai	Principal and IQAC Chairman	
Dr. Mrs. P. Malathi	Vice-Principal and IQAC Coordinator	
Mr. Prashant Bhalerao	Administrative Office	
Dr. Vinay A Kulkarni	Faculty	
Dr. Madhuri A Potey	Faculty	
Dr. Preeti S Patil	Faculty	
Dr. B B Musmade	Faculty	
Dr. Vijaykumar Jatti	Faculty	
Dr. Ganesh Jadhav	Faculty	
Mrs. Shantiguru	Faculty	
Mr. Avinash Nighojkar	Local Society Member	Absent
Mr. Pradnesh R Padave	Faculty	
Mr. Sairaj Khade	Student Representative	
Ms. Sayma Shaikh	Student Representative	
Mr. Amit D Andre	Alumni Representative	
Mr. Nikhil Deshmukh	Alumni Representative	
Mr. Tanmay Mehta	Employer Representative	

Minutes of Meetings

Date : 24th May 2019

Dr. Vijay M Wadhai, Chairman of IQAC, welcomed all IQAC Members for the meeting in the end of academics semester.

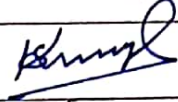
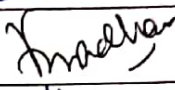
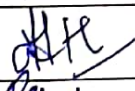
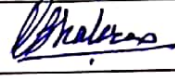
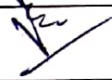
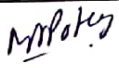

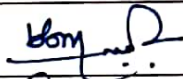
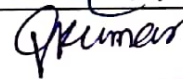
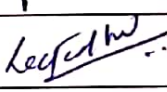

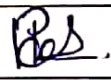
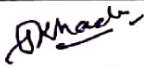
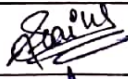
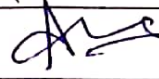
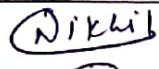

❖ Previous minutes of meeting and its progress

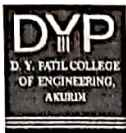
Sr. No.	Points Discussed in Meeting	Status before meeting	Current Status
1.	Academic Calendar	Prepared and Ready to Implement	Is implemented in Semester II, A.Y. 2018-19.
2.	Department should start one Value added course and one certification course	The certificate courses useful for placements are identified	Planned in department Academic Calendar
3.	Continuous Internal Evaluation	Standard format is prepared by IQAC and Circulated to all departments.	Dean Academics is tasked to prepare schedule for checking of Continuous Assessment Sheet
4.	Pass percentage of students	Average Final year result of October 2018 is "70.77%"	Results of BE Students to be improved by 100%.
5.	Projects sponsored by the University/ College	Proposals are prepared by faculty members and ready to apply for sponsorship from University	1 major grants has to be obtained by every department
6.	Workshop/ Seminar	Resources for workshop are identified by departments.	Workshops are planned in Departmental academic calendar
7.	NSS/NCC/Red cross/Youth Red Cross (YRC), Swachh Bharat, Aids Awareness, Gender Issue	Committee is formed for social activities.	Apply on 10 July 2019 for AICTE Swachata Ranking Apply for Clean Campus Award organized by PCMC
8.	Internship	Awareness about AICTE Internshala Program is done amongst students	Companies are identified by department for internship
9.	Capability Enhancement and Development schemes	Soft skill development and Yoga resources are identified	Expert Lectures from Soft Skill Department is scheduled for Final Year students Planning of Yoga program on 'Yoga day'
10.	Welfare schemes	Welfare Schemes policy is prepared	One day outing for Class IV Employees are planned
11.	Technical/ Cultural/Sports	Student Council Team is	Technical/ Cultural/Sports Events

	Events	formed and events management is in process	are scheduled from 11th January 2019 to 20th Jan 2019
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- ❖ **Academics:** Dean Academics was briefed by IQAC coordinator in following points to enhance quality of education in the Institute
 - IQAC coordinator asked dean academics whether the Academic Calendar is meticulously followed in line with SPPU calendar.
 - Campus Director Col. S K Joshi (Retd) asked Principal to issue the Letter of Improvement and letter of appreciation to faculty members based on internal academic audit.
 - Dr .V A Kulkarni HOD Mechanical suggested to conduct the Student Satisfaction Survey through ICT Tools.
 - Dr. B B Musmade HOD Instrumentation and Control recommended to implement Mentoring System, Feedback System and Teaching Learning Process in MOODLE.
- ❖ **Publications**
 - Dr. V S Jatti, Dean R & D stressed on the following points related to research.
 - faculty and students have to be educated for drafting the patent .
 - Session on writing a "Research Proposal" is to be organized and awareness about the plagiarism is to be created amongst Faculty and Students.
 - One Centre of Excellence per department is to be established.
 - Faculty has to publish one research paper in Web of Science and Scopus Indexed Journals
 - One National Level Conference per department is to be organized.
 - Mr Amit Andre and Mr. Nikhil Deshmukh (Alumni Representative) suggested to conduct Industry Academia Research Meet 2K19 for strengthening the industry institute interaction
 - Principal and IQAC chairman urged to enhance the number of MoUs in the Institute.
 - Innovation cell and IITB remote centre facility is to be developed for imparting additional skills for the students and faculty .
- ❖ Maintenance of Civil, Electrical and Carpentry work in the Institute is to be carried out.
- ❖ Registrar Mr. P N Bhalerao was asked to prepare the Budget Allocation for Academic Year 2019-20 and utilization for Academic Year 2018-19.
- ❖ Discussion on Activities of Entrepreneurship Development Cell

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Dr. Vijay M Wadhai	Principal and IQAC Chairman	
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Ms. Sayma Shaikh	Student Representative	
Mr. Amit D Andre	Alumni Representative	
Mr. Nikhil Deshmukh	Alumni Representative	
Mr. Tanmay Mehta	Employer Representative	



D Y Patil College of Engineering, Akurdi, Pune-411044

Internal Quality Assurance Cell (IQAC)

Minutes of Meetings

Date : 18th July 2019

Dr. Vijay M Wadhai, Chairman of IQAC, welcomed all IQAC Members for the meeting in the beginning of academics semester. The agenda of the meeting is as follows.

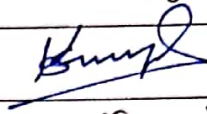
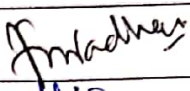
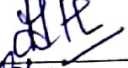
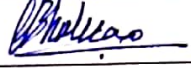
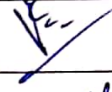
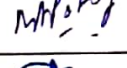

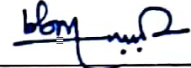
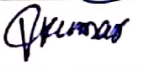
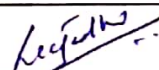
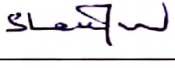

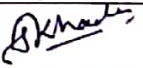


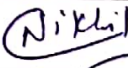
❖ Previous minutes of meeting and its progress

Sr. No.	Points Discussed in Meeting	Status Before Meeting	Current Status
1.	Feedback and mentoring system in MOODLE	Gnomio Platform is created	Feedback of faculty members is to be conducted in MOODLE by September 2019.
2.	Publications and Conference	R & D Cell planned "Research Paper Writing" on 7th June 2019.	1. faculty awareness session on "Plagiarism free publication " on 12 June 2019 is arranged 2. one publication per faculty
3.	Student Satisfaction Survey	To be planned at the end of the semester.	1. Form for Student Satisfaction Survey is added in MOODLE 2. Program exit survey and course exit survey is available in MOODLE
4.	Interdisciplinary Projects	Project Coordination Committee is formed and informed to identify quality projects for exhibition.	Project exhibition is scheduled on 13th July 2019.
5.	Industry sponsored Projects	III Cell is formed and informed to generate industry contacts	04 Industry collaborative projects per department is to be undertaken
6.	Innovation	Innovation cell is formed and activities by cell are scheduled	Develop new facility for Innovation cell.
7.	MoU	Industries for MoU are identified by departments	05 MoUs per Department
8.	Budget Allocation	Budget for Semester is prepared by the departments	Utilize budget allotted to departments.
9.	IITB Remote Centre	FDP 101x and FDP 201x conducted under IIT Bombay in RC1516.	To develop New facility for active learning in Institute.
10.	Entrepreneurship Development Cell	48 students have successfully completed internship under INTERNSHALA program	EDP program is organized to help 18 students to complete Internship.

❖ IQAC coordinator briefed the following points to enhance quality of education in the Institute

- Academic and Administrative audit of the Institute has to be conducted
- Enhancing the Competitive Examination Cell for improving the ratio of higher studies
- Dr. Mrs. Madhuri Potey, Asso. Prof., Information Technology recommended to revise the Policy for Academics.
- Campus Director Col. S K Joshi (Retd) instructed Principal, IQAC Coordinator and Dean Placements to improve the number of Campus Placements.
- Dr. Mrs. P, Malathi, IQAC Coordinator requested the ISO Coordinator of the Institute to speed up the process of Certification.

Attendance report of IQAC meeting held on 18th July 2019, at 10.00 am in Dyanprasad Sabhagrah, D Y Patil College of Engineering, Akurdi, Pune.

Name of Attendee	Department and Designation	Signature
Col. S K Joshi (Retd.)	Campus Director	
Dr. Vijay M Wadhai	Principal and IQAC Chairman	
Dr. Mrs. P. Malathi	Vice-Principal and IQAC Coordinator	
Mr. Prashant Bhalerao	Administrative Office	
Dr. Vinay A Kulkarni	Faculty	
Dr. Madhuri A Potey	Faculty	
Dr. Preeti S Patil	Faculty	
Dr. B B Musmade	Faculty	
Dr. Vijaykumar Jatti	Faculty	
Dr. Ganesh Jadhav	Faculty	
Mrs. Shantiguru	Faculty	
Mr. Avinash Nighojkar	Local Society Member	- Absent -
Mr. Pradnesh R Padave	Faculty	
Mr. Sairaj Khade	Student Representative	
Ms. Sayma Shaikh	Student Representative	
Mr. Amit D Andre	Alumni Representative	
Mr. Nikhil Deshmukh	Alumni Representative	
Mr. Tanmay Mehta	Employer Representative	