
	Dr D Y Patil Pratishthan's Dr. D.Y. Patil Institute of Engineering, Management and Research, Akurdi, Pune	DI No.: ACAD/DI/51
Academic Year: 2022-23	Minutes of Meeting	Revision : 00 Dated : 20/11/2019
Term – I / II	IQAC Cell	Date of Preparation: 20/10/2022

Meeting Topic	IQAC Meeting				
Date	19/10/2022	From	11:00 AM	To	12:45 PM


Agenda	
SN	Topic
1	Confirmation of Minutes of Meeting of Previous Meetings
2	Review and Approve the Quality Benchmarks
3	Admission Strategy for 2022-23
4	Review of Academic Results and Placements
5	Review and Approve the Academic Calendar for AY 2022-23
6	Review of NBA preparation Status
7	ISO 21001:2018 Audit and Internal & External audit to improve Institutional activities
8	Initiate the Value-Added Training courses for students
9	Review of Institute and Department Vision Mission, PEO and PSO attainments.
10	Curriculum Gap and Content Beyond Syllabus for AY 2022-23
11	Steps to improve in performance of slow learners

Attendee List			
SN.	Name	Department	Sign
1	Separate Sheet Attached		


Meeting Notes	
1	Meeting started with welcoming all the members by Dr. Sunil Dambhare, IQAC Coordinator
2	Dr. Dambhare presented institute presentation about activities in the Institute and achievements of the institute for all the stake holders.
3	The Minutes of Meeting of the last IQAC meeting held on 14 th September 2021 was verified and approved.
4	Further, the discussion related to target for the examination results was proposed by Dr. Amit Umbrajkar, Dean, Academics. He informed that to compare the result, we consider the result of last 3 years. But in present scenario, when last 2 results are of online exam, the results are too high which shows that the average of the last 3 years cannot be considered. For the same, he suggested to consider the result of only offline exams for the comparison. All have

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	unanimously agreed on considering only the offline exam results as the online results were approximately 100% only.
5	Dr. Priya Charles, HOD EnTC asked what target to be considered for any subject whose results are not available specially for the pattern change like for 2019 now. Similarly, Mrs. Amruta Kulkarni said that for Second year, only one result that too of online exam is available for 2019 pattern. For the same, Dr. Amit Umbrajkar suggested that if results are not available, consider 60% as the target. For a difficult new subject, the target can be lowered only after at least one result.
6	There was discussion done by Dr. Ajay Paithane, Associate Professor, EnTC about what should be the target, benchmark and threshold. It was being said that one should always target for 100%. For benchmarking, we should compare with good colleges or institutes with good results. For considering the threshold of the result comparison, we can consider the old results of our college.
7	The industry representative put a point that the interviewers are mainly focussing on courses from 2 nd and 3 rd year of courses. Therefore students must be having good academics especially first class in their SE and TE. If any student has been year down, there should be some counselling sessions for him/her that how to overcome it and why to overcome it. She also suggested to hire some companies which make some packages which will be enhancing the placement capability of the students. There can be sessions planned by some Job Oriented programs running person who can give some guidelines and will give the realistic approaches. Also to make students understand the importance of the global certifications. The industry person also focussed that the students should be aware about the importance of the updated profile of LinkedIn and Naukri which can be a very useful resource for the hiring by the recruiters. She informed that the students must be participating in competitions such as ROBOCON by MIT which can be helpful in placements too. For the same, Dr. Keval Nikam, Training Coordinator told about the placement of one student during Baja competition on the spot of competition.
8	Dr. Keval Nikam, Training Coordinator, informed about the various Add-On training courses run by the institute to enhance the skills of the students. He informed: First Year: Self sponsored training from Feb to April, Aspire, ByteExcel, Campus credentials are being conducting these trainings Third Year: From third year, technical training will start where they go for 100-hour training by Campus Credentials (Hybrid mode) or Ethnus (Online mode). On the similar front, the Aptitude based trainings are also conducted. Also the Department Training Coordinators help to provide various training platforms which can be utilized by the students for attaining the different courses. Parakh registration initiative NAsscom training which was platform based - 26 students registered IIT madras based training and certificate issued Final Year: Company specific trainings are being conducted in In-house Training under various MOUs such as Virtusa and Mechtrol Mrs. Jasmita Kaur, Dean, Placement, discussed about the placement through competitions.

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	Mr. Viraj Kashikar, Training and Placement Officer, DYPIEMR suggested to make sure to have a connect with the industry throughout the year
9	The industry person also pointed that if any student is demotivated because of less marks, make sure to make them understand that there is possibility of the placement in the companies. If possible put some case studies where some student with YD or backlog have been placed.
10	The parent representative suggested that for the student with less than 55%, some activities must be planned for them so that they can understand that they can do better and can be encouraged to do on their own
11	The student representative told that as the Unit test 2 is survey based, it will be helping students to know the industry before going to the industry. Such types of the tests must be included in second and third year. This will increase the industry interaction and can lead to the internships. Also she suggested that if it is added as the evaluation component, it will be given importance by the students.
12	The Alumni representative said that when he passed out in 2016, there was very less knowledge about the industry requirements. But now, the students must be informed about the various courses which can be helpful for the placements.
13	The parent representative requested not to give all the assignments at one go and especially during exams. The student representative confirmed that normally that's not the case. She said that it may be only if they have not done the assignments on time. For the same, Dr. Umbrajkar informed that normally we prefer to give different assignments to different groups. For First year, we preferred One on one assignment while for second to final year, atleast for a group of 5, different assignments must be given.
14	Academic Calendar: Dr. Amit Umbrajkar, Dean, Academics informed that there is new Academic Calendar by SPPU, therefore he suggested change in the class timetable. As the timetable suggested the end of the session by 30 th November, so the classes must be ended till 18 th November. He put the updated Academic Calendar for IQAC approval.
15	The Review for the NBA preparation was done. For EnTC, Dr. Priya Charles informed that the updating of the 3 rd version of SAR is going on and also parallelly working on the pre-qualifier. Preparation of the criteria wise file preparation is going on. For Computer, Dr. Halkarnikar informed that 1 st draft of eSAR is done and all the files are in preparation as per the criteria requirements For Mechanical, Dr. Ganesh Jadhav informed that files are prepared for Criteria 3, 4 & 5. Also the documentation is in process. For First year, Mrs. Kavita Joshi informed that for Criteria 8, 2 nd draft of eSAR is in process and the file completion is also going simultaneously.
16	Revision of Files: Dr. Amit Umbrajkar informed that PO and PSO mapping is completed whereas PEO mapping is required to be completed

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	Dr Ajay Paithane suggested that, NBA committee may not ask the mapping of the PEO. POs as more used on the attainment of PO through the COs and other activities which we should plan in next years
17	<p>Curriculum Gaps/Content Beyond Syllabus: Dr. Shailesh Ghodke informed that the Curriculum Gap and Content Beyond Syllabus are listed. The thinking is required to understand how to complete and overcome it. Mrs. Jasmita Kaur suggested that she can help in this by interacting with the industry representatives. If the department comes with what is the curriculum gap, inform to the industry person and see how to overcome it. One should interact with the recruiter when they visit for the recruitment. Alumni can also help in the understanding the present students with what is the industry requirements.</p>
18	Dr Sunil Dambhare proposed that for attainment of PO5 to PO12, various activities must be planned at department level and in student clubs. He also suggested to plan the activity as per requirement of PO attainment of the batch.
19	<p>The industry representative said that whenever we want to switch to a newer company, the Job description is very important as that suggested what is the requirement of the company. There should be question bank prepared according to it and the interview questions must be prepared as per that. Also if, the JDs are shared with the third-year students, that will help them to plan and prepare for the placements in their last year.</p>
20	<p>Feedback: Dean academics Informed about the various feedback and the grievances in the institute. Dr Sunil Dambhare suggested to edit the feedback form a per the evaluation of the POs so that can be directly mapped with the indirect attainment of the POs.</p>
21	Mrs. Jasmita Kaur suggested to keep the Alumni data very much updated and that too in the format of the google sheet which is shared with all as the "View Only". All faculty must know where all Alumni are working, and they can connect with the alumni for any Curriculum Gap of Content Beyond Syllabus content, but the communication must be CC to HOD and Alumni Coordinator of the department
22	<p>Conduction of activities:</p> <ul style="list-style-type: none"> • Sports activities have been proposed to be conducted to help the students for the overall development and to attain few of the Program Outcomes such as PO8: Ethics, PO9: Individual and Team Work, PO10: Communication and PO12: Lifelong Learning. • Other activities such as technical sessions, guest lectures, quizzes, workshops, competitions, model making were also proposed to be conducted under the different institute clubs like Photography Club, 3D printing Club, Lakshya Club and EDC Club. • To cover some social activities and personality development activities, student club like Rotaract Club of DYPIEMR, Prakriti – The Eco club and NSS are also advised to plan for various events under their clubs. • For round development of the students, co and extra-curricular activities were advised under institute level clubs like Aaveg Kalamandal and Astronomy Club.

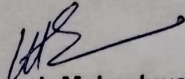
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
23	ISO Audit: ISO coordinator Dr Sunil Dambhare informed that as the term end is 30 th November, so the 6 monthly Internal ISO audit can be planned in December 2022.
24	Dr Sunil Dambhare proposed that as a quality initiative, for the betterment of the system, Academic Audit was proposed which can be the third-party quality process. Also, the external audit can be suggested which can be department wise.

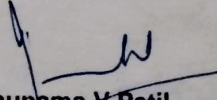
Resolution:

1. Due to online exams results are on higher side, thus for threshold and comparison offline examination results shall be used
2. For new subjects or if results are not available, consider 60% as the target
3. For benchmarking, we should compare with good colleges or institutes with good results. For threshold, we can consider the previous Academic year results of our college
4. Student shall update their LinkedIn and Naukri which can be a very useful resource for the hiring by the recruiters
5. Placement related activities for students not fulfilling placement criteria
6. Approval of new academic calendar
7. Alumni interaction to be improved. CG and CBS can be taken care through interactions
8. HoDs shall interact with the recruiter when they visit for the recruitment
9. Activities to be systematically planned for attaining PO 6 to PO 12
10. Job description during preplacement talk to be shared with TE students.
11. Alumni data to be updated regularly
12. ISO internal audit to be scheduled in December 22
13. Academic and Administrative audit to be planned.

Action Items			
SN	Task	Person Responsible	Due Date
1	End of Classroom Teaching	Academic Coordinators	18 th November 2022
2.	6 monthly Internal ISO audit	ISO Coordinators	December 2022
3.	External Academic and Administrative Audit	Dean Academics	Mid of Second Semester AY 2022-23
4	Alumni record updating	Alumni Coordinator	December 2022


Dr Utkarsh Maheshwari
Meeting Co-ordinator


Dr Sunil Dambhare
IQAC Coordinator


Dr Anupama V Patil
Principal

**Dr D Y Patil Institute of Engineering Management and
Research Akurdi Pune**

Internal Quality Assurance Cell

Wednesday, 19th October 2022, 11.00 am
DYPIEMR Boardroom

Sr No	Name of Member	Designation	Signature
1)	Dr. P. P. Halkarnikar	Asso. Prof & HOD	
2)	Dr. G K Jadhav	Asso. prof & HOD Mech	
3)	Mrs. P. P. Shewatekar	Asst. Prof.	
4)	Dr. Pooja Charles	Assoc Prof & HOD, E&TC	
5)	Ms A P Kulkarni	Asst. Prof & Head, Civil	
6)	Mr K. P. Joshi	Asst - Prof HOD EE	
7)	Dr Suvarna Patil	Asst. Professor	
8)	Dr Shailesh Ghodke	Associate Prof & HOD chemical Engg	
9)	Dr. Utkarsh Mateshwari	Associate Professor Chemical Engineering	
10)	Mr. Gopal Kondagule	Librarian	
11)	Ms Viraj Kashikar	T&P Officer	
12)	Dr. Keral Nikam	Student Training officer	
13.	Tekawale Varsha K.	Parent representative	
14.	Shital Jadhav	Industrial Visitor	
15	Jaomita Kaur	Dean Placement	
16	Dr. Ajay N Patilkar	Asso. Prof ETC Dept	
17	Dr. Amit Umbrajkar	Asso. Prof	
18	Tejashree Shimpi	Student Rep.	
19.	Pramod N. Shinde	Alumini 2016	
20.	Dr. Sunil G Damhare	IQAC Co-ordinator	
21	Dr A V Patil	Chairman	