

Minutes of the Meeting INTERNAL QUALITY ASSURANCE CELL

Date:	October 20, 2023
Convenor:	Dr. Lakshmisudha, Principal & IQAC Chairperson
Time:	10:00am –11:00am
Venue:	Kalpavriksha Hall & Microsoft Teams Meeting

Following were the agenda points of the 19th IQAC Meeting.

1. Approving the Minutes of Meeting and Action taken Report of 18th IQAC meeting conducted on June 27, 2023.
2. Review of NAAC Cycle 2 report
3. Status of NIRF participation.
4. Industry Insitute Interaction
5. Admission status of AY 2023-24
6. Placement statistics
7. Continuation of certification of NBA
8. Approving the Annual Objectives of AY
9. Any other point with the permission of the Chair

Following members were present for the 19th IQAC offline & online meeting:

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| 1. Dr. Lakshmisudha | IQAC Chairperson, Principal |
| 2. Dr. Aparna Bannore | Vice Principal and HOD – Computer Engineering |
| 3. Dr. Rupendra S. Nehete | HOD – Mechanical Engineering |
| 4. Dr. Preeti Hemnani | HOD – Electronics & Telecommunication Engineering |
| 5. Dr. Rizwana Shaikh | I/c HOD- Artificial Intelligence & Data Science |
| 6. Dr. Varsha Patil | I/c HOD- Artificial Intelligence & Machine Learning and
I/c HOD-Computer Science Engineering (IOT&CS
including Blockchain) |
| 7. Dr. Shubhangi Kharche | I/c HOD – Electronics & Computer Science |
| 8. Prof. Seema Redekar | I/c HOD – Information Technology |
| 9. Prof. Pratibha Sharma | I/c HOD – Humanities & Applied Sciences |
| 10. Prof. K. Venkatramani | Management Representative |
| 11. Dr. P. V Parameswaran | Hon. Advisor, SIESGST |
| 12. Mr. Gaurav Ghelani
Academic Relationship Manager – India
West & Central, TCS | Industry Representative |
| 13. Mr. Vignesh Venkatachalam
Associate ABAP Developer,
SAP Labs India Pvt Ltd | Alumni Representative |
| 14. Prof. Seema Khan | I/c – T&P Cell |
| 15. Prof. Shubhangi Kadu | I/c – Examination Cell |
| 16. Dr. Pradip Patil | Industry Institute Interaction Coordinator |
| 17. Dr. Smitha S. Kumar | I/c – Students' Council |
| 18. Mr. Krishnamurthy Nadar | I/c – Network Administration |
| 19. Mrs. Arunadevi S Lingam | Librarian |
| 20. Ms. Samiksha Iyengar | Representative, Student Council |
| 21. Prof. Leena Ladge | IQAC Coordinator |



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The warm welcome was presented to all the Management & IQAC members by the Principal Dr. K. Lakshmisudha. IQAC Coordinator, Prof. Leena Ladge then continued with the agenda of the meeting:

Discussion and Minutes of the meeting:

1. Approving the Minutes of Meeting and Action taken Report of 18th IQAC meeting conducted on June 27, 2023.

The Minutes and the action taken report of 18th IQAC Meeting conducted on June 27, 2023, were read by Prof. Leena Ladge, IQAC Coordinator. The minutes and action report were then approved by the members.

2. Review of NAAC Cycle 2 report.

Dr. Lakshmisudha, Principal, informed all the members that the Institute has been granted an A+ grade in the second cycle of NAAC. She also thanked the Management of SIES, Hon. Secretary and all the IQAC members for their constant support. She then presented criterion-wise weighted Grade Point and criterion-wise weighted Grade Point Averages. The Comparison of Quantitative and Qualitative Key Indicators, Recommendations for Quality Enhancement of the Institution given by NAAC, were also presented by the principal.

3. Status of NIRF participation.

The status of NIRF was presented by Dr. Lakshmisudha. She discussed the efforts taken to improve perception of the Institute in NIRF, conduction of total 66 Industry expert talks across all departments. The statistics for SIES GST in NIRF 2023 ranking was also presented. Dr Shubhangi Kharche, explained the details of NIRF evaluation process and the various parameters. Hon Secretary asked her to submit the report briefing the suggestions for improving the ranking for the next year. Dr. P. V. Parameswaran, Hon. Advisor, suggested to take the help from all the heads of the departments to prepare well for next year's ranking.




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4. Industry Insitute Interaction

Dr. Lakshmisudha, Principal, informed the members about the status of the Industry-Institute Interaction (III) of AY 23-24 till date. Dr. Pradip Patil, coordinator of III, detailed the active MOUs, internships, industry projects, pre-incubation cell activities, industry visits and talks by industry experts. As the numbers are not upto the expected level, Hon. Advisor asked him to put more effort into achieving 100% internships atleast in the Mechanical department. Hon. Secretary Prof. Venkataramani advised enhancing the mentor-mentee scheme to monitor these activities through mentor. Mr. Gaurav Ghelani suggested getting the problem statements from the industry which can be completed in remote internship form where faculty members can also guide the students to complete the task. Mr. Vighnesh also agreed with the suggestion given by Mr. Gaurav G.

5. Admission status of AY 2023-24.

Dr. Lakshmisudha, Principal, informed the members about the admission details for the AY 2023-24. She also informed the members that admissions are below 50% in the department of Mechanical Engineering.

6. Placement statistics.

Dr. Lakshmisudha, Principal and Prof. Seema Khan, T&P coordinator presented the statistics of 2023-24 ongoing placements. She informed the members that due to the market recession, only a few new companies were added for the campus recruitment. She also informed that many students of 2022-23 haven't yet received the joining letters because of which mass recruiters are currently not recruiting in more numbers.

7. Continuation of certification of NBA.

The Principal informed the members about continuation of NBA Accreditation which requires submitting the Compliance Report at least 6 months before (December



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2023) the expiry of validity of accreditation, which is June 2024, along with the compliance fee. On receipt of the Compliance Report, a two-member Visiting Team of experts is constituted by NBA for the visit of the respective institution for data verification. The report of the Visiting Team is considered by the committee concerned in NBA for continuation (or otherwise) of accreditation for an appropriate period. She also informed that Dr. Preeti Hemnani, HOD Electronics & Telecommunication, is the NBA coordinator of the Institute.

8. Approving the Annual Objectives of AY.

Principal, Dr. Lakshmisudha, discussed the following Institute Objectives for Academic Year 2023-24 and the same were approved by the members.

1. *Each department to carry out at least one consultancy project with industry or one live project (College Level/SIES group institutions).*
2. *Each faculty should publish at least one paper in reputed conferences/ Journals and at least 50% of the total number of faculty in each department should submit research proposals.*
3. *IEEE International conference should be organized every three years.*
4. *Each department should get at least three MOUs with Industry/ Educational Institutes and conduct collaborative activities.*

Dr. P. V. Parameswaran has insisted on 100% faculty publishing the papers in conference/journal. He also emphasized improving the number of internships.

9. Any other point with the permission of the Chair.

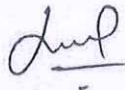
Mr. Gaurav Ghelani informed that TCS offers internship to all the TCS placed students in the last semester for the period of four to five months, where students get to know about the organization even before joining the organization, which helps a student to build the rapport with a project team. This kind of internship makes the student industry ready.



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Prof. Venkataramani complimented for the A+ NAAC grade. He also appreciated getting an A or A+ grade point in every criterion. He also suggested going for permanent affiliation to get UGC grants under 12B and then apply for autonomy. He also emphasized highlighting positive observation of NAAC evaluation in the admission prospectus which will be appealing to the students.

Prof. Leena Ladge, presented a vote of thanks. She extended heartfelt gratitude towards the SIES Management for their constant support and special thanks to Hon. Secretary Prof. Venkataramani for giving his valuable guidance throughout the journey of NAAC assessment. She also presented heartfelt thanks to all the IQAC members for their invaluable contribution towards the successful assessment of NAAC and then the meeting was concluded.



Prof. Leena V Ladge
IQAC Coordinator



Dr. K. Lakshmisudha
Principal



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19th Internal Quality Assurance Cell Meeting

Date: October 20, 2023

NO.	NAME	DESIGNATION	SIGNATURE
1.	Dr. K. Lakshmisudha	IQAC Chairperson, Principal	
2.	Dr. Aparna Bannore	Vice Principal and HOD - Computer Engineering	
3.	Dr. Rupendra S. Nehete	HOD - Mechanical Engineering	
4.	Dr. Preeti Hemnani	HOD - Electronics & Telecommunication Engineering	
5.	Dr. Sandesh Ramteke	I/c HOD- Printing & Packaging Technology	LOA
6.	Dr. Rizwana Shaikh	I/c HOD- Artificial Intelligence & Data Science	
7.	Dr. Varsha Patil	I/c HOD- Artificial Intelligence & Machine Learning and I/c HOD- Computer Science Engineering (IOT&CS)	
8.	Dr. Shubhangi Kharche	I/c HOD - Electronics & Computer Science	
9.	Prof. Seema Redekar	I/c HOD - Information Technology	
10.	Prof. Pratibha Sharma	I/c HOD - Humanities & Applied Sciences	
11.	Prof. K. Venkatramani	Management Representative	
12.	Dr. P. V Parameswaran	Hon. Advisor, SIESGST	
13.	Mr. Devesh Rajadhyax Founder & CEO, Cere Labs Pvt. Ltd.	Industry Representative	LOA
14.	Mr. Gaurav Ghelani Academic Relationship Manager - India West & Central, TCS	Industry Representative	Present Online
15.	Dr. Manivannan Natarajan Sr. Manager, Reliance Industries Ltd.	Parent Representative	LOA
16.	Mr. Vignesh Venkatachalam Associate ABAP Developer, SAP Labs India Pvt Ltd	Alumni Representative	Present online.
17.	Prof. Seema Khan	I/c - T&P Cell	
18.	Prof. Shubhangi Kadu	I/c - Examination Cell	
19.	Dr. Pradip Patil	Industry Institute Interaction Coordinator	
20.	Dr. Smita S. Kumar	I/c - Students' Council	
21.	Mrs. V. Vijayalakshmi	Registrar	LOA
22.	Mr. Krishnamurthy Nadar	I/c - Network Administration	
23.	Mrs. Arunadevi S Lingam	Librarian	
24.	Ms. Samiksha Iyengar	Representative, Student Council	
25.	Prof. Legna Ladge	IQAC Coordinator	



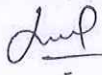
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Action Taken on Decisions of 19th Meeting INTERNAL QUALITY ASSURANCE CELL

Action Taken Report on the decisions of the IQAC meeting held on October 20, 2023

To implement the decisions of the 19th meeting of the IQAC, the following actions were taken:

Sr. No.	Decision	Action Taken
1	NIRF Participation	<ul style="list-style-type: none"> • PhD candidates considered for the faculty recruitment. • NAAC A+ grade will add to the perception level in NIRF. • Improving the research score • Conducting events at International and National level.
2	Industry Institute Interaction	<ul style="list-style-type: none"> • Comprehensive Internship plan is prepared for internal internships. • Planned for 100% internships for Mechanical students by identifying 10 different companies. • Total 08 activities conducted under various MOUs
3	Admissions of AY 2023-24	<ul style="list-style-type: none"> • As per the suggestion given by Hon. Secretary, prof. Venkataramani, the positive remarks given by NAAC peer visit team, will be included in the First Year Admission prospectus of AY 24-25.
4	Placement Statistics	<ul style="list-style-type: none"> • Approaching new companies for placements
5	Continuation of Certification of NBA	<ul style="list-style-type: none"> • Compliance reports for the department of Computer Engg, Information Technology, Electronics & Telecommunication Engg. And Mechanical engg., are prepared and data will be filled up once the portal is open.
6	Annual Objectives	<ul style="list-style-type: none"> • Tracking of Institute Annual Objectives will be done through Internal audit planned on December 12-13, 2023 and Management Review Meeting planned on December 15, 2023.
7	Preparation for Autonomy	<ul style="list-style-type: none"> • Data collected and compiled for Part I-V, awaiting approval of 2F form from University of Mumbai.



Prof. Leena V Ladge
IQAC Coordinator

November 30, 2023



Dr. K. Lakshmisudha
Principal




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