



SIES
RISE WITH EDUCATION

Graduate School of
Technology

Minutes of the Meeting INTERNAL QUALITY ASSURANCE CELL

Date:	June 27, 2020
Convenor:	Dr. Atul N Kemkar, I/c Principal & IQAC Chairperson
Time:	11:00 a.m. – 12:30 p.m.
Venue:	Google Meet Room

A warm welcome was extended to all the members by Dr. Atul N Kemker, I/c Principal.

Minutes of the meeting:

1. Confirming minutes of previous IQAC meeting:

The Minutes of 8th IQAC Meeting conducted on October 19, 2020, were presented along with the action taken report., by Prof. Leena Ladge. All the members approved the same.

2. Syllabus Completion through online platforms during lockdown

It was informed to all members that during the lockdown period, the faculty members used online platforms and created the teaching contents by recording videos using softwares like Screenomatic, Camtasia, OBS, Loom etc. Remaining Practical sessions were conducted using Virtual labs, simulation tools. G Suite was used for various teaching-learning activities.

It was discussed that online teaching would be continued for upcoming semester through Microsoft Teams.

3. Online Learning Review from Students:

Prof. Leena Ladge informed that after completing the syllabus through online platforms, to measure the effectiveness, Online Learning Review was conducted between May 18-23, 2020. Students & Parents gave encouraging feedback on Online activities.

As per the request of Mr. C. Subramaniam, Prof. Sumitra P updated about co-curricular and extracurricular activities and Prof. Seema Khan informed about



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training sessions conducted with inhouse support and few being outsourced for soft skills enhancements and placement preparations. Mr. C Subramaniam willingly offered any kind of help and support for Students' training.

4. Result Preparations for SE and TE students:

Prof. Shubhangi Kadu informed that as per University of Mumbai Circular No. DBOEE/ICD/2020-21/05 dated 26th May 2020, which included the guidelines for calculating marks of IA/TW/PR/PR/PROJECT/THEORY for lower semesters II, IV and VI, the Exam Cell prepared the results which are to be sent to the University for further processing. It was also informed that for FE, the result related data would be uploaded on the University portal once it is open for data entry and for BE, final guidelines from UoM are yet to be received.

5. Conduction of Online Student Development Programs:

It was informed that Institute has offered around 20, Student Development Programs across various disciplines during mid of June to Mid of July 2020.

As per Mr. Saurabh Prabhu's request, Prof. Sumitra P informed that the course contents are framed by the departments and then approved from the Industry experts. She informed that AICTE has given very detailed guidelines for Students' Internships and Policy has been framed by the Institute to offer internships based on these guidelines. Mr. C Subramaniam suggested to have industry experts for mentoring students to help them choose the career path.

6. Internship for FE, SE, TE Students:

It was discussed that as per Internship policy guidelines, all the departments have initiated, internal and external internships, which includes Industry Internships by alumni and Coursera for Campus Initiative.




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It was also discussed that Institute has registered with Indian Institute of Remote Sensing (IIRS), ISRO. Mr. Saurabh P suggested to encourage students to take up other platforms also which are offering the courses as well as an internships. Prof. Sumitra and Prof. Seema Khan updated about the placements of students

7. Any other matter with permission of the chair:

Following points were discussed and members were updated with information for each these points.

A) Faculty Development Program(FDP) – FDP conducted by CE department and also faculty members across departments have contributed in various training programs as a Resource Person.

B) Library Initiatives – Many initiatives taken by Library to provide the remote access to the resources of Library, were highlighted.

C) Students' contribution & Achievements –

- I. Two students from PPT departments, Ms. Shruti & Ms. Arati, working under the guidance of Prof. Katyayini, received Dr. A. P. J. Abdul Kalam Young Researcher Fellowship for their project "Bioleather".
- II. Students have designed robotic trolley for Covid -19 patients in collaboration with BAJA & CDAC.
- III. SE IT students have created YouTube channel "Rise with education" for helping teachers residing in remote regional areas to find the perfect tool for online teaching-learning.
- IV. IEEE Students' chapter bagged the second position in IEEE FLYER competition.
- V. Covid Tracker has been designed and added in SIESGST Portal.




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- VI. GSTian Developer Program, a year long course organised by Technical Team of Student Council (App Development, Web Development, Game Development and Robotics).
- VII. Also Alumni Council has started developing portal for Student Mentorship which is currently in Beta Phase.
- D) **ISR activities under project BEACON** - During the lockdown period our Hon. President Dr. V. Shankar had given task to prepare Facemasks for NMMC. With the help of SIESGST staff and pass out students of Beacon, more than 01 lakh face masks have been stitched and handed over to NMMC.
- E) **Plan for next academic term** - Dr Atul Kemkar briefed the plan for next Academic calendar. Online teaching would as per UoM guidelines. The Institute shall arrange training session for faculty members on Microsoft teams. SIESGST is ready to face NBA peer visit, which is delayed due to Covid-19 Pandemic. From AY 2020-21, CE branch intake has increased from 90 to 120 and one new branch of Electronics & Computer Science is introduced, with the intake of 60 students. EoA for the year 2020-21 from AICTE has also been received.

At the end, Prof. Venkatramani presented his observations where he asked to plan for establishing an Incubation center in the Institute.

The meeting concluded with vote of thanks proposed by Dr Manasi Karkare.

Prof. Leena V Ladge
IQAC Coordinator

Dr. Atul Kemkar
I/c Principal



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Internal Quality Assurance Cell Meeting

Date: June 27, 2020

NO.	NAME	DESIGNATION	SIGNATURE
1.	Dr. Atul N. Kemkar	IQAC Chairperson , I/C Principal	Present
2.	Dr. Manasi M Karkare	Dean – Humanities & Applied Sciences	Present
3.	Dr. Aparna Bannore	HOD – Computer Engineering	Present
4.	Dr. Preeti Hemnani	HOD – Electronics & Telecommunication Engineering	Present
5.	Dr. Lakshmi Sudha	HOD – Information Technology	Present
6.	Prof. Prasad Iyer	HOD- Printing & Packaging Technology	Present
7.	Dr. Rupendra S. Nehete	HOD – Mechanical Engineering	Present
8.	Prof. K Venkatramani	Management Representative	Present
9.	Dr. P. V Parameswaran	Hon. Advisor, SIESGST	Present
10.	Prof. Seema Khan	I/c – T&P Cell	Present
11.	Prof. Shubhangi Kadu	I/c – Examination Cell	Present
12.	Prof. Sumitra Padmanabhan	I/c – Students' Council	Present
13.	Dr. Rajesh Kadu	Industry Institute Interaction Coordinator	Present
14.	Mrs. V. Vijayalakshmi	Office Superintendent	Present
15.	Mr. Ramesh Bidi	Librarian	Absent
16.	Mr. Saikrishna	I/c – Network Administration	Absent
17.	Mr. Saurabh Prabhu – Research Analyst, Crisil Ltd.	Alumni Representative	Present
18.	Mr. Tejas Kulkarni	President, Student Council	Absent
19.	Dr. Sanjay Saraswat - Vice President-India R&D, Airspan Networks	Industry Representative	Present
20.	Mr. S. Srinivasan - Head- Customer Relations, Siemens Healthcare Pvt. Ltd.	Industry Representative	Present
21.	Mr. C. Subramaniam HR President, Siyaram's Silk Pvt. Ltd.	Parent Representative	Present
22.	Prof. Leena Ladge	Assistant Professor, Information Technology & IQAC Coordinator	Present



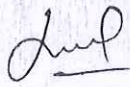
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Action Taken Report on the decisions of the IQAC meeting held on June 27, 2020.

To implement the decisions of the 8th meeting of the IQAC, the following actions were taken:

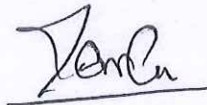
Sl. No.	Decision	Action Taken
1	Online Platform for teaching learning and administrative purpose.	<ul style="list-style-type: none"> All SIES Institutes have shifted to use Microsoft 365 accounts for academic and administrative purposes. Prof. Prasad Iyer has conducted a session on "Overview of Microsoft 365 Account and MS Teams", for the faculty members, on July 16, 2020. Email ids for existing students were created for Office 365.
2	Training students for Soft Skill Development	<ul style="list-style-type: none"> A session on "Profile Building for Higher Education & Placements", was conducted by P. N. Santhosh, Co-founder BYJUS on July 01, 2020. Total 120 Hrs training session covering Aptitude Test, English, Mock PI, GD, Personality Development, Personal Interviews was conducted. "Profile Building Session", was conducted by Mr. Navneet Anand, Career Launcher, on July 25, 2020.
3	Online Student Development Programs	Total 16 Student Development Programs were successfully conducted using Online platforms during June-July, 2020.
4	Coursera for Campus	Coursera has extended deadline to September 30 for enrolling and completing its courses for free of cost.
5	Incubation Center	<ul style="list-style-type: none"> Pre Incubation & Startup policies initiated by MHRD. Representative from the Institute will be appointed by MHRD. Policy will be framed at Institute level and activities will be then undertaken accordingly.



Prof. Leena V Ladge

IQAC Coordinator

July 31, 2020.



Dr. Atul Kemkar

I/C Principal



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