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Graduate School of  
Technology

## Minutes of the Meeting INTERNAL QUALITY ASSURANCE CELL

<b>Date:</b>	November 16, 2022
<b>Convenor:</b>	Dr. Atul N Kemkar, Principal & IQAC Chairperson
<b>Time:</b>	10:30am -11:30am
<b>Venue:</b>	Kalpavruksha Seminar Hall & Microsoft Teams Meeting

Following were the agenda points of the 16<sup>th</sup> IQAC Meeting.

1. Confirming the minutes and action taken report of 15<sup>th</sup> IQAC meeting conducted on August 25, 2022.
2. Review of AQAR 2021-22.
3. Approval of Institute level committees.
4. Approval of Professional Body Student Chapter for emerging branches.
5. Any other point with permission of the Chair.

Following members were present for the 16<sup>th</sup> IQAC offline & online meeting:

- |   |  |
|---|--|
| 1. Dr. Atul N. Kemkar                                     | IQAC Chairperson & Principal                                       |
| 2. Dr. Aparna Bannore                                     | HOD – Computer Engineering   |
| 3. Dr. Rupendra S. Nehete                                 | HOD – Mechanical Engineering                                       |
| 4. Dr. Preeti Hemnani                                     | HOD – Electronics & Telecommunication Engineering                  |
| 5. Dr. Lakshmi Sudha                                      | HOD – Information Technology                                       |
| 6. Dr. Sandesh Ramteke                                    | HOD- Printing & Packaging Technology                               |
| 7. Dr. Deepti Reddy                                       | I/c HOD – Electronics & Computer Science                           |
| 8. Dr. Rizwana Shaikh                                     | I/c HOD- Artificial Intelligence & Data Science                    |
| 9. Dr. Varsha Patil                                       | I/c HOD- Artificial Intelligence & Machine Learning                |
| 10. Dr. Shubhangi Kharche                                 | I/c HOD-Computer Science Engineering (IOT&CS including Blockchain) |
| 11. Prof. Pratibha Sharma                                 | I/c HOD – Humanities & Applied Sciences                            |
| 12. Prof. K. Venkatramani                                 | Management Representative  |
| 13. Dr. P. V Parameswaran                                 | Hon. Advisor, SIESGST  |
| 14. Mr. Gaurav Ghelani                                    | Industry Representative  |
| Academic Relationship Manager – India West & Central, TCS |  |
| 15. Mr. Srikant Iyer Program Manager, Capgemini           | Parent Representative  |
| 16. Prof. Seema Khan                                      | I/c – T&P Cell   |
| 17. Prof. Shubhangi Kadu                                  | I/c – Examination Cell   |
| 18. Dr. Pradip Patil                                      | Industry Institute Interaction Coordinator                         |
| 19. Dr. Smita S. Kumar                                    | I/c – Students' Council  |
| 20. Mrs. V. Vijayalakshmi                                 | Registrar  |
| 21. Mr. Krishnamurthy Nadar                               | I/c – Network Administration                                       |
| 22. Prof. Leena Ladge                                     | IQAC Coordinator   |

### Special Invitee

1. Dr. Sangeeta Joshi

Professor & Technical Advisor, Director IQAC and NAAC Convener, VIT, Mumbai



  
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## Minutes of the Meeting INTERNAL QUALITY ASSURANCE CELL

Principal, Dr. Atul N Kemkar extended the warm welcome to all the Management & IQAC members and Prof. Leena Ladge then continued with the agenda of the meeting:

### Discussion and Minutes of the meeting:

#### 1. Confirming the minutes and action taken report of 15th IQAC meeting conducted on August 25, 2022:

The Minutes and the action taken report of 15<sup>th</sup> IQAC Meeting conducted on August 25, 2022, were read by Prof. Leena Ladge, IQAC Coordinator. The members approved the minutes and action taken report.

#### 2. Review of AQAR 2021-22.

Dr. Aprna Bannore, NAAC Coordinator, informed the members about the changes in AQAR 21-22 under PART -A contents related to Institute preparedness for NEP2020. It mainly focuses on **Multidisciplinary / interdisciplinary, Academic Bank of Credits (ABC), Skill development , Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course), Focus on Outcome based education (OBE) and Distance education/online education.** Dr. Sangeeta Joshi suggested to include details of Honors/Minor courses under Multidisciplinary / interdisciplinary, to encourage students to take up courses related to Indian knowledge system which would further help the Institute for preparing base of NEP 2020. Prof. K. Venkatramani enquired about Distance/online education. Dr. P. V Parameswaran, informed about MOOC courses developed by the faculty members which are available to the Institute students. Dr. Aparna mentioned that Prof. Pranita Mahajan and Prof. Prachi Shahane have translated two NPTEL courses from English to Marathi which are "Research Methodology" and "Advanced Java" respectively.



  
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Dr. Aparna Bannore, discussed criteria wise details filled up in AQAR 21-22. Dr. Sangeeta Joshi suggested for referring value added courses as audit courses. Also informed that students should be motivated to attend the elective/honor/minor courses which are of their interest, without credit benefits. She also emphasized that this exercise would help preparing in autonomy. The industry representatives Mr. Srinkat Iyer and Mr. Gaurav Ghelani, also seconded this suggestion which would also help in placements.

In Criteria 2- it was suggested to emphasize on how meticulously, innovative teaching methods are practice. Dr. Lakshmisudha discussed about the self-learning topics that can be given to students to prepare. In Criteria 3- It was discussed to add the details of patents/copyright at the end of publication details with suitable comments. In Criteria 4 – It was discussed to highlight the expenses in audited account statements. Geotagging photos are required only for points mentioned in criteria 3 and 5. In Criteria 6, 6.5 IQAC is of more importance like performance appraisal system, improvement plan(few cases to be presented during Principal's presentation). In Criteria 7, best practices are to be maturing over the time period. Internalization and Institutionalization are important aspects of Best Practices.

### 3. Approval of Institute level committees.

The list of various committees was presented by Dr Atul Kemkar , Principal. It was suggested by Prof. Venkatramani to have collected information of statutory committees, non-statutory committees, constitution, function, and annual report of each committee. Plan to be taken from each committee in the beginning of the year. Governing Council Committee should also be included.

The members recommended that committees whichever are relevant as per the Head of the Institution, may be formed.



  
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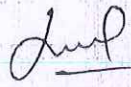
**4. Approval of Professional Body Student Chapter for emerging branches.**

Dr. Aparna Bannore requested for the approval for starting with ACM student chapter. It was suggested by Dr Sangeeta Joshi to form the department level students' associations.

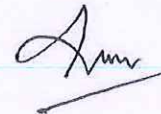
**5. Any other point with permission of the Chair.**

It was suggested to appoint Public Relations Officer to represent the Institute and Professor of Practice can be appointed. Dr. P. V. Parameswaran emphasized on strengthening the Industry Institute Interaction.

The meeting concluded with vote of thanks proposed by Prof. Leena V Ladge.



**Prof. Leena V Ladge  
IQAC Coordinator**



**Dr. Atul Kemkar  
Principal**



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# 16<sup>th</sup> Internal Quality Assurance Cell Meeting

Date: November 16, 2022

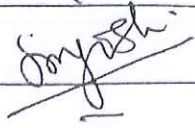
NO.	NAME	DESIGNATION	SIGNATURE
1.	Dr. Atul N. Kemkar	IQAC Chairperson & Principal	
2.	Dr. Aparna Bannore	HOD - Computer Engineering	
3.	Dr. Rupendra S. Nehete	HOD - Mechanical Engineering	
4.	Dr. Preeti Hemnani	HOD - Electronics & Telecommunication Engineering	
5.	Dr. Lakshmi Sudha	HOD - Information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



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## Special Invitee

NO.	NAME	DESIGNATION	SIGNATURE
1.	Dr. Sangeeta Joshi	Professor & Technical Advisor, Director IQAC and NAAC	
2.	—	—	—
3.	—	—	—



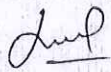
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## Action Taken on Decisions of 16<sup>th</sup> Meeting INTERNAL QUALITY ASSURANCE CELL

### Action Taken Report on the decisions of the IQAC meeting held on Nov 16, 2022

To implement the decisions of the 16<sup>th</sup> meeting of the IQAC, the following actions were taken:

Sl. No.	Decision	Action Taken
1	Review of AQAR 2021-22	AQAR 21-22 was submitted on Dec 12, 2022. As per AQAR Review report received on Jan 02, 2023, entire data was hosted on the institutional website to provide links and AQAR was resubmitted on Jan 09, 2023. It was approved by NAAC on Feb 07, 2023.
2	Institute Level Committees	Statutory committees & non-statutory committees are constituted. Activities are conducted, Minutes and Action taken reports are maintained by each committee.
3	Strengthening the Industry Institute Interaction.	<ul style="list-style-type: none"> <li>As per the suggestions given by Dr. P. V. Parameswaran, it is made mandatory to conduct atleast two industry expert sessions per month by each department. 30 industry interactions are conducted from Jan 2023 till date.</li> <li>Number of Internships in 2022-23=174(till date)</li> <li>Number of MoUs = 03 signed , 04(in process)</li> </ul>



Prof. Leena V Ladge

**IQAC Coordinator**

February 11, 2023



Dr. Atul Kemkar

**Principal**




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