



Graduate School of
Technology
RISE WITH EDUCATION

Minutes of the Meeting INTERNAL QUALITY ASSURANCE CELL

Date:	September 29, 2018
Convenor:	Dr. Vikram S Patil, Principal & IQAC Chairperson
Time:	10:30 a.m. – 12:30 p.m.
Venue:	Seminar Hall

Dr. Vikram S Patil, Principal extended a warm welcome to all the members. Prof. Prasad Iyer informed the members about a few changes in the constitution of IQAC from Academic Year 2018-19. Prof. Leena V Ladge was given the charge as IQAC coordinator and Mr. Nikhil Ambati, President of Student Council was inducted as the Student Representative.

Minutes of the meeting:

1. Confirming minutes of previous IQAC meeting:

The Minutes of third IQAC Meeting conducted on June 09, 2018, was presented by Prof. Leena Ladge, to all the members along with the action taken report. The same was approved by all the members.

2. Discussion on NAAC accreditation findings:

Dr. Rajesh Kadu, NAAC coordinator presented the NAAC peer team visit assessment report. The report included observations about Qualitative Metrics. The remarks given for Criteria 1 and 2 by the Peer team during their visit were well appreciated.

Each criterion was studied in detail. It was discussed that following criteria points could have been given more marks:

- 2.2.1. *The institution assesses the learning levels of the students, after admission and organizes special programs for advanced learners and slow learners.*
- 2.3.1. *Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences.*

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- 2.5.1 Reforms in Continuous Internal Evaluation (CIE) system at the institutional level
- 2.5.2. Mechanism of internal assessment is transparent and robust in terms of frequency and variety
- 3.4.1. Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development during the last five years
- 7.2.1. Best practices:
- 7.3.1. Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

3. Discussion on application for Appeal for grade change:

It was informed that the NAAC portal will remain open till Oct 06, 2018 for appeal application. Prof. Sumitra P. and Prof. Prasad I. informed the members that as per the appeal process, an appeal for Grading as well as General grievance can be made, by writing a report for each, in less than 1000 words. Therefore it was decided to prepare the report for appeal which is based on the Peer Team's Metric-wise Score Report.

4. Approval of Institute Objectives


Following Institute Objectives for Academic Year 2018-19 were discussed and approved by the members.

- 1) To provide Value based education using at least one innovative teaching methods and one ICT tool per course.
- 2) To strengthen the Industry-Institute Interaction to qualify for the third round of AICTE-CII survey.
- 3) To promote Self- Learning amongst students for atleast 25%students from each class.

Following two objectives were to be taken by all the departments.

- 1) To enhance Research & Development activities amongst students and faculty members.(at least 10 publications from students & publications at least by




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50% of department faculty strength, at least one research grant per department, at least one activity on reading/writing research paper & creating a review paper)

- 2) To promote entrepreneurship by encouraging students to take up innovative projects.(at least one from each department)

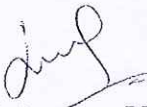
5.Any other matter discussed


- 1) *It was discussed that additional add-on courses will be planned and innovative teaching methods would be included in the curriculum development.*
- 2) *The students and faculty shall be encouraged to enrol and complete online certifications for profile-building.*
- 3) *Measures to increase the footfall in library shall be taken.*
- 4) *Remote access for journals to faculty was decided to be implemented.*
- 5) *It was discussed to implement the Academic Performance Indicators as part of Appraisals from current year.*

6. Next IQAC Meeting:

It was decided to have the next IQAC meeting tentatively scheduled in May/June 2019 with the purpose of monitoring the progress of all departments and sections during the academic year 2018-19.

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


Prof. Leena V Ladge
IQAC Coordinator


Dr. Vikram S Patil
Principal





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Internal Quality Assurance Cell Meeting

Date: Sep 29, 2018

NO.	NAME	DESIGNATION	SIGNATURE
1.	Dr. Vikram S Patil	IQAC Chairperson , Principal	
2.	Prof. Leena Ladge	Assistant Professor, Information Technology & IQAC Coordinator	
3.	Prof. K Venkatramani	Management Representative	—
4.	Dr. Sanjay Saraswat - Vice President-India R&D, Airspan Networks	Industry Representative	
5.	Mr. S. Srinivasan - Head-Customer Relations, Siemens Healthcare Pvt. Ltd.	Parent Representative	
6.	Dr. Manasi M Karkare	Dean - H & AS	 29.9.18
7.	Dr. Atul N. Kemkar	HOD- Electronics & Telecommunication Engineering	
8.	Dr. Rizwana Shaikh	HOD - Computer Engineering	
9.	Dr. Lakshmi Sudha	HOD - Information Technology	
10.	Dr. Rupendra S. Nehete	HOD - Mechanical Engineering	
11.	Prof. Seema Khan	I/c - T&P Cell	
12.	Prof. Shubhangi Kadu	I/c - Examination Cell	 29/9/18
13.	Prof. Sumitra Padmanabhan	I/c - Students' Council	
14.	Dr. Rajesh Kadu	NAAC Coordinator	
15.	Mrs. V. Vijayalakshmi	Office Superintendent	
16.	Mr. Ramesh Bidi	Librarian	
17.	Mr. Sailkrishna	I/c - Network Administration	
18.	Mr. Saurabh Prabhu - Research Analyst, Crisil Ltd.	Alumni Representative	
19.	Mr. Nikhil Ambati	President, Student Council	

20. Prof. Prasad B. Iyer HOD - Printing & Packaging Technology

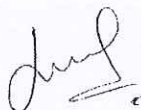


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Action Taken Report on the decisions of the IQAC meeting held on September 29, 2018

To implement the decisions of the 4th meeting of the IQAC, the following actions were taken:

Sl.No.	Decision	Action Taken
1	Appeal to NAAC for grade change	The detailed report was prepared and application of Appeal for Grade Change was submitted to NAAC on October 05, 2018.
2	Institute Objectives for Academic Year (AY) 2018-19	All the departments are asked to plan the Department Objectives for the current AY which are in line with Institute Objectives and also plan the action plan & its tracking.
3	Innovative teaching methods	Seminars, Innovative Assignments, Innovative Experiments, Field visit, Expert talk, Project Exhibition Etc. can be included in the curriculum development as innovative teaching methods
4	Library footfall	Books for general reading and competitive exams would be purchased.
5	Academic Performance Indicators(API)	Prof. Sumitra P and Prof. Prasad Iyer have started preparing the API form which would be a part of Appraisals from current year. under the guidance of Principal



Prof. Leena V Ladge

IQAC Coordinator



Dr. Vikram S. Patil

Principal




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