

<b>Date:</b>	January 30, 2021
<b>Convenor:</b>	Dr. Atul N Kemkar, Principal & IQAC Chairperson
<b>Time:</b>	11:00am - 12:30pm
<b>Venue:</b>	Microsoft Teams Meeting

A warm welcome to all the members was extended by Dr. Atul N Kemkar, Principal, SIESGST. Prof. Leena Ladge, IQAC Coordinator, informed the members about Dr Saraswat and Mr. C. Subramaniam could not be present for the meeting due to personal reasons.

### Minutes of the meeting:

#### 1. Confirming minutes and Action taken report of 10th IQAC Meeting:

Prof. Leena Ladge presented the Minutes of 10<sup>th</sup> IQAC Meeting conducted on November 21, 2020, along with the action taken report. All the members approved the same.

#### 2. Discussion on Initiatives taken since last meeting:

Various initiatives taken by the Institute since last IQAC meeting were informed by Prof. Leena Ladge which are listed as below.

- A session on "Guidance on preparing for GRE & Higher Studies in USA", by Ms. Susan Culanguttil, Cummins Inc. Indiana, USA, was organised by T&P Cell on Nov 28, 2020.
- Tree Plantation Drive by NSS on Nov 28-30, 2020.
- Student council & WDC conducted seminar on "Women Empowerment", by Ms. Lavanya Shanbhogue on Dec 21, 2020.
- Ideation - Idea Generation Competition was organised by IETE Students' Forum in collaboration with EDC and NGO Blue Ribbon on Dec 30, 2020.
- 16 FE Admission Webinars conducted on Saturdays from August'20 - January'21. One Mock CET Test was also conducted.
- FE Induction Program was conducted by H & AS department and Student Council from Jan 18-23, 2021
- 72 hours Project Building event "Bugs Squash FH2021" conducted by ISTE & Student Council during Jan 20-25, 2021, to provide solutions for in-house problem statement.
- Face Recognition for Attendance



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## Minutes of the Meeting INTERNAL QUALITY ASSURANCE CELL

- ✓ Mask Detection
- ✓ One point app for storing notes and assignments
- ✓ Energy Audit
- Academic Audits and DAB meetings conducted in Jan 3rd Week, 2021.
- ISTE approved STTPs by departments conducted in 3rd Week of Jan, 2021.
  1. "Block Chain Technologies", organized by CE Dept from Jan 04-09, 2021.
  2. "Adhesives and Coatings for Printing & Packaging Industry", organized by PPT Dept. from Jan 11-16, 2021.
  3. "Recent Trends in Wireless Technologies", organized by EXTC & IT Dept from Jan 18-23, 2021.
- Dr. K. Lakshmi Sudha, Prof. Bushra S and Mr. Karthik M. from Dept. of IT, have completed the consultancy project "Document Gathering App" for Ellipsis RBS, Mumbai, during the period of January 2020 to December 2020.
- Two copyrights filed by Dr. R. Nehete and Dr. Pradip P, faculty of MECH Dept.
- ISHRAE Students' Chapter installed in Nov 2020.
- DST Research Proposals submitted
  - ✓ 03 by MECH Dept.
  - ✓ 01 by IT Dept.
  - ✓ 01 by PPT Dept.
  - ✓ 02 by EXTC Dept.
  - ✓ 03 by CE Dept
- Inclusion of Performance indicators for all assessment strategies and
- Inclusion of at least one experiment to be conducted through Virtual lab – CE Dept
- IEEE SIES GST conducted its National Technical Festival online from Jan 24-31, 2021.
- MoU signed with BSNL in December 2020.

Prof. Prasad Iyer put on record that in Dec 2020, one of PPT students, Mr. Aditya B, has worked in R&D of Aerosol cans, for a company in Hyderabad and developed sustainable --Nitrogen as propellant instead of Hydrocarbon. Dr. K. Lakshmisudha also informed that the work of project group working under her guidance, would be published in Book series Springer Nature in April 2021.



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### **3. Review of preparedness of NBA:**

Prof. Prasad Iyer informed that the peer visit of NBA for the accreditation of CE, EXTC, IT and ME was expected in Mar-April 2021, which was postponed due to Pandemic. He also informed that institute has received mail from NBA stating that NBA is looking for the options on how the evaluation could be carried. As requested by NBA, new dates for peer visit are given, starting from March 12, 2021. Mock NBA assessment would be carried out tentatively on February 13, 2021.

He also mentioned that since January 2021, all the teaching and non-teaching staff is reporting to college everyday despite pandemic, carrying out NBA related work.

Hon. Advisor Dr. P. V. Parameswaran appreciated all the staff members for their continuous efforts.

Prof. Sumitra Iyer informed that Institute level documents are ready and department files are almost ready as per the given list.

### **4. Review of NAAC & AQAR completion:**

Prof. Sumitra Iyer informed that all the data of NAAC has been uploaded for reassessment except FE admission data and pending results. As instructed by NAAC, application for reopening of the portal has been sent. For AQAR, data is ready for 2017-18 and for 2019-20, data of FE admission will be filled only after all the admissions are done.

Dr. P. V. Parameswaran advised that the institute should continuously follow up with the University of Mumbai to get the updates on KT results.


Prof. Venkatramani suggested that few University related information is to be verified before the NAAC data is submitted.

### **5. Review of startup policy as per AICTE-NISP:**

Prof. Sumitra Iyer informed that AICTE has made it mandatory to have Start-up Policy. The process given by AICTE has been completed, policy has been drafted and submitted to the Principal for approval. She also mentioned that Startup activities would be open to students, alumni and faculty, where facility would be provided by the Institute.

Mr. Saurabh Prabhu gave many suggestions for building the Incubation Cell.



  
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**6. Any other matter (if any) with the permission of the Chair:**

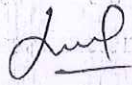
Prof. Venkatramani gave inputs on building the Incubation Cell and the activities under the Cell.

Dr. Atul N Kemkar informed the members that application is submitted for three additional UG courses and two PG courses. He also informed that Institute has applied for an additional intake of 60 in the branch of IT.

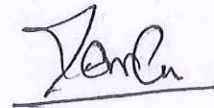
Mr. Saurabh suggested for getting data on cut-off for FE admission which can help in branding the Institute.

Mr. Prathamesh appreciated the efforts taken by Mr. Saurabh and the entire Alumni Cell in successful conduction of Induction Program for newly admitted FE students.

Lastly Dr. Aparna Bannore, Vice Principal, proposed vote of thanks and the meeting was concluded.



Prof. Leena V Ladge  
**IQAC Coordinator**



Dr. Atul Kemkar  
**Principal**



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### Internal Quality Assurance Cell Meeting

Date: January 30, 2021

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



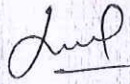
  
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## Action Taken on Decisions of 11<sup>th</sup> Meeting INTERNAL QUALITY ASSURANCE CELL

**Action Taken Report on the decisions of the IQAC meeting held on January 30, 2021.**

To implement the decisions of the 11<sup>th</sup> meeting of the IQAC, the following actions were taken:

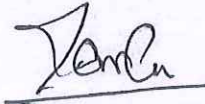
Sl. No.	Decision	Action Taken
1	NBA related Activities	<ul style="list-style-type: none"> <li>Mock NBA evaluation was conducted on February 13, 2021 for the department of CE, EXTC, IT &amp; ME.</li> <li>NBA Peer Team Visit was completed on March 26-28, 2021.</li> </ul>
2	NAAC submission	<ul style="list-style-type: none"> <li>NAAC Reassessment SSR was submitted on April 12, 2021.</li> <li>NAAC has started with Student Satisfaction Survey (SSS) April 16- May 15, 2021.</li> <li>Data Verification &amp; Validation (DVV) of the SSR submitted has been initiated from April 28, 2021.</li> </ul>
3	Submission of AQAR	<ul style="list-style-type: none"> <li>AQAR 2017-18 submitted on April 12, 2021 and was approved on April 16, 2021.</li> <li>AQAR 2018-19 already submitted and approved in Nov 2019.</li> <li>AQAR 2019-20 submitted on April 12, 2021, but was resubmitted as portal was again opened for confirmation. Therefore it was resubmitted on April 27, 2021 and was approved on April 27, 2021.</li> </ul>



Prof. Leena V Ladge

**IQAC Coordinator**

April 30, 2021



Dr. Atul Kemkar

**Principal**




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