

INTERNAL QUALITY ASSURANCE CELL (IQAC)

AQAR for Academic Year 2016-17

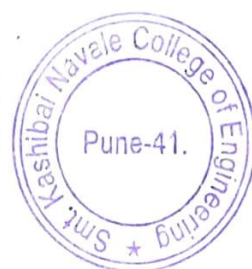
On the recommendations of NAAC, Bangalore, the Internal Quality Assurance Cell (IQAC) is formed on 26th December 2016 with the responsibility of implementation of post-accreditation initiatives added. Since quality enhancement is a nonstop process, the IQAC becomes a part of the institution system and work towards realization of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic enhancement in the overall performance of institutions. For this, during the post-accreditation period, it has channelized all efforts and measures of the college towards promoting its holistic academic excellence.

Objective

The Primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

Functions of the IQAC are:

- To develop and apply the quality benchmarks/parameters for various academic and administrative activities of the college;
- facilitate the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters of higher education;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes/activities leading to quality improvement;
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- Development of Quality Culture in the institution;
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

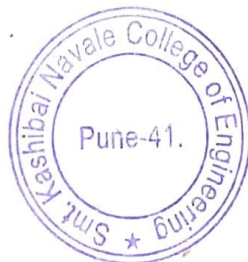


Sinhgad Technical Education Society's
Smt. Kashibai Navale College of Engineering,
Vadgaon (Budruk), Pune
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 26/12/2016

The composition of the IQAC is as follows.

| Ex-officio Chairperson | | |
|--------------------------------|------------------------|-------------------------------------|
| Prof. (Dr.)A. V. Deshpande | | Principal |
| Coordinator | | |
| Dr. S. K. Pathan | | Professor |
| Management Representative | | |
| 1 | Prof. M. G. Bhat | Director, Engineering |
| 2 | Prof. S. B. Pharkute | Director, Academics |
| Teaching Faculty | | |
| 1 | Dr. P. N. Mahalle | Head, Dept. of Computer Engg. |
| 2 | Dr. A. P. Pandhare | Head, Dept. of Mechanical Engg. |
| 3 | Dr. S. M. Jagtap | Head, Dept. of E & TC |
| 4 | Prof. R. H. Borhade | Head, Dept. of IT |
| 5 | Prof. M. S. Alandkar | Head, Dept. of Engg. Sciences |
| 6 | Dr. M. R. Shaikh | Head, Dept. of Management Studies |
| 7 | Mrs. S. M. Ingawale | Women Redressal In-charge |
| 8 | Mr. J. B. Ambar | Sports In-charge |
| 9 | Prof. Igatpure | Cultural In-charge |
| Community representatives | | |
| 1 | Mr. Harish Padhye | Nominee of Parent |
| Industrialists | | |
| 1 | Dr. Dattatray Parle | Principal consultant, INFOSYS, Pune |
| 2 | Mr. Milind Ankaleshwar | Director, Mass Technologies, Pune |
| Administrative/Technical staff | | |
| 1 | Mrs. K. S. Borgave | Registrar |
| 2 | Mr. Amrish Mhasatkar | Training and Placement Officer |
| Students | | |
| 1 | Mr. Akshay Bay | Nominee of Student's Representative |
| 2 | Ms Neha Chippa | Nominee of Student's Representative |
| Alumni | | |
| 1 | Mr. Sanjyot Shah | Alumni |




Dr. A. V. Deshpande
Principal


Smt. Kashibai Navale College of Engineering,
Vadgaon(Bk), Pune
Internal Quality Assurance Cell

ATTENDANCE REPORT

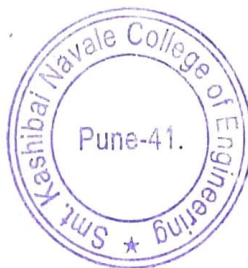
Meeting held on December 26th, 2016 @ 2.30 PM

The first IQAC meeting of Smt. Kashibai Navale College of Engineering, Pune was held on 26th December 2016 @ 2.30pm at Conference Room. Following members were present.

| Ex-officio Chairperson | | |
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| Prof. (Dr.)A. V. Deshpande | | Principal |
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Dr. A. V. Deshpande
PRINCIPAL and IQAC Chairman


Dr. S. K. Pathan
Coordinator IQAC



**Smt. Kashibai Navale College of Engineering,
Vadgaon(Bk), Pune
Internal Quality Assurance Cell**

Minutes of IQAC Meeting held on December 26th, 2016 @ 2.30 PM

The first IQAC meeting of Smt. Kashibai Navale College of Engineering,, Pune was held on 26th December 2016 @ 2.30pm at Conference Room

The following points were discussed

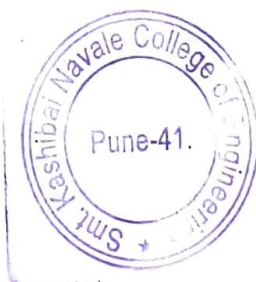
- The IQAC chairman extended warm welcome to the members of IQAC especially external members Dr. Dattatray Parle and Mr. Milind Ankaleshwar and management members Prof M. G. Bhat and Prof S. B. Pharkute.
- After a brief round of introduction, Dr. A. V. Deshpande, Chairman IQAC gave overview of administrative and academic activities of the college. His presentation covered details of academic monitoring system, research activities and students and faculty achievements.
- Dr. Dattatray Parle emphasized the need for outcome based analysis in academics with various examples of national and international organizations. He explained the terms of quality assurance and quality improvement with respect to academics.
- Dr. Dattatray Parle also suggested that the IQAC has to set a system to check the various academic parameters functioning by means of rigorous auditing system. All the systems should be outcome based. For example if students' attendance is monitored, then the outcome will be in terms of improvement in % of attendance.
- Mr. Milind Ankaleshwar suggested having students' satisfaction index by setting up the institute own target. He suggested defining POs and PEOs and setting up audit parameters based on the students' satisfaction.
- It was resolved to carry out outcome based analysis with respect to at least one parameter such as attendance monitoring and improvement in % of attendance.
- It was decided to set up methodology for academic audit with respect to students' satisfaction and teacher's efficiency/ achievements.
- Revised format based on AQAR was shared by the management members. Frequency of data collection was decided to be 2 times a year. It was decided to circulate it to all departments and data will be collected by 1st week of October i. e. immediately after the term end.
- External members shared their thoughts on quality assurance and improvement and extended their availability to help.
- It was unanimously decided that the next meeting of IQAC will be held in the month of January 2017 to finalize the IQAR and audit methodology.
- The meeting concluded with vote of thanks.


Dr. A. V. Deshpande

PRINCIPAL and IQAC Chairman


Dr. S. K. Pathan

Coordinator IQAC





Smt. Kashibai Navale College of Engineering,
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Internal Quality Assurance Cell

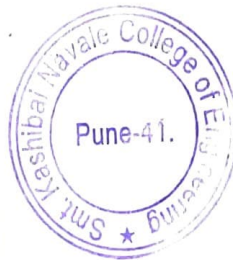
ACTION TAKEN REPORT
Meeting held December 26th, 2016 @ 2.30 PM

The first IQAC meeting of Smt. Kashibai Navale College of Engineering, Pune was held on 26th December 2016 @ 2.30pm at Conference Room.

| Sr. No. | Point Discussed / Decision Taken | Action Taken |
|---------|---|--|
| 01 | Dr. Dattatray Parle emphasized the need for outcome based analysis in academics with various examples of national and international organizations. | All HoD have asked to prepare outcome based analysis. |
| 02 | Dr. Dattatray Parle also suggested that the IQAC has to set a system to check the various academic parameters functioning by means of rigorous auditing system. | Different format is to be framed by IQAC Coordinator as per suggestions |
| 03 | Mr. Milind Ankaleshwar suggested defining POs and PEOs and setting up audit parameters based on the students' satisfaction. | Briefing about POs and PEOs are noted by HoD and accordingly instructed to respective faculty. |
| 04 | Revised format based on AQAR was shared by the management members. | Frequency of data collection was decided to be 2 times a year. It was decided to circulate it to all departments and data will be collected by 1st week of October i. e. immediately after the term end. |
| 05 | It was unanimously decided that the next meeting of IQAC will be held in the month of January 2017 to finalize the AQAR and audit methodology. | All HoD and IQAC coordinator have discussed and finalize timely manner of AQAR preparation. |


Dr. A. V. Deshpande
PRINCIPAL and IQAC Chairman


Dr. S. K. Pathan
Coordinator IQAC




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ATTENDANCE REPORT

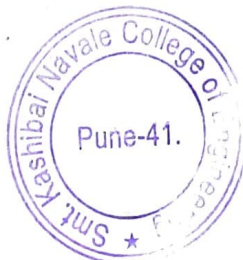
Meeting held on March 20th, 2017 @ 2.30 PM

The second IQAC meeting of Smt. Kashibai Navale College of Engineering,, Pune was held on 20th March 2017 @ 2.30pm at Conference Room. Following members were present.

| Ex-officio Chairperson | | |
|--------------------------------|------------------------|-------------------------------------|
| Prof. (Dr.)A. V. Deshpande | | Principal |
| Coordinator | | |
| Dr. S. K. Pathan | | Professor |
| Management Representative | | |
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Dr. A. V. Deshpande
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Dr. S. K. Pathan
Coordinator IQAC




**Smt. Kashibai Navale College of Engineering,
Vadgaon(Bk), Pune**
Internal Quality Assurance Cell

Minutes of IQAC Meeting held on March 20th, 2017 @ 2.30 PM

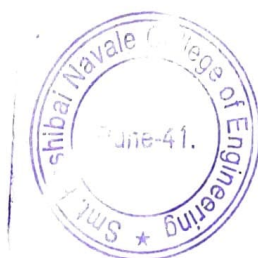
The second IQAC meeting of Smt. Kashibai Navale College of Engineering,, Pune was held on 20th March 2017 @ 2.30pm at Conference Room.

The following points were discussed

- The IQAC chairman extended warm welcome to the members of IQAC especially external members Mr. Milind Ankaleshwar and management members Prof M. G. Bhat and Prof S. B. Pharkute.
- After a brief round of introduction, Dr. A. V. Deshpande, Chairman IQAC gave overview of administrative and academic activities of the college. His presentation covered details of academic monitoring system, research activities and students and faculty achievements and also compliances of the task taken on board in first meeting of IQAC held on 26th December 2016.
- Mr. Milind Ankaleshwar appreciated the efforts taken for quality improvement in academics. Every department ensure that 100% syllabus is completed by faculty members. All the assignment in the practical were taken and it is ensured through feedback taken from the students.
- Students are encouraged to take participation in curricular and extracurricular activities and student's achievement significantly can be seen the prizes and awards got to the students and college and department.
- Faculties are promoted to attend workshop and seminar conducted outside of institutes; faculty are ask to submit research and project proposals to various funding agencies like university, AICTE, DRDO.
- Mr. Milind Ankaleshwar suggested having students' satisfaction index by setting up the institute own target. As per his suggestion on the first meeting POs and PEOs have been framed, and also revised to some extent.
- As per last meeting carried out outcome based analysis with respect to at least one parameter such as attendance monitoring and improvement in % of attendance is discussed till now it is not done, it is resolved that it will be done in next semester.
- Revised format based on AQAR was shared by the management members. Frequency of data collection was decided to be 2 times a year. It was decided to circulate it to all departments and data will be collected by 1st week of April i. e. immediately after the term end.
- External members shared their thoughts on quality assurance and improvement and extended their availability to help.
- It was unanimously decided that the next meeting of IQAC will be held in the month of September 2017.
- The meeting concluded with vote of thanks.


Dr. A. V. Deshpande
PRINCIPAL and IQAC Chairman


Dr. S. K. Pathan
Coordinator IQAC





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**ACTION TAKEN REPORT
Meeting held on March 20th, 2017 @ 2.30 PM**

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| Sr. No. | Point Discussed / Decision Taken | Action Taken |
|---------|--|---|
| 01 | Mr. Milind Ankaleshwar appreciated the efforts taken for quality improvement in academics. Every department ensure that 100% syllabus is completed by faculty members. | All HoD have asked to communicate the respective faculty. |
| 02 | Students need to encouraged for participation in curricular and extracurricular activities | All the students are motivated for curricular and extracurricular activities through Teacher Guardian faculty. |
| 03 | Faculty need to motivate for attending workshop and seminar conducted outside of institutes. | All HoD have asked to communicate the respective faculty. |
| 04 | As per last meeting carried out outcome based analysis with respect to at least one parameter such as attendance monitoring and improvement in % of attendance is discussed till now it is not done. | It is resolved that it will be done in next semester. |
| 05 | Revised format based on AQAR was shared by the management members. Frequency of data collection was decided to be 2 times a year. | It was decided to circulate it to all departments and data will be collected by 1st week of April i. e. immediately after the term end. |


Dr. A. V. Deshpande
PRINCIPAL and IQAC Chairman


Dr. S. K. Pathan
Coordinator IQAC

