

**Sinhgad Technical Education Society's**  
**Sinhgad Academy of Engineering, Kondhwa (Bk), Pune-48**

**Internal Quality Assurance Cell**

**Summary of Action Taken on the Decisions of IQAC Meetings for AY 2020-21**

Meeting Date	Planned Activity	Action Taken
14/07/2020	Strategies of online teaching platform should be improved and for the same Microsoft Team is finalized.	Training of faculty and students was conducted to get familiar with new features of MS Teams Platform
	Virtual practical performance of the students, VLAB from IIT Bombay has been incorporated.	Successfully conducted practicals for mapped labs with SPPU syllabus
	Conduct Faculty Development Program in online mode based on current trends.	Successfully conducted FDPs in online mode
30/09/2020	Review of decided activities was taken	Lectures conducted on MS Teams
		VLab practical's were conducted successfully
	Conduct In-Sem examination in virtual mode using Google/ MS Teams form.	Online In-Sem examinations conducted successfully
15/01/2021	Precautionary measures to be taken before the start of offline classes were discussed and finalised.	Posters, thermometer and hand sanitizers were purchased. Sanitization was carried out for entire premises.
	To maintain the VLAB conduction records	Attendance record for the nodal centre is verified
	Organize National/International conference in online mode.	National conference in online mode was successfully conducted.

24/06/2021	SSR should be prepared in accordance with the revised guidelines	Revised format of SSR was circulated to all the members.
	AQAR's were appreciated and suggested for better activities in near future	Successful conduction of National Conference



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