

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

Internal Quality Assurance Cell

Minutes of Meeting

Date: 14/07/2020

Time: 11.00 am

First meeting of AY 2020-21 Internal Quality Assurance Cell (IQAC) of Sinhgad Academy of Engineering, Pune was held on 14th July 2020 at 11.00 am using online platform.

Principal, Dr. K. P. Patil, (Chairman, IQAC) was in the chair and following members were present for the meeting:

Dr. K. M. Gaikwad, Dr. M. S. Gaikwad, Dr. S. D. Lokhande, Prof. A. N. Adapanawar, Dr. Daljeet Kaur, Dr. N. P. Dharmadhikari, Prof. B. B. Gite, Prof. R. B. Bajare, Prof. S. S. Yevale, Prof. A. B. Ingole, Dr. D. K. Kamat, Mr. S. N. Kamat, Mr. Prajwal Deshmukh, Mr. Nitin Kudale, Mr. Jeevan Singh, Prof. S. S. Kulkarni (IQAC coordinator)

The following points were discussed:

1. The IQAC chairman welcomed all the members of IQAC.
2. To retain the quality of teaching learning process in pandemic situation of Covid-19, strategies of online teaching platform should be improved and for the same Microsoft Teams is finalized.
3. To strengthen the virtual practical performance of the students, VLAB from IIT Bombay has been incorporated.
4. It was decided to conduct Faculty Development Programmes in online mode based on current trends.
5. IQAC coordinator concluded the meeting with vote of thanks.



Prof. S. S. Kulkarni
IQAC Coordinator



Dr. K. M. Gaikwad
Vice-Principal



Dr. K. P. Patil
Principal

ACTION TAKEN REPORT 2020-21

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.

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

Internal Quality Assurance Cell

Minutes of Meeting

Date: 19/08/2019

Time: 11 am


First meeting of Internal Quality Assurance Cell (IQAC) of Sinhgad Academy of Engineering, Pune was held on 19th August 2019 at 11.00 am in Conference Hall of the Institute.


Principal, Dr. K. P. Patil, (Chairman, IQAC) was in the chair and following members were present for the meeting:


Prof. M. G. Bhat, Prof. S. B. Pharakute, Col. D. D. Daarke, Prof. S. S. Yevale, Prof. A. B. Ingole, Prof. B. B. Gite, Prof. A. N. Adapanawar, Prof. R. B. Bajare, Dr. Daljeet Kaur, Dr. D. K. Kamat, Mr. S. N. Kamat, Mr. Prajwal Deshmukh, Mr. Nitin Kudale, Mr. Shridhar Katti, Mr. Nivedit Mujumdar, Mr. Jeevan Singh and Prof. S. S. Kulkarni (IQAC Coordinator).

The meeting commenced with opening remark of the Principal about the overall successful performance of the previous year.

1. The IQAC coordinator welcomed all the members for the first meeting.
2. IQAC coordinator discussed activities planned for the Academic Year 2019-20.
3. It was decided to encourage students to register for online courses of NPTEL through Local Chapter of the Institute and to register for IIT Spoken Tutorial courses, also.
4. It was directed to increase efforts to make the Internship Cell more proactive for strengthening the interface of students with the industries.
5. Parent Teacher Meet feedback was reviewed and analyzed.
6. Names for Topics of Value Addition Programs (VAPs) as a part of Student Training Program (STP) 5 were finalized with necessary modifications.
7. It was directed to promote the students for pursuing higher studies in the fields of their interests in the Indigenous and Foreign Universities.
8. It was also told to motivate the students to undertake sponsored field projects through Industry Institute Interaction Cell (IIC).
9. Result analysis of previous academic year was critically reviewed and analyzed.


Prof. S. S. Kulkarni
IQAC Coordinator


Dr. K. M. Guikwad
Vice-Principal


Dr. K. P. Patil
Principal

ACTION TAKEN REPORT 2019-20

Meeting Date	Planned Activity	Action Taken
22/11/2019	It was directed to establish Competitive Examination Preparation Cell for supporting aspiring students to prepare for such examinations.	Competitive examination preparation cell for supporting aspiring students is established in the Institute
24/2/2020	Efforts should be increased to improve placements of final year.	The placement in the institute has been increased with very good percentage
	Efforts should be increased to improve students' internship with the help of Internshala.	Students' internship with the help of Internshala is increased
	Teachers to be encouraged to publish research papers in reputed conferences and journals notified by UGC.	Faculties have published research papers in reputed conferences and journals notified by UGC
05/06/2020	Initiate linkages with institutions for sharing research facilities	MOU with industries is established with Institute for sharing research facilities
	Apply for VLAB Nodal Centre from IIT for enhancement of Online Practical Exposure for various subjects to cope up with the pandemic situation.	VLAP nodal Centre from IIT Bombay is established with nodal centre number 204 and the same workshop successfully attended by faculties
	Channelize a common platform for effective implementation of online teaching learning process	MS-TEAMS is identified as common platform for effective implementation of online teaching learning process.



Prof. S.S.Kulkarni
IQAC Coordinator



Dr. K.M.Gaikwad
Vice Principal



Dr. K. P. Patil
Principal

IQAC MoM 2018-19

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

Internal Quality Assurance Cell

Minutes of Meeting

Date: 20/07/2018

Time: 11 am

First meeting of Internal Quality Assurance Cell (IQAC) of Sinhgad Academy of Engineering, Pune was held on 20th July 2018 at 11.00 am in Conference Hall of the Institute

Principal, Dr. K. P. Patil, (Chairman, IQAC) was in the chair and following members were present for the meeting:

Prof. M. G. Bhat, Prof. S. B. Pharakute, Col. D. D. Daarke, Prof. S.C. Shilwant, Dr. M. M. Sardeshmukh, Prof. B. B. Gite, Prof. A. N. Adapanawar, Prof. R. B. Bajare, Prof. S. P. Saptale, Dr. Daljeet Kaur, Prof. M. M. Patil, Mr. Yusuf Hakim, Mr. Shubham Dhumane, Mr. Nitin Kudale, Mr. Shridhar Katti, Prof. S. S. Kulkarni (IQAC Coordinator).

The meeting commenced with opening remark of the Principal about the importance of Internal Quality Assurance Cell and its functions.

1. The IQAC coordinator welcomed all the members for the first meeting.
2. IQAC coordinator discussed activities planned for the Academic Year 2018-19.
3. Direction was given by AMC members to submit research proposals by all departments with DST, AICTE along with BCUD, SPPU.
4. It was decided to encourage students to register for online courses of NPTEL through local chapter of the Institute and to register for IIT Spoken Tutorial courses also.
5. It was decided to establish Institute level Internship Cell to enhance the interface of students with the industries.
6. It was decided that all departments should conduct Parent Teacher Meet till end of July 2018.
7. Names for Topics of Value Addition Programs (VAPs) as a part of Student Training Program (STP) 5 were finalized with necessary modifications.
8. It was proposed and planned to organize a National Conference by Departments of Mechanical Engineering.



Prof. S. S. Kulkarni
IQAC Coordinator



Dr. K. P. Patil
Principal

ACTION TAKEN REPORT 2018-19

Sinhgad Technical Education Society's
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Internal Quality Assurance Cell

Summary of Action Taken on the Decisions of IQAC Meetings for AY 2018-19

Meeting Date	Planned Activity	Action Taken
20/07/2018	It was decided to encourage students to register for online courses of NPTEL through Local Chapter of the Institute and to register for IIT Spoken Tutorial courses also.	The count of faculties and students registration for NPTEL through local chapter is increased
	Increase efforts to make the Internship Cell more proactive for strengthening the interface of students with the industries.	The count of students taking internship is increased
	Names for Topics of Value Addition Programs (VAPs) as a part of Student Training Program (STP) 5 were finalized with necessary modifications	Value added program as a part of STP 5 is conducted successfully for final year students
	It was decided to motivate the students to undertake sponsored field projects through Industry Institute Interaction Cell (IIC)	Students have taken sponsorship for their projects through IIC cell with the help of MOUs
18/10/2018	The feedbacks of students' regarding teaching learning practice adopted by the Institute and the Exit Survey conducted for the passed out batches were analyzed, discussed and finalized.	The exit survey from the final year students were taken with feedback regarding teaching learning practice
	NIRF formats and details to be submitted were discussed	Completed submission of data to NIRF
15/02/2019	It was suggested to increase the use of ICT in teaching learning process	Every faculty uses ICT tools in teaching learning process

Sinhgad Technical Education Society's
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Internal Quality Assurance Cell

Minutes of Meeting

Date: 12/10/2017

Time: 2.00 pm

Second meeting (AY 2017-18) of Internal Quality Assurance Cell (IQAC) of Sinhgad Academy of Engineering, Pune was held on 12th October 2017 at 2.00 pm in Conference Hall of the Institute.

Principal, Dr. K. P. Patil, (Chairman, IQAC) was in the Chair and following members were present for the meeting:

Dr. Kishor Patil, Prof. M. G Bhat, Prof. S. B. Pharkute, Prof. S. P. Saptale, Prof. B. B. Gite, Dr. M. M. Sardeshmukh, Dr. S. S. Kore, Prof. M. M. Patil, Mr. D. D. Daarke, Prof. R. B. Bajare, Mr. Nitin Kudale, Mr. S. Katti, Prof. S. S. Kulkarni (IQAC coordinator)

The following points were discussed and decisions were taken:

1. The IQAC Chairman welcomed all the members of IQAC.
2. The review of decided activities was taken for the last three months.
3. To encourage faculties and students for online certification courses like NPTEL / IIT Spoken Tutorial.
4. Entrepreneurship Development Cell coordinators of the Institute to arrange activities for the students.
5. To encourage faculties to use innovative methods in teaching learning.
6. IQAC coordinator concluded the meeting with vote of thanks.



Dr. K. P. Patil
Principal

ACTION TAKEN REPORT 2017-18

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 2017-18

Meeting Date	Planned Activity	Action Taken
24/08/2017	Encourage faculty for research activities and funds.	A grant of 16.6 Lac is obtained as a Research and Development Project fund
	Organize FDP/Workshop for Staff and students.	Two state level and one Institutional level workshops are conducted
	Start NPTEL Local Chapter in the name of Institute.	Local chapter is formed in the name of Sinhgad Academy of Engineering
12/10/2017	Encourage faculties and students for online certification courses like NPTEL/IIT Spoken Tutorial.	Registrations are done by faculties and students in both NPTEL and IIT Spoken Tutorial
	Encourage EDC Coordinators of the institute to arrange activities for the students.	Two seminars were conducted by ED cell of the institute for students
	Encourage faculties to use innovative methods in teaching learning.	Different ICT tools were adopted for teaching learning by the faculties
16/01/2018	Encourage faculty to attend FDPs / Workshops / Conferences.	Faculty attended count is increased for FDPs / Workshops
	AMCAT / QALR, VAP to be arranged for students.	AMCAT / QALR, VAP is arranged for students.
	Faculties are informed to complete K-Point video recording at the earliest so that students can access	All subject teachers recorded videos of their respective subjects on time and made available to everyone.
23/04/2018	SWOC analysis to be carried out by IQAC coordinator and HoDs.	SWOC analysis is carried out by IQAC coordinator along with HOD

Sinhgad Technical Education Society's
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Internal Quality Assurance Cell

Minutes of Meeting

Date: 24/11/2016

Time: 11.00 am

Second meeting (AY 2016-17) of Internal Quality Assurance Cell (IQAC) of Sinhgad Academy of Engineering, Pune was held on 24th November 2016 at 11.00 am in Conference Hall of the Institute.

Principal, Dr. K. P. Patil, (Chairman, IQAC) was in the Chair and following members were present for the meeting:

Dr. Kishor Patil, Prof. M. G Bhat, Prof. S. B. Pharkute, Prof. S. P. Saptale, Dr. Daljeet Kaur, Prof. B. B. Gite, Prof. M. M. Sardeshmukh, Prof. M. M. Patil, Dr. S. S. Kore, Mr. D. D. Daarke, Mr. Y. Hakim, Mr. Nitin Kudale, Mr. S. Katti, Prof. C.G Patil (IQAC coordinator)

The following points were discussed and decisions were taken:

1. The IQAC Chairman welcomed all the members of IQAC.
2. The review of decided activities was taken for the last three months.
3. Result Analysis of Academic Year 2015-16 was conducted and discussed.
4. Student feedback about teaching learning was analysed and guidelines were given.
5. To encourage students for the extension activities like social programmes conducted by NSS.
6. Institute is registered for IIT spoken Tutorial. To encourage students to take advantage of the same.
7. IQAC coordinator concluded the meeting with vote of thanks.



Dr. K. P. Patil
Principal

ACTION TAKEN REPORT 2016-17

Sinhgad Technical Education Society's
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Internal Quality Assurance Cell

Summary of Action Taken on the Decisions of IQAC Meetings for AY 2016-17

Meeting Date	Planned Activity	Action Taken
18/07/2016	Encourage faculty for research activities.	Research activity count is increased in the form of Paper presentation and Attending conferences
	Encourage students to attend skill development programmes.	Skill development program count is increased
	Encourage students for internship with industries	Students have enrolled for the internship programmes with industries
	Value Added Program for Final year students to be arranged and topic for the same to be finalized	Value Added Program is conducted for final year students of all the branches
24/11/2016	Student feedback about teaching learning is analyzed and guidelines were given.	Faculties whose feedback is less than 50% were counseled by HOD
	Institute is registered for IIT Spoken Tutorial. Encourage students to take advantage of the same.	Student chapter in the name of Sinhgad Academy of engineering is established and students have registered for the same.
	Encourage students for the extension activities like social programmes by NSS.	Have undergone few extension activities conducted by NSS
25/01/2017	Internet Bandwidth to be increased.	Internet Bandwidth has been increased from 12 MBPS to 55 MBPS
	AMCAT/QALR test to be conducted for all students.	Department wise AMCAT/QALR were conducted.