



Ref No: DYPCET/ENGG/ \_\_\_\_\_

Date: **27 FEB 2025**

## Meeting Notice

The meeting of **Internal Quality Assurance Cell (IQAC)** is arranged on **Saturday 01/03/2025** at **11.00 am**. All members are requested to attend the same.

**Meeting Venue:** Boardroom, DYPCET, Kolhapur.

### IQAC Meeting Agenda

Item 1: To confirm the minutes of previous meeting.

Item 2: Action taken report for ratification.

Item 3: To discuss Internal and External Academic Audit Reports of A.Y. 2023-24.

Item 4: To finalize the revised formats for Internal and External Administrative and Academic Audits.

Item 5: To discuss about Annual Self Appraisal Report of A.Y. 2023-24.

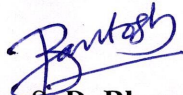
Item 6: To discuss and finalize Institutional Development Plan (IDP).

Item 7: To discuss about AQAR Report of A.Y. 2023-24.

Item 8: To discuss about pre-qualifier submission and preparedness of NBA Accreditation of five departments as per Tier- I format.

Item 9: To discuss about policies for Seed Funding and Incentives for Research Publications.

Item 10: Any other point with permission of chair.

  
**Dr. S. D. Bhopale**

Member Secretary, IQAC  
**DEAN QUALITY ASSURANCE**  
**D. Y. Patil College of Engineering**  
**And Technology.**  
**Kasaba Bawada, Kolhapur.**  
**(An Autonomous Institute)**





**Dr. S. D. Chede**  
Chairman, IQAC  
**PRINCIPAL,**  
**D. Y. Patil College of Engineering**  
**And Technology**  
**Kasaba Bawada, Kolhapur.**  
**(An Autonomous Institute)**



Ref. No.: DYPCET/ENGG/

Date: 03/03/2025

## Minutes of Meeting

The meeting of **Internal Quality Assurance Cell (IQAC)** was held on **Saturday 01/03/2025** at **11.00 am**. The meeting was chaired by Dr. S. D. Chede, Principal, DYPCET, Kolhapur.

- **Venue:** - Boardroom, DYPCET, Kolhapur.

Following members were present for the meeting

1	Dr. S. D. Chede	2	Dr. A. K. Gupta
3	Dr. L. V. Malade	4	Dr. K. M. Mane
5	Dr. S. J. Raykar	6	Dr. K. T. Jadhav
7	Ms. R. J. Dhanal	8	Dr. I. S. Jadhav
9	Dr. G. V. Patil	10	Dr. N. D. Sangale
11	Dr. Y. M. Patil	12	Mr. Indrajit Dalavi
13	Mr. Sachin Patil	14	Mrs. Snehal Mane
15	Mr. Abhishek Swami	16	Mrs. Shravani Patil
17	Mrs. Prachi Prasad Godhade	18	Dr. B. D. Jitkar
19	Mr. Akshay Talwekar	20	Dr. Mahesh B. Shelar
21	Dr. A. L. Jadhav	22	Dr. S. D. Bhopale

Following members conveyed their absentee due to some important work before meeting:

1	Dr. Swapnil Hirkude	2	Dr. T. B. Mohite-Patil
3	Dr. S. V. Patil		

### Item No. 1: To confirm the minutes of previous meeting.

**Discussion:** Meeting started with welcome of all the members. Dr. S. D. Bhopale Dean Quality Assurance presented MoM of previous meeting held on 23/01/2024. The members are discussed about the implementation of NEP 2020 in DYPCET.





**Resolution:** All the minutes of previous meeting were approved by committee members.

**Item No. 2: Action taken report for ratification.**

**Discussion:** Dean Quality Assurance explained the action taken on the suggestions given by IQAC members in previous meeting. The members appreciated the action taken, as almost all the suggestions are incorporated.

**Resolution:** All the members agreed & approved the action taken report.

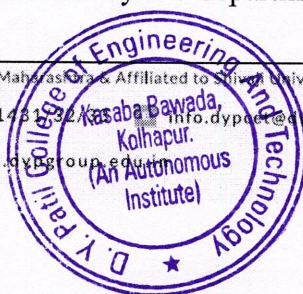
**Item No. 3: To discuss Internal and External Academic Audit Reports of A.Y. 2023-24.**

**Discussion:** The summary of Internal & External Audit report of all departments for Academic Year 2023-24 were presented for the information. Dr. S. J. Raykar suggested the recommendations & observation should be categorized as minor & major suggestions and audit should be categorized into two categories. 1. Documents required for only record. 2. Documents required for evaluation. Dr. Y. M. Patil also agreed on these suggestions. On this point Dr. L. V. Malade suggested to put the document which were not to be evaluated to be recorded into the department profile.

**Resolution:** It was resolved to keep the documents into two categories as documents only for records and documents to be evaluated in the Internal & External Academic and Administrative Audit formats.

**Item No. 4: To finalize the revised formats for Internal and External Administrative and Academic Audits.**

**Discussion:** The revised formats for both Internal & External Academic and Administrative Audit were presented to the members. After detailed discussion all the members expressed their views to have the same formats for Internal & External Academic Administrative Audit. Mr. Sachin Patil suggested to keep the compliance of previous audit at the beginning of Internal & External Academic and Administrative Audit format. So that the Action taken by the department are verified. Dr. L. V. Malade





suggested to provide the list of files to be maintained for Internal and External Academic and Administrative Audits and prepare the suggestion sheet for evaluators as per criteria's.

**Resolution:** All the members unanimously resolved to have the same format for Internal & External Academic and Administrative Audit.

**Item No. 5: To discuss about Annual Self Appraisal Report of A.Y. 2023-24.**

**Discussion:** Dean Quality Assurance presented the summarized self-appraisal reports of both the Teaching and Non-teaching staff for academic year 2023-24. Dr. Y. M. Patil suggested to keep some threshold for evaluation and also suggested to provide the SAR formats to faculty well in advance. Further heads of department requested to include them in the committee for counselling session or any action taken on the teaching and non-teaching staff members who were failed to pass the threshold.

**Resolution:** It was resolved to provide SAR formats well in advance to all staff members and to include heads of department in the counselling committee.

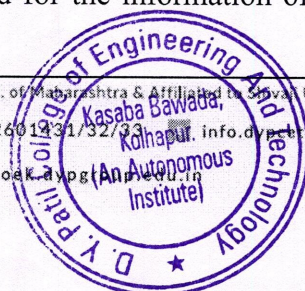
**Item No. 6: To discuss and finalize Institutional Development Plan (IDP).**

**Discussion:** The draft copy of Institutional Development Plan (IDP) was displayed to all the members for discussion & suggestions. Mr. Indrajit Dalavi suggested to plan for approaching area wise industrial associations for involvement of industries into the Industry Institute interaction to enhance the industrial projects and consultancy. Mr. Sachin Patil expressed that the heads of department must visit at least two industries in each semester to establish good relationship with the company.

**Resolution:** It was resolved that to include faculty internship and visit of heads of department to various industries for enhancing industry institute interaction into the plan.

**Item No. 7: To discuss about AQAR Report of A.Y. 2023-24.**

**Discussion:** The AQAR report of Academic Year 2023-24 and NIRF report of Academic Year 2023-24 was displayed for the information of the all the members. Further all the





members were informed regarding acceptance of AQAR of Academic Year 2023-24 by the NAAC office.

**Resolution:** All the members appreciated efforts taken by the institute.

**Item No. 8: To discuss about pre-qualifier submission and preparedness of NBA Accreditation of five departments as per Tier- I format.**

**Discussion:** Discussion on NBA preparedness and prequalifier was done. The timeline for the same was shown to all the members.

**Resolution:** It was resolved to go for NBA as per the institute plan.

**Item No. 9: To discuss about policies for Seed Funding and Incentives for Research Publications.**

**Discussion:** The current policies of seed funding and incentives for research publications were brought to the notice of the members by Dean R & D, Dr. A. L. Jadhav and appeal for the suggestions into it. Dr. L. V. Malade suggested to give more priority to Journal Citation Report of the publication and also consider the corresponding author while giving incentives for the research publication.

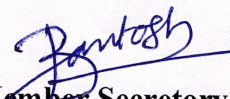
**Resolution:** It was resolved to revise the seed funding and incentives for research publication policy accordingly by Dean R & D.

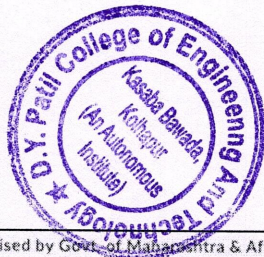
**Item No. 10: Any other point with permission of chair.**

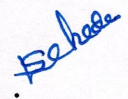
**Discussion:** The students representative expressed the need to include the long-term projects starting from Second year to Final year so that the quality publication can be done. Further the girl student representative expressed need for the college hostel.

**Resolution:** It was resolved to inform the same to the higher authorities.

The meeting was concluded with vote of thanks by Dr. S. D. Bhopale, Dean Quality Assurance.

  
**Member Secretary**  
**IQAC Committee**



  
**Chairman**  
**IQAC Committee**  
**PRINCIPAL**

Approved By AICTE, New Delhi, Recognised by Govt. of Maharashtra & Affiliated to Shivaji University, Kolhapur.

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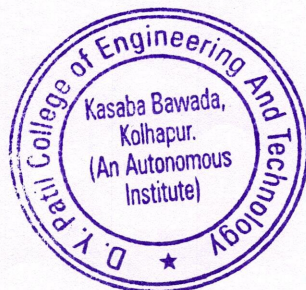
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### Meeting Attendance

Following members were present at the meeting of **Internal Quality Assurance Cell (IQAC)** held on **Saturday, 01/03/2025 at 11.00 am.**

Sr. No.	Name of Member	Department	Role	Signature
1	Dr. S. D. Chede	Principal	Chair Person	
2	Dr. A. K. Gupta	Executive Director	Management Representative	
3	Dr. L. V. Malade	Registrar	Administrative Officer	
4	Dr. T. B. Mohite Patil	Elect. & Telecom. Engg.	Teacher Representative	- ABSENT -
5	Dr. S. J. Raykar	Mechanical Engg.	Teacher Representative	
6	Dr. K. M. Mane	Civil Engg.	Teacher Representative	
7	Ms. R. J. Dhanal	Computer Sci. & Engg.	Teacher Representative	
8	Dr. K. T. Jadhav	Chemical Engg.	Teacher Representative	
9	Dr. G. V. Patil	Data Science Engg.	Teacher Representative	
10	Dr. S. V. Patil	Artificial Intelligence & Machine Learning Engg.	Teacher Representative	- ABSENT -
11	Dr. I. S. Jadhav	Architecture	Teacher Representative	





12	Dr. N. D. Sangale	First Year Engg.	Teacher Representative	
13	Dr. Swapnil Hirkude	Local Society	Alumni Representative	- ABSENT -
14	Dr. Y. M. Patil	External Academician	Dean Exam, KIT's College of Engineering, Kolhapur	 01/03/25
15	Mr. Indrajit Dalavi	Industry Person	Amruta Industries, Kolhapur	
16	Mr. Sachin Patil	Employer	Coforge Business Process Solutions Pvt. Ltd. Kolhapur	
17	Abhishek Swami	Student TY AIML	Student Representative	
18	Mrs. Prachi Prasad Godhade	TY Civil	Student Representative	
19	Snehal Mane	TY Civil	Student Representative	
20	Mrs. Shravani Patil	TY CSE	Student Representative	
21	Mr. Akshay Talwekar	Student SY ETC	Student Representative	
22	Dr. B. D. Jitkar	Dean Academics	Invitee	
23	Dr. Mahesh B. Shelar	Central Academic Co-ordinator	Invitee	
24	Dr. S. D. Bhopale	Dean Quality Assurance	Member Secretary	 01/03/25
25	Dr. A. L. Jadhav	Dean R & D	Invitee	

