

D.Y.Patil College of Engineering and Technology, Kolhapur.

Minutes of Meeting IQAC

Academic year :2020 -21

Meeting no.2

Date:Friday, 9th October 2020

The second meeting of IQAC for the academic year 2020-21 was held on 9th October 2020 at 2 pm. The meeting was presided over by Dr.S.D.Chede , Principal, DYP CET,Kolhapur. The list of the members who were present for the meeting is attached herewith.

Sr No	Agenda/Points	Discussion.	Agreed/Approved by
1	Welcome of committee	The meeting started by Dr.S.D.Chede, Principal by welcoming Dr.A.K.Gupta-Executive Director & all the IQAC members and specially thanking the external members for being able to make it possible to attend the meeting & requested the Dean IQAC to present the details to committee.	
2	Review of Internal IQAC Audit	<p>The Principal appointed a committee of following members to perform internal academic audit of all departments.</p> <ol style="list-style-type: none">1. Dr. S. D. Chede - Principal2. Prof. Dr. A. N. Jadhav – Dean, IQAC3. Prof. M. J. Patil - Dean Administration. <p>The committee performed the audit process of all departments from 22nd Sept. to 5th Oct 2020. and verified the performance with documentary evidences related to Academic & administrative Audit (AAA).</p> <p>Dean,IQAC reviewed the performance of each department in all the aspects in concern with Curricular aspects, Teaching Learning & Evaluation, Outcome based Education, Research Innovation & Publications, Collaboration & Linkages, Student Support & Progression, continuing education programmes organized & attended, Students & Faculty Achievements and Infrastructure & Learning Resources etc.</p> <p>Based on the internal academic & administrative report submitted by the departments, Dean IQAC prepared evaluation & appraisal report which communicated to the respective department. The observations related to thrust areas where department should focus & special appreciation conveyed for achieving improvement.</p>	Agreed by all

3	Conduction of External Audit	<p>As per the guidelines by IQAC, institute decided to conduct an external academic & administrative audit of A.Y.2019-20 in the last week of November 2020. To conduct the external audit, following members have been identified.</p> <ol style="list-style-type: none"> 1. Prof.Dr. Mrs. Shimpa Sharma, Pro. Vice Chancellor, D. Y. Patil Deemed University, Kolhapur. 2. Prof Dr. V. V Kulkarni, Director, Sanjay Ghodawat Group of Institutions, Atigre 3. Dr. M.M. Mujumdar, Registrar, KIT's college of Engineering., Kolhapur. <p>It has been decided to contact and invite these expert members for external Academic & administrative audit (AAA) through proper correspondence.</p>	Agreed by all
4	Plan For Virtual lab	<p>External IQAC committee members appraised the Dean academics, for the awareness program conducted by the institute for Virtual lab in collaboration with IITs. They suggested identifying the virtual lab experiments of the different courses in various programmes to be performed and a plan to conduct the experiments in this Covid -19 pandemic situation.</p>	Agreed by all
5	Review of autonomy file preparation and proposed structure & FY syllabus for autonomy.	<p>As autonomous committee is going to visit the institute in the last week of Oct.2020, the Core team of institute reviewed the autonomy file preparation work.</p> <p>Prof. Dr. G. A. Patil, Dean Academics presented the proposed First year syllabus & structures of all programmes and inclusion of audit courses with provision of Honor & minor degree to the students as per the AICTE Guidelines.</p> <p>Prof.S.B.Patil, Examination Coordinator presented the examination policy & preparedness for autonomy committee visit.</p>	Agreed & approved by all
6	Review of Final Year student Backlog Exam Conduction	<p>As per the guidelines from Shivaji University, Prof. S. B. Patil, Exam Coordinator along with examination team conducted online examination of final year batch 2019-20 for backlog papers as per the schedule prescribed from 1st Oct to 9th Oct.2020. The committee appreciated the proper planning and execution for smooth conduction of the online examinations.</p>	Agreed by all

Suggestions from members:

- 1) Committee members suggested to focus on OBE implementation and the proposed Syllabus & Structure for autonomy committee visit.
- 2) Institute should plan international Conference once a year.
- 3) Website data should be updated time to time
- 4)

Resolutions:

- 1) NBA Core team should conduct awareness about OBE framework among faculty & students, Students.
- 2) Principal informed Dr. S.J. Raykar, Dean R & D to plan the international conference in January 2021.
- 3) Prof. K. T. Mane-Website Coordinator has been informed to collect the updated data from the departments.


Dean IQAC
Dean, I.Q.A.C.


Principal
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