

PDEA's College of Engineering, Manjari (BK), Pune
IQAC Minutes of Meeting and the Action Taken Report

Meeting IQAC – 01 Academic Year 2021-2022

Date - 26th July 2021

Agenda of Meeting

- Agenda 01* Introduction and welcome of Members of IQAC AY 2021-22
- Agenda 02* Presentation on AQAR: 2019-20 to be submitted on or before the extended date 31st December 2021
- Agenda 03* To plan the activities for the academic year 2021-22
- Agenda 04* To Plan the Cultural & Sports activities for students
- Agenda 05* Planning for Admissions 2021-22
- Agenda 06* Promotion of Research work amongst Faculty & Students
- Agenda 07* Any other item with the permission of Chair
- Agenda 08* Motivation to promote qualification enhancement by Faculties

Agenda 01 Introduction and welcome of Members of IQAC:

The initial Introduction was given by the AQAR Coordinator Prof. Ajit Deshpande. The initial introduction was given about the ongoing process of preparation of AQAR 2019-20. The contribution made by the IQAC, during the academic year 2019-20, was explained in this meeting.

Due to the pandemic situation, as per NAAC notification, activities & events up to 31st December 2021 can be included in the AQAR 2019-20.

Action Taken: - Targets were set for the contribution to be made by the IQAC for the next academic year i.e., 2021-22.

Agenda 02 Role of IQAC & NAAC for New Members

For the sake of new members the role & functions of the IQAC are explained by the QM Incharge Prof. D. O. Patil. For the clear understanding of the NEP to the Faculty Members, it's been decided to arrange the Lectures of the experts, for this a list of PDEA & non-PDEA experts is provided by the parent trust. PDEA is

Agenda 03 Preparation & start of 1st Term 2021-22

Target points were discussed to be achieved in the academic year 2020-21. Formation of NAAC Steering Committee: After reshuffling and thorough discussions new NAAC Steering Committee was formed.

Action Taken:-

New steering committee was formed for the year 2021-22 and all the members were informed by circulating notice.

Agenda04 To plan the activities for the Targets kept of year 2021-22

First of all as per the latest NAAC guidelines the Academic year will be considered w. e. f. 1st January 2020 to December 2021. The year of 2020-2021 was quite a challenging year for academic and other activities due to the pandemic situation. For most of the period starting from March 2021 to June 2021 the college was closed and almost all activities were performed online. Despite this IQAC has ensured the effective knowledge transfer to all the students by planning the following initiatives.

Action Taken:-

Since parent University SPPU has given guidelines to continue the teaching - learning activities on online basis for the 1st terms of the academic year 2021-22, so the lectures were conducted on Online Platforms like ZOOM, G-Meet, MS-Team etc.

Agenda05 To Plan the Cultural & Sports activities for students

The university has issued the guidelines to keep the college closed for all the students' activities, so till December 2021 no cultural or the sports activities can be arranged for the students in the college.

Action Taken:-

All these activities are planned to be arranged after the issue of the guidelines from the university for the 2nd terms of the academic year 2021-22. The commencement of 2nd term is planned in January 2022, an IQAC meeting will be arranged for the planning of activities of the 2nd term immediately on commencement of the 2nd term.

Agenda 06 Planning for Admissions 2021-22

Due to the pandemic situation & lockdown both the Entrance – Exams, viz., MBA/MMS - CET and MHT-CET are planned to be conducted in the month of September 2021, the first round of the CET CELL Centralized

Admission Process (CAP) is expected to be over by the December 2021, So the FY BE & MBA Classes are schedules to be started from January 2022. As planned last year, following Extension of Approval (EOA) is received from the AICTE with revised seats in take as follows:

<u>Name of the Branch</u>	<u>Previous Intake</u>	<u>New Intake</u>
1. F.Y. Computer Engineering	60	120
2. F.Y. IT Engineering	30	60
3. F. Y. MBA	60	120

Agenda07 Promotion of Research work amongst Faculty & Students.

All the efforts made by the college to motivate the faculty members to upgrade their qualification, following are the faculty members who were recently been awarded their Ph.D. degree:-

- 1) Dr. S. A. Patil
- 2) Dr. Deepali Hirolikar

All the Faculty members are encouraged to increase their participation in Research Work, Ph. D. completion, sponsored consultancy projects etc. for increasing the participations; the college has decided to reimburse the required Registration Fee to participants in the National & International conferences, if the paper is presented by the joint efforts of the students & faculty members.

Action Taken:-

Faculties are provided with information on various Govt. Proposals which are published from time to time by AICTE, UGC & SPPU. All the members are instructed to go through the UGC approved Journals.

Agenda 08 Any other item with the permission of Chair: Covid-19 Guidelines

Discussion on the guidelines issued by the parent University & the Trust. The SPPU and the trust PDEA have issued guidelines for the colleges to handle the pandemic situation cautiously.

Action Taken:-

After the discussions on the guidelines of University as well as of PDEA, the College has worked out its own guidelines and it is published and been shared with all staff members & students through social media platform.

Prof. D O Patil
NAAC charge

Prof. D S Hirolikar
QM Coordinator

Prof. A S Deshpande
IQAC Coordinator



Dr. R. V. Patil
Principal

Pune District Education Association's
College of Engineering, Manjari (Bk.),
Pune - 412307.

PDEA's College of Engineering, Manjari (BK), Pune
IQAC Minutes of Meeting and the Action Taken Report

Meeting IQAC – 02 Academic Year 2021-2022

Date – 18th January 2022

Agenda of Meeting

Agenda of the IQAC-02 (2021-22) Meeting

- Agenda 01* Presentation on AQAR 2019-20 submitted on 31.12.2021
- Agenda 02* Preparation & start of AQAR: 2020-21 and Formation of NAAC Steering Committee.
- Agenda 03* To plan the activities for the 2nd Term of AY 2021-22
- Agenda 04* To Plan the Cultural & Sports activities for students
- Agenda 05* Promotion of Research work amongst Faculty & Students.
- Agenda 06* Any other item with the permission of Chair

Agenda 01 Presentation on AQAR 2019-20 submitted on 31.12.2021
The IQAC Coordinator has given the presentation of the AQAR 2019-2020 which was first submitted on 22nd December, after the resolution of the queries raised by the NAAC Team; the final submission was done on 31st December 2021. Since the College has to go under the 2nd Cycle of Accreditation. The validity of first cycle is up to October 29th 2022. So, all the 4 AQARs are completed and submitted before going for the 2nd Cycle of the Accreditation.

Agenda 02 Preparation of AQAR: 2020-21 and Formation of NAAC Steering Committee.
Now as per the NAAC guidelines the AQAR-2021-22 need to be submitted after the visit of the Peer Team for the 2nd Cycle of the Accreditation. So the preparation for 2nd Cycle is started as follow:

- i) All the Criteria In charges are provided with IIQA format applicable to them.
- ii) Data Collection at central level was started for the submission of IIQA.
- iii) Request for Necessary Fee of the IIQA is sent to the Head Office.

Agenda 03 To plan the activities for the 2nd Term of AY 2021-22
Now as per guidelines of the Govt. the regular mode of college operation is started in the 2nd Term. College calendar for the 2nd Term are prepared by all the departments and the been presented to eh IQAC Committee and the Committee has passed them unanimously. The College Calendar for the FY Engineering & MBA are prepared separately as the admission process is just completed in the December last week, The increase in intake has resulted into good results as follows, in direction of increasing the income of the College:-


Sr. No.	Class	Increased Intake	Admissions
1	First Computer Engineering	120	100
2.	First Year MBA	120	117
3.	First Year IT Engineering	60	52

Total Counts of the students has crossed the 1000 mark.

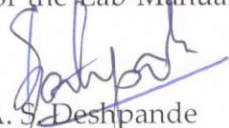
Agenda 04 To Plan the Cultural & Sports activities for students
Since all the lockdown guidelines of pandemic situation are finished now, the College has decided to conduct the Cultural events as well as the sports activities in the college. Since FY students have just joined the college, first priority is given for the conduction of the Induction Program; as on date Tentative plans are presented in front of the committee, which will be finalized by the end of January 2022.

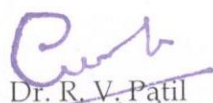
Agenda 05 Promotion of Research work amongst Faculty & Students.
As result of the promotion of Research amongst the faculties' following faculty members have completed their Ph. D. successfully:
Dr. Ajit Deshpande August 2021
Dr. S. T. Sanamdikar September 2021.
Various Research Grant Proposals are submitted by the Faculty members, out of the submitted proposals of Dr. S. T. Sanamdikar, Prov. S. V. Shide, Dr. R. V, Patil are short listed by the SPPU Research Team and they are being asked to give pre-approval presentation. The total grant may go up to Rs. 4 Lakhs (approx.).

Agenda 06 Any other item with the permission of Chair
As per the University guidelines now the Teaching-Learning activities are to be conducted traditionally in College. The Committee has decided to revise the Lab-Manual and Practical- Journals as per the new syllabus of 2019 – Pattern. All the faulty members are instructed to prepare the hard copy of the Lab Manual and distribute the amongst the students.


Prof. D O Patil
NAAC charge

Prof. D S Hirolikar
QM Coordinator


Prof. A. S. Deshpande
IQAC Coordinator


Dr. R. V. Patil
Principal
Pune District Education Association's
College of Engineering, Manjari (Bk.),
Pune - 412307.