Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF TECHNOLOGY

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Gat No. 309/310, Kusgaon (Bk), off Mumbai –Pune, Expressway.
Lonavala, Pune, 410401, Website: www.sinhgad.edu

IQAC Committee members for AY 20-21

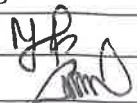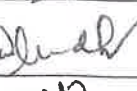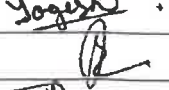| S.N.	Name of the Member	Designation	Contact No.
1	Dr. M.S. Gaikwad, Principal	Chairman	9552569864
2	Dr. S. D. Lokhande	Management Representative	9822335468
3	Dr. D.D. Chaudhary, Vice-Principal	IQAC Coordinator	9372810161
4	Mr. Yogesh Topale HR Cognizant Pune	Member	9763726061
5	Dr. D.S. Mantri,	Member	9922431612
6	Mr. S.M. Gaikwad, HOD (Mech)	Member	9321003912
8	Dr. S.D. Babar, HOD (Comp)	Member	9881383933
9	Dr. A.A. Kalage, HOD (Elect.)	Member	8605033245
10	Dr. P. S. Patil, HOD (App.Sci. Deptt)	Member	9420107701
11	Mr. R.S. Badodekar , HoD IT	Member	9130420344
12	Mr. N.V. Lakal, Dean R & D	Member	9820804509
13	Mr. Yogesh Jadhav, T & P Officer	Member	8308816115
14	Mr. S.L.Mehtre CEO	Member	9921838393
15	Mr. Sumit Devarshri NSS Prog. Officer	Member	9970027070
16	Mrs. B.M. Tayde, Faculty (App.Sci. Deptt)	Member	9881416521
17	Mrs. R.S. Shishupal, Faculty Comp Deptt	Member	9011909490
18	Mr. R.V.Babar, Faculty E&TC Deptt.	Member	9822319270
19	Mrs.Pallavi Ahire Faculty IT Deptt	Member	9422533123
20	Mr. M.N.Kalgunde, Faculty Elect. Deptt.	Member	9011066137
21	Mr. Pravin Pandit, Librarian	Member	9890888240
22	Mr. D.R.Mali Office Admin. Staff	Member	9822900920
23	Mr.K.P. Gangadhara Ex. Engr. TATA	Nominee of Parents	9223550654
24	Mr. Vipul Madani	Nominee of Alumni	8451857474
25	Mr Devansh shrivastav T.E. Comp	Student's Representative	9425936311
26	Mr. Ashwin Waghmare T.E.E&TC		8796157091
27	Mr. Dhaigude Pravin T.E. Mech		9527065116

Dr. D.D. Chaudhary
Coordinator IQAC
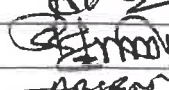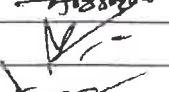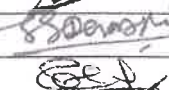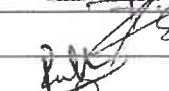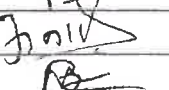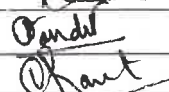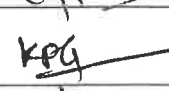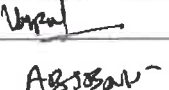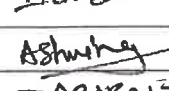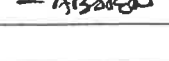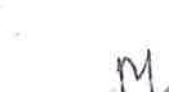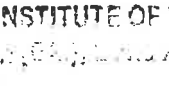
ATTESTED

Dr. M. S. GAIKWAD
PRINCIPAL
Sinhgad Institute of Technology, Lonavala

(Dr. M. S. Gaikwad)
PRINCIPAL
SINHGAD INSTITUTE OF TECHNOLOGY
Kusgaon (Bk.), Lonavala-410401

STES'S
SINHGAD INSTITUTE OF TECHNOLOGY,
Kusgaon (Bk), Lonavala-410401
Attendance of IQAC meeting for AY 20-21

On 14th Sept 2020

S.N.	Name of the Member	Designation	Sign
1	Dr. M.S. Gaikwad,	Principal and Chairman IQAC	
2	Dr. S. D. Lokhande	Management Representative	
3	Dr. D.D. Chaudhary	Vice-Principal, HoD EnTC, IQAC Coordinator	
4	Mr. Yogesh Topale, Cognizant Pune	Industry Person	
5	Mr. D.S. Mantri	NBA Coordinator	
6	Mr. S.M. Gaikwad	HoD (Mech)	
7	Dr. S.D. Babar	HoD (Comp)	
8	Dr. A.A. Kalage	HoD (Elect.)	
9	Dr. P. S. Patil	HoD (App.Sci. Deptt)	
10	Mr. R.S. Badodekar	HoD (IT)	Absent
11	Mr. N.V. Lakal	Dean R & D	
12	Dr. R.V.Babar	Dean PG Coerces	
13	Mr. Yogesh Jadhav	T & P Officer	
14	Mr. S.L.Mehtre	Chief Exam Officer	
15	Mr. Sumit Devarshri	NSS Prog. Officer	
16	Dr. S.B. Gholap Faculty	NAAC I/C (E&TC Deptt)	
17	Mrs. R.S. Shishupal, Faculty	NAAC I/C (Comp Deptt)	
18	Mrs.Pallavi Ahire Faculty	NAAC I/C (IT Deptt)	
19	Mr. M.N.Kalgunde, Faculty	NAAC I/C (Elect. Deptt.)	
20	Mrs. B.M. Tayde, Faculty	NAAC I/C (App. Sci. Deptt)	
21	Mr. Pravin Pandit,	Librarian	
22	Mr. D.R.Mali	Office Admin. Staff	
23	Mr.K.P. Gangadhara Ex. Engr. TATA power	Nominee of Parents	
24	Mr. Vipul Madani	Nominee of Alumni	
25	Ms. Madhumati Ragnekar T.E. Comp	Student's Representative	Absent
26	Mr. Ashwin Waghmare T.E.E&TC		
27	Mr. Dhaigude Pravin T.E. Mech		Absent
28			

IQAC Co-ordinator

(Gaikwad)
PRINCIPAL
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Minutes of meeting of the IQAC meeting of AY 20-21
On 14/09/2020
Important points discussed / suggested by

Dr. S.D. Lokhande
Dr. M.S. Gaikwad
Dr. M.S. Rohakale

AMC committee members, during **IQAC meeting** held on 14th Sept 2020.

Following points were discussed which are commonly applicable for all departments.

1. As per situation of pandemic due to **covid-19**, All precautions to be taken for online teaching methodology.
2. Full notes with PPT with good interactive audio video should be prepared and uploaded well before on MS team.
3. All faculty must use MS team so that attendance can be taken online and lectures cab be recorded and made available to students.
4. Use of **ICT- Smart boards** to be included by every department.
5. All department should prepare for NAAC report before December 2020.
6. In the IQAC report of each dept., department should try to include information as far as possible, by giving suitable examples, or action(s) taken for improvement.
7. More technology related guest lectures to be arranged by each department, and participation from staff as well as students to be encouraged to a larger extent.
8. More and more quality industrial projects by students and staff to be encouraged and undertaken.
9. Students who involve themselves in such industrial internships/training should be suitably benefitted by the department by giving them some extra marks in term work, oral/practical etc.

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Sinhgad Institute of Technology, Lonavala

10. Department(s) to ensure major technological benefits to students by conducting industrial visits over and above regular ones (as per curriculum).

11. Department(s) to increase number of activities of Professional societies such as SAE,IE, IEEE, ASHRAE/ISHRAE, as and when applicable.

12. Social and cultural activities are to be focused intensely in departmental magazine/newsletter.

13. Students to be encouraged to publish their own research papers in international conferences/or national and international journals etc. Faculties may also participate with them for publications.

14. Students also needed to be motivated and encouraged for paper presentation arranged by other institutes.

15. All clear results of all semesters of all branches to be improved to a satisfactory level.

16. Students Placements and higher studies should be emphasized and ensured for better institute performance. Students should be benefitted from Alumni, in terms of placement etc.

17. Extra-curricular activities such as sports and cultural programs need to be improved a lot.

18. More and more industry projects to be undertaken by depts. which will be executed by team(s) of faculty as well as students.

19. Every dept. need to focus on submitting a large number of research proposals for acquiring grants/funding for their own research work/consultancy activities.

20. Two weeks FDP and Two week's professional/industrial training to be mandated for faculties, during one academic year.

21. Active MOUs need to be increased by every dept.

22. Faculties to be encouraged and motivated by depts.(s) to make them pursue higher education/Ph.D. etc.

23. More and more faculties should be encouraged to participate in university related work such as paper setting, moderation, revaluation, member of LIC and other different university committees/bodies such as BOS etc.

24. More focus to be done on startups and establishment of incubation centers, as per new NAAC committee norms.

25. Department(s) should focus to include variety of VAPs, following latest trends in industry.

Meeting ended with vote of Thanks

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Dr. M. S. GAIKWAD
PRINCIPAL
Sinhgad Institute of Technology, Lonavala

Principal Dr. M.S. Gaikwad sir addressing the meeting
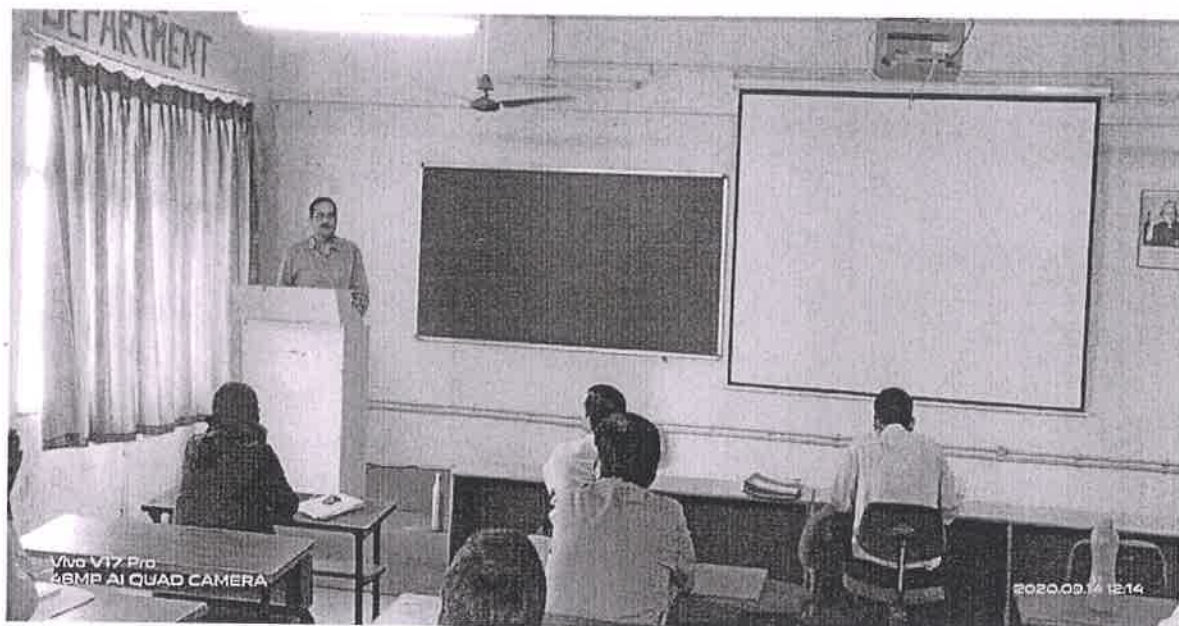
Dr. S.D.Lokhande sir Management representative addressing the meeting
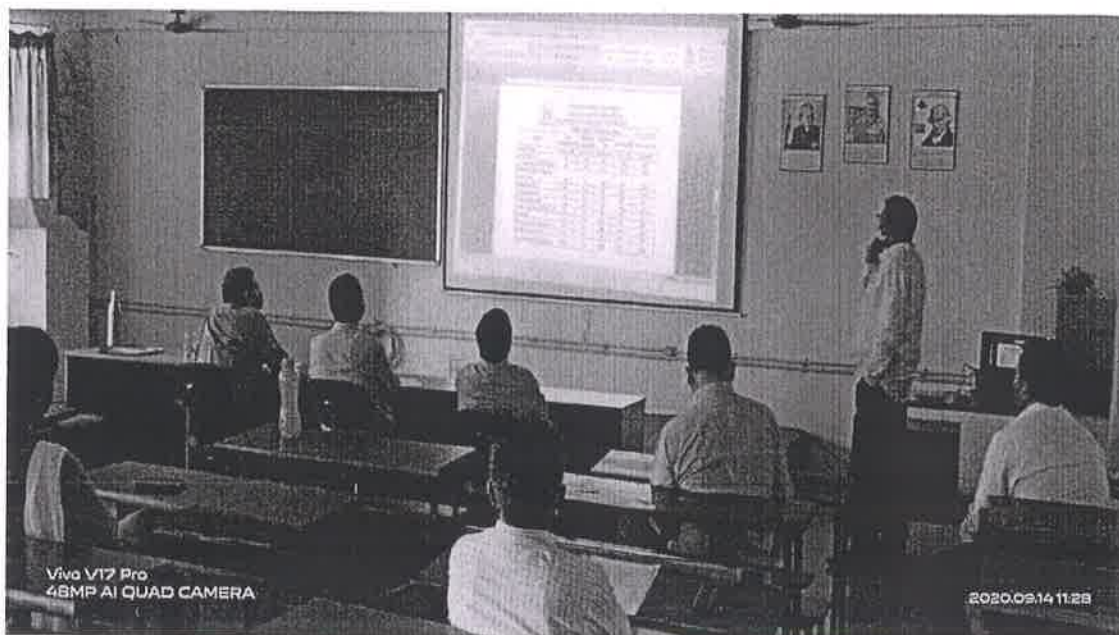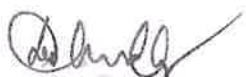
Vice-Principal Dr. D.D. Chaudhary presented report the meeting
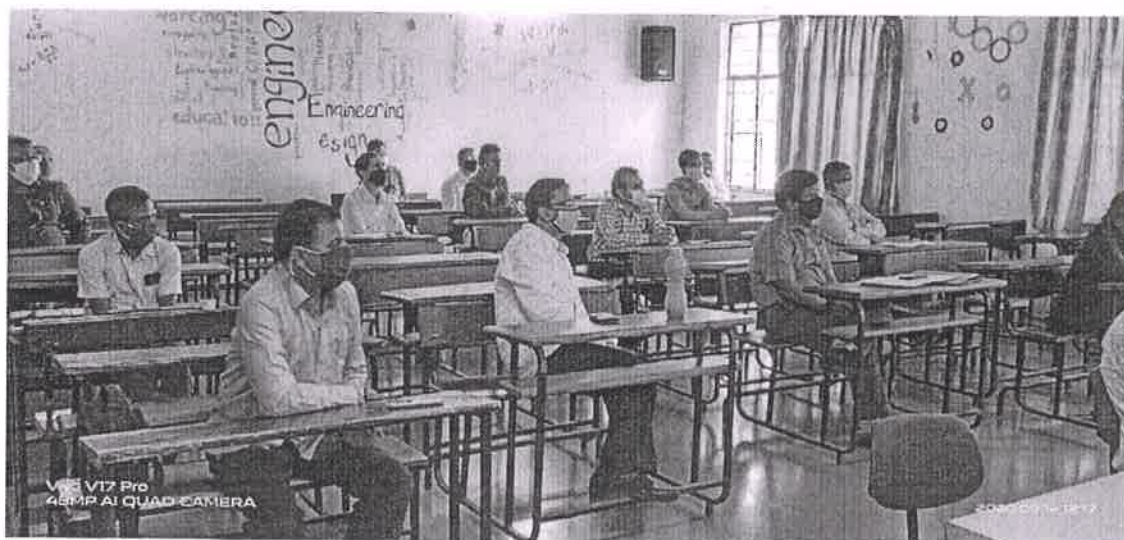
IQAC members attended meeting in covid-19 precautions.

Dr. D.D. Chaudhary,
Coordinator

=====X=====

Dr. M.S. Gaikwad
Principal
PRINCIPAL
SINHGAD INSTITUTE OF TECHNOLOGY
Kusgaon (Bk.), Lonavala-410401

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Dr. M. S. GAIKWAD
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Action Taken Report on the decisions of IQAC Meeting on 14th Sept 2020 (first)

for AY 2020-21

Sr. No.	Points Discussed	Action / Decision taken
1.	Covid-19 Precautions	All Covid-19 Precautions must be follow.
2	Use of ICT	All faculty trained for MS team software for online Teaching.
3	Need of Interactive teaching skills	Teachers are guided to make teaching more interactive
4	Research and Development, Paper Publications	Industry expert have suggested some funding agencies. Proposals for the grant has initiated. Paper Publications made mandatory to faculties and are increased.
5	MoUs with Industries and motivation for Start-ups	MoUs with some industries and start-ups by students initiated.
6	NAAC Accreditation	Started preparation of Reports by all Criteria heads.

Dr. D.D. Chaudhary
Coordinator IQAC

Dr. M.S. Gaikwad
Principal

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Internal Quality Assurance Cell (IQAC)
Minutes of meeting

Minutes of the meeting held on 18th December 2020 at 11.00 am for AY 20-21 in EnTC seminar Hall. Members Present members were: Dr. M.S. Gaikwad, Dr. M.S. Rohokale, Dr. D.D.Chaudhary, Dr. S.D.Babar, Dr. P.S.Patil, Mr. R. S. Badodekar, Dr. A.A.Kalge, Mr. S.M.Gaikwad, Mr. Pravin Pandit, Mr. N.V.Lakal, Mr. D.R. Mali, Dr. D.S. Mantri.

Following points were discussed which are commonly applicable for all departments.

- For **online and Offline teaching methodology.** As per situation of pandemic due to **covid-19**, all precautions to be taken
- All subjects, full notes with PPT with good interactive audio video should be prepared and uploaded well before on MS team.
- All faculty must use MS team so that attendance can be taken online and lectures cab be recorded and made available to students.
- Use of **ICT with all new upcoming online teaching platforms** to be included by every department.
- All **VAPs and STPs** modules must be completed even in online Teaching situation due to Corona.
- Institute level **AQAR** report with all departmental data should prepare and submit on NAAC portal.
- In the **IQAC report**, department should furnish all relevant data of the department with proofs and also actions taken for improvement.
- For **Quality improvement**, guest lectures on upcoming Technology must be arranged by each department, and participation of faculty and students to be encouraged to a larger extent.
- Departments should sign MoUs with Industries and must keep it live.
- Students must be encouraged to undertake more quality industrial sponsored projects.
- Students must be participated in industrial internships / training.
- Students Placements and higher studies should be emphasized and ensured for better performance. Students should be benefitted from Alumni, in terms of placement etc.
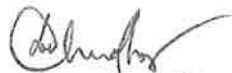- Faculties to be encouraged and motivated them pursue higher education.
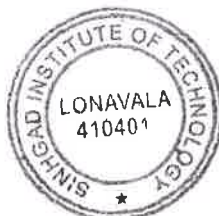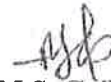
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PRINCIPAL
Sinhgad Institute of Technology, Lonavala

- Department(s) should focus to include variety of VAPs, following latest trends in industry.
- More focus to be done on startups and establishment of incubation centers, as per new NAAC committee norms.
- **NPTEL certifications** and Use of **Virtual Lab** and all various initiatives IIT Bombay must be follow for Online teaching learning methodology.
- All precautions must be taken for online and offline classes during **Covid 19** situation.
- All stake holders must be involve in **Quality improvement** accordance with VISION and MISSION of the Institute.

Meeting ended with vote of Thanks

Dr. D.D. Chaudhary,
Coordinator

Dr. M.S. Gaikwad
Principal
PRINCIPAL
SINHGAD INSTITUTE OF TECHNOLOGY
Kusgaon (Bk.), Lonavala-410401

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Dr. M. S. GAIKWAD
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Action Taken Report on the decisions of IQAC Meeting on 18th Dec 2020(second)

For AY 2020-21

Sr.No.	Points Discussed	Action / Decision taken
1.	Covid-19 Precautions	All Covid-19 Precautions must be follow for Online and offline teaching.
2	Virtual Lab and use of online teaching tools	All faculty are advised to explore various software for online Teaching.
3	AQAR report and Second cycle NAAC Accreditation	Started preparation of Reports by all Criteria heads.
4	Paper Publications and R&D activities	Proposals for the grant has initiated. Paper Publications made mandatory to faculties and are increased.
5	Higher Education and Professional Training	GATE/GRE/UPSC/ MPSC exam guidance cell initiated.

Dr. D.D. Chaudhary
Coordinator IQAC

Dr. M.S. Gaikwad
PRincipal L
SINHGAD INSTITUTE OF TECHNOLOGY
Kusgaon (Bk.), Lonavala-410401

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Dr. M. S. GAIKWAD
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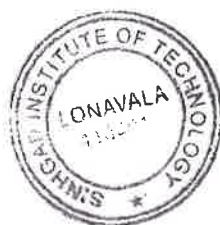Lonavala, Pune, 410401, Website: www.sinhgad.edu

Internal Quality Assurance Cell (IQAC)
Minutes of meeting

Minutes of the meeting held on 22nd Feb 2021 at 2.00 pm for AY 20-21 in EnTC seminar Hall. Members Present members were: Dr. S.D. Lokhande, Dr. M.S. Gaikwad, Dr. M.S. Rohakale, Dr.D.D.Chaudhary, Dr. S.D.Babar, Dr. P.S.Patil, Mr. R. S. Badodekar, Dr. A.A.Kalge, Mr. S.M.Gaikwad, Mr. Pravin Pandit, Mr. N.V.Lakal, Mr. D.R. Mali, Dr. D.S. Mantri. Dr. M.S. Chaudhary

Following points were discussed which are commonly applicable for all departments.

- Institute level **AQAR** report with all departmental data should prepare and submit on NAAC portal.
- In the **IQAC report**, department should furnish all relevant data of the department with proofs and also actions taken for improvement.
- For **Quality improvement**, guest lectures on upcoming Technology must be arranged by each department, and participation of faculty and students to be encouraged to a larger extent.
- **NPTEL certifications** and Use of **Virtual Lab** and all various initiatives IIT Bombay must be follow for Online teaching learning methodology.
- Teaching Load Distribution for next semester should be done well before so as to prepare notes by teachers on time.
- **All Honours Courses of University** must be open for all branch students.
- For online and Offline teaching methodology. As per situation of pandemic due to **covid-19**, all precautions to be taken.
- Scope of **Career Counselling Cell** must be increase in various field. It should include **foreign language program, Entrepreneurship and Startup Policy Guidance and so on.**
- All subjects, full notes with PPT with good interactive audio video should be prepared and uploaded well before on MS team.
- All VAPs and STPs modules must be refined and completed even in online Teaching situation due to Corona.

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Dr. M. S. GAIKWAD
PRINCIPAL
Sinhgad Institute of Technology, Lonavala

- Students must be encouraged to undertake more quality industrial sponsored projects.
- Students must be participated in industrial internships / training.
- **Alumni Meets/ Parents Meet** must be organize for involvement in Quality improvement by taking proper feed backs.
- More focus to be done on **startups and establishment of incubation centers,** as per new NAAC committee norms.
- All precautions must be taken for online and offline classes during **Covid 19** situation.
- All stake holders must be involve in **Quality improvement** accordance with VISION and MISSION of the Institute.

Meeting ended with vote of Thanks

Dr. D.D. Chaudhary,
Coordinator

Dr. M.S. Gaikwad
Pri**PRINCIPAL**
SINHGAD INSTITUTE OF TECHNOLOGY
Kusgaon (Bk.), Lonavala-410401

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Action Taken Report on the decisions of IQAC Meeting on 22nd Feb 2021 at 2.00 pm (Third)

For AY 2020-21

Sr.No.	Points Discussed	Action / Decision taken
	Honours Courses of University.	All Honours Courses of University made open for all branch students.
1.	Covid-19 Precautions	All Covid-19 Precautions must be follow for Online and offline teaching.
	AQAR report and Second cycle NAAC Accreditation	Started preparation of Reports by all Criteria heads.
2	Foreign Language Program	MoU is signed and training started.
3	MoU with foreign University	Students and faculty are aware and encouraged for Higher education.
4	Paper Publications and R&D activities	The weightage is given in Online faculty Appraisal and in TW for Students
5	Career Counselling cell	Guidance for Competitive Exams, Soft skill, Internships started.

Dr. D.D. Chaudhary
Coordinator IQAC

Dr. M.S. Gaikwad
PPRincipalPAL
SINHGAD INSTITUTE OF TECHNOLOGY
Kusgaon (Bk.), Lonavala-410401

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Dr. M. S. GAIKWAD
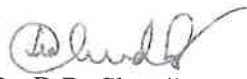PRINCIPAL
Sinhgad Institute of Technology, Lonavala

IQAC Committee members AY 19-20
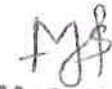
Sr. No.	Name of the Member	Designation	Contact No.
1	Dr. M.S. Gaikwad, Principal	Chairman	9552569864
2	Prof. M.G. Bhat, Dean Engineering (STES)	Management Representative	9881056852
3	Prof. S.B. Pharkute		9850039354
4.	Dr. Dilip S. More ADYPCOE Pune	Member	7558581451
5	Mr.Kaustubh Bhadbhade, Persistent, Pune	Member	9623448243
6.	Mr. Yogesh Topale HR Cognizant Pune	Member	9763726061
7.	Mr. S.M. Gaikwad, HOD (Mech)	Member	9321003912
8.	Dr. S.D. Babar, HOD (Comp)	Member	9881383933
9.	Dr. V.V. Deotare, HOD (E&TC)	Member	7588191750
10.	Dr. T.J.Parvat, HOD (I.T.)	Member	9881920029
11.	Dr. A.A. Kalage, HOD (Elect.)	Member	8605033245
12.	Dr. P. S. Patil, HOD (App.Sci. Deptt)	Member	9420107701
13	Mr. N.V. Lakal, Dean R & D	Member	9820804509
14	Mr. Yogesh Jadhav, T & P Officer	Member	8308816115
15	Mr. S.L.Mehtre CEO	Member	9921838393
16	Mr. Sumit Devarshri NSS Prog. Officer	Member	9970027070
17	Mrs. A.S.Deshmukh Faculty (App.Sci. Deptt)	Member	9970127892
18	Dr. Mrs. Geetika Narang, Faculty Comp Deptt	Member	9689896065
19	Mr. R.V.Babar, Faculty E&TC Deptt.	Member	9822319270
20	Mrs.Pallavi Ahire Faculty IT Deptt	Member	9422533123
21	Mr. M.N.Kalgunde, Faculty Elect. Deptt.	Member	9011066137
22	Mr. Pravin Pandit, Librarian	Member	9890888240
23	Mr. D.R.Mali Office Admin. Staff	Member	9822900920
24	Mr.K.P. Gangadhara Ex. Engr. TATA power	Nominee of Parents	9223550654
25	Mr. Vipul Madani	Nominee of Alumni	8451857474
26	Miss Muskan Dusad B.E. Comp	Student's Representative	9425936311
27	Mr. Kunal Kishore B.E.E&TC		8796157091
28	Mr. Vijay Soni S.E. Mech		9414664823
28	Dr. D.D. Chaudhary, Vice-Principal	Coordinator	9372810161

Dr. D.D. Chaudhary
Coordinator

ATTESTED

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IQAC AY 19-20

Minutes of IQAC Meeting held on 22nd August 2019 at CTC (first)

Salient points discussed/suggested by **Prof.M.G.Bhat** and **Prof. S.B.Pharkute**, AMC committee members, during **IQAC meeting** held on **22-08-2019**.

1. In the IQAC report of each dept., department(s) should try to include information as far as possible, by giving suitable examples, or action(s) taken for improvement.

2. Department(s) should focus to include variety of VAPs, following latest trends in industry.

3. More technology related guest lectures to be arranged by each department, and participation from staff as well as students to be encouraged to a larger extent.

4. Large number of students to be encouraged for industrial internships, and their involvement in those should be periodically monitored and documented. Also, students who involve themselves in such industrial internships/training should be suitably benefittedby the department by giving them some extra marks in term work, oral/practical etc.

5. Department(s)/Institute should give suggestions to their respective BOS regarding implementation of students' internship programs.

6. Department(s) to increase number of activities of Professional societies such as SAE, IE, IEEE, ASHRAE/ISHRAE, as and when applicable.

7. Social and cultural activities are to be focused intensely in departmental magazine/newsletter.

8. Students to be encouraged to publish their own research papers in international conferences/or national and international journals etc. Faculties may also participate with them for publications.

9. All clear results of all semesters of all branches to be improved to a satisfactory level.

10. Extra-curricular activities such as sports and cultural programs need to be improved a

11. Use of ICT- Smart boards to be included by every department.

12. More and more industry projects to be undertaken by depts. which will be executed by team(s) of faculty as well as students.

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13. Faculties to be encouraged and motivated by depts. to make them pursue higher education/Ph.D. etc.
14. More and more faculties should be encouraged to participate in university related work such as paper setting, moderation, revaluation, member of LIC and other different university committees/bodies such as BOS etc.
15. More focus to be done on startups and establishment of incubation centers, as per new NBA norms.
16. In line with the new NBA norms, every department should focus on generating data and implementation of Criteria-III of NBA.
17. Departments to conduct exit survey of passing out students which will be helpful to keep track of students' involvement in academic and non-academic activities.

Meeting ended with vote of thanks.
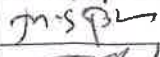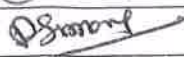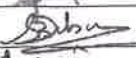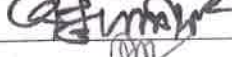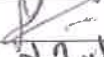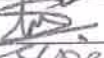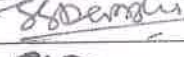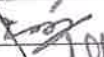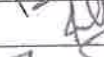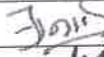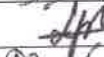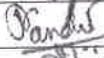
Dr. D.D. Chaudhary
Coordinator IQAC

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Kusgaon (Bk), Lonavala-410401.

Attendance for IQAC meeting on 22/08/2019

Sr. No.	Name of the Member	Designation	Sign
1	Dr. M.S. Gaikwad, Principal	Chairman	
2	Prof. M.G. Bhat, Dean Engineering (STES)	Management Representative	
3	Prof. S.B. Pharkute		
4.	Dr. D.D. Chaudhary, Vice-Principal	Coordinator	
5	Dr. Dilip S. More ADYPCOE Pune	Member	
6.	Mr. Yogesh Topale HR Cognizant Pune	Member	— ABSENT —
7.	Mr. S.M. Gaikwad, HOD (Mech)	Member	
8.	Dr. S.D. Babar, HOD (Comp)	Member	
9.	Dr. V.V. Deotare, HOD (E&TC)	Member	
10.	Dr. T.J.Parvat, HOD (I.T.)	Member	
11.	Dr. A.A. Kalage, HOD (Elect.)	Member	
12.	Dr. P. S. Patil, HOD (App.Sci. Deptt)	Member	
13	Dr. D.S. Mantri NBA Coordinator	Member	
14	Mr. N.V. Lakal, Dean R & D	Member	
15	Mr. Yogesh Jadhav, T & P Officer	Member	
16	Mr. S.L.Mehtre CEO	Member	
17	Mr. Sumit Devarshri NSS Prog. Officer	Member	
18	Mrs. Bhavana Tayade Faculty (App.Sci. Deptt)	Member	
19	Mrs. R.S. Shishupal, Faculty Comp Deptt	Member	
20	Mr. R.V.Babar, Faculty E&TC Deptt.	Member	
21	Mrs.Pallavi Ahire Faculty IT Deptt	Member	
22	Mr. M.N.Kalgunde, Faculty Elect. Deptt.	Member	
23	Mr. L.P. Puranik Faculty Mech. Deptt	Member	
24	Mr. Pravin Pandit, Librarian	Member	
25	Mr. D.R.Mali Office Admin. Staff	Member	
26	Mr.K.P. Gangadhara Ex. Engr. TATA power	Nominee of Parents	KPG
27	Mr. Vipul Madani	Nominee of Alumni	ABSENT
28	Mr. Vijay Soni S.E. Mech	Student's Representative	
29	Mr. Pravin Saxena TE E&TC		
30	Mr. Devansh Shrivastav TE Comp		ABSENT

ATTESTED

IQAC – Co-ordinator

Dr. M. S. GAIKWAD
PRINCIPAL 410401
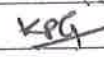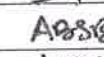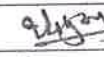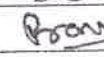Sinhgad Institute of Technology, Lonavala

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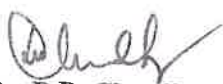
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Action Taken Report on the decisions of IQAC Meeting on 22/08/19 (first)

for AY 2019-20

Sr. No.	Points Discussed	Action / Decision taken
1.	Professional Club activities	Various activities through IEEE/ IETE/IE/ ASHRAE/ISHRAE has started.
2	Research and Development, Paper Publications	Industry expert have suggested some funding agencies. Proposals for the grant has initiated. Paper Publications made mandatory to faculties and are increased.
3	MoUs with Industries and motivation for Start-ups	MoUs with some industries and start-ups by students initiated.
4	MPSC/UPSC GATE, GRE Foreign language initiatives,.	Training facility started at Campus in collaborations with outside experts.
5	Involvement of students in internships	Student encouraged by TnP to get internships.

Dr. D.D. Chaudhary
Coordinator IQAC

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Minutes of IQAC meeting for AY 19-20
On 16th Dec 2019 (second)

Minutes of IQAC Meeting held on 16th Dec 2019 EnTC seminar Hall, The members present were Prof. M.G.Bhat and Prof. S.B.Pharkute, Dr. M.S. Gaikwad. Dr. D.D. Chaudhary, All Head of the Departments, TPO, NSS and NPTEL Coordinator.

Following important points were discussed in the meeting:

1. Dr. D. D. Chaudhary welcomed all the guests of the meeting, and presented college report.
2. All Dept. Heads Presented their department report.
3. Prof. M. G. Bhat, Dean Engineering (STES) mentioned following points:
   a. He appreciated the presentation all HoDs, he mentioned most things were taken care of in the presentation but the graphical presentation should be made good appearance and understanding.
   b. All departments should give more focus on CO, PO and PEOs and their outcomes.
   c. He suggested to start preparing for NAAC – 2021 as per new guidelines.
   d. Extra curriculum activities needs to increase more.
   e. Faculty publications should be in reputed journals.
4. Prof. S. B. Pharkute mentioned the following points
   a. He mentioned the need of merging IQAC with AMC.
   b. Information related active MoUs and activities under should also be mention.
   c. Faculty and Student Achievements should be properly recorded an d updated
   d. Faculty member and students should be motivated for NPTEL courses.
5. Dr. M. S. Gaikwad thanks to panel and mentioned that we will follow suggestion given by all stake holders to maintain **Quality in Teaching and Learning process.** He added that
   a. Collaboration of stakeholder's will enhance to large extent.
   b. More focus will be given to industry interaction and entrepreneurship.
   c. At, last he requested to all be together to achieve target of NAAC A+ grade.

6. At the end, Dr. D.D.Chaudhary Sir, concludes the meeting by giving vote of thanks

Dr. D.D. Chaudhary
Coordinator IQAC

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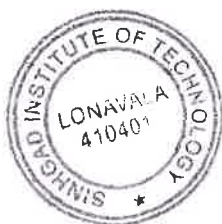Lonavala, Pune, 410401, Website: www.sinhgad.edu

Action Taken Report on the decisions of IQAC Meeting on 16/12/19 (second)

for AY 2019-20

Sr. No.	Points Discussed	Action / Decision taken
1.	CO, PO, PEO mapping	All HoDs are asked to insist on as per NAAC Guidelines
2	Professional Club activities	Various activities through IEEE/ IETE/IE/ ASHRAE/ISHRAE has started.
	Research and Development, Paper Publications	Paper Publications made mandatory to faculties and are increased.
3	Alumni and Parents meets	TPO has ask to organise the Institute level and Department level organisations of Alumni meets.
4	MoUs with Industries and motivation for Start-ups	MoUs with some industries and start-ups by students initiated.
5	MPSC/UPSC GATE, GRE Foreign language initiatives.	Training facility started at Campus in collaborations with outside experts.
6	Involvement of students in internships	Student encouraged by TnP cell to get internships.

Dr. D.D. Chaudhary
Coordinator IQAC

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IQAC AY 19-20

Minutes of IQAC Meeting held on 14th Feb 2020 (Third) in Mech Seminar Hall.

Dr. S.D. Lokhande sir, as management representative was present for the meeting, points discussed in the meeting are as follows

1. Accreditation activities must be initiated at Institute level.
2. Recent technology related guest lectures to be arranged by each department, and participation from staff as well as students should be increased.
3. Active MOUs need to be increased by every dept.
4. Use of ICT- Smart boards to be included by every departments.
5. Quality industrial projects/ internships by students and staff to be encouraged and undertaken.
6. Department to ensure major technological benefits to students by conducting industrial visits over and above regular ones (as per curriculum). Department should focus to include variety of VAPs, following latest trends in industry.
7. Department to increase number of activities of Professional societies
8. Faculties and Students to be encouraged to publish their own research papers in international conferences/or national and international journals etc. Results of all semesters of all branches to be improved to a satisfactory level.
9. Students Placements and higher studies should be emphasized and ensured for better institute performance. Students should be benefitted from Alumni, in terms of placement etc.
10. Extra-curricular activities such as sports and cultural programs need to be improved a lot.
11. More and more industry projects to be undertaken by depts. which will be executed by team(s) of faculty as well as students.
12. Every dept. need to focus on submitting a large number of research proposals for acquiring grants/funding for their own research work/consultancy activities.
13. Two weeks FDP be made mandatory for every faculty, during an academic year. Two weeks professional/industrial training to be mandated for faculties, during one academic year.
14. Social and cultural activities are to be focused intensely in departmental magazine/newsletter.
Meeting ended with vote of thanks.
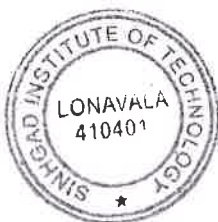
Dr. D.D. Chaudhary
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Action Taken Report on the decisions of IQAC Meeting on 14th Feb 2020 (third)

for AY 2019-20

Sr. No.	Points Discussed	Action / Decision taken
1.	Use of ICT in Class room	Teachers are trained to use various ICT tools
2	Research and Development, Paper Publications	Industry expert have suggested some funding agencies. Proposals for the grant has initiated. Paper Publications made mandatory to faculties and are increased.
3	Need of Soft skills and Foreign language skills	STP and Foreign language training started for student.
4	MoUs with Industries and motivation for Start-ups	MoUs with some industries and start-ups by students initiated.
5	GATE, GRE initiatives	Training facility started at Campus in collaborations with outside experts.
6	Involvement of students in NPTEL certifications	Motivation to students is given by adding extra marks in Term work.

Dr. D.D. Chaudhary
Coordinator IQAC

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Attendance of IQAC meeting on 14/02/2020 for AY 19-20

S.N.	Name of the Member	Designation	Signature
1	Dr. M.S. Gaikwad, Principal	Chairman	
2	Dr. S. D. Lokhande	Management Representative	
3	Dr. D.D. Chaudhary, Vice-Principal	IQAC Coordinator	
4	Dr. D.S. Mantri	NBA Coordinator	
5	Dr. Dilip S. More ADYPCOE Pune	Member	— ABSENT —
6	Mr. Yogesh Topale HR Cognizant Pune	Member	Yogesh
7	Mr. S.M. Gaikwad, HOD (Mech)	Member	
8	Dr. S.D. Babar, HOD (Comp)	Member	
9	Dr. T.J.Parvat, HOD (I.T.)	Member	— ABSENT —
10	Dr. A.A. Kalage, HOD (Elect.)	Member	
11	Dr. P. S. Patil, HOD (App.Sci. Deptt)	Member	
12	Mr. N.V. Lakal, Dean R & D	Member	
13	Mr. Yogesh Jadhav, T & P Officer	Member	
14	Mr. S.L.Mehtre CEO	Member	
15	Mr. Sumit Devarshri NSS Prog. Officer	Member	
16	Mrs. B.M. Tayde, Faculty (App.Sci. Deptt)	Member	
17	Mrs. R.S. Shishupal, Faculty Comp Deptt	Member	
18	Mr. R.V.Babar, Faculty E&TC Deptt.	Member	
19	Mrs.Pallavi Ahire Faculty IT Deptt	Member	
20	Mr. M.N.Kalgunde, Faculty Elect. Deptt.	Member	
21	Mr. Pravin Pandit, Librarian	Member	
22	Mr. D.R.Mali Office Admin. Staff	Member	
23	Mr.K.P. Gangadhara Ex. Engr. TATA power	Nominee of Parents	KPG
24	Mr. Vipul Madani	Nominee of Alumni	Vipul
25	Mr Devansh shrivastav B.E. Comp	Student's Representative	Divesh
26	Mr. Shubham Takawale T.E.E&TC		— ABSENT —
27	Mr. Vijay Soni T.E. Mech		ABSENT —

IQAC Coordinator

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