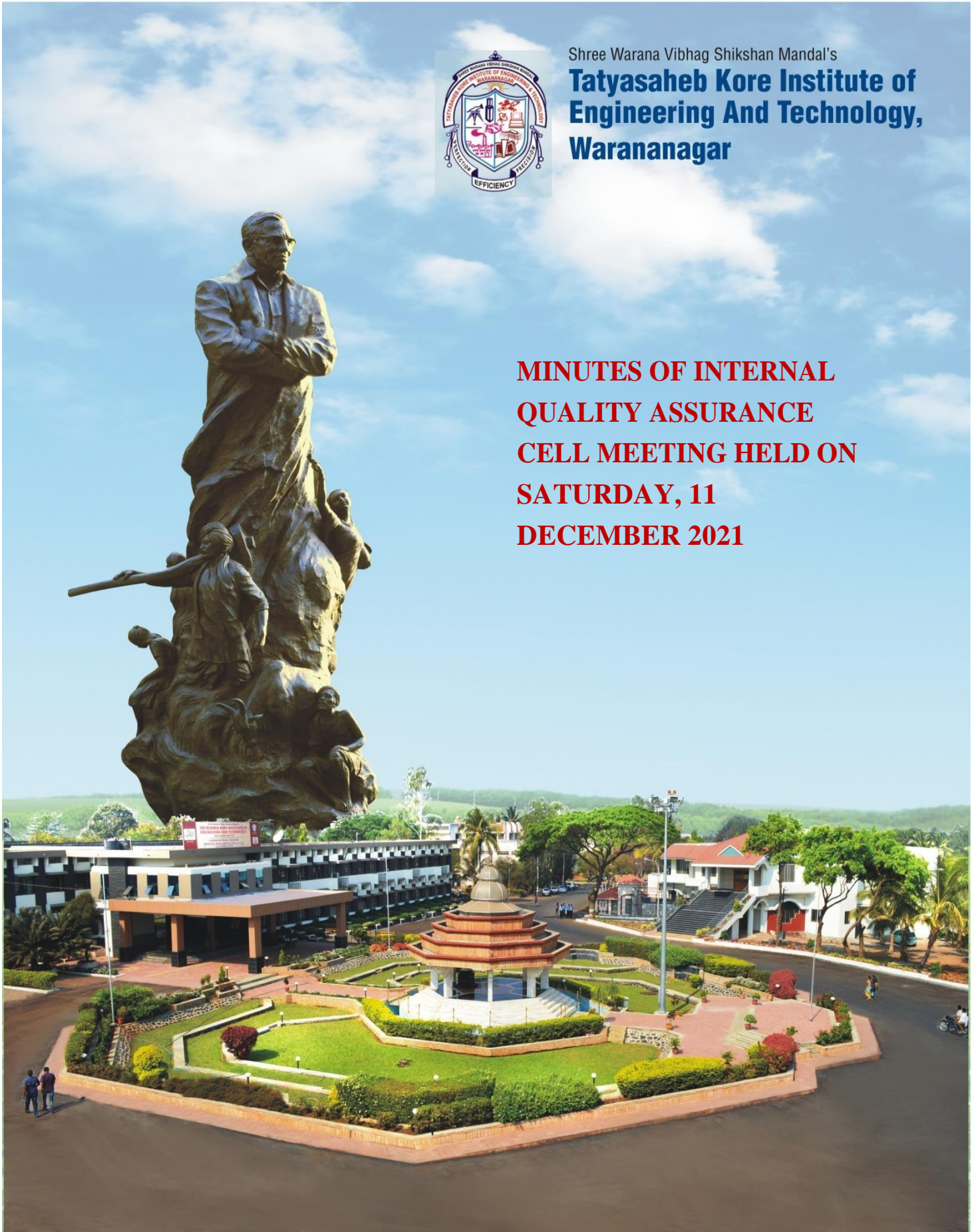




Shree Warana Vibhag Shikshan Mandal's

Tatyasaheb Kore Institute of Engineering And Technology, Warananagar

**MINUTES OF INTERNAL
QUALITY ASSURANCE
CELL MEETING HELD ON
SATURDAY, 11
DECEMBER 2021**





Notice

Date 8/12/2021

All the IQAC members are informed to attend IQAC meeting arranged on Saturday, 11th December 2021 at Conference Hall of the Institute. Following agendas will be discussed

Agendas of Meeting:

Item 3.1. Review of the last minutes of meeting Held on 3rd August 2021.

Item 3.2. Preparation of AQAR report for 2020-21 and it's submission

Item 3.3. Review of Board of studies 2nd Meeting and Academic Counsel 2nd Meeting in the month of September 2021.

Item 3.4. Admission status for academic year 2021-22, on the background of Covid situation.

Item 3.5. Review of activities carried out by Training and Placement Cell.

Item 3.6. Review on overall feedback received from outgoing batch 2020-21.

Venue: Conference Hall

Day and Date: Thursday, 11th December 2021

Time: 11.00 am

Prof. S. S. Patil
IQAC Coordinator

Dr. S.V. Anekar
Principal & Chairman, IQAC

PRINCIPAL
Tatyasaheb Kore Institute of Engg.
& Technology (Autonomous)
Warananagar, Dist. Kolhapur





Minutes of Internal Quality Assurance Cell (IQAC) Meeting

Held on Saturday, 11th December 2021 at 11.00 am

The meeting of Internal Quality Assurance Cell (IQAC) of Tatyasaheb Kore Institute Of Engineering and Technology, Warananagar under Autonomous status was held on Saturday, 11th December 2021 at 11.00 am

Following members were present for the meeting:

1	Chairman	Dr.S.V.Anekar	Principal, Tatyasaheb Kore Institute of EngineeringandTechnology, Warananagar
2	IQAC Coordinator	Prof. S. S. Patil	IQAC Coordinator , TKIET, Warananagar
3	Member	Dr. Sudhakar S. Khot	IQAC Coordinator , Y. C. Warana Mahavidhyalay, Warananagar
4	Member	Prof. S. A. Desai	Associate Professor,TKIET, Warananagar
5	Member	Prof. G. S. Kamble	Assistant Professor, TKIET, Warananagar
6	Member	Prof. K. K. Awale	Assistant Professor, TKIET, Warananagar
7	Member	Prof. I. A. Mursal	Assistant Professor, TKIET, Warananagar
8	Member	Prof. G. B. Kamble	Assistant Professor, TKIET, Warananagar
9	Member	Prof. I. I. Tamboli	Assistant Professor, TKIET, Warananagar
10	Member	Prof. A. V. Patil	Assistant Professor, TKIET, Warananagar
11	Member	Dr. Mrs. V. D. Patil	Assistant Professor, TKIET, Warananagar
12	Member	Mr. D. S. Thombare	Registrar, TKIET, Warananagar
13	Member	Mr. N. B. Jadhav	Head SNS Department, TKIET, Warananagar
14	Member	Mr. Shubham S. Chougule	T.Y Electronics Engg. Student





Briefing by Principal

- **Dr. S. V. Anekar**, Principal, TKIET, Warananagar welcomed all members, before taking up the items from agenda for discussions.

Following agendas were discussed and proceedings of meeting are summarized as below

Item no.3.1

Review of the minutes of last meeting

The IQAC Coordinator Prof. S.S.Patil presented the minutes of last IQAC meeting held on 3rd August 2021 in which following agenda were discussed in meeting

1. Quality expectations for S.Y, B. Tech. Syllabus (structure and curriculum contents) of autonomous programs in tune with honor and minor degree.
2. Review of examination and evaluation mechanism to improve the quality marks and NAAC, NBA based CO-PO Mapping through evaluation
3. Upgrade parameters of academic monitoring like mid-sem and end-sem feedback and monthly academic audits.
4. Organization of Quality improvement and awareness programs for faculty and students like FDP, workshops and seminars.
5. Compilation of data for AQAR report 2020-21

Also an action taken on the suggestions given by respected members is discussed and finalized.

Item no. 3.2

Preparation of AQAR report for 2020-21 and it's submission

Description: The NAAC online portal for submission of AQAR report for 2020-21 of the institute is open and it is essential to submit it before 31th December 2021. IQAC coordinator presented and introduced the new AQAR format for autonomous college for submission before all the IQAC members.

Proposed Action: In this connection following committee is formed to complete the entire process of criteria-wise preparation and submission of the AQAR.

- 1) Prof. S. A. Desai
- 2) Dr. M. R. Jadhav





- 3) Prof. I. A. Mursal
- 4) Prof. I. I. Tamboli
- 5) Prof. A. G. Patil
- 6) Prof. A. S. Mali
- 7) Prof. G. B. Kamble

As per the instruction of Principal, above committee members are instructed to start this work immediately and do needful for online submission within time period

Item no. 3.3

Review of 2nd Meeting of Board of studies and Academic Counsel conducted in the month of September 2021.

Description: Academic council meeting no. 2 was held in online mode due to Covid situation on 18th Sept. 2021. Item no 2.1 to 2.3 has been approved by house of academic Council, which includes syllabus.

Syllabus structure and evaluation pattern of S. Y B.Tech all program and structure of T. Y. and final year. B.Tech program has been approved by house of academic council with some suggestions as.

- A Hon member of academic council has suggested that all departments should offer open elective in such way that students of other department can be benefited. Departments should consider interdisciplinary approach while offering open electives.
- All dept should consider GATE syllabi at the time of framing of the syllabus content.
- Course on non conventional energy, course of energy solution, common use of FRP, additive energy or on smart material & more cause on mathematics may be considered while reframing the syllabus in curriculum of respective program

Hon academic chairman has accepted the suggestions given by the hon academic council member for acceptance





Item no. 3.4

Admission policy for academic year 2021-22, on the background of Covid situation.

Description: Due to Covid situation admission process of DTE & AICTE was prolonged. Hence awareness about this amongst 12th std students has been done by organizing counseling sessions in their Colleges. Major discussion is done on challenges for admissions.

Proposed Action: Because of covid situation admissions to engineering colleges are facing some challenges particularly Mechanical and Civil engg. Hence special effect plan is prepared for these departments to enhance the admission. Different committees are formed to carry out the admission activities. Present status has been discussed, and it was found satisfactory as per plan.

Item no. 3.5

Review of activities carried out by Training and Placement Cell

Description: Placement status of last year was remarkable especially Electronics & Computer Sci. engg department's placement was 100%. Hon principal made the resolution to congratulate Training and Placement officer & the team of Electronics & Computer Sci. Engg. department.

Some difficulties found in placement of Mechanical & Civil engg. department. All the members discussed about strengthening and increasing placement count.

Proposed Action:

- Technical training to all students.
- Aptitude training, Logical reasoning, Numerical ability for students of 2nd year onwards.
- Conduction of mock interviews, aptitude test, group discussion sessions to all students.
- Conduction of HR interviews by faculty.



**Vote of Thanks**

Prof. S. S. Patil, IQAC Coordinator summarized the proceedings of the meeting. On behalf of the institute he thanked all the members for joining the meeting in the current critical situation and proving their valuable inputs on the items. With the permission of the chairman, he closed the meeting and appeals everyone to support in future also with same kind of cooperation.

Prof. S. S. Patil
IQAC Coordinator

Dr. S.V. Anekar
Principal & Chairman, IQAC



PRINCIPAL
Tatyasaheb Kore Institute of Engg.
& Technology (Autonomous)
Warananagar, Dist. Kolhapur



Shree Warana Vibhag Shikshan Mandal's

Tatyasaheb Kore Institute of Engineering & Technology



Warananagar, Tal- Panhala, Dist- Kolhapur -416 113. Maharashtra

An Autonomous Institute, affiliated to Shivaji University, Kolhapur



Shree Warana Vibhag Shikshan Mandal's

**Tatyasaheb Kore Institute of
Engineering And Technology,
Warananagar**

**MINUTES OF INTERNAL
QUALITY ASSURANCE
CELL MEETING HELD
ON TUESDAY, 03
AUGUST 2021**



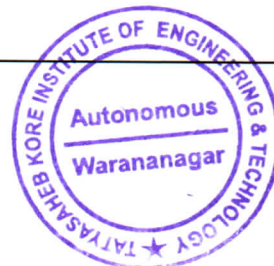
**Minutes of Internal Quality Assurance Cell (IQAC) Meeting****Held on Tuesday, 03rd August 2021 at 02.00 Pm****ONLINE mode on Google Meet**

The meeting of Internal Quality Assurance Cell (IQAC) of Tatyasaheb Kore Institute of Engineering and Technology, Warananagar under Autonomous status was held ONLINE due to Covid situation on **Tuesday, 03rd August 2021 at 02.00 Pm.**

Following members were present for the meeting:

1	Chairman	Dr. S. V. Anekar	Principal, Tatyasaheb Kore Institute of Engineering and Technology, Warananagar
2	IQAC Coordinator	Dr. S. D. Bhopale	IQAC Coordinator , TKIET, Warananagar
3	Member	Dr. K. Srinivas	Dean R & D, BITS Pilani Goa
4	Member	Mr. Rajesh Desai	CEO & MD, Lyra Network Asia
5	Member	Dr. Sudhakar S. Khot	IQAC Coordinator , Y. C. Warana Mahavidhyalay, Warananagar
6	Member	Prof. Ajit S. Patil	Associate Professor KITCOE, Kolhapur & Member of Ichalkaranji Palak Shikshak Sangh
7	Member	Prof. S. A. Desai	Associate Professor, TKIET, Warananagar
8	Member	Prof. G. S. Kamble	Assistant Professor, TKIET, Warananagar
9	Member	Prof. K. K. Awale	Assistant Professor, TKIET, Warananagar
10	Member	Prof. I. A. Mursal	Assistant Professor, TKIET, Warananagar
11	Member	Prof. G. B. Kamble	Assistant Professor, TKIET, Warananagar
12	Member	Prof. S. S. Patil	Associate Professor, TKIET, Warananagar
13	Member	Prof. I. I. Tamboli	Assistant Professor, TKIET, Warananagar
14	Member	Prof. A. V. Patil	Assistant Professor, TKIET, Warananagar
15	Member	Dr. Mrs.V. D. Patil	Assistant Professor, TKIET, Warananagar
16	Member	Mr. D. S. Thombare	Registrar, TKIET, Warananagar
17	Member	Mr. N. B. Jadhav	Head SNS Department, TKIET, Warananagar
18	Member	Mr. Shubham S. Chougule	T.Y Electronics Engg. Student

All the members were present for the meeting in online mode through Google meet platform.



Inauguration of IQAC Meeting

- As it was the first meeting of Internal Quality Assurance Cell (IQAC), in the Autonomous status and after the reconstitution of IQAC, TKIET proposed a short Inaugural Function.
- Initially, Prof. G. B. Kamble welcomed all the members for the meeting of Internal Quality Assurance Cell (IQAC) of Tatyasaheb Kore Institute of Engineering and Technology Warananagar under Autonomy. He started to welcoming Alumni representative, Industry Representative, Management Nominee, Local society representative, Principal & the Chairman, Internal Quality Assurance Cell (IQAC), and IQAC Coordinator as a Member secretary, and invited Dr. S. V. Anekar, Chairman IQAC, for his opening remarks.
- Chairman IQAC Dr. S V. Anekar, in his opening speech briefed about the institute establishment and the vision behind the foundation this institution as to impart the quality technical education to farmers' children.
- Also sir highlighted the need of quality in the all aspects after getting the autonomy and its implementation and need of suggestions from respected IQAC members.
- Since, it was first IQAC Meeting, to get familiar with the members; Prof. I. I. Tamboli formally introduced respectable nominee from Alumni, Industry, Management, local society and internal members in brief.
- Further, sir declared that inauguration function is over and handed over the charge to Dr. S. D. Bhopale, IQAC Coordinator for the further proceedings.

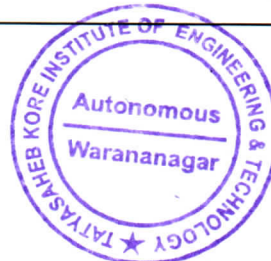
Briefing by IQAC Coordinator

- IQAC Coordinator Dr. S. D. Bhopale briefed about roles and responsibilities of IQAC members, before taking up the items from agenda for discussions and deliberations granted permission from Hon. Chairman and members of Internal Quality Assurance Cell (IQAC).

Item no. 1.1

Review of the minutes of last meeting

- The IQAC Coordinator presented the minutes of last IQAC meeting held on 31st Dec 2020 and action taken on the suggestions given by respected members of IQAC. IQAC Coordinator appreciated the preparation & submission of AQAR for 2019-20 to NAAC online portal in time. Also provided the information about as per the NAAC letter dated 09/01/2019, NACC can extend the accreditation of Institute which is implementing Autonomy status is processed and Prof. G. S. Kamble was taken regular follow up and



our institute got the extension in accreditation of NAAC for 5 years with same CGPA 3.27 (A Grade) up to 31 December 2025.

Item no. 1.2

Review of action taken report on suggestions given by eminent members of Academic council meeting.

- Dr. K. I. Patil Dean Academic and Prof. S. A. Desai member IQAC presented and reviewed the action taken report on different suggestions given by eminent members of Academic council. Sir explained the Boards of Studies of different departments are in place and conducted BOS meetings. Also the Academic Council of the Institute is prepared. The first Academic Council meeting was conducted on 15th May 2021 in online mode. The minutes of that meeting are prepared and the action taken report on the suggestions from the respectable Academic council members is discussed
- Further, sir requested the house for the approval of the action taken report on suggestions given by eminent members of Academic council meeting with suggestions and corrections, if any.
- After the discussion and deliberations, the house has provided the suggestions as follows:

Suggestion from Dr. K. Srinivas

- Dr. K. Srinivas sir enquired about the implementation policies and suggested to think about the resources available in the institute. For implementing the valuable suggestions given by AC members institute should have to priorities the suggestions and should have to look for balance of quality and resources.

Suggestion from Prof. Ajit Patil

- Prof. Ajit Patil Sir suggested waiting for minimum one cycle before make the all changes. Implement the suggestions as per the requirements.
- Sir also suggested percolating the autonomy first within the stack holders.

Suggestion from Mr. Rajesh Desai

- Desai sir expressed as now a days everything is becoming digital so try to include the bridge courses like internet of things, online payment gateways, machine learning, data analysis, etc.

Item no. 1.3**Quality expectations for S.Y, B. Tech. Syllabus (structure and curriculum contents) of autonomous programs in tune with honor and minor degree.**

- Prof. G. S. Kamble explained the need of revision in the structure and syllabus of S.Y, B.Tech which will be implemented for current academic year 2021-22 under autonomy. Also sir highlighted the major, minor and honor degree with the respective credits.
- The proposed structures and syllabus requiring some quality inputs so sir requested the house for the suggestions on this point.
- After the discussion and deliberations, the house has provided the suggestions as follows:

Suggestion from Dr. K. Srinivas

- Idea of providing the minor degree is excellent, it is suggested to provide the minor into the program where students are aspiring skill based education like data mining for CSE and finance for ETC students will add more benefits.
- In BITS Pilani students have to take some other discipline subject as minor subject.
- Honor degree should be based on technology as like implemented in IIT's.

Suggestion from Mr. Rajesh Desai

- Engineering students are having ability to do beyond the engineering so institute should provide the scope for them in minor and honor degree.

Suggestion from Prof. Ajit Patil

- Eligibility criteria should be decided for entry into minor or honor degree based on SGPA.
- Placement of minor and honor degree should be in 4th or 5th semester onwards.

Item no. 1.4**Review of examination and evaluation mechanism to improve the quality marks and NAAC, NBA based CO-PO Mapping through evaluation**

- Prof. M. B. kulkarni Controller of Examination and Prof. K. K. Awale presented the existing examination and assessment mechanism, In semester and End semester examinations, grading system, Co-Po mapping and software purchased for examination and evaluation.
- After the discussion, the house has provided the suggestions as follows:

Suggestion from Prof. Ajit Patil

- Students should motivate through the quiz or discussion where the skills of the students

may get increase.

- If possible provide more weightage to continuous evaluation so that students become more attentive.

Suggestion from Dr. K. Srinivas

- As this year examinations are carried out in online mode. It is good method but institute have to think and must be prepared for the offline mode examination also.
- In continuous evaluation like In semester examination (ISE) institute can include the skill based evaluation like group discussion, quiz, seminars and technical brain storming.

Item no. 1.5

Upgrade dimensions of academic monitoring like mid-sem and end-sem feedback and monthly academic audits.

- Prof. I. A. Mursal presented the mechanism for the academic monitoring and feedback which is in existence in the institute. But in the autonomy it is having a very vital role so for to get betterment in the system institute has to set policies for academic monitoring and feedback from the various stake holders. For execute these institute have to design or upgrade the formats. So sir requested the house for the suggestions for betterment in feedback mechanism.
- After the discussion, the house has provided the suggestions as follows:

Suggestion from Dr. K. Srinivas

- Institute has to take caution about feedback. The feedback should be of subject not of the faculty.
- Institute has to reform the feedback in three major parts that are subject, teacher and industry.
- Reduce the feedback and academic audit frequency. It should be once in semester.
- Appreciation and reward for best teachers should be designed and implement.

Suggestion from Prof. Ajit Patil

- Reduce the paperwork and use the ICT for conducting the feedback.

Suggestion from Mr. Rajesh Desai

- Feedback should be circular instead of linear.

Suggestion from Dr. S. S. Khot

- Feedback is very vital and the action taken on that is very much required to sustain the belief of students on feedback system.



Item no. 1.6

Organization of Quality enhancement and awareness programs for faculty and students like FDP, workshops and seminars.

- The efficiency and effectivity of the learning experience is dependent on the teacher quality, thus, enhancing teacher's quality is vital in improving the students learning outcome. Prof. A. V. Patil explained about need of Quality enhancement and awareness programs for faculty and students. Sir opened this subject for discussion and deliberations to the respectable IQAC members.
- After the discussion, the IQAC members has provided the suggestions as follows:

Suggestion from Prof. Ajit Patil

- Good contents must be delivered through ICT
- Institute has to train the teachers for content creation.

Suggestion from Dr. S. S. Khot

- Requirements to bridge the gap between academic and industry should be found out and the course must be planned
- Feedback of the students and faculties regarding these requirements should be taken for the betterment.

Suggestion from Dr. K. Srinivas

- Communication and knowledge of the students should be enhanced through the workshops and ICT based programs.
- Expert lectures for core subjects can be organized with the help of very eminent faculties in that area.
- Institute has to keep benchmark based on the outside world.

Item no. 1.7

Compilation of data for AQAR report 2020-21

- The NAAC online portal for submission of AQAR report for 2020-21 of the institute will be open on 5th Dec 2021. Therefore it is essential to submit it before 25th January 2022.
- In this connection following committee is formed to complete the entire process of preparation and submission of the AQAR.
 - 1) Prof. G. S. Kamble
 - 2) Prof. I. A. Mursal
 - 3) Prof. I. I. Tamboli
 - 4) Prof. A. V. Patil



- 5) Prof. G. B. Kamble
 - 6) Mr. Amol Chavan
- Prof. I. I. Tamboli explained these points and opened the forum for valuable suggestions.
 - The respectable IQAC members are provided following suggestions:

Suggestion from Dr. K. Srinivas

- Institute has to purchase one ERP for IQAC data management.
- Everything should be put on specialized ERP so that we can very easily manage the data.
- The data must be separated as static data and the dynamic data.
- Institute has to set mechanism to upload data by all the faculties once the event is over.

Suggestion from Prof. Ajit Patil

- Central repository for the documents and data should be there.

Suggestion from Dr. S. S. Khot

- All criteria coordinator must have the access to the central repository.
- IQAC coordinator must have some helping hand.
- IQAC cell must present physically with required infrastructure.
- All the activities should go through IQAC.

Item no. 1.8

Any other subject with the permission of the chairperson

- Prof. S. S. Patil reviewed all the points discussed within the meeting and opened forum for any other subject or suggestions with granted permission from Hon. Chairman and members of Internal Quality Assurance Cell (IQAC)
- The following suggestions are provided by respectable IQAC members:

Inputs from Dr. K. Srinivas

- Many suggestions are keep coming from IQAC members and Academic Council Members out of that institute has to sort academic and non-academic suggestions and have to decide the priorities before implementation as to maintain balance with respect to available resources. Institute can implement the suggestions phase wise.
- Institute has to prepare 5 years road map for betterment.
- Institute has to get prepared with SWOT analysis for all departments.

Inputs from Mr. Rajesh Desai

- Institute has to look at local parameters and global situations as well, then and only institute will be recognized globally.
- If institute take initiatives with respect to global demands our students will get benefited.



Inputs from Prof. Ajit Patil

- Percolate the meaning of autonomy in students, faculties, staff members and parents.
- *Chairman, Internal Quality Assurance Cell (IQAC) assured that said suggestions and recommendations would be incorporated and the action taken report (ATR) will be submitted in the next meeting of Internal Quality Assurance Cell (IQAC).*

Vote of Thanks

Dr. S. D. Bhopale, IQAC Coordinator summarized the proceedings of the meeting. On behalf of the institute he thanked all the members for joining the meeting in the current critical situation and proving their valuable inputs on the items. With the permission of the Chainman, he closed the meeting and appeals everyone to support in future also with same kind of cooperation.

Dr. S. D. Bhopale
IQAC Coordinator



Dr. S.V. Anekar
Principal & Chairman, IQAC
PRINCIPAL
Tatyasaheb Kore Institute of
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Warananagar, Dist. Kolhapur



Shree Warana Vibhag Shikshan Mandal's

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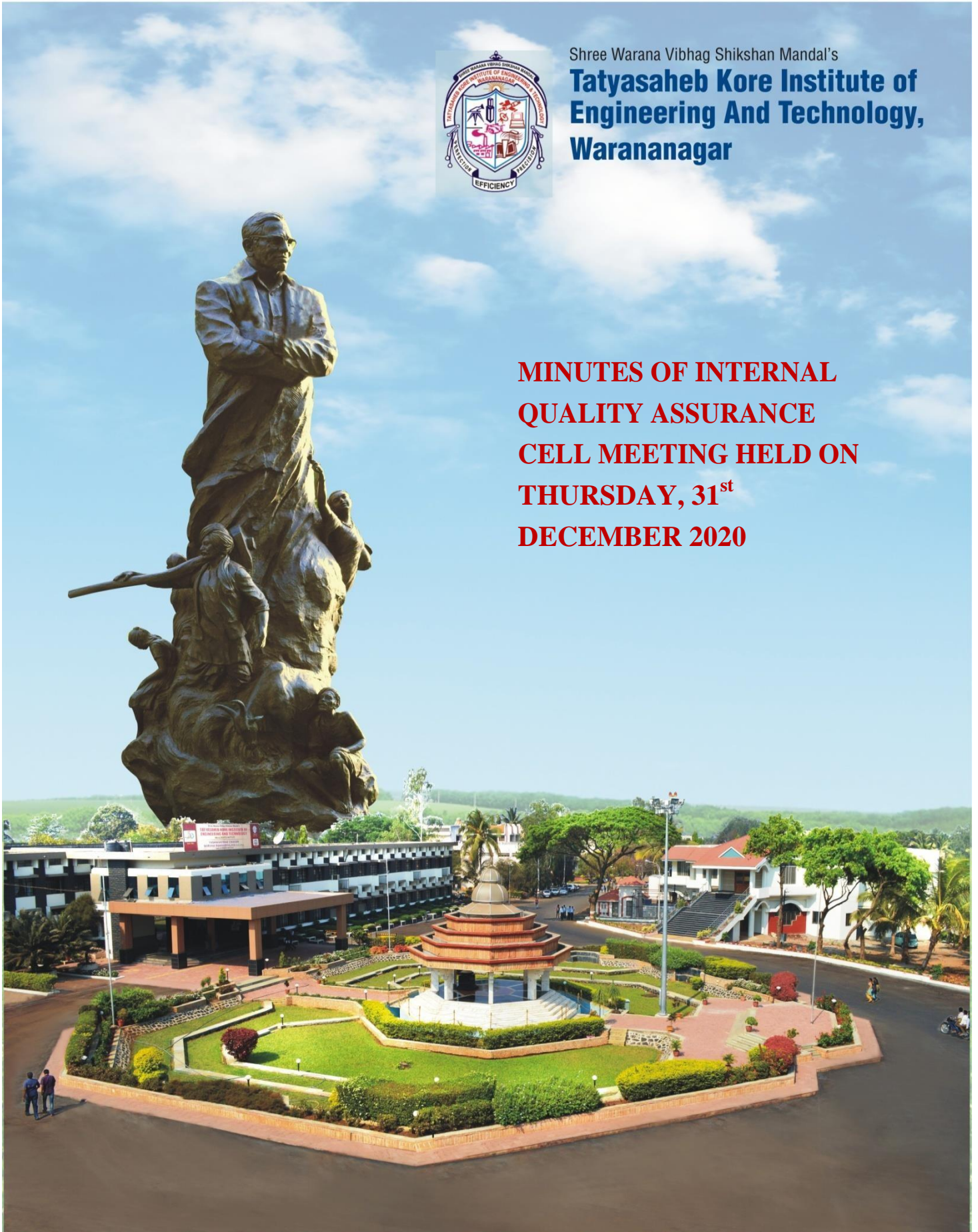
An Autonomous Institute, affiliated to Shivaji University, Kolhapur



Shree Warana Vibhag Shikshan Mandal's

Tatyasaheb Kore Institute of Engineering And Technology, Warananagar

**MINUTES OF INTERNAL
QUALITY ASSURANCE
CELL MEETING HELD ON
THURSDAY, 31st
DECEMBER 2020**



**Notice**


Date 28/12/2020

Following IQAC members are informed to attend IQAC meeting arranged on Thursday, **31st December 2020** at Conference Hall of the Institute. Following agendas will be discussed

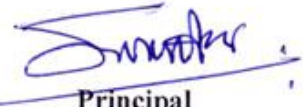
Agendas of Meeting:

- 1) Review of the last minutes of meeting
- 2) Framing the implementation policies for autonomous status of Institute
 - A) Finalization of different autonomous handbooks of the Institute
 - B) Preparation of F. Y. B. Tech. and other classes syllabus structures and monitoring the activities
 - C) Formation of BoS of different departments
 - D) Initiative to make policy of autonomous examination mode
- 3) Preparation of AQAR report for 2019-20 and it's submission
- 4) Discussion on NAAC Accreditation – Transition Autonomous Colleges process

Venue: Conference Hall**Day and Date:** Thursday, 31st December 2020**Time:** 11.00 am


Mr. Kamble G. S.
IQAC Co-ordinator




Principal
PRINCIPAL
Tatyasaheb Kore Institute of Engg
& Technology (Autonomous)
Warananagar, Dist. Kolhapur

CC to:

Sr. No.	Name of Member	Designation	Sr. No.	Name of Member	Designation
1	Prof. S. A. Desai	Teacher's Representative, Dept. of Chemical Engineering	2	Prof. C. P. Shinde	Teacher's Representative, Dept. of Electronics and Tele. Com. Engg.
3	Dr. (Smt.) V. D. Patil	Teacher's Representative, Dept. of Applied Science	4	Dr. S. S. Desai	Teacher's Representative, Dept. of Applied Science
5	Mr. I. I. Tamboli	Teacher's Representative, Dept. of Computer Engineering and Science	6	Mr. G. B. Kamble	Teacher's Representative, Dept. of Applied Science
7	Mr. D. S. Thombare	Senior Administrative Officers	8	Dr. A. T. Lad	Senior Administrative Officers from Library
9	Mr. S. S. Bulle	Member From The Management	10	Dr. Ujjwala Chougule	Nominee From Local Society
11	Mr. Pradyumna Mane	Nominee From Student	12	Mr. Satyajeet Bhosale	Nominee From Alumni
13	Mr. R. S. Gulavani	Nominee From Industrialist	--	----	----



Details Description of Agendas of Meeting

The meeting of Internal Quality assurance cell was held on Thursday, 31st December 2020 in Conference hall of the institute at 11.00 am. Following members were present for this meeting

Sr. No.	Name of Member	Designation	Sr. No.	Name of Member	Designation
1	Prof. S. A. Desai	Teacher's Representative, Dept. of Chemical Engineering	2	Prof. C. P. Shinde	Teacher's Representative, Dept. of Electronics and Tele. Com. Engg.
3	Dr. (Smt.) V. D. Patil	Teacher's Representative, Dept. of Applied Science	4	Dr. S. S. Desai	Teacher's Representative, Dept. of Applied Science
5	Mr. I. I. Tamboli	Teacher's Representative, Dept. of Computer Engineering and Science	6	Mr. G. B. Kamble	Teacher's Representative, Dept. of Applied Science
7	Mr. D. S. Thombare	Senior Administrative Officers	8	Dr. A. T. Lad	Senior Administrative Officers from Library
9	Mr. S. S. Bulle	Member From The Management	10	Dr. Ujjwala Chougule	Nominee From Local Society
11	Mr. Pradyumna Mane	Nominee From Student			

Different agendas are discussed and proceedings of meeting are summarized as below

Welcome address by the Dr. S. V. Anekar, Principal, TKIET, Warananagar

Agenda (Agendum) 1:

Review of the last minutes of meeting

Description: Refer **Annexure -1** for minutes of meeting conducted on 3rd November 2020. The following agenda was discussed in the meeting

- 1) Compliances of previous meeting held in July 2020
- 2) Preparation of institute about UGC expert committee visited to institute
- 3) Review of IQAC activities
- 4) Online examination of final year students 2019-20
- 5) Conduction of online academic activities

Proposed Action: Activities 1 to 4 have completed. No compliances in this regards. About conduction of academic activities, it is essential to get update information about end of semester, internal examination, current semester examination and starting of F. Y. B. Tech and DSE classes from University and State government.

Agenda (Agendum) 2:





Framing the implementation policies for autonomous status of institute

A) Finalization of different autonomous handbooks of the institute

Description: Institute has prepared three handbooks as guideline for the academic, administrative and examination reforms during implementation of autonomy. These handbooks are

- 1) TKIET – Handbook-1: Rules, Regulations and Responsibilities (Version 2.0)
- 2) TKIET – Handbook-2: A Path to Implement Autonomy (Version 2.0)
- 3) TKIET – Handbook-3: Examination Conduction under Autonomy (Version 1.0)

However, the devising of version 2.1 and 1.1 of handbooks are in process for the final implementation under the autonomy status. Hence all HoDs, Deans, faculty and staff were informed to go through the attached handbooks/manuals and provide constructive suggestions on or before Thursday, 31st December 2020 at tkiet.suggestions@tkietwarana.ac.in

Proposed Action: There is need to modify the handbooks after considering the suggestions given by the faculty. The action taken plan is required to be discussed and finalized in the meeting. It should be convey to the handbooks' preparation committee.

B) Preparation of F. Y. B. Tech. and other classes' syllabus structures and monitoring the activities

Description: There is need to prepare the F. Y. B. Tech and other classes Syllabus structure before the 10th January 2021 which will be implemented for the current academic year 2020-21 under autonomy.

At present, the first version of Draft copy of the F. Y. B. Tech. structure is prepared which has credits of 25 each semester. There is suggestion by external expert to modify this draft to reduce the credits of semesters to 21-22. It is essential to offer honor degree in future to the students.

About Honors Degree

'Honors' means a higher recognition awarded to a well performing UG students on earning the specific extra credits after satisfying the relevant degree award conditions (Refer **Annexure –2**) The objectives of decorating the students with superior academic ability with honors are

1. To encourage the advanced levels of study and multidisciplinary learning
2. To specialize in a focused area of their interest
3. To learn new skills and methodology pertaining to their area of interest
4. To enable personal creativity and cultivate a sustaining interest in advanced education and research
5. To provide opportunities to gain recognition at the time of graduation for distinguished work





- AICTE has introduced a scheme wherein the each student has to earn 18 or more additional credits during four years program including online courses.
- Registration to Honors qualification shall start from fifth semester onwards and registrants shall have obtained a CGPA ≥ 8.50 at the end of the fourth semester.

At present, the prepared syllabus structure has been discussed in the HoDs meeting and Syllabus preparation Committee of first year faculty has been constituted to finalize the draft of F. Y. B. Tech. for autonomy.

Then proposed syllabus will be put forward to the BoS of F.Y. B. Tech and academic Council of the Institute for final approval.

Proposed Action: The monitoring of this process will be done by the IQAC. As per instruction of principal, Dr. D. N. Mane, Head, Dept. of F. Y. B. Tech and Dr. V. D. Patil madam from IQAC will monitor the entire process and will submit the completion report to the IQAC in coming days.

C) Formation of BoS of different departments (3 min)

Description: Already the Boards of Studies of different departments have been prepared. After the autonomy results, it is needful to finalize the members of BoS. All departments should complete the process of formation of BoS and take the written approval from Principal Office. Prepare the standard document of it with consent letters of all members and submit the copy to IQAC and Principal Administrative Office.

Proposed Action: On behalf of IQAC, Prof. S. A. Desai sir will look after the entire process and will collect the document and do needful actions.

D) Initiative to make policy of autonomous examination mode (5 min)

Description: The success of the Autonomous status of the institute is only possible through the quality teaching learning process and Integrity, honesty, reliability of examination/ evaluation process. It is very sensitive area of the entire education process and institute has to take greater care while execution of examination activities under autonomy. It is need to prepare the plan for conduction of examination for F. Y. B. Tech. under autonomy. It must include

Formation of question paper structure, answer book design, registration and enrollment documentation, Formation of subject expert panels, method of exam notifications, preparation of exam schedule, seating arrangement, plan to conduct written exam, assessment and moderation strategy, result declaration are the important activities under this umbrella. It is need to study the mechanism of other colleges and also need to visit the other institute to understand this process.

Proposed Action: Prof. M. B. Kulkarni sir, is appointed as Dean Examination. He is requested to prepare and present this entire plan in front of IQAC and Academic Council in next month. IQAC member, Prof. S. S. Desai sir will take follow up of this presentation and will do needful process





Agenda (Agendum) 3:

Preparation of AQAR report for 2019-20 and it's submission (5 min)

Description: The NAAC online portal for submission of AQAR report for 2019-20 of the institute is opened on 5th Dec 2020. Therefore it is essential to submit it before 25th January 2021.

Proposed Action: In this connection following committee is formed to complete the entire process of preparation and submission of the AQAR.

- 1) Prof. G. B. Kamble
- 2) Prof. I. I. Tamboli
- 3) Prof. R. B. Patil
- 4) Mr. Amol Chavan

As per the instruction of Principal, above committee members are instructed to start this work immediately and do needful for online submission within time period.

Agenda (Agendum) 4:

Discussion on NAAC Accreditation – Transition Autonomous Colleges process (5 min)

As per the NAAC letter of dated 09/01/2019, NAAC can extend the accreditation of Institute which is implementing Autonomy status. It states that

For colleges which have become Autonomous from 2014-15, the NAAC may extend their existing Accreditation Status till they become eligible for applying as an Autonomous College, i.e., 5 years or 2 batches of students. (Refer Annexure –2)

The necessary information is required to take the benefit of the same. The correspondence is required to do with NAAC to know about present status of this NAAC resolution.

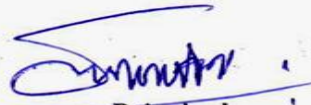
Proposed Action: Prof. C. P Shinde Sir and Mr. G. S. Kamble will take the required follow up about this issue and convey the updates to the Principal Office for further action.

Other issues with permission of chair was considered and discussed in short to provide some guideline to resolve them.

Votes of Thanks by the Prof. G. S. Kamble

Mr. Kamble G. S.
IQAC Co-ordinator




Principal
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