MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING HELD ON THURSDAY, 14 September 2023
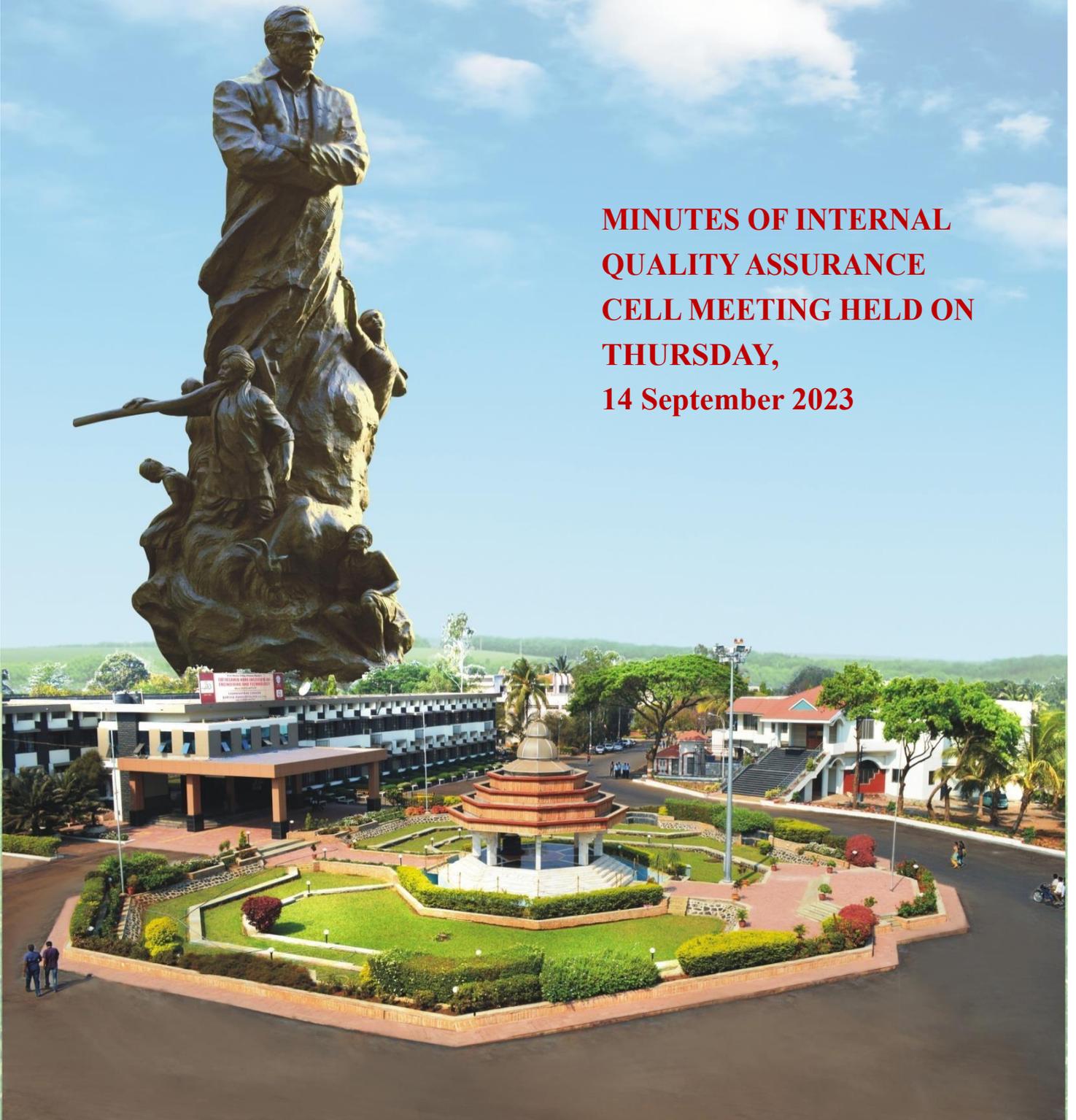
NOTICE

IQAC Meeting

Date: 05-09-2023

All members of IQAC are hereby requested to attend a meeting on Thursday, 14th September 2023 at 11.00 AM in conference hall of the institute.

The agenda for this meeting are as follows:

1. Review and approval of the minutes from the previous meeting held on 18th April 2023.

2. Review of syllabus setting for final year B. Tech under autonomy.

3. Consideration of suggestions provided by the Academic Council and Board of Studies of the department.

4. Review and discussion on the admission process for academic year 2023-24 and its current status.

5. Approval of student and faculty training activities for upcoming academic year.

6. Deliberation on Accreditation by NBA and accordingly plan for it.

7. Overview of teaching-learning activities and exam cell operations during the last semester.

8. Any other matter to be discussed with the permission of the chairperson.

IQAC Co-ordinator   **Principal**

Minutes of the IQAC Meeting

Date: 14th September, 2023

Time: 11.00 AM

Venue: Conference Hall, Tatyasaheb Kore Institute of Engineering & Technology, Warananagar, Maharashtra

At the beginning Prof. S. S. Patil welcomed all the members for meeting of Internal Quality Assurance Cell (IQAC) of Tatyasaheb Kore Institute of Engineering and Technology, Warananagar.

Agenda No. 1: Review and confirmation of meeting minutes held on 18th April 2023

- Prof. S. S. Patil, IQAC Coordinator, before taking up the items from the agenda for discussion and deliberation took the permission from Hon. Chairman and IQAC members.

- Prof. S. S. Patil, IQAC Coordinator, read the key points of the minutes of meeting held on 18th April, 2023 and requested all the members for approval of the same. All the members unanimously confirmed the minutes of meeting held on 18th April, 2023.

Agenda No. 2: Review of syllabus setting for final year B. Tech under autonomy

- Prof. S. A. Desai, Teacher's Representative, Dept. of Chemical Engineering, informed all the members that the structure and syllabus for final year B. Tech was setup approved by respective BoS of Mechanical Engineering, Civil Engineering, Chemical Engineering, Computer Science Engineering, and Electronics & Telecommunication Engineering. Then the structure & syllabi were revised considering the changes suggested by Hon. members of Academic Council.

- Dr. K. Srinivas, Nominee from Alumni, recommended forming a sub-committee in each department to conduct a comprehensive review and propose necessary revisions for including industry relevant topics. He also expressed his views on necessity to reduce the gap between academia and industry.

Agenda No. 3: Consideration of suggestions provided by the Academic Council and Board of Studies of all the departments

- Prof. G. S. Kamble, Teacher's Representative, Dept. of Mechanical Engineering, read out important and valuable suggestions provided by Academic Council members as well as members of Board of Studies. Especially about Honors Degree and final year B. Tech structure. He also expressed the importance of implementing these changes to conform to the policies prescribed by AICTE. He specifically mentioned that one of the suggestions provided in Academic Council meeting was to offer Honors Degree considering recent trends in the industry for example the Dept. of Computer Science Engineering should consider to offer Honors Degree in Data Science in the future.

- Prof. G. B. Kamble, Teacher's Representative, Dept. of Applied Science, informed all the members that it was decided to implement National Education Policy (NEP-2020) for First Year Engineering from AY 2023-24 which is mandated by Government of Maharashtra. He also presented the draft F.Y. B.Tech structure for Semester-I & Semester-II. Hon. Chairman deliberated on of effective implementation of NEP-2020 for First Year Engineering.

Agenda No. 4: Review and Discussion on Admission Process for Academic Year 2023-24 and its current status

- Dr. A. V. Patil (Admission In-charge) provided review different activities undertaken for admission of academic year 2023-24. He informed the members that the admission process for First Year Engineering (UG) is over whereas for Direct Second Year and First Year Engineering (PG) is in progress. He also gave department wise admission details for First Year Engineering. Details provided by him are as follows:

  Mechanical Engineering – 131 students

  Civil Engineering – 39 students

  Computer Science & Engineering – 206 students

  Chemical Engineering – 69 students

  Electronics & Telecommunication Engineering – 58 students

- Dr. S. V. Anekar, Chairperson, appreciated the efforts taken by faculty members for admission. He instructed Dr. A. V. Patil (Admission In-charge) to focus on remaining admission process.

Agenda No. 5: Approval of student and faculty training activities for upcoming academic year

- Prof. S. S. Patil, IQAC Coordinator, proposed that maximum students and faculty should enrol and successfully complete online courses offered on Swayam NPTEL platform (a project by MHRD). To motivate the students and faculty some sort of special recognition should be provided to them.

- Prof. Shikkeri, Assistant Training & Placement Officer, presented schedule of training activities planned for final year students during AY 2023-24 in objective of improving placement numbers.

- Hon. Chairman requested to motivate students to participate in workshops, hackathons, industrial visits, and internship opportunities in collaboration with industry partners.

Agenda No. 6: Deliberation on Accreditation by NBA and accordingly plan for it

- Dr. S. V. Anekar, Chairperson, informed all the members the management is planning to get the programs of the institute accredited by NBA. He requested IQAC Coordinator to get the information of NBA accreditation process and pre-qualifying criteria for NBA.

- Prof. S. S. Patil assured members of developing gap analysis for NBA accreditation which will include faculty qualifications, infrastructure adequacy, and alignment of course outcomes with NBA requirements.

- Dr. K. Srinivas, Nominee from Alumni, suggested to Set a clear timeline for completing NBA-related tasks and assign responsibilities to relevant departments and committees to be formed.

Agenda No. 7: Overview of teaching-learning activities and exam cell operations during the last semester

- Dr. S. V. Anekar, Chairperson, appreciated the efforts taken by teaching staff to maintain the quality of teaching and learning activities. He also emphasized need for identifying challenges of engaging students from digital era such as innovative teaching practices and adopting digital tool wherever possible.

- Dr. M. R. Jadhav, Controller of Examination, provided report on activities taken up by examination cell during previous semester including panel of examiners for different exams, result of examinations of Sem-II of AY 22-23 and lapse instances. He also emphasized on difficulties encountered by the exam cell and requested Hon. Chairman to implement changes in software and additional staffing.

Agenda No. 8: Any other matter to be discussed with the permission of the chairperson

- Prof. G. S. Kamble, Teacher's Representative, Department of Mechanical Engineering, with permission of Chairperson brought to notice requirement of infrastructure maintenance and renovation considering upcoming NBA Accreditation.

- Dr. S. V. Anekar, Chairperson, promised to give serious consideration to this suggestion and promised to instruct Dr. D. M. Patil, Dean Infrastructure to conducted the audit the prepare budget for necessary maintenance and renovation of the infrastructure.

Vote of Thanks

At the end of the meeting action points were assigned to relevant stakeholders, and follow-up actions were planned to address the identified areas of improvement. Prof. S. S. Patil (IQAC Coordinator) thanked all the members for attending the meeting and for providing valuable inputs. With permission of Chairperson, the meeting was concluded.
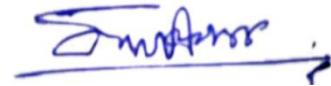
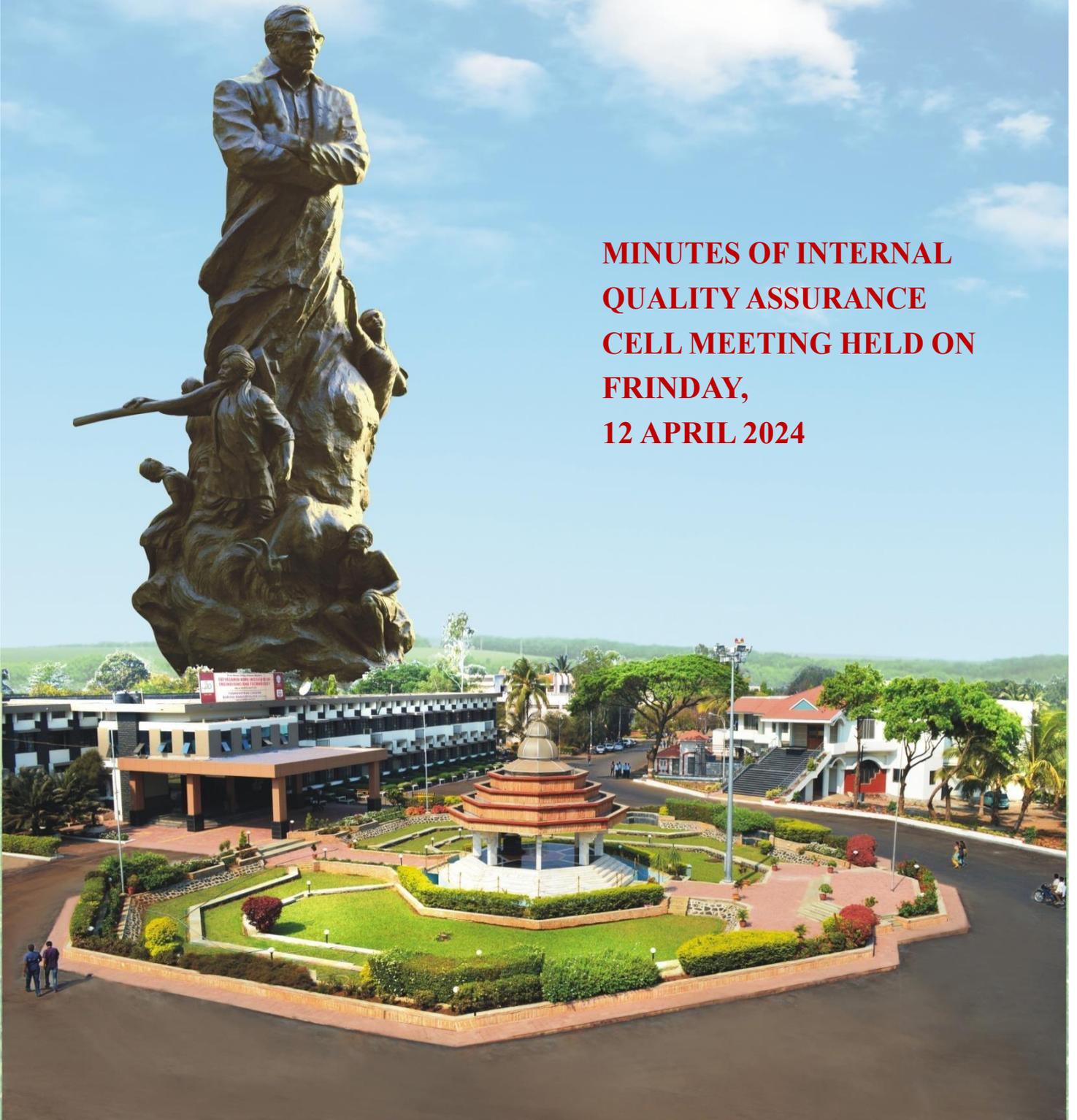Prof. S. S. Patil   Dr. S. V. Anekar
IQAC Coordinator   Chairperson, IQAC

Shree Warana Vibhag Shikshan Mandal's

Tatyasaheb Kore Institute of Engineering And Technology, Warananagar

MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING HELD ON FRINDAY, 12 APRIL 2024

NOTICE

IQAC Meeting

Date: 04-04-2024

All members of IQAC are hereby requested to attend a meeting on Friday, 12th April 2024 at 11.00 AM in conference hall of the institute.

The agenda for this meeting are as follows:

1. Review and approval of the minutes from the previous meeting held on 14th September 2023.

2. To note the changes in IQAC.

3. Review of Institutes ongoing academic schedule and planning.

4. Discuss research and innovation initiatives of the Institute.

5. Preparations and current status of NBA accreditation, including departmental readiness.

6. Review of different statutory committees.

7. Student Support and Development Activities

    a. Updates on student mentoring programs.
    b. Review of Academic Bank of Credits for students.
    c. Discussion on skill development initiatives, internships, and placement activities.

8. Discussion on Industry-Academia Collaboration.

9. Any other matter to be discussed with the permission of the chairperson.

IQAC Co-ordinator   **Principal**

Shree Warana Vibhag Shikshan Mandal's

TATYASAHEB KORE INSTITUTE OF ENGINEERING & TECHNOLOGY
Warananagar, Tal-Panhala, Maharashtra
(An Autonomous Institute)

Minutes of the IQAC Meeting

Date: 12th April, 2024

Time: 11.00 AM

Venue: Conference Hall, Tatyasaheb Kore Institute of Engineering & Technology, Warananagar, Maharashtra

At the beginning Dr. M. S. Dhuttargaon welcomed all the members for meeting of Internal Quality Assurance Cell (IQAC) of Tatyasaheb Kore Institute of Engineering and Technology, Warananagar.

Agenda No. 1: Review and approval of the minutes from the previous meeting held on 14th September 2023.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, before taking up the items from the agenda for discussion and subsequent deliberation took the permission from Dr. S. V. Anekar, Chairperson, and IQAC members to start the meeting.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, read the key points of the minutes of meeting held on 14th September, 2023 and requested all the members for approval of the same. All the members unanimously confirmed the minutes of meeting held on 14th September, 2023.

Agenda No. 2: To note the changes in IQAC.

- Prof. N. B. Jadhav, Senior Administrative Officer, informed all the members that the Dr. M. S. Dhuttargaon has been appointed as IQAC Coordinator by the order of Dr. S. V. Anekar, Chairperson and will be replacing Prof. S. S. Patil as his tenure is over.

- Prof. N. B. Jadhav, Senior Administrative Officer, also informed that Dr. A. S. Kamble will be replacing Prof. K. K. Awale as teachers' representative from Department of Computer Science Engineering. Similarly, Prof. S. B. Patil will be replacing Prof. I. A. Mursal as teachers' representative from Department of Civil Engineering and Mr. Sourabh Shinde will be replacing Mr. Shubham Chougule as nominee from student.

Agenda No. 3: Review of Institutes ongoing academic schedule and planning.

- Prof. G. S. Kamble, Associate Dean Academics and teachers' representative from Department of Mechanical Engineering, provided details about the ongoing academic activities across various programs (B. Tech and M. Tech). He specifically mentioned that the second semester of AY 2023-24 started on time as mentioned in the Academic Calendar. All the lectures and practical are being conducted according to time table and the syllabus covered during theory class and lab sessions are satisfactory. In-semester exam 1 and 2 were conducted smoothly.

Agenda No. 4: Discuss research and innovation initiatives of the Institute.

- Dr. R. V. Kajave, Dean Research & Development, provided review of project activities under UG & PG programs undertaken during AY 2023-24. He also informed the members about applications for research grants submitted under Science and Engineering Research Board – State University Research Excellence. According to him Dr. P. V. Mulik, Dr. A. S. Todkar, Dr. P. J. Patil, and Dr. M. R. Jadhav in coordination with other faculty members submitted the proposals.

- Dr. S. Anekar, Chairperson, suggested Research and Development Cell should explore other opportunities for fetching research grants and create awareness about it among the faculty members and motivate the faculty members to take advantage of such opportunities.

Agenda No. 5: Preparations and current status of NBA accreditation, including departmental readiness.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, informed all the members that the as planned, Self-Assessment Reports (SAR) were submitted by Mechanical, Civil, Chemical, and Electronics & Telecommunication Departments on 12th February, 2024. Five probable dates spanning between March 2024 to April 2024. Unfortunately no formal communication was received from NBA regarding expert committee visit.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, informed members that criteria files for criteria 1 to 7 are partially ready and central level criteria files are almost ready. Lab renovation is still in progress.

- Dr. S. M. Pise, Dean School of Engineering, Technology & Management, suggested that NBA preparation should be continued and communication with NBA would be soon initiated.

Agenda No. 6: Review of different statutory committees.

- Dr. S. V. Anekar, Chairperson informed all the members the management is planning to get the programs of the institute accredited by NBA. In this regard it is important all the statutory committees are functional and have relevant documents ready. He requested IQAC Coordinator to collect the information of about all statutory bodies in the institute and inform respective coordinators to update their documents/files for upcoming NBA accreditation.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, informed Hon. Chairperson that he would personally take the review of statutory committees and inform respective coordinators to comply.

Agenda No. 7: Student Support and Development Activities.

a) Updates on student mentoring programs.

- Prof. G. B. Kamble provided a summary of the mentoring framework currently in place including frequency of counselling sessions. He mentioned the objective of the mentoring program is to offer personalized academic guidance to the students and tackle any academic problem they might face in the institute which will eventually enhance students' academic performance.

b) Review of Academic Bank of Credits for students.

- Prof. S. A. Desai, teachers' representative from Department of Chemical Engineering, informed all the members about Academic Bank of Credits (ABC) and initiative by the Ministry of Education, Government of India, under the framework of the National Education Policy (NEP) 2020. He mentioned that the objective of this initiative is to enabling students to accumulate, transfer, and redeem academic credits across Indian Higher Education Institutions (HEIs). UGC has informed all HEIs to execute this initiative and is creating awareness among all stakeholders.

- Dr. S. V. Anekar, Chairperson, mentioned that Dr. N. S. Dharashivkar, Dean Student Affairs, will look after executing this initiative in the institute and will be permitted to participate in relevant training activities conducted UGC/Ministry of Education.

c) Discussion on skill development initiatives, internships, and placement activities.

- Prof. R. C. Shikkeri, Assistant Training Placement Officer, informed members that analysis of recruiters' feedback reveals that the TKET students are lacking in communication skills in spite of having technical knowledge. Considering this feedback, the institute has signed an MOU with agency called Shikuyaa Pvt. Ltd.

exclusively for training students on communication skills as well as resume writing and Interview Etiquettes. This initiative will assist the students in getting hired in core industries.

- Prof. I. I. Tamboli, teachers' representative from Department of Computer Science Engineering, informed all the members that from next academic year the final year students will be given freedom to choose among Internship Pattern or Capstone Project Patten. There needs to be clear policies for students opting for Internship Pattern. Dr. S. V. Anekar, Chairperson, requested Prof. R. C. Shikkeri to ensure TKIET caters the internship opportunities to the interested students from all the departments and accordingly identify the potential companies.

Agenda No. 8: Discussion on Industry-Academia Collaboration.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, discussed the importance of Industry-Academia collaboration and importance given it by different accreditation agencies. He mentioned that each department should organize regular workshops and guest lectures by industry experts and even invite alumni working in industries to share their experiences and guide students on career readiness. These activities will help in bridging the gap between theory and practice.

- Dr. M. S. Dhuttargaon, IQAC Coordinator, also insisted on aligning above mentioned initiatives with Program Outcomes to meet accreditation requirements.

- Dr. S. M. Pise, Dean School of Engineering, Technology & Management, suggested that every department should implement Industry Ready Engineers program where in departments can identify potential industries and sign MOUs with them for sustainable collaboration resulting in internships and placements.

Agenda No. 9: Any other matter to be discussed with the permission of the chairperson.
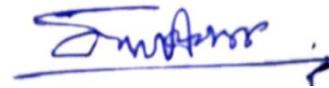
- Dr. S. M. Pise, Dean School of Engineering and Technology, Warananagar, with permission of Chairperson raised concerns about reinitiating use of MOODLE as a Learning Management system. He informed all the members that Prof. R. D. Gade (Assistant Professor, Chemical Department) has been appointed as an Institute Coordinator for MOODLE.

Vote of Thanks

At the end of the meeting action points were assigned to relevant stakeholders, and follow-up actions were planned to address the identified areas of improvement. Dr. M. S. Dhuttargaon, IQAC Coordinator thanked all the members for attending the meeting and for providing valuable inputs. With permission of Chairperson, the meeting was concluded.

Dr. M. S. Dhuttargaon
IQAC Co-ordinator

Dr. S. V. Anekar
Chairperson, IQAC