

PDEA's College of Engineering, Manjari (BK), Pune

IOAC Minutes of Meeting and the Action Taken Report

2020-2021

- Agenda 01** Introduction and welcome of Members of IQAC:
The initial Introduction was given by the AQAR Coordinator Prof. Ajit Deshpande. The initial introduction was about the AQAR: 2019-20. The entire AQAR of the previous year was explained to all the members of the IQAC. The contribution made by the IQAC was explained in this meeting during the academic year 2019-20.
Action Taken: - Targets were set for the contribution to be made by the IQAC for the next academic year i.e., 2020-21.
- Agenda 02** Role of IQAC & NAAC for New Members
For the sake of new members the role & functions of the IQAC are explained by the QM Incharge Prof. D. O. Patil. New NEP was also discussed during this session.
- Agenda 03** Preparation & start of AQAR: 2020-21
Target points were discussed to be achieved in the academic year 2020-21. Formation of NAAC Steering Committee: After reshuffling and thorough discussions new NAAC Steering Committee was formed.
Action Taken:-
New steering committee was formed for the year 2020-21 and all the members were informed by circulating notice.
- Agenda04** To plan the activities for the Targets kept of year 2020-21
First of all as per the latest NAAC guidelines the Academic year will be considered w. e. f. 1st January 2021 to December 2021. The year of 2020-2021 was quite a challenging year for academic and other activities due to the pandemic situation. For most of the period the college was closed and almost all activities were performed online. Despite this IQAC has ensured the effective knowledge transfer to all the students by planning the following initiatives.
Action Taken:-
First the lectures were conducted on Zoom. The faculty members of our college have reviewed various digital platforms and decided to use Google Meet, Free Conference Call and ZOOM due to their easy accessibility and the good potential as a Learning Platform. The next stage was to train the faculty members to use the same. Some of the senior faculty members have volunteered to explore the platform and provided training to other members so that all teaching classes and examinations would be conducted smoothly using Online Platforms. Three platforms which were used frequently by the faculty were:
1. ZOOM Meeting
 2. Google Meet
 3. Free Conference Call (Subscription was purchased).
- Agenda05** To Plan the Cultural & Sports activities for students
After the thorough discussions various activities were planned to be taken in the college, but due to lock down -2 from March to August the college was closed, so all the activities were taken in online mode.

Action Taken:-

All the activities were planned to be conducted on line, as follows:

- Rangoli Competition
- Singing Competition
- Poster Making
- Yoga Sessions

Agenda 06 Planning for Admissions 2021-22

For the year 2021-22, the college has decided to increase its intake in few branches like, IT, Computer & MBA to increase the profitability and overcome the reduction in admissions of branches Electronics, Instrumentation & Control and Mechanical Engineering.

Action Taken:-

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

Agenda07 Promotion of Research work amongst Faculty & Students.

All the Faculty members are encouraged to increase their participation in Research Work. It's been conveyed to increase their participation in research by involving the students with them and encourage students not only for Research Consultancy work, but to increase the involvement by publishing Joint (Faculty + Students) Research Papers in National & International Journals, Conference proceedings and by participation & presentation in National/International Conferences.

Action Taken:-

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

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

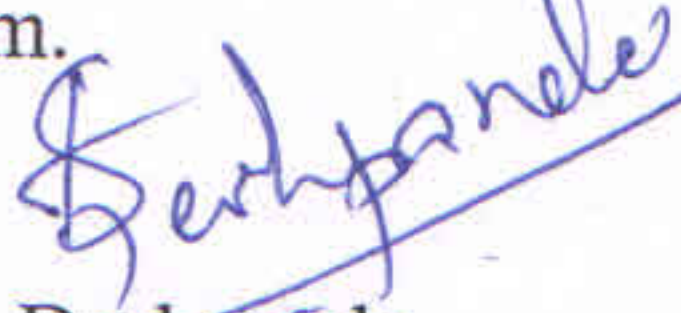
Discussion on the guidelines issued by the parent University & the Trust. The SPPU and the trust PDEA have issued guidelines for the colleges to handle the pandemic situation cautiously.

Action Taken:-

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


Prof. D O Patil
QM In charge


Prof. D S Hirolikar
QM Coordinator


Prof. A. S. Deshpande
IQAC Coordinator


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