

**Sandip Foundation's**  
**Sandip Institute of Engineering & Management**

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Dt.: 20<sup>th</sup> December 2022

### Minutes of the Meeting

Minutes of the meeting of IQAC held on 19<sup>th</sup> October 2022 at 4.00 p.m. in SIEM Board Room

Conduct of the Meeting: The IQAC Meeting of internal members was conducted 19<sup>th</sup> October 2022 at 4.00 p.m in SIEM Board Room with the following agenda:

The following members were present for the meeting:

Sr. No.	Particulars	Name
1	Chairperson	Dr. Dipak P.Patil
3	IQAC Coordinator	Dr. K.A. Shirsath
4	Dean Academics	Dr. N. L. Bhirud
5	Dean Administration	Dr. L. K.Toke
6.	Dean Research and Development	Dr. S..A. Gade
7	HOD, Mechanical Engg.	Dr. A.S. Dube
8.	HOD, Civil Engg	Mr. K.A. Salunkhe
9.	HOD, Electrical Engg	Mr. R. K. Zha
10	HOD, EXTC Engg	Mr. Y.R. Risodkar
11	HOD,ESH Dept.	Mrs. R.J.Nayak
12	Senior Member, Faculty	Dr. G.N. Shelke
13	Faculty Representative	Mr. Y.S.Gite
14		Mr.P. G. Aswale
15		Mr. R.T. Pardeshi
16		Mr. K.C.Muley
17		Mr. S.G. Chede

Welcome address by Chairperson: The IQAC chairperson, Dr. D.P. Patil, welcomed all committee members and meeting.

Agenda of the meeting

I. To discuss the Curricular Aspects of the Academic programs and suggest improvements

2. To discuss the innovative processes adopted by the institution in Teaching, Learning and Evaluation

3: To discuss the initiatives taken to sensitize/promote Research development, consultancy and entrepreneurship environment in the Institution

4. To discuss the increase in infrastructure facilities and library facilities as Learning Resources

The Chairperson addressed agenda 1 to 4. The following points were discussed under these 4 agenda:

Agenda 1: To discuss the Curricular Aspects of the Academic programs and suggest improvements

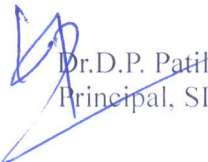
Dr. D.P. Patil invited Dr. N.L.Bhirud to throw light on Agenda 1. Dr. N.L.Bhirud said that the odd semester for the current academic year got over. Marks of students should be in proportion with their knowledge, skills, and the attributes that they are going to develop over four years. Dr. N. L. Bhirud inquired about what was being done for below average students. In reply to this, Mrs. Rashmi Nayak, FE In-Charge, mentioned about dedicating extra hours in teaching-learning process, remaining available to students 24x7 through virtual mediums, extra doubt solving sessions, university papers solving sessions, identifying academically weak students and involving their parents too in the counseling process as many of the initiatives being taken for below average students.

Agenda 2: To discuss the innovative processes adopted by the institution in Teaching, Learning and Evaluation Dr. K.A.Shirsath requested the Heads of various departments to share innovative processes adopted by the institution in Teaching, Learning and Evaluation. Dr. K.A.Shirsath next highlighted the activity calendar of IQAC for this semester which includes orientation of NAAC-AQAR form to all, orientation by all departments about the best practices adopted in this academic year and orientation by all heads about the best practices adopted in this academic year to name a few. She emphasized on the need to sensitize all on the quality aspects which is the basic requirement of NAAC.

Agenda 3: To discuss the initiatives taken to sensitize/promote Research development, consultancy and entrepreneurship environment in the Institution. Dr.S.A.Gade gave insights about initiatives taken to promote research environment in the Institution. Mam added minimum 4 student projects from each department tried to connect with the industry from last semester and many of the department have succeed. E&TC student group is shortlisted in KPIT Sprkle Competition in top 100. All the heads congratulated students on this achievement.

Agenda 4: To discuss the increase in infrastructure facilities and library facilities as Learning Resources Dr.D.P.Patil said that as far as the infrastructure is concerned, he said that the new chairs have been. Canteen facility is extended considering the student strength of Campus. \

  
Dr. K. A. Shirsath  
IQAC Coordinator

  
Dr.D.P. Patil  
Principal, SIEM