

Sandip Foundation's
Sandip Institute of Engineering & Management

Mahiravani, Trimbak Road, Nashik - 422 213, Maharashtra

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<http://www.sandipfoundation.org> / info@siem.org.in



SANDIP
FOUNDATION

Dt.: 16th February 2024

Minutes of the Meeting

Minutes of the meeting of IQAC held on 16th February 2024 at 11.00 a.m. in SIEM Board Room

Conduct of the Meeting: The IQAC Meeting of members was conducted on 16th February 2024 at 11.00 a.m. in Principal Board Room.

The following members were present for the meeting:

Sr. No.	Particulars	Name	Signatures
1.	Chairperson	Dr. Dipak P. Patil	
2.	IQAC Coordinator	Dr. K.A. Shirsath	
3.	Dean Academics	Dr. M.K. Sangole	
4.	Dean Administration	Prof. S.B. Ambekar	
5.	Dean Research and Development	Dr. S.A. Gade	
6.	HOD, Mechanical Engg.	Dr. A.S. Dube	
7.	HOD, Civil Engg	Dr. B.N. Muley	
8.	HOD, Electrical Engg	Mr. R. K. Zha	
9.	HOD, EXTC Engg	Mr. Y.R. Risodkar	
10.	HOD, ESH Dept.	Dr. R. J. Nayak	
11.	Senior Member, Faculty	Dr. G.N. Shelke	
12.	Faculty Representative	Mr. M. V. Korade	
13.		Mr. B.D. Deoare	
14.		Mr. Pritesh More	
15.		Mr. S. S. Tiwari	
16.		Mr. S.J. Chede	
17.	Mr. Gauraja Kulkarni	Industry Representative	
18.	Mrs. Apurva Jakhadi	Industry Representative	-
19.	Mr. Rahul Rai	Industry Representative	-
20.	Mr. Kaustubh Joshi	EDP Cell coordinator	-
21.	Mr. Abhishek Dhatrik	Student Representative	-
22.	Mr. Saurabh R. Pandey	Student Representative	-

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

Agenda of the meeting

1. To discuss the Curricular Aspects of the Academic programs and suggest improvements
2. To discuss the about Extra Lectures and Industrial Visits
- 3: To discuss the student participation in Hackathons and project competitions.
4. To discuss about planning of annual gathering Sandipotsav 2024.
5. To discuss about the NAAC Visit preparations and documentation progress.
6. Any other

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. M.K. Sangole to throw light on Agenda 1. Dr. M.K. Sangole provided information that the mid semester exam for the current academic year may be scheduled in the first week of March. Unit test is scheduled in the coming week on first two units for exam preparation. Dr. Rashmi Nayak mentioned that mini projects are assigned to students under Project based learning and it will be showcased in the month of March.

Agenda 2: Dr. Sangole inquired about what was being done for below average students. In reply to this, Dr. Rashmi Nayak, FE In-Charge, mentioned about dedicating extra hours in teaching-learning process on Saturdays extra doubt solving sessions, university papers solving sessions. All heads discussed about extra classes for weak students and providing lecture videos in LMS. Dr. K.A. Shirsath next highlighted the activity calendar for this semester she emphasized on the need to sensitize all on the quality aspects which is the basic requirement of NAAC. Principal Dr. D. P. Patil enquired about Industrial visits planned for Civil and Mechanical department as field trip. Both the heads informed that it is planned and will be executed.

Agenda3: 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. She 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 Sparkle Competition in top 100, Computer Engineering student's achievement in Avishkar and Smart India Hackathon. All the heads congratulated students on this achievement.

Agenda 4: Discussion on annual social gathering was done. The plan of Annual Social gathering of Sandipotsav 2024 discussed and informed to all.


Action Taken Report and Compliance

Name of Committee: Internal Quality Assurance Cell,

Meeting Location: Principal Board Room

Date: 16/02/2024 Time: 11.00 am

S.N.	Agenda Items	Discussion	Action Taken
1	Teaching Learning and Evaluation.	Discussion on Unit Test and Mid semester examination	Unit test conducted by all the departments from 20 th February 2024 to 24 th February 2024. First year department provided information about Project based learning modules implemented by First Year students. It was showcased in project exhibition on 16 th March 2024
2	Industrial Visits	Discussion on Industrial Visits and field trip by Civil and Mechanical departments.	1. Educational Visit of BE Civil Students at Vaitarna dam and Hydro Power Plant under the subject Dams & Hydraulics and Hydropower Engineering in Feb 24 2. SE and TE Mechanical Engineering Students were taken to Mona Engineering Works in March 2024.
3	Research and Development	Initiatives taken to promote research among students	Two groups of Computer Department shortlisted in National Level Hackathon and Avishkar Project competitions. Project group from EXTC selected for final round of KPIT Sparkle.
4	Extra Curricular	The plan of Annual Social gathering of Sandipotsav 2024 discussed and informed to all.	Sandipotsav 2024 conducted successfully in the first week of March 2024
5	NAAC Visit Preparations	PTV Documentation status and verification.	All criteria coordinators verified the status of documents for Peer Team Visit and submitted to IQAC Office department wise.
6	Entrepreneurship Development Cell	EDP Cell Activities	SIEM YII YUVA EC Installation Ceremony and Indian Startup Eco system Insights Session by Mrs. Parul Dadhich was conducted by EDP Cell on 05 th March 2024


 Dr. K. A. Shirsath
 IQAC Coordinator




 Dr. D. P. Patil
 Principal

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Dt.: 17th November 2023

Minutes of the Meeting

Minutes of the meeting of IQAC held on 17th November 2023 at 11.00 a.m. in SIEM Board Room

The following members were present for the meeting:

Sr. No.	Particulars	Name	Signatures
1.	Chairperson	Dr. Dipak P. Patil	
2.	IQAC Coordinator	Dr. K.A. Shirsath	
3.	Dean Academics	Dr. M.K. Sangole	
4.	Dean Administration	Prof. S.B. Ambekar	
5.	Dean Research and Development	Dr. S.A. Gade	
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10.	HOD, ESH Dept.	Dr. R.J. Nayak	
11.	Senior Member, Faculty	Dr. G.N. Shelke	
12.	Faculty Representative	Mr. M. V. Korade	
13.		Mr. B.D. Deoare	
14.		Mr. Pritesh More	
15.		Mr. S.S. Tiwari	
16.		Mr. S.J. Chode	
17.	Mr. Abhishek Dhatrik	Student Representative	
18.	Mr. Prasad Kulkarni	Placement Coordinator	

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

Agenda of the meeting

1. To discuss the NAAC SSR preparation Progress and criteria wise SSR status.
2. To discuss student achievements in various departments.
3. To discuss and resolve infrastructure related issues.
4. To discuss about academic planning and monitoring of current semester.
5. Suggestions to improve Industry connect and the initiatives taken to improve placement of students.

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

Agenda 1: To discuss the NAAC SSR preparation Progress and criteria wise SSR status.

Dr. K. A. Shirsath informed all the members about IIQA acceptance and SSR submission deadline. She requested the Heads of various departments to share documentation status of all departments. Dr. K.A. Shirsath next highlighted the schedule of submission deadlines for SSR documents. She emphasized on the need to sensitize all student on the accreditation process and student satisfaction survey.

Dr. D.P. Patil invited all heads to throw light on SSR Status.

1. Dr. Rashmi Nayak presented documents of SSR of Criteria 1 curricular planning and Implementation. All five years data was presented.
2. Prof. Mahesh Korade discussed the queries about criteria 2 teaching learning and evaluation.
3. Dr. Anil Dube presented Criteria 3 data of five years and discussed the issues to be addressed in criteria 3.
4. Dr. Muley, HOD Civil discussed the criteria 4 and 7 information which was required some clarifications.
5. Prof. Rakesh Jha explained the criteria 5 and asked the placement coordinator to provide the required information regarding placement.
6. Prof. Yogesh Risodkar explained the Criteria 6 status. He requested principal to provide support from accounts section.

Agenda 2. To discuss the To discuss student achievements in various departments IQAC Coordinator invited all heads to put forth the student achievements. Prof. Risodkar informed about achievements of E-hydra and E-vaidya projects of their department. Dr. Shirsath informed about the student achievements in Avishkar and Hackathon. All heads informed that technical festival of department is planned in the month of February by all departmental student associations.

Agenda 3: IQAC coordinator discussed about extra lectures to be conducted for weak students on Saturdays for effective teaching learning session. Dr. M.K. Sangole provided

Action Taken Report and Compliance

Name of Committee: Internal Quality Assurance Cell,

Meeting Location: Principal Board Room

Date: 17/11/2023 Time: 11.00 am

S.N.	Agenda Items	Discussion	Action Taken
1	NAAC SSR Preparation Progress	IIQA Acceptance and SSR Preparation	SSR submitted successfully on 7 th Dec 2023 for NAAC Cycle 2.
2	Criteria wise SSR document Status	Criteria wise SSR document submission	SSR submitted successfully on 7 th Dec 2023 for NAAC Cycle 2.
3	Academic Planning and Monitoring	End semester examination and extra classes.	All departments conducted extra lectures for students to prepare them for end semester examination.
4	Industry Connect and Student Placement	Student Placement opportunities	Job fair with more than 300 companies organized on 23 rd February 2024 for all Sandip Foundation Students along with all the student fraternity of nearby Institutes
5.	Infrastructure	Chair Repairing	Done at workshop


 Dr. K. A. Shirsath
 IQAC Coordinator




 Dr. D. P. Patil
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Dt.: 4th August 2023

Minutes of the Meeting

Minutes of the meeting of IQAC held on 4th August 2023 at 4.00 p.m. in SIEM Board Room

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. M.K. Sangole
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	Dr. Bharat Muley
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. Ketan Salunkhe
16		Mr. P.P.Shinde
17		Mr. S.G. Chede

Dr. K.A. Shirsath, IQAC Coordinator welcomed respected Principal Dr. D.P. Patil, all Deans, HOD's, and IQAC departmental coordinators.

Agenda of the meeting

1. To take review of earlier meeting
2. Discussion regarding NAAC Cycle 2 IQA submission and SSR status
3. Any other issues raised by IQAC members

Agenda 1: Dr. K.A. Shirsath, IQAC coordinator presented minutes of the earlier meeting. She also informed about SSR data gathering process and status. She briefed about

Agenda 2: The criteria coordinators presented the SSR data of respective criteria and cumulative information. Dr. D.P. Patil requested all Deans and Heads to take review of all the data and finalized the deadline for AQAR submission

Agenda 3: IQAC coordinators raised the query regarding new templates of NAAC. IQAC coordinator demonstrated the changes in the new Templates and SOP provided by the NAAC. IQAC coordinator informed that IQA will be submitted in the month of September. SSR should be ready before that.

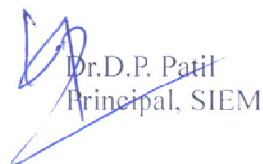
Other issues:

Dr. S. A. Gade, Dean Research requested all heads to encourage faculty members to complete their doctoral degrees and to continue research activities through quality publications, patents and research projects. She also requested to improve industry relevant research project / consultancy/ training activities

Dr. G. N. Shelke focused on providing Industry oriented Value addition Program to the students. Principal Dr. D.P. Patil requested all to include these skill development programs in the academic calendar and execute it meticulously.

Dr. D.P. Patil requested alumni Coordinator to organize Alumni meet in the coming days. Alumni coordinator informed about alumni meet is planned on 9th September 2023. The message is communicated to all alumni's through department alumni coordinators.


Dr. K. A. Shirsath
IQAC Coordinator


Dr.D.P. Patil
Principal, SIEM