# AISSMS
## INSTITUTE OF INFORMATION TECHNOLOGY
ADDING VALUE TO ENGINEERING

## Internal Quality Assurance Cell

### Minutes of IQAC Meeting No. 1 (2020-21)

| Date of Meeting | Time | Venue |
|---|---|---|
| 13/08/2020 | 11 am | Conference Room |

The following committee members were present for the meeting –

| Sr. No. | Name | Designation |
|---|---|---|
| 1. | Dr. P. B. Mane | Chairman (Principal) |
| 2. | Shri S. P. Shinde | IQAC Member (Management) |
| 3. | Shri P. R. Brahme | IQAC Member (Industry) |
| 4. | Shri N. A. Khanse | IQAC Member (Industry) |
| 5. | Ms. Mousami Vanjale | IQAC Member (Coordinator) |
| 6. | Mr. Sachin Shelar | IQAC Member (Co- Coordinator) |
| 7. | Dr. D. U. Shende | IQAC Member (Faculty member) |
| 8. | Dr. M. A. Thalor | IQAC Member (Faculty member) |
| 9. | Dr. S. N. Zaware | IQAC Member (Faculty member) |
| 10. | Dr. D. K. Shedge | IQAC Member (Faculty member) |
| 11. | Dr. M. P. Sardey | IQAC Member (Faculty member) |
| 12. | Ms. A. D. Shiralkar | IQAC Member (Faculty member) |
| 13. | Dr. P. G. Musrif | IQAC Member (Faculty member) |
| 14. | Mrs. S. M. Shaikh | IQAC Member (Faculty member) |
| 15. | Mr. Prashant Wakhare | IQAC Member (Alumni) |
| 16. | Mr. A. J. Mate | IQAC Member (Admin. staff) |

Following points of agenda were discussed in detail and following resolutions were passed.

**Subject No. 1**   Review of minutes of meeting conducted on 09/04/2020.

**Resolution:**   Review of action taken report of IQAC meeting conducted on 09/04/2020.

**Subject No. 2:**   Review of action taken for the resolutions of the recommendations given by the peer team during the 1st cycle of accreditation by NAAC

**Resolution:**   It was resolved to prepare comprehensive documents for all the recommendations given by NAAC Peer committee during the 1st cycle

IQAC Coordinator
**(Ms. Mousami Vanjale)**

IQAC
Page 1 of 2

Principal
**(Dr. P. B. Mane)**

## Internal Quality Assurance Cell

To motivate students to undergo industrial internship / training. Rewards/appreciation can be given by organising competition

**Subject No. 3:** Review of status of AQAR of 2019-20.

**Resolution:**
- DVV tables of all the criteria are updated and ready
- Data of part A of AQAR is uploaded.
- Data of part B will be uploaded by the respective criterion in-charges after verification of DVV tables during weekly NAAC meetings.
- Uploading of AQAR will be completed by 31st August 20

**Subject No. 4:** Review of the preparations of 2nd cycle of accreditation by NAAC.

**Resolution:**
- DVV tables of all 7 criteria for 5 years are updated and ready.
- Society approval for scanning of documents from external vendor has been received.
- Verification of documents as per data entry in DVV tables is in progress.
- Submission of IIQA for 2nd cycle is planned in the month of October 2020.

**Subject No. 5:** Any other point with the permission of the chairman

**Resolution:** It was resolved to identify MSME industries relevant to our college. Prepare a data table which includes - name of industry, year of establishment and products to identify the industries so that teachers and students can visit these industries to discuss their problems and suggest/implement probable solutions.

IQAC Coordinator
**(Ms. Mousami Vanjale)**

IQAC
AISSMS'S INSTITUTE OF INFORMATION TECHNOLOGY, PUNE

Principal
**(Dr. P. B. Mane)**

# AISSMS

## INSTITUTE OF INFORMATION TECHNOLOGY
### ADDING VALUE TO ENGINEERING

### Internal Quality Assurance Cell (IQAC)

## Action taken report of IQAC meeting No. 1/2020-21 conducted on 13/08/2020

Date: 3rd Dec. 2020

| **Subject No. 2:** Review of action taken for the resolutions of the recommendations given by the peer team during the 1st cycle of accreditation by NAAC | |
|---|---|
| • It was resolved to prepare comprehensive documents for all the recommendations given by NAAC Peer committee during the 1st cycle. <br><br> • To motivate students to undergo industrial internship/training, rewards/appreciation can be given by organising competition. | **Action Taken:** <br><br> • Supporting documents for all the recommendations given by NAAC Peer committee during the 1st cycle are prepared and scanned. <br><br> • All the departments are informed to motivate students to undergo industrial internship/training and organise competitions for students. <br> • TPO regularly shares internship/training opportunities with students. <br> • Marks are allotted to number of students completing industrial internship/training in best class forms under reward system. |
| **Subject No. 3:** Review of status of AQAR of 2019-20. | |
| **Resolution:** <br> • DVV tables of all the criteria are updated and ready <br> • Data of part A of AQAR is uploaded. <br> • Data of part B will be uploaded by the respective criterion in-charges after verification of DVV tables during weekly NAAC meetings. <br> • Uploading of AQAR will be completed by 31st August 20 | **Action Taken:** <br><br><br> • Data of part B has been uploaded by the respective criterion in-charges <br> • AQAR submitted successfully on 21st September 2020. |

IQAC Coordinator
**(Ms. Mousami Vanjale)**

IQAC

Principal
**(Dr. P. B. Mane)**

# AISSMS
## INSTITUTE OF INFORMATION TECHNOLOGY
### ADDING VALUE TO ENGINEERING

## Internal Quality Assurance Cell (IQAC)

### Action taken report of IQAC meeting No. 1/2020-21 conducted on 13/08/2020

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|---|---|
| **Subject No. 4**: Review of the preparations of 2nd cycle of accreditation by NAAC.<br>**Resolution:**<br><br>- DVV tables of all 7 criteria for 5 years are updated and ready.<br>- Society approval for scanning of documents from external vendor has been received.<br>- Verification of documents as per data entry in DVV tables is in progress.<br>- Submission of IIQA for 2nd cycle is planned in the month of October 2020. | **Action Taken:**<br><br><br><br>- Verification of documents as per data entry in DVV tables is completed.<br>- Submission of IIQA for 2nd cycle is done on 2nd December 2020. |
| **Subject No. 5**: Any other point with the permission of the chairman<br>**Resolution:**<br><br>- It was resolved to identify MSME industries relevant to our college.<br>- Prepare a data table which includes - name of industry, year of establishment and products to identify the industries so that teachers and students can visit these industries to discuss their problems and suggest/implement probable solutions. | **Action Taken:**<br><br><br>- All the departments are informed to prepare the data table and submit to IQAC by 31st December 2020.<br>- Visit to identified industries virtually/offline to be planned in semester 2 of 2020-21. |

IQAC Coordinator
**(Ms. Mousami Vanjale)**

Principal
**(Dr. P. B. Mane)**

## Internal Quality Assurance Cell

### Minutes of IQAC Meeting No. 2 (2020-21)
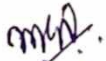
| Date of Meeting | Time | Venue |
|---|---|---|
| 03/12/2020 | 11 am | Conference Room |

The following committee members were present for the meeting –

| Sr. No. | Name | Designation |
|---|---|---|
| 1. | Dr. P. B. Mane | Chairman (Principal) |
| 2. | Ms. Mousami Vanjale | IQAC Member (Coordinator) |
| 3. | Mr. Sachin Shelar | IQAC Member (Co- Coordinator) |
| 4. | Dr. D. U. Shende | IQAC Member (Faculty member) |
| 5. | Dr. M. A. Thalor | IQAC Member (Faculty member) |
| 6. | Dr. S. N. Zaware | IQAC Member (Faculty member) |
| 7. | Dr. D. K. Shedge | IQAC Member (Faculty member) |
| 8. | Ms. A. D. Shiralkar | IQAC Member (Faculty member) |
| 9. | Dr. P. G. Musrif | IQAC Member (Faculty member) |
| 10. | Ms. S. M. Shaikh | IQAC Member (Faculty member) |
| 11. | Mr. Prashant Wakhare | IQAC Member (Alumni) |
| 12. | Mr. A. J. Mate | IQAC Member (Admin. staff) |

Following points of agenda were discussed in detail and following resolutions were passed.

| Subject No. 1: | Review of minutes and action taken report of meeting no. 1 (2020-21) conducted on 13/08/2020. |
|---|---|
| Resolution: | Review of minutes and action taken report of IQAC meeting conducted on 13/08/2020 was discussed and approved. |
| Subject No. 2: | Review of the preparations of 2nd cycle of accreditation by NAAC. |
| Resolution: | • A letter for application fees of NAAC IIQA, SSR and NBA SAR has been sent to the AISSM Society for approval.<br>• Scanning of documents of all 7 criteria for 5 years has been completed.<br>• DVV tables of all 7 criteria for 5 years are updated and ready.<br>• Verification of documents as per data entry in DVV tables is done.<br>• Submission of IIQA for 2nd cycle is done on 2nd Dec. 2020. |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

## Internal Quality Assurance Cell

| | |
|---|---|
| **Subject No. 3:** | Discussion on philanthropic grant of Rs. 25 Lakhs received by PQ Cell of Electrical Engineering Dept. |
| **Resolution:** | • Philanthropic grant of Rs. 25 Lakhs and IEEE transactions worth Rs. 80 Lakhs is received by Mr. Sachin Shelar, In-charge of PQ Cell of Electrical Engineering Dept. from Smt. Mira D. Tagare to develop a laboratory in the memory of Late Shri D. M. Tagare.<br>• Mr. Sachin Shelar informed that a cutting-edge Power Quality experience centre and library will be developed through this grant.<br>• The outcomes of this activity will include<br>   ○ Procurement of high class equipment in the field of Power Quality<br>   ○ Hands on training to students and industry<br>   ○ Consultancy in the field of Power Quality<br>   ○ Development of projects and products in the field of Power Quality<br>   ○ State of the art library of IEEE transactions which will be used by students and researchers |
| **Subject No. 4:** | Any other point with the permission of the chairman. |
| **Resolution:** | It is informed to all the members that the reimbursement of 50% fee of Patent publication/examination will be given by the Institute is approved in the CDC meeting held on 20/08/2020. |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

## Internal Quality Assurance Cell (IQAC)

### Action taken report of IQAC meeting No. 2/2020-21 conducted on 3/12/2020

Date: 29th Jan. 2021

| **Subject No. 2:** Review of the preparations of 2nd cycle of accreditation by NAAC. | |
|---|---|
| <ul><li>A letter for application fees of NAAC IIQA, SSR and NBA SAR has been sent to the AISSM Society for approval.</li><li>Scanning of documents of all 7 criteria for 5 years has been completed.</li><li>DVV tables of all 7 criteria for 5 years are updated and ready.</li><li>Verification of documents as per data entry in DVV tables is done.</li><li>Submission of IIQA for 2nd cycle is done on 1st Dec. 2020.</li></ul> | **Action Taken:**<ul><li>Approval letter has been received.</li></ul><br><br><ul><li>Submission of SSR has started.</li></ul> |
| **Subject No. 3:** Discussion on philanthropic grant of Rs. 25 Lakhs received by PQ Cell of Electrical Engineering Dept. | |
| **Resolution:**<ul><li>Philanthropic grant of Rs. 25 Lakhs and IEEE transactions worth Rs. 80 Lakhs is received by Mr. Sachin Shelar, In-charge of PQ Cell of Electrical Engineering Dept. from Smt. Mira D. Tagare to develop a laboratory in the memory of Late Shri D. M. Tagare.</li><li>Mr. Sachin Shelar informed that a cutting-edge Power Quality experience centre and library will be developed through this grant.</li><li>The outcomes of this activity will include<ul><li>Procurement of high class equipment in the field of Power Quality</li><li>Hands on training to students and industry</li><li>Consultancy in the field of Power Quality</li><li>Development of projects and products in the field of Power Quality</li></ul></li></ul> | **Action Taken:**<ul><li>Mr. Sachin Shelar has prepared the plan for lab. development and sent it to AISSMS for approval.</li><li>Tentative inauguration of the Power Quality experience centre is planned in the month of March 2021.</li></ul> |

**Ms. Mousami Vanjale**
**(IQAC Coordinator)**

IQAC

**Dr. P. B. Mane**
**(Principal)**

# AISSMS

## INSTITUTE OF INFORMATION TECHNOLOGY
### ADDING VALUE TO ENGINEERING

**Internal Quality Assurance Cell (IQAC)**

## Action taken report of IQAC meeting No. 2/2020-21 conducted on 3/12/2020

| | |
|---|---|
| • State of the art library of IEEE transactions which will be used by students and researchers | |
| **Subject No. 4:** Any other point with the permission of the chairman<br>**Resolution:**<br><br>• It is informed to all the members that the reimbursement of 50% fee of Patent publication/examination will be given by the Institute is approved in the CDC meeting held on 20/08/2020. | **Action Taken:**<br><br>• Similar proposal is to be forwarded to CDC for the reimbursement of 50% fee of Patent publication/examination to the students. |

**Ms. Mousami Vanjale**
**(IQAC Coordinator)**

IQAC

**Dr. P. B. Mane**
**(Principal)**

# AISSMS

## INSTITUTE OF INFORMATION TECHNOLOGY

ADDING VALUE TO ENGINEERING

## Internal Quality Assurance Cell

### Minutes of IQAC Meeting No. 3 (2020-21)

| Date of Meeting | Time | Venue |
|---|---|---|
| 29/01/2021 | 11 am | Conference Room |

The following committee members were present for the meeting –

| Sr. No. | Name | Designation |
|---|---|---|
| 1. | Dr. P. B. Mane | Chairman (Principal) |
| 2. | Shri S. P. Shinde | IQAC Member (Management) |
| 3. | Shri P. R. Brahme | IQAC Member (Industry) |
| 4. | Shri N. A. Khanse | IQAC Member (Industry) |
| 5. | Ms. Mousami Vanjale | IQAC Member (Coordinator) |
| 6. | Mr. Sachin Shelar | IQAC Member (Co- Coordinator) |
| 7. | Dr. D. U. Shende | IQAC Member (Faculty member) |
| 8. | Dr. M. A. Thalor | IQAC Member (Faculty member) |
| 9. | Dr. S. N. Zaware | IQAC Member (Faculty member) |
| 10. | Dr. D. K. Shedge | IQAC Member (Faculty member) |
| 11. | Dr. M. P. Sardey | IQAC Member (Faculty member) |
| 12. | Dr. P. G. Musrif | IQAC Member (Faculty member) |
| 13. | Mr. Prashant Wakhare | IQAC Member (Alumni) |

Following points of agenda were discussed in detail and following resolutions were passed.

| Subject No. 1: | Review of minutes and action taken report of meeting no. 2 (2020-21) conducted on 3/12/2020. |
|---|---|
| Resolution: | Review of minutes and action taken report of meeting no. 2 (2020-21) conducted on 3/12/2020 was discussed and approved. |
| Subject No. 2: | Review of status of NAAC SSR. |
| Resolution: | • IQAC coordinator informed the current status of the NAAC SSR.<br>• Almost all the DVV tables have been updated and the scanning of documents of Sem I of 2020-21 is completed. |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

## Internal Quality Assurance Cell

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|---|---|
| **Subject No. 3:**<br>**Resolution:** | Discussion on Student Satisfaction Survey of 2019-20.<br>IQAC coordinator explained the analysis of Student Satisfaction Survey of 2019-20 mentioning positive feedback and areas which need improvements.<br>• **Positive feedback:**<br>   o Teaching and learning experience are good at my institution.<br>   o Including mentors for very batch helps students to identify and improve their skills. It pays attention to every student's growth.<br>   o The teachers are very helpful. They give attention to each and every student. Also help clearing doubts.<br>   o Syllabus is completed time to time. Communication between teacher and student is very good. And overall teaching learning experience in our institution is satisfactory.<br>   o Very good institute for learning and Placements in our college are very good.<br>   o The learning experience in this institution is great. Teachers always motivate students to do extracurricular activities.<br>• Following points were discussed for general suggestions from students.<br>   o More practice of solving MCQs should be there.<br>   o Practical experience should be increased through hands on sessions.<br>   o Project-based assignments should be given to understand real life applications<br>• The average score for the institute – 73.65% |
| **Subject No. 4:**<br><br>**Resolution:** | Review of application for autonomy status.<br><br>Dr. D. K. Shedge (Autonomy committee in-charge) informed the status of application for autonomy.<br>• The application is submitted to UGC and the same is to be submitted to affiliating university.<br>• Meeting of subject experts is scheduled on 16th February 2021 for suggestions on curriculum structure.<br>• Autonomy application fee has been approved by the AISSMS. |
| **Subject No. 5:**<br>**Resolution:** | Review of iConnect activities of Sem. 1 of 2020-21.<br>IQAC coordinator gave summary of activities conducted for students. |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

## Internal Quality Assurance Cell

| Activities | Number |
|---|---|
| Conducted for SE | 14 |
| Activities conducted for TE | 20 |
| Activities conducted for BE | 26 |
| Faculty members interacting with industry | 46 |

| | |
|---|---|
| **Subject No. 6:** | Any other point with the permission of the chairman. |
| **Resolution:** | No other points were discussed. |

**Ms. Mousami Vanjale**
**(IQAC Coordinator)**

**Dr. P. B. Mane**
**(Principal)**

## Action taken report of IQAC meeting No. 3/2020-21 conducted on 29/01/2021

Date: 16th April 2021

| **Subject No. 2:** Review of status of NAAC SSR. | |
|---|---|
| • IQAC coordinator informed the current status of the NAAC SSR. Almost all the DVV tables have been updated and the scanning of documents of Sem I of 2020-21 is completed. | **Action Taken:**<br>• Uploading of all descriptions and scanned documents to be completed by 30th Jan. 2021 |

| **Subject No. 3:** Discussion on Student Satisfaction Survey of 2019-20. | |
|---|---|
| **Resolution:**<br>IQAC coordinator explained the analysis of Student Satisfaction Survey of 2019-20 mentioning positive feedback and areas which need improvements.<br>**Positive feedback:**<br>• Teaching and learning experience is good at my institution.<br>• Including mentors for very batch helps students to identify and improve their skills. It pays attention to every student's growth.<br>• The teachers are very helpful. They give attention to each and every student. Also help clearing doubts.<br>• Syllabus is completed time to time. Communication between teacher and student is very good. And overall teaching learning experience in our institution is satisfactory. | **Action Taken:**<br><br>• Based on the suggestions given by students, it is decided to give mini project and activity-based assignments instead of Q&A type assignments.<br>• Department wise performance analysis was presented to the HoDs to find out the reason/s in case of less feedback percentage and initiate necessary corrective actions. |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

**Internal Quality Assurance Cell (IQAC)**

## Action taken report of IQAC meeting No. 3/2020-21 conducted on 29/01/2021

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|---|---|
| • Very good institute for learning and Placements in our college are very good. <br> • The learning experience in this institution is great. Teachers always motivate students to do extracurricular activities. <br> Following points were discussed for general suggestions from students. <br> • More practice of solving MCQs should be there <br> • Practical experience should be increased through hands on sessions <br> • Project-based assignments should be given to understand real life applications <br> • Previous paper should be discussed <br> • Group discussion needs to be conducted <br> The average score for the institute – 73.65% | |
| **Subject No. 4:** Any other point with the permission of the chairman <br> **Resolution:** <br><br> • No other point was discussed. | **Action Taken:** <br><br> • Not applicable |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

## Internal Quality Assurance Cell

Date: 01/04/2021

### Internal Quality Assurance Cell (IQAC) Meeting No. 4/2020-21

All the members are hereby informed that the third IQAC meeting (internal) of academic year 2020-21 is scheduled on 16th April 2021. All the members are requested to attend the meeting positively.

- **Date of Meeting** : 16/04/2021 (Thursday)
- **Time** : 11.00 am
- **Venue** : Online (MS Teams)

### AGENDA

| Subject No. 1: | Review of minutes and action taken report of meeting no. 3 (2020-21) conducted on 29/01/2021. |
|---|---|
| Subject No. 2: | Review of status of NBA Pre-qualifier submission. |
| Subject No. 3: | Discussion on study circle activities. |
| Subject No. 4: | Review of quiz series on technical education and curriculum. |
| Subject No. 5: | Discussion on dates of internal academic and administrative audits. |
| Subject No. 6: | Discussion on perspective plan for next five years. |

**Ms. Mousami Vanjale**
(IQAC Coordinator)

**Dr. P. B. Mane**
(Principal)

IQAC

# AISSMS
## INSTITUTE OF INFORMATION TECHNOLOGY
### ADDING VALUE TO ENGINEERING

## Internal Quality Assurance Cell

### Minutes of IQAC Meeting No. 4 (2020-21)

| Date of Meeting | Time | Venue |
|---|---|---|
| 16/04/2021 | 11 am | Online (MS Teams) |

The following committee members were present for the meeting –

| Sr. No. | Name | Designation |
|---|---|---|
| 1. | Dr. P. B. Mane | Chairman (Principal) |
| 2. | Ms. Mousami Vanjale | IQAC Member (Coordinator) |
| 3. | Mr. Sachin Shelar | IQAC Member (Co- Coordinator) |
| 4. | Dr. A. D. Shiralkar | IQAC Member (Faculty member) |
| 5. | Dr. M. A. Thalor | IQAC Member (Faculty member) |
| 6. | Dr. S. N. Zaware | IQAC Member (Faculty member) |
| 7. | Dr. D. K. Shedge | IQAC Member (Faculty member) |
| 8. | Dr. M. P. Sardey | IQAC Member (Faculty member) |
| 9. | Dr. P. G. Musrif | IQAC Member (Faculty member) |
| 10. | Mr. Prashant Wakhare | IQAC Member (Alumni) |

Following points of agenda were discussed in detail and following resolutions were passed.

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|---|---|
| **Subject No. 1:** | Review of minutes and action taken report of meeting no. 3 (2020-21) conducted on 29/01/2021. |
| **Resolution:** | Review of minutes and action taken report of meeting no. 3 (2020-21) conducted on 29/01/2021 were discussed and approved. |
| **Subject No. 2:** | Review of status of NBA Pre-qualifier approval. |
| **Resolution:** | IQAC coordinator informed that the pre-qualifiers of all five departments have been approved by NBA. |
| **Subject No. 3:** | Discussion on study circle activities. |
| **Resolution:** | IQAC coordinator briefed about the regular activities conducted under study circle. It was finalised to share bank of 10 questions and answers daily, with the students aspiring for higher services and civil services competitive exam. |

Ms. Mousami Vanjale
(IQAC Coordinator)

Dr. P. B. Mane
(Principal)

## Internal Quality Assurance Cell

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| **Subject No. 4:** | Review of quiz series on technical education and curriculum. |
| **Resolution:** | • IQAC coordinator informed that IQAC has initiated a quiz series to create awareness and add to the knowledge about regulations and accreditation requirements necessary for enhancing the quality of education.<br>• The quiz series on "Awareness on Technical Education, Curriculum, Accreditation and Teacher Training" was started from 15th March 2021.<br>• These quizzes are conducted with the frequency of twice a month.<br>• Till date 3 quizzes are conducted. Appreciation certificates were given to the faculty members scoring highest marks in the quiz. |
| **Subject No. 5:** | Discussion on dates of internal academic and administrative audits. |
| **Resolution:** | • The dates for internal academic and administrative audits were finalised as below:<br>• Internal administrative audit – 22/07/2021<br>• Internal academic audit – 28/07/2021 to 30/07/2021 |
| **Subject No. 6:** | Discussion on perspective plan for next five years. |
| **Resolution:** | It was discussed and resolved to work on the following perspective plan for next five years:<br>• Curriculum enhancement in autonomy status as per NEP 2020<br>• Strengthening Foreign Collaborations<br>• Enhancing Testing and Consultancy<br>• Boosting of entrepreneurship and incubation |

**Ms. Mousami Vanjale**
**(IQAC Coordinator)**

**Dr. P. B. Mane**
**(Principal)**

## Action taken report of IQAC meeting No. 4/2020-21 conducted on 16/04/2021

Date: 24th June 2021

| **Subject No. 2:** Review of status of NBA Pre-qualifier approval. | |
|---|---|
| **Resolution:** | **Action Taken:** |
| • IQAC coordinator informed that the pre-qualifiers of all five departments have been approved by NBA. | • All the departments were informed to start preparing the eSAR.<br>• Schedule of checking eSAR was prepared. |
| **Subject No. 3:** Discussion on study circle activities. | |
| **Resolution:** | **Action Taken:** |
| • IQAC coordinator briefed about the regular activities conducted under study circle.<br>• . It was finalised to share bank of 10 questions and answers daily with the students aspiring for civil services competitive exam., from next academic year. | • It was informed to the central coordinator of study circle to start the implementation of sharing of bank of 10 questions and answers from next academic year.<br>• The same was implemented from the month of June 2021. |
| **Subject No. 4:** Review of quiz series on technical education and curriculum. | |
| **Resolution:** | **Action Taken:** |
| • IQAC coordinator informed that it has initiated a quiz series on "Awareness on Technical Education, Curriculum, Accreditation and Teacher Training" from 15th March 2021.<br>• This quiz series will help to create awareness and add to your knowledge about regulations and accreditation requirements necessary for enhancing the quality of education. | • Conduction of quizzes was continued till 1 July 2021.<br>• Total 8 quizzes were conducted. |

**Ms. Mousami Vanjale**
**(IQAC Coordinator)**

IQAC

**Dr. P. B. Mane**
**(Principal)**

# AISSMS
## INSTITUTE OF INFORMATION TECHNOLOGY
### ADDING VALUE TO ENGINEERING
#### SINCE 1917

## Internal Quality Assurance Cell (IQAC)

### Action taken report of IQAC meeting No. 4/2020-21 conducted on 16/04/2021

| | |
|---|---|
| • These quizzes are conducted with the frequency of twice a month.<br>• Till date 3 quizzes were conducted till date. Appreciation certificates were given to the faculty members scoring highest marks in the quiz. | |
| **Subject No. 5:** Discussion on dates of internal academic and administrative audits.<br><br>**Resolution:**<br>• The dates for internal academic and administrative audits were finalised as below:<br>• Internal administrative audit – 22/07/2021<br>• Internal academic audit – 28/07/2021 to 30/07/2021 | **Action Taken:**<br><br>IQAC will prepare detailed schedule and assessment committees and circulate the same to all faculty members |
| **Subject No. 6:** Discussion on perspective plan for next five years.<br><br>**Resolution:**<br>It was discussed and resolved to work on following perspective plan for next five years:<br>　• Curriculum enhancement in Autonomy status as per NEP 2020<br>　• Strengthening Foreign Collaborations<br>　• Enhancing Testing and Consultancy<br>　• Boosting of entrepreneurship and incubation | **Action Taken:**<br><br>The perspective plan is to be forwarded to CDC/GB meeting for discussion and approval. |

Ms. Mousami Vanjale
(IQAC Coordinator)

IQAC

Dr. R. B. Mane
(Principal)