

Sinhgad Technical Education Society's  
Sinhgad Institute of Technology and Science, (SITS),  
Narhe, Pune

Date: 03<sup>rd</sup> June 2022

Minutes of Meeting

Meeting No.:2021-22/02

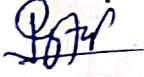
Date / Time: 03<sup>rd</sup> June 2022 / 2.30 PM

**Points discussed:**






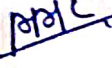




Following points are discussed and suggested by committee members

1. Dr. K.R. Jagtap. IQAC coordinator. welcomed all members and presented agenda of the meeting. Also review was presented of the last meeting conducted on 02/12/2021 and action taken report.
2. Institute has submitted SSR for assessment in cycle 2. Also, DVV compliance is done. Preparations for forthcoming peer team visit were discussed. Honorable members gave their suggestions.
3. All honor courses suggested by university should be implemented by all department for students.
4. More guest lecture related to latest technology are have to arrange by each department.
5. Number of Quality industrial sponsored project by students and staff should be increased.
6. Active MOUs need to be increased by every department.

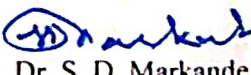
**Members present:** All members were present.


  
IQAC Coordinator,  
SITS, Narhe


**Members of IQAC:**

1. Dr. Mrs. G. S. Navale. HoD, Comp. 
2. Mr. T. D. Khadtare. HoD, IT. 
3. Dr. Mrs. V. M. Rohokale, HoD E&TC. 
4. Dr. V. D. Patil, HOD, FE. 
5. Mr. I. M. Jain, HoD Civil.
6. Dr. P. D. Darade, IQAC Co-Coordinator. 
7. Mrs. A. R. Kamble, IQAC Coordinator (Computer). 
8. Mrs. Priti Yadhav, IQAC Coordinator (IT). 
9. Mrs. K. A. Barje, IQAC Coordinator (E&TC). 
10. Mrs. Prachi Badave, IQAC Coordinator (FE). 
11. Mr. B. D. Patil, IQAC Coordinator (Mechanical).
12. Mr. P. M. Wale, IQAC Coordinator (Civil). 

  
Dr. K.R. Jagtap  
IQAC Coordinator

  
Dr. S. D. Markande  
Principal

  
Dr. S. D. Lokhande  
IQAC Surveillance  
Committee

  
Dr. M. S. Gaikwad  
IQAC Surveillance  
Committee

Sinhgad Technical Education Society's  
Sinhgad Institute of Technology and Science, (SITS),  
Narhe, Pune

Date: 02<sup>nd</sup> Dec 2021

Minutes of Meeting


Meeting No.:2021-22/01

Date / Time: 02<sup>nd</sup> Dec 2021 / 10.30 AM



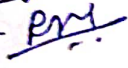
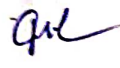
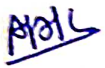




Following points are discussed and suggested by committee members


1. Dr. K.R. Jagtap, IQAC coordinator, welcomed all members and presented agenda of meeting. Also review of the last meeting conducted on 05/06/2021 and action taken report was presented.
2. AQAR 2020-21 filling process is on. Data for of part A and Part B was discussed. It was decided to upload after refinement as discussed.
3. STES IQAC committee members took review of online teaching methodology, use of ICT - In online/offline mode by every department in pandemic due to Covid-19.
4. Department should include different value addition programs on latest trends in industry.

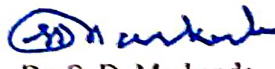
Members present: All members were present.


  
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Committee

  
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IQAC Surveillance  
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Date: 05<sup>th</sup> June 2021

## Minutes of Meeting

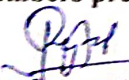
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










## Points discussed:


Sr. No.	Agenda Point	Discussion	Deadline(s) (if any)	Person(s) responsible (if any)
1.	IQAC roles and responsibilities	Discussion about data Collection System improvement was taken to cope up with the current pandemic situation.		
2.	IQAC roles and responsibilities	About Alumni and placement data should be complete in all respect		All IQAC Members, Alumni and T&P Coordinators
3.	IQAC roles and responsibilities	Efforts for improvement in result, placement through teaching learning process for the feedback given by students.		All IQAC Members
4.	IQAC roles and responsibilities	For second cycle of NAAC , preparation should be initiated. All departments should take efforts for NAAC activity.		All IQAC Members

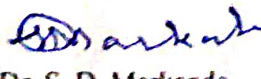
Members present: All members were present.


  
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SITS, Narhe


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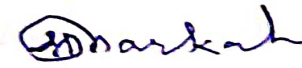
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**Action Taken Report on discussion of IQAC Meeting on 5<sup>th</sup> June 2021**

Sr. No.	Points Discussed/Decision Taken	Action Taken
1	Alumni and Placement data collection	Alumni and Training and Placement coordinator have sent an email to all alumni students for data collection. Responses are being received and recorded.
2	Efforts for improvements in results and placements	For result improvement, more number of conceptual and application oriented lectures are conducted. Alumni and Industry expert sessions are organized for students regarding aptitude tests, group discussions and personal interview.
3	NAAC preparation initiation	NAAC coordinator and Criteria coordinators are appointed, and work has been initiated. New NAAC guidelines are studied and discussed by all Criteria coordinators and actual data collection work is kick-started.

  
Dr. K. R. Jagtap  
IQAC Coordinator



  
Dr. S. D. Markande  
Principal  
Principal  
Sinhgad Institute of Technology & Science  
Narhe, Pune - 411 041.