Hope Foundation's
International Institute of Information Technology (I²IT)
Hinjawadi, Pune- 411057
Innovation & Leadership
www.isquareit.edu.in

Internal Quality Assurance Cell (IQAC)

Academic Year 2019 - 2020

Ref. I²IT/2019-2020/IQAC/ Date: 10/08/2019

8th IQAC MEETING NOTICE

It is hereby notified that, the 8th meeting of Internal Quality Assurance Cell (IQAC) is planned on Wednesday, 21st August 2019 in Board Room (Ground Floor) at 10:30 AM. All IQAC members are invited to attend this meeting. The Agenda of the meeting is attached with this notice.

Please go through it and all concerned are requested to take necessary action in this regard.

10/8/19
IQAC Coordinator
(Dr. S. M. Mahalakshmi Naidu)

10/8/19
Chairperson
(Dr. Vaishali V. Patil)

Copy to: Mr. Vijay V. Ranbhise
Mr. Dinesh R. Joje
Prof. Ravindra P. Joshi
Prof. Varsha Degaonkar
Prof. Manjusha V. Amritkar
Dr. Sandeep R. Varpe
Prof. Deptii D. Chaudhari
Dr. Rajendrakumar A. Patil
Dr. Vinayak H. Patil

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Internal Quality Assurance Cell (IQAC)
Academic Year 2019 - 2020
Meeting Agenda

Date: 21/08/2019

Location: Board Room (Ground Floor)

Time: 10:30 AM

Called by: IQAC Coordinator

Attendees: IQAC Committee Members

Agenda Items:

1. **Approval of agenda items**
2. **Confirmation of the minutes of the 7th IQAC meeting**
3. **Changes in IQAC Composition**
4. **Measures for quality improvement**
5. **IQAC file structure and format changes**
6. **Schedule of IQAC internal and external audits of the academic year 2019-20**
7. **Suggestions from external members**
8. **Any other item with the permission of Chairperson**

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Internal Quality Assurance Cell (IQAC)

Academic Year 2019 - 20

8th IQAC Meeting Attendance

8th IQAC meeting held on 21st August 2019 at Hope Foundation's International Institute of Information Technology (I^2IT), Hinjawadi, Pune- 411057

Members Present:

Dr. Vaishali Patil – Principal, I^2IT 21/08/2019.

Mr. Vijay Ranbhise – Management Representative, I^2IT

Mr. Dinesh Joje – Registrar, I^2IT

Prof. Ravindra Joshi – Senior Teacher, I^2IT

Prof. Varsha Degaonkar – E&TC Dept. I^2IT

Prof. Manjusha Amritkar – IT Dept. I^2IT

Dr. Sandeep R. Varpe – ES Dept. I^2IT

Prof. Deptii Choudhari – Computer Dept. I^2IT

Dr. R. A. Patil, Associate Professor in E&TC, CoEP, Pune
(External Expert - Local Community)

Dr. V. H. Patil– Technical Specialist, Cummins Technologies India Pvt. Ltd., Pune
(Industry representative)

Dr. S. M. Mahalakshmi Naidu – IQAC Coordinator, I2IT 21/8/19

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Internal Quality Assurance Cell (IQAC)

Academic Year 2019 - 20

Minutes of 8th IQAC Meeting

Date: 26/08/2019

The 8th meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Wednesday, 21st August 2019 at 10:30 AM.

Members Present: Dr. Vaishali V. Patil, Mr. Vijay V. Ranbhise, Mr. Dinesh R. Joje, Prof. Ravindra P. Joshi, Dr. Rajendrakumar A. Patil, Dr. Vinayak H. Patil, Prof. Deptii D. Choudhari, Prof. Manjusha V. Amritkar, Prof. Varsha Degaonkar, Dr. Sandeep R. Varpe, and Dr. S. M. Mahalakshmi Naidu

The Chairperson, Dr. Vaishali V. Patil, welcomed the members to the 8th IQAC meeting of the Institute for the academic year 2019-20.

The coordinator, Dr. S. M. Mahalakshmi Naidu, also extended the welcome to the members to the meeting.

1. **Approval of Agenda items:**

   Accepted.

2. **Minutes of the 7th IQAC meeting:**

   It was resolved that minutes of the 7th IQAC meeting are confirmed.

3. **Changes in IQAC Composition**

   The Chairperson, Dr. Vaishali V. Patil suggested a few changes to the IQAC composition for the academic year 2019-20.

   Dr. S. M. Mahalakshmi Naidu (Associative Professor in E&TC) has been appointed as IQAC Coordinator as the earlier coordinator requested for a departmental portfolio.

   Dr. Rajendrakumar A. Patil (Associate Professor in E&TC, College of Engineering Pune, Pune) has been appointed as member on IQAC under category External Expert from Local Community.

   Dr. Vinayak H. Patil (Technical Specialist (Acoustics), Cummins Technologies India Pvt. Ltd., Pune) has been appointed as member on IQAC under category External Expert from Industry.

   Prof. Varsha Degaonkar (Assistant Professor) has been appointed as member on IQAC under the category of senior teacher from the Department of Electronics and Telecommunications.

   Dr. Sandeep R. Varpe (Assistant Professor) has been appointed as member on IQAC under the category of senior teacher from the Department of Engineering Sciences (First Year).

4. **Mr. Vijay V. Ranbhise (Management Representative) congratulated Principal, NAAC team, and all the teaching and non-teaching members of the institute for securing B++ grade by NAAC, Benguluru, India**

5. **Measures for quality improvement**

   A. **NAAC peer team visit**

   The NAAC peer team has visited the institute on 29th and 30th March 2019. The following suggestions given by the NAAC Pear team were discussed in the meeting:

   a. Dr. Vinayak Patil suggested to conduct more number of Add-on courses, Value added courses.

   b. Research and Incubation centers to be established with the support of Mr. Vijay Ranbhise.

   c. Course monitoring committee needs to be strengthened, as suggested by IQAC Committee member Dr. Sandeep Varpe.

   B. **Introduction of CO-PO attainment process for events**

   Currently CO-PO attainment calculations are being done for all the course theory, practical as well as for the final year project. It has been decided in the meeting to introduce CO-PO attainment process for all the events of technical and non-technical for better understanding and attaining the POs by filling the academic gaps of the prescribed syllabus given the affiliating university, as suggested by IQAC external expert Dr. R. A. Patil.

   C. Blooms Taxonomy Level inclusion in CT papers

   In order to improve the internal quality evaluation, IQAC external expert Dr. R. A. Patil suggested and resolved to adapt the Blooms Taxonomy levels in the class test question papers from the current semester.

6. **IQAC file structure and format changes**

   IQAC Committee member Prof. Varsha Degaonkar suggested to review the IQAC file structure for some realigning of activities taking into account. The committee resolved in the meeting for revision of IQAC file structures.

7. **Schedule of IQAC internal and external audits for the academic year 2019-20**

   As suggested by the IQAC Coordinator Dr. S. M. Mahalakshmi Naidu, the IQAC internal and external audits be completed after the end date of class room teaching and before the start of next semester. It has been discussed in the meeting and resolved to adapt.

8. **Suggestions from external members**

   In line with the NAAC peer team suggestion, external IQAC member Dr. Vinayak Patil, suggested to enhance the Industry-Institute Interaction. As it is the most preferred platform for mutual growth of both industries and institutes, providing the industry access to the students through industrial visits, expert talks in the campus and possibility of student sponsored projects with joint industry supervisor. It helps in preparing industry suitable graduates also promotes development of student entrepreneurs.

9. Any other item with the permission of Chairperson

Chairperson informed the committee that the NAAC awarded the Institute B++ Grade on 1st April 2019, emphasizing the NAAC Coordinator Prof. Ravindra Joshi to prepare the AQAR to be submitted upon notification by NAAC by 30th March 2020. Chairperson and IQAC members thanked Dr. Ravi P. Patki for his contribution to the IQAC and concluded the meeting with thank you note.

Prepared by,
Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator
26/8/19

26/8/19.

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