Hope Foundation's

International Institute of Information Technology (I^2IT)

Hinjawadi, Pune- 411057

Innovation & Leadership
www.isquareit.edu.in

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

Ref. I^2IT/2019-2020/IQAC/ Date: 09/12/2019

9th IQAC MEETING NOTICE

It is hereby notified that, the 9th meeting for external audit of Internal Quality Assurance Cell (IQAC) is planned on Monday, 24th December 2019 in Board Room (Ground Floor) at 9:00 AM. All IQAC members are invited to attend this meeting and HoDs are invited members. 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.

9/12/19

IQAC Coordinator
(Dr. S. M. Mahalakshmi Naidu)

9/12/19.

Chairperson
(Dr. Vaishali V. Patil)

Copy to: 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 – E&TC, CoEP, Pune
(External Expert – Local Community)
Dr. V. H. Patil – Cummins Technologies India Pvt. Ltd., Pune
(External Expert – Industry representative)
Dr. S M Mahalakshmi Naidu – IQAC Coordinator, I^2IT
Dr. Sashikala Mishra – HoD Computer Dept., I^2IT
Dr. Risil Chhatrala – HoD E&TC Dept., I^2IT
Prof. Sarang Saoji – HoD IT Dept., I^2IT
Prof.Rakhi P.Wagh – HoD Engineering Sciences Dept., I^2IT

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

9th IQAC Meeting Agenda

Date: 24/12/2019 **Location:** Board Room (Ground Floor)

Time: 9:00 AM **Called by:** IQAC Coordinator

Attendees: IQAC Committee Members

Agenda Items:

1. **Approval of agenda items**
2. **Confirmation of the minutes of the 8th IQAC meeting**
3. **Briefing the IQAC external members about evaluation parameters and criteria of the audit (9.00 - 9.30 AM)**
4. **Visit to the Computer Science Department from 9.30 AM to 11.00 AM**
5. **Visit to the Electronics &Telecommunication Department from 11.00 AM to 12.30 PM**
6. **Visit to the Information Technology Department from 1.30 PM to - 3.00 PM**
7. **Visit to the Engineering Sciences Department from 3.00 PM to 3.30 PM**
8. **Exit Meeting with IQAC Committee Members and HoDs as invited members, from 3.30 PM to 4.30 PM**
9. **Any other item with the permission of Chairperson**

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Internal Quality Assurance Cell (IQAC)
Academic Year 2019 - 20

9th IQAC Meeting Attendance

9th IQAC meeting held on 24th December 2019 at Hope Foundation's International Institute of Information Technology (I^2IT), Hinjawadi, Pune- 411057

Members Present:

Dr. Vaishali Patil – Principal, I^2IT — 24/12/19.

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 — 24/12/19

Dr. Sandeep R. Varpe – ES Dept. I^2IT

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

Dr. R. A. Patil – E&TC, CoEP, Pune

(External Expert – Local Community)

Dr. V. H. Patil – Cummins Technologies India Pvt. Ltd., Pune — AB

(External Expert – Industry representative)

Dr. S M Mahalakshmi Naidu – IQAC Coordinator, I^2IT

Invited Members:

Dr. Sashikala Mishra – HoD Computer Dept., I^2IT — 24.12.19.

Dr. Risil Chhatrala – HoD E&TC Dept., I^2IT — 24/12/19

Prof. Sarang Saoji – HoD IT Dept., I^2IT — 24/12/19

Prof.Rakhi P.Wagh – HoD Engineering Sciences Dept., I^2IT — 24/12/19

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Internal Quality Assurance Cell (IQAC)

Academic Year 2019 - 20

Minutes of 9th IQAC Meeting

Date: 27/12/2019

The 9th meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Tuesday, 24th December 2019 at 9.00 AM.

Members Present: Dr. Vaishali Patil, Mr. Vijay Ranbhise, Mr. Dinesh Joje, Prof. Ravindra Joshi, Prof. Varsha Degaonkar, Prof. Manjusha Amritkar, Dr. Sandeep R. Varpe, Prof. Deptii Choudhari, Dr. R. A. Patil, Dr. V. H. Patil, Dr. S. M. Mahalakshmi Naidu, Dr. Sashikala Mishra, Dr. Risil Chhatrala, Prof. Sarang Saoji, Prof. Rakhi P.Wagh.

The Chairperson, Dr. Vaishali V. Patil, welcomed the members to the 9th IQAC meeting of the Institute. 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 8th IQAC meeting:** It was resolved that the minutes of 8th IQAC meeting are confirmed.
3. **Briefing the IQAC external members about evaluation parameters and criteria of the audit (9.00 - 9.30 AM)**

   The IQAC Chairperson, Dr. Vaishali V. Patil, briefed the external members about the evaluation parameters and criteria of the audit, external members gone through the internal audit reports, requested the team to visit the departments for an intermediate academic audit of the AY 2019-20.
4. **Visit to the departments (Computers, Electronics & Telecommunication, Information Technology, and Engineering Sciences)**

   Impact analysis to be carried out based on the identified curriculum gaps, suggested to have go for PEO mapping with CO-PO apart from CO-PO-PSO mapping and attainment calculation, suggested to constitute a Industry Advisory Board in each department,
5. **Exit Meeting with IQAC Committee Members and HoDs as invited members, from 3.30 PM to 4.30 PM**
6. **Any other item with the permission of Chairperson**
7. **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.

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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.

8. 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.

9. 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.

10. Suggestions from external members

In line with the NAAC peer team suggestion, external IQAC member Dr. R. A. 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.

11. 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, 27/12/19
Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator

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27/12/2019.