Hope Foundation's

International Institute of Information Technology (I^2IT)

P-14, Rajiv Gandhi Infotech Park, Phase – 1, Hinjawadi, Pune – 411057

Internal Quality Assurance Cell (IQAC)

IQAC Action Plan for Semester-I of AY 2021-22
(Departmental Academic Event Targets)

07/06/2021

Sr. No.	Event Name	AY 2021-22 Sem-I Target	Remark
1	Augmentation Course/ Content Beyond Syllabus	All subjects of FE, SE, TE, BE (Minimum 5 hours for each subject)	Curriculum GAP filling
2	Add-On Workshop (Compulsory and Free with Certificate)	SE: 01, TE: 01, BE: 01 (Minimum 30 hours per course)	Skills Required by the Industry
3	Value-Added Event/Workshop (Optional and paid by the student, Certificate)	03/Department	State of the Art Technology. It is open for all department students
4	Expert/Guest Lectures and Minimum two webinars of top professional	Minimum Three/Class (Suggested: One/Subject)	Domain Applications/Views by the Industry Experts
5	Industrial Visits	One/ Class (Virtual Mode/Tour as per the feasibility)	Insight Into the Internal Working Process of a Company
6	Student Association Activities	Minimum Three Events (One/Month)	60% Technical and 40% Non-Technical Events
7	Sponsored Projects	60%/Year	Technically/Finacially Sponsored
8	Student Internships	SE: 40%, TE & BE: 50% FE students should be encouraged to go for internship	Paid/Non-paid
9	Student MOOC Certifications (Mentor)	SE: 40%, TE & BE: 60% FE students should be encouraged to do programming related MOOCs	Exposure to incorporate the global resources in the discipline
10	Student Participation in Events (S/N/I) (Mentor)	FE, SE, TE, and BE: Average 40%	Technical as well Non-Technical Activities
11	Events Through MoU Partners	One/MoU/Sem	
12	MoUs	Three/Year/Dept. to be added	Functional MoUs with an Organization with Minimum 50 Employees
13	Grants/ Consultancy	Grant/ Consultancy of minimum One Lakh/Year/Dept.	Govt. or Non-Govt. Agency
14	Publications (Jnl, Conf, Books, Book Chapters etc.)	Min. One/Faculty Member/Sem	Scopus Indexed/ IEEE with DoI
15	Attending FDP/STTP/Conf./WS etc. by Faculty Members	One/Faculty Member/Sem	Self development
16	Conducting FDP/STTP/Conf./WS etc. for Faculty Members	One/Dept./Sem	Faculty member emporement
17	Faculty Member MOOC Certifications	One/Faculty Member/Sem	Self development towards niche areas
18	Patents	Four /Dept./ Year	Verified by R&D Cell
19	IPR	Eight /Dept./ Year	Verified by R&D Cell

7/6/2021

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

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07/06/2021

(Dr. Vaishali V. Patil)
Principal

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Internal Quality Assurance Cell (IQAC)

IQAC Action Plan for Semester-II of AY 2021-22
(Departmental Academic Event Targets)

29/12/2021

Sr. No.	Event Name	AY 2021-22 Sem-II Target	Remark
1	Augmentation Course/ Content Beyond Syllabus	All subjects of FE, SE, TE, BE (Minimum 5 hours for each subject)	Curriculum GAP filling
2	Add-On Workshop (Compulsory and Free with Certificate)	SE: 01, TE: 01, BE: 01 (Minimum 30 hours per course)	Skills Required by the Industry
3	Value-Added Event/Workshop (Optional and paid by the student, Certificate)	03/Department	State of the Art Technology. It is open for all department students
4	Expert/Guest Lectures and Minimum two webinars of top professional	Minimum Three/Class (Suggested: One/Subject)	Domain Applications/Views by the Industry Experts
5	Industrial Visits	One/ Class (Virtual Mode/Tour as per the feasibility)	Insight Into the Internal Working Process of a Company
6	Student Association Activities	Minimum Three Events (One/Month)	60% Technical and 40% Non-Technical Events
7	Sponsored Projects	60%/Year	Technically/Finacially Sponsored
8	Student Internships	SE: 40%, TE & BE: 50% FE students should be encouraged to go for internship	Paid/Non-paid
9	Student MOOC Certifications (Mentor)	SE: 40%, TE & BE: 60% FE students should be encouraged to do programming related MOOCs	Exposure to incorporate the global resources in the discipline
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11	Events Through MoU Partners	One/MoU/Sem	
12	MoUs	Three/Year/Dept. to be added	Functional MoUs with an Organization with Minimum 50 Employees
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29/12/2021

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29/12/21

(Dr. Vaishali V. Patil)
Principal

Internal Quality Assurance Cell (IQAC)
Academic Year 2021 - 22

Minutes of 13th IQAC Meeting

Date: 03/08/2021

The 13th meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Thursday, 22nd July 2021 at 3.00 PM followed by a online meeting with head of the departments on Saturday, 24th July 2021 at 4.45 PM.

Members Present: Dr. Vaishali Patil, Prof. Ravindra Joshi, Prof. Manjusha Amritkar, Prof. Yogita Narule, Prof. Deptii Choudhari, Prof. Anjali Jagtap, Prof. Rupali Yeole, Dr. S. M. Mahalakshmi Naidu, Dr. Ajitkumar Shitole, Dr. Risil Chhatrala, Prof. Sarang Saoji, Prof. Rakhi Wagh.

The chairperson, Dr. Vaishali Patil welcomed the members to the 13th IQAC meeting.

1. **Approval of agenda items:** Accepted.
2. **Review of 12th IQAC Meeting minutes:** IQAC Committee members have reviewed the minutes of 12th IQAC meeting.
3. **AICTE CII ranking and review of AICTE-CII survey metrics:** The Chairperson, Dr. Vaishali Patil highlighted that the Institute has been securing Gold ranking in AICTE-CII survey for the last three academic years, emphasized to improve on the quality metrics further aiming to secure Platinum Rank in the upcoming years.
4. **Monthly review of IQAC action plan:** To improve on the quality of teaching-learning and secure high in the ranking parameters which are linked to the student success, chairperson, Dr. Vaishali Patil suggested for an intermediate review of the IQAC action plans set to the departments at the start of each semester. This was resolved by the committee members and decided to have monthly review meeting of the same as an action taken.
5. **LinkedIn profiles and Mentor-Mentee Professional linkage:** The Chairperson, Dr. Vaishali Patil suggested to have a LinkedIn profiles for all students and faculty members and suggested further to all mentors to add their mentors to improve the mentor-mentee professional relationship and to better utilization of the LinkedIn platform. This was resolved to be adapted and informed to all the HoDs to communicate to the faculty mentors to add their mentees to their LinkedIn profile as an action taken. For all those faculty and student mentees who do not have the LinkedIn profiles created so far, IQAC Coordinator Dr. Mohan Mahalakshmi Naidu, suggested to have them LinkedIn profile created. This was as well resolved by the committee to take-up and conveyed to the HoDs as an action taken.
6. **Creating a central and departmental event calendar from Sem-I of AY 2021-22:** Chairperson, Dr. Vaishali Patil emphasized to have central and departmental event calendar to monitor all the events on a regular basis and proposed to start it from this academic year 20201-22 Semester-I. Committee members have resolved to adapt the proposal. As an action taken, Librarian, Dr. Rahul Viswe was given the task of preparing the event calendar and the Departmental IQAC Coordinators are made SPOC of providing the event details to Dr. Rahul Viswe. Chairperson and

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IQAC Coordinators will monitor progress of events through the calendar updates on a monthly basis.

7. **Schedule of IQAC academic audit for Sem-II of AY 2020-21:** IQAC Coordinator, Dr. Mohan Mahalakshmi Naidu suggested for scheduling the IQAC academic audit of Semester-II of AY 2020-21. The committee resolved on this to have the schedule from 23rd – 26th, August 2021. The same was approved by the Chairperson as an action taken and asked the IQAC Coordinator to bring out the notice for the audit schedule.

8. **Any other item with permission from chairperson:** With chairperson's permission, HoD of E&TC Department, Dr. Risil Chhatrala suggested to have think-tank meeting with prior notice. The Chairperson along with the committee members have resolved to have monthly meeting, probably on last Thursday of every month.

The meeting was concluded with a thank you note from the Chairperson.

3/8/21

Prepared by,
Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator

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Dr. Vaishali V. Patil
Chairperson

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Internal Quality Assurance Cell (IQAC)

Academic Year 2021 - 22

Minutes of 15th IQAC Meeting

Date: 25/02/2022

The 15th meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Monday, 21th February 2022 at 3.30 PM.

Members Present: Dr. Vaishali Patil, Mr. Vijay Ranbhise, Mr. Dinesh Joje, Prof. Ravindra Joshi, Prof. Anjali Jagatap, Prof. Sarang Saoji, Prof. Rupali Yeole, Prof. Uma Godase, Dr. S. M. Mahalakshmi Naidu.

The Chairperson, Dr. Vaishali V. Patil, welcomed the members to the 15th 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 14th IQAC meeting:** It was resolved that the minutes of 14th IQAC meeting are confirmed.
3. **Preparing for AQAR 2020-21**

   The NAAC coordinator Prof. Ravindra Joshi described how to use templates to fill data for AQAR on Sever. He said that he has shared folders on google drive also. Collect and confirm all data required for AQAR for AY 2020-21 from concerned file in charge. Then fill excel sheet shared and upload corresponding proofs in PDF. It has been decided dead line for capturing data for AQAR is 15th march 2022.

4. **Initiatives taken and contributions made by the departments for AY 2021-22 for quality improvement of academics.**

   The IQAC coordinator Dr. Mahalakshmi Naidu informed initiatives taken, and contributions made by department such as flip class etc. He also informed that templates will be shared to capture such data.

5. **Preparing the Index for IQAC file structure visit**

   The IQAC coordinator Dr. Mahalakshmi Naidu suggested to finalize index of IQAC file. So that there will be no ambiguity in other faculties. He has assigned that work among the departmental IQAC coordinator

   The following work distribution was made:

Committee Member	Department	IQAC File Number
Prof. Sarang Saoji	IT	File No. 1 to File No. 3

Dr. Uma Godase	Computer	File No. 4, File No. 5, File No. 7
Prof. Rupali Yeole	ES	File no. 6, File No. 11, File No. 12
Prof. Anjali Jagtap	E&TC	File No. 8 to File No. 10

It has been discussed in the meeting and resolved to adapt.

6. **Any other item with the permission of Chairperson**

Prof. Ravindra Joshi suggested completing the task about IQAC file index on priority. It has been decided to do it on or before 2nd March 2022.

Prepared by,
Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator

25/2/22

25/2/2022

Dr. Vaishali V. Patil
Chairperson