



Internal Quality Assurance Cell
MIT-ADT University, Pune
2021-22

31.12.2021

Minutes of the Meeting with Proceedings– Third Meeting of IQAC for the Academic Year 2021-22 held on 30.12.2021.

Following IQAC members were present for the meeting

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|------------------------------|---------------------------|
| 1) Prof.Dr.Anant Chakradeo | Vice-Chairman, IQAC (PVC) |
| 2) Dr.Mahesh Chopade | Member |
| 3) Prof.Dr.Ramchandra Pujeri | Member |
| 4) Dr.Atul Patil | Member |
| 5) Mohandas Pawar | Member |
| 6) Dr.Haribhau Bhapkar | Member |
| 7) Dr. Dnyandeo Neelwarna | Member |
| 8) Mr.Vishant Chimate | Member |
| 9) Dr.Pradeep Das | Member |
| 10)Shri. Suraj Bhoyar | Member |
| 11)Shri.Sujit Dharmapatre | Member |
| 12) Dr.Mayura Bijle | Member |
| 13)Dr.Charulata Londhe | Member |
| 14)Dr.Priya Singh | Member |

Following members informed Deputy Director, IQAC that they will remain absent due to their pre-occupied assignments

- 1) Prof.Dr.Mangesh Karad, Chairman, IQAC and Vice-Chancellor, MITADT University, Pune
- 2) Dr. Ramakant Kaplay, Director, IQAC
- 3) Shri. Ravindra Bachate, Member, IQAC, *Members from Teachers/Faculty and Assistant Professor (IoD)*



- 4) Dr. Anupama Devakatte, *Member from Teachers/Faculty*
- 5) Prof. Mukta Deshpande, *Member form Teachers/Faculty*
- 6) Prof. Gyanesh Kelkar, *Member form Teachers/Faculty*
- 7) Prof. Charudatta Kulkarni, *Member form Technical Staff*
- 8) Dr. Rahul More, *Invitee*
- 9) Shri. Sujit Phunde, *Member from 'Student Activities'*
- 10) Miss Apurva Gosavi, *Member IQAC, Students representative (Bioengineering, Research)*

Following members remained absent

- 1) Dr. Mathew Karvinkoppa, *Member IQAC, Member from Stakeholder Assistant Professor, Mech.Engg. SoE (2)*
- 2) Prakash Korde, *Member IQAC, Member from Estate Section (3)*
- 3) Nayana Godase, *Members from Administration (1)*
- 4) Dr. Nachiket Thakur, *Special Invitee(1)*
- 5) Miss Ayushi Dhabale, *Member IQAC, Students representative (Sangeet, Liberal Art) (3)*
- 6) Miss. Shantuli Bag, *Member, IQAC, Alumni representative, Liberal Art (SoFA) (3)*
- 7) Shri. Nitin Gavahane, *Member IQAC, representative from Employers, (VP) (R & D), Pune (3)*
- 8) Miss. Yogita Dhabale, *Member, IQAC, member from Stakeholders (Parent) (Sangeet) (3)*

Note: The number in the bracket indicates number of times the member remained absent in the meeting, continuously

In the absence of Chairman, today's meeting was chaired by Prof. Dr. Anant Chakradeo, Pro-Vice-Chancellor, MITADTU as a 'Chairperson' officially.



In the absence of Director, QA, today's meeting is conducted by Deputy Directors, Dr. Priya Singh & Dr. Charulata Londhe.

Meeting commenced with the chanting of 'Gayatri Mantra'.

Dr. Priya Singh presented the Agenda on the be-half of Director, Quality Assurance.

Agenda Item (IQAC/2021-22/03)- 01:	Confirmation of 'Minutes of last IQAC Meeting' held on 30.09.2021
Proceedings	<p>Dr. Priya Singh presented the 'Minutes of the last IQAC meeting held on 30.09.2021 item wise.</p> <p>Dr. Priya Singh presented the regular Agenda Item (IQAC/2021-22/02) - 02: related to finalize the Two Best Practices of the University. Report on identification of best practices for the University was displayed for approval.</p> <p>Dr. Priya Singh requested Mr. Hrishikesh Mulay & Ar. Sailee Surve to briefly explain the Agenda Item (IQAC/2021-22/02)-04 related to rain water harvesting Plan & Nakshtra Garden Plan.</p>
Resolution	<p>The Minutes of the last IQAC meeting are here by confirmed by all IQAC Members.</p>
Agenda Item (IQAC/2021-22/03)- 02:	To take stock of Preparations for UGC Visit
Proceedings	Chairperson informed the committee members that a committee is already constituted for the UGC work and they are taking care for the preparations for UGC visit.
Resolution	<p>Committee for UGC work is already in place and committee members will take care of preparation related to UGC visit.</p>
Agenda Item (IQAC/2021-22/03)- 03:	To take stock of implementation of all the 'policies', 'ordinances', 'rules & regulations'
Proceedings	Dr. Priya Singh presented the list of 30 policies /ordinances/rules and regulations prepared by the IQAC. In



	the last IQAC meeting it was decided to prepare separate book on policies, ordinances, Act, Statute and lead for the same was taken by Dr. Ramchandra Pujeri. The book was presented to the IQAC committee.
Resolution	Two types of Compiled Books (i) Ordinances and (ii) Policies are ready.
Agenda Item(IQAC/2021-22/03)- 04:	To find out the incremental growth of GER of MITADTU
Proceedings	Dr. Charulata londhe discussed the process of determining GER for MIT ADT University, Pune. Ours will be first university in Maharashtra to determine the GER for the university.
Resolution	All the necessary efforts will be made to determine GER of MITADT University.
Agenda Item(IQAC/2021-22/03)- 05:	To discuss AQAR of the last year
Proceedings	Dr. Charulata londhe explained the status of AQAR data obtained for the schools and also timeline till when the data will be collected and AQAR report will be complete.
Resolution	It is resolved that AQAR to be done by February 2022.
Agenda Item(IQAC/2021-22/03)- 06:	To take stock of collection of data for SSR
Proceedings	Dr. Priya Singh shared the status of work done by Steering Committee and Criteria chairperson of all seven criteria in brief. It is discussed that <ul style="list-style-type: none">• Meeting was held of all NAAC committee members on 8th December 2021 to initiate the work which was on hold to avoid confusion in UGC work.• Criteria chairperson were asked to use the data available (collected for UGC) and start the SSR.
Resolution	It is resolved that SSR to be uploaded by October 2022.



	IEQA by August-September 2022.
Agenda Item(IQAC/2021-22/03)- 07:	To discuss the Feedback Analysis on Syllabus by different stakeholders
Proceedings	Dr. Priya Singh explained the report of feedback analysis on syllabus by different stakeholders (Students, teachers, parents, alumni and employer). IQAC collected the feedback report from school. IQAC made a compiled report with major strengths and suggestions. Chairperson suggested that the feedback analysis draft report be circulated to all HoI/Heads/Directors.
Resolution	It is resolved that the draft report of feedback analysis of curriculum will be circulated with all HoIs/Heads/Directors.
Agenda Item(IQAC/2021-22/03)- 08:	To take stock of implementation of CO's, PO's, PSO's and implementation of attainment of Course Outcomes
Proceedings	Dr. Priya Singh discussed that to a workshop on writing of CO's, PO's, PSO's has been conducted as first phase of attainment of CO's, PO's and PSO's from 2nd August 2021 to 2nd September 2021. 308 faculty members across schools attended the hands on workshop. Syllabus was updated with new learning outcomes, Po's and PSO's. She further added that for checking attainment of the CO's, PO's and PSO's a workshop for selected faculty members from all the schools will be conducted in the month of January 2022. The planning for the same is in process.
Resolution	It is resolved that workshops for attainment of learning outcomes, PO's and PSO have to be conducted for the faculty members.
Agenda Item(IQAC/2021-22/03)- 09:	To discuss the outcome of Library Audit, and Reports of Energy Audit, Environmental Audit and Green Audit.
Proceedings	Dr. Priya Singh shared the report of Energy Audit,



	Environmental Audit and Green Audit and briefly explained the key highlights of the report.
Resolution	It is resolved that report of Energy Audit, Environmental Audit and Green Audit is approved by all IQAC members. The audit reports to be circulated to all Directors and HoI's for awareness.
Agenda Item(IQAC/2021-22/03)- 10:	To discuss and finalize Two Best Practices identified by IQAC
Proceedings	Dr. Priya Singh presented two best practices across University in the report. Chairperson suggested that to select the best practices showcased are normal ones and we need to identify unique practices of MIT ADT. For the same other University best practices to be studied and use the information for identifying best practices of MIT ADTU.
Resolution	Two new best practices to be identified for the MIT ADTU.
Agenda Item(IQAC/2021-22/03)- 11:	To take stock of improvement in Teachers Profile
Proceedings	Dr. Priya Singh discussed that to take stock of improvement in teacher's profile. Dr.Priya Singh suggested that teachers need to professionally upgrade themselves by doing following (Necessary for NAAC and UGC or any other accreditation or promotions: <ul style="list-style-type: none">• Courses: MOOCs or Degree enhancement• Orientation and Refresher course• Faculty induction programs (prescribed duration)• NET/SET or equivalent• Publications: books, papers, chapters and so on• Attend conference / workshop• Develop Moocs or e-content• Current skills related to effective teaching – learning and assessment



Quality Assurance Department
MIT-ADT University, Loni Kalbhor, Pune

Resolution

It is resolved that to take stock of improvement in teachers profile.

Note: Date of Next Meeting: 30th March, 2022

Submitted for your approval.

Deputy-Director, IQAC
MIT-ADT University, Pune

Final Approval by,

**Vice Chancellor &
Executive President**