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THAKUR COLLEGE OF ENGINEERING & TECHNOLOGY
Autonomous College Affiliated to University of Mumbai
Approved by All India Council for Technical Education(AICTE) and Government of Maharashtra(GoM)
Website : www.tcetmumbai.in
Conferred Autonomous Status by University Grants Commission (UGC) for 10 years w.e.f. A.Y 2019-20
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Date: 12/05/2021

Minutes of NAAC- IQAC Committee Meeting held on 29th April 2021 at 03:00 pm through zoom online platform

Purpose of the meeting: To approve previous IQAC minutes of the meeting held on 6th February 2021 and discuss the initiatives taken during third quarter (January to March 2021) and the quality initiatives to be taken in the fourth quarter (April to June 2021).

Agenda:
The agenda of the meeting is to discuss the quality initiatives based on the following NAAC criteria:

1. To discuss the Curricular Aspects of the Academic programs and suggest improvements.
2. To discuss the innovative processes adopted by the institution in Teaching, Learning and Evaluation.
3. To discuss the initiatives taken to sensitize/promote Research climate in the Institution.
4. To discuss the increase in infrastructure facilities and library facilities as Learning Resources.
5. To discuss Student Support services and its progression offered by the college.
6. To discuss improvement strategies adopted by the Institution for Academic and Infrastructure developments (Governance, Leadership and Management)
7. To discuss the innovations introduced during this academic year which have created a positive impact on the functioning of the Institution.
8. To discuss the action taken by the departments on the actionable points identified in the previous meeting.
9. To discuss strategies for implementing future plans of action for the year 2020-21.
10. Any other point with permission of the chair.

The following dignitaries were present for the meeting:

Sr. No	Name of External members	Designation
1.	Mr. Sharad Tiwari	Associate consultant, TCS
2.	Dr. Radha Shrinivas	IQAC Co-ordinator, University of Mumbai
3.	Dr. S. M. Ganechari	Principal-TPoly
4.	Mr. Neeraj Yadav	Alumni

Sr. No	Name of Internal members	Designation
1.	Dr. B. K. Mishra - Principal	Chairperson
2.	Dr. R. R. Sedamkar	Director of the IQAC
3.	Dr. Rajesh Bansode	IQAC coordinator
4.	Dr. Deven Shah	Vice Principal
5.	Mr. V.N. Dutta	TEG Advisor
6.	Dr. Kamal Shah	Dean (R&D)
7.	Dr. Lochan Jolly	Dean (SSW)

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8.	Dr. Sheetal Rathi	PG- HOD Computer Engineering
9.	Dr. Zahir Aalam	Training and Placement Officer
10.	Mr. Anil Vasoya	In-Charge HOC Cell
11.	Dr. Payal Saha	Faculty Member
12.	Dr. Bijith Marakarakandy	Faculty Member
13.	Dr. Harshali Patil	Faculty Member
14.	Dr. S.C Patil	Faculty Member
15.	Dr. Siddesh Siddappa	Faculty Member
16.	Dr. Seema Jagtap	Faculty Member
17.	Dr. Sunita Pachori	Faculty Member
18.	Ms. Poorva Waigankar	IQAC Member
19.	Mr. Vimal Gosar	IQAC Member
20.	Ms. Purnima Chandrasekar	IQAC Member
21.	Ms. Ashwini Shanbhag	IQAC Member
22.	Ms. Shweta Suresh kumar	IQAC Member
23.	Dr. Megharani Patil	IQAC Member
24.	Mrs. Vidyadhari R. Singh	IQAC Member
25.	Mr. Jayant Patil	IQAC Member
26.	Mr. Omkar Sawant	Student Member (COMP)
27.	Mr. Jignesh Jain	Student Member (CIVIL)
28.	Mr. Lance D'Silva	Student Member (MECH)
29.	Ms. Agrima Gupta	Student Member (E&TC)
30.	Mr. Jhanavi Shetty	Student Member (IT)
31.	Mr.Omkar Chaudhary	Student Member (ELEX)
32.	Ms. Vaishnavi Patil	Student Member (ES&H)
33.	Mr. Uday Waskar	Administrative member
34.	Mr. Shailesh Chavan	Administrative member

<u>Welcome to all the members present:</u>

The meeting began by IQAC Director, Dr. R. R. Sedamkar welcoming all to the IQAC meeting. He briefed about the agenda and requested Principal Sir, to welcome and give the opening remarks for the meeting.

The Principal started briefing about the quality and its importance for the institutions these days. He further added that this internal quality assurance cell meeting on quality aspect is one of the mandatory requirements to ensure that quality education should be imparted which is possible only if we have the set process, proper monitoring and control, the review mechanism and then learning from the review process to improve the system further, so that the system should advance, attend the maturity and then it give an opportunity for the next level of operation.

He further explained that the regular review of the quality aspect is very important as it gives us an opportunity to identify the blind spot in the system, it also helps us to extract the hidden things which will improve our system and at the same time, it also helps us to bring innovation maybe through the best practices and innovative practices. Doing all these things,

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maybe as an audit or maybe as a data collection or maybe as the brainstorming session the basic objective behind that is to develop the understanding and create the synergy between the various functional areas, review the quality aspects, benchmark it and then start working to attend the benchmark. He further informed that we have two types of benchmarking, the first one is in the form of the targets and goals which may be on the semester basis, which may be on the academic year basis which we can attend through our action and through our performance. The second level of benchmarking is the quality objectives which is always required to be higher than the targets and goals.

He further added that when we say the targets and goals, it should be set in a scientific approach where procedure is required to be followed; data is required to be collected, analyzed and converted into analytics. And this analytic may be based on the data from the Institute, maybe from the various departments or the various sections which we call it as a comparative data for maybe a year or two years or three years, so as to understand the trends or it could be the competitive data where we need to create the class for our competitive edge.

He further informed that the Institute has already participated in RBNQA and created the class for competitive edge at the national, state and even at the local level and the same has to be followed across all the departments, so as to have the benchmarking for our internal activities. He also said that during this pandemic everything has been conducted in the online mode where the semester for second year to final year is already concluded and the second semester for first year is in progress. Practical and oral exams for second year to final year got over on the 24th of April and the theory exams are going to start from the 3rd of May, which is likely to be concluded by 15th or 16th.

He further added that special provision for the first semester exams are made for directly admitted student in the second year, which is with a gap of one week after the second semester exams. Also, all exams for the direct second year will also get over in the month of May, so that they can have the regular academics with the third year students from the next academic year. He also said that these exams are going to be followed with the internship as well as the other holistic student development programs. And once it is concluded we may be able to declare the results by 30th of June.

He further informed that maybe in the month of July, we will be able to start our academic year from the 1st July. And in spite of the pandemic, we are trying to stick with the National calendar that has been issued by the AICTE which is the strength of the TCET where we stick to the academic calendar that we make and ensure that whatever activities are there during the semester, they are conducted without any compromise on the quality, because of the faculty, technical staff and the non-teaching staff who are committed to their jobs, and are ensuring that whatever the quality standard has been set that must be met.

He also said that the infrastructure is under revamping and augmentation, and the work is still going on. We are expecting that maybe in a couple of months, the external work will get over and then there will be all internal work, which may take another six months to complete the work. He further said that we are quite confident that maybe within six months we will be able to complete the internal as well as the external work after which the institute is going to

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have the new look which will be second to none in the country. With this we can say that we are trying to provide the best of the infrastructure, facilities, learning environment and the best of the carrier. So, this is the objective of this TCET and we are focusing on all round development of the students.

He further explained that there is an agenda which is designed for this IQAC which is in alignment with the points given in the NAAC and this IQAC cell is even important as for the AICTE and as per this current approval process and then it is the part of our autonomy also that three distinguished faculty members from the other institutions are required to be made the member as a peer team. He said that we expect that the three members from the different institutions need to be included and we have to see that as per the guidelines the faculty should not be less than associate professor and that they can act as a peer review team who need to carry out the academic audit for the institute and that academy audit report we have to communicate to the UGC maybe along with the academic council or the governing council on year to year basis.

The meeting was then taken forward by Dr. R. R. Sedamkar. He said that the IQAC cell in the last semester started capturing the criteria wise information from all the departments. And apart from that, lot of work on how on to capture the right information was done as the IQAC was established in 2017, so in 2022 October, five years will get completed, and we will be due for next cycle of accreditation.

He further informed about the National Symposium on Enhancing Quality and Driving change, for Higher and Technical Education, NEP 2020, Opportunities for Stakeholders organized by TCET IQAC cell on 27th April in which 13 parallel events were conducted in a single day and one new coffee table conference was also part of the symposium. This had a lot of value to all the stakeholders, particularly for the Institute, as we got a lot of information input from outside world. He further said that this event was well accepted and well received by almost 800 plus participants from within and from outside 22 state participants which were very well organized under the leadership of Principal and where all the members contributed immensely to the execution of this particular event.

He then enquired from all present whether the minutes of the previous meeting were read and whether it could be passed. On getting the approval to pass the minutes of the previous meeting, the meeting proceeded towards the discussion of the agenda points which were as follows:

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Agenda	Details
1& 2	**To discuss the Curricular Aspects of the Academic programs and suggest improvements.** **To discuss the innovative processes adopted by the institution in Teaching, Learning and Evaluation.** **Points Discussed:** • Dr. Payal Saha said that for the curricular aspects, the department has conducted the semester in online mode and the improvements regarding the curriculum had taken place by means of the E&TC syllabus revision under autonomy as this is the first batch, which is going to final year under the autonomous scheme. It was presented before the board of studies on 13th of February. On the request from students, one professional elective course, database management systems, which was missing was included in the syllabus. Also in this quarter, we have identified companies under which the students will undergo the summer internship, which will commence from the month of May and will finish in June. • Dr. Bijith Marakarkandy said that regarding curricular aspects they have prepared a report on research, teaching extension and other academic activities in the department. They have made booklets and scheme for specialization at the institute level and open elective booklet. The students are now being motivated to appear for gate exam and some of the questions in the end semester examination, particularly relating to gate exam are being included. He further said that the student participation has drastically improved to interactive type of online teaching. Various subjects were offered under professional electives to strengthen the domains; credits are assigned to all HSD activities and internship that is with respect to curriculum design and development, academic flexibility, and curriculum enrichment. • Dr. Harshali Patil said that with respect to the improvements in curricular aspects, BOS meeting was conducted on 13th February where the autonomy batch Computer Engineering syllabus for the semester seven and eight was approved with few revisions in semester six. Specialization course to students in acquiring a major or minor degree for semester 4 and 6 was also offered, HSD activities were conducted at the start of semester, special interest Group for designing and finalizing scheme and syllabus was created and inputs were taken from them. She further added that in house internship for newly admitted 20 diploma students in collaboration with art of living of 60 hours in the duration 22nd March to 17thApril was also offered. • Dr. Siddesh Siddappa said that BOS meeting conducted on 13th February, where sixth, seventh and eighth semester scheme and syllabus was approved, Few revisions in the same were also approved, along with the scheme and syllabus of specialization courses and ESD syllabus under the HSD scheme.

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He further added that the department had offered specialization courses in Robotics, power plant engineering, and pressure vessel design for the third year, finite element method was introduced as a part of professional skills to analyze the mechanical problems. The HSD activities were conducted in the beginning of the semester. Regarding the curricular enrichment, to create an e-learning community, lectures were uploaded on the YouTube, also, domain wise group was created for designing and finalizing the scheme and syllabus, and inputs were taken from the advisory committee members, Board of studies members and alumina. Revision in the ESD syllabus to meet the industry needs was done and experimental learning was adopted through PBL ABL, RBL, PS and Internship where credits are assigned to all the HSD activities.

- Dr. Seema Jagtap said that the BOS meeting was conducted on 13ᵗʰ February 2021 and in that the syllabus for BE was approved along with open elective, specialization as well as for ESD. She further said that the department is also planning to give the quality course materials through the resource book in the coming semester. The department is also going to offer the in-house internship with four different tracks, and the department has also taken efforts to provide the student outhouse internship. In association with Sakari infra, 55 students got placed for outhouse internship.

- Dr. Sunita Pachori said that the department started the academic year 2021 for semester one from 18ᵗʰ January where 80 to 85% syllabus along with HSD load was completed and on 22nd April, second semester commenced. She further said that the department has designed this structured and guided resource book for all the subjects for semester 1 and 2 for all the students. And as far as the evaluation is concerned, the department has implemented a new examination scheme, which is a $60 + 20 + 20$ where, 20 marks is kept for the innovative examination.

- Dr. Deven Shah spoke on the uniformity in the scheme, across the departments. He said that we make sure 99% the scheme is uniform in terms of number of subjects, number of practical in a semester and the contact hours, including the subject code for which a template has been created and that template has been provided to all the departments, based on which, the departments have started recalibrating the entire syllabus and to pass BOS. So this has helped us further into result preparation of exam.

- With this Dr. R.R. Sedamkar requested the members to give suggestions.

- Dr. S. M. Ganechari appreciated the efforts and said that he has few suggestions for all the departments in common for all. Firstly, what effort each and every department is taking considering the national education policy for the interdisciplinary; secondly what efforts are being taken from the student point of view or the parents point of view to motivate them, keep them healthy in this pandemic situation. Thirdly what efforts we are taken for the physical development of the students wrt the teaching learning process. And lastlyas the teaching learning process was done online and industries are concerned

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about the hands on skill of the students, how the departments are going to improve the hands on skill of the students, so industries can be satisfied with their skills and whatever things they need from the student point of view. He further added that if the departments work in alignment to these points definitely they will be successful.

- Dr. R.R. Sedamkar informed that the Dean SSW and Training & Placement Officer have already initiated and requested them to share what exactly has been done.

- Dr.Lochan Jolly, Dean SSW said that as far as enhancing the skills of the students with respect to what the industry wants, the institute is engaging the students with the online internships that too with the help of the industry, so that the students work on the real problems which will enhance their skills. In addition to that, even the mechanical department students are working on this three dimensional visualization of the machine parts which are also very much required for AR VR part. Even civil department students are in the internship with some architects and the students will be working on site, by also taking care of the COVID guidelines that have been laid down. She further said that even the in house internship care is being taken for what the industry wants and the problem statements are being taken from them. She also said that the team has requested the industry at many points who have collaborated with the institute as a part of internship to provide that problem statement, so that the students work on it as per the industry.

- Dr. Zahir Aalam, Training & Placement Officer, said that as far as the industry interactions, placement of students and internship is concerned, the TnP cell has approached almost 200 plus companies out of which around 150 plus companies responded in a positive sense. And out of those 150, 67 companies have conducted the recruitment process for our students for 2021 batch and around 275 students were placed with single offer, and if we consider multiple offers, the number of offers is more than 450.Apart from that the cell has conducted three different sessions for the students: one is the career counselling, second is the sessions related to INFYTQ orientation and motivating students to participate in the event and giving them the guidelines of INFYTQ which was conducted in association with Infosys, and the third, is related to Internshala internship. The session was conducted on how to enrol for the internship and what opportunities are there as 1000s of internships are available on Internshala portal and this Internshala has signed an MOU with AICTE. So, it is AICTE approved portal where we are allowing students to go for the internship. So around 520 students out of 800 plus students have already been placed for internship, which is done in association with Dean SSW, all the internship coordinators and the HODs. He further said that 2020 batch was most impacted batches as placement had just started and the lockdown happened, so to make sure that all the students would get the opportunity for the placement, we are able to place around 336 students with single offer for 2020 batch where 400 plus students had given their consent for

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placement, the process is still going on. Because of the pandemic the process has been extended for next two to three months so that the opportunity should be provided to all those students. And we have touched almost 71% of the placement for 2020 batch which is same as 2019 batch. So, this is the update from training and placement cell.

- He also added that competitive advantages is concerned, so we have found a coding club where all the students are invited and we started floating the coding challenges as the challenges were like, framed and floated by various companies. So, the same way, we are also started floating the challenges for the students. So, as a result of this around 400 plus students of ours, they are available on hacker rank and code shift and these are the two most preferred most preferred platforms where companies they do direct recruitments So, this is what is the action and next is as far as competent to advantage is concerned, we have revised the ESD curriculum as per the industry expectations for the same four and same six. So, were futuristic web application, which is like a requirement of 2025 so is for discussion with our vice principal and having discussions with various industry experts. So, we have revised that and the same was approved by the BOS by all the department in their meetings and finally, it is passed in academic counsel also

- Dr. R.R. Sedamkar informed that in alignment with the National Education Policy our faculty development program is going on right now. Principal, Vice Principal, Deans, Department heads and other senior faculty members have taken up one topic on the National Education Policy and they are trying to integrate so much in alignment with that. Sir mentioned for faculty development programming going on economics departments, the inviting swift principle, everyone is has taken on one topic, the National Education Policy and they're trying to integrate, how much in alignment that we are right now, and how to go if there are gaps and how to go about if they're coming in our service, that process in that pattern with the National symposium kind of followed by three days of brainstorming by all the senior faculty members along with the juniors

- Datta sir suggested that, as far as IQAC cell has to concentrate on quality improvement. So, this helps you pick up those items from NEP actionable items, implementable items, and prepare a paper to put up to this house next time which would slightly deviate from what Dr.Ganachari mentioned by picking up certain items. Sir suggested that while working on all the items and we are divided amongst the faculty members, each unit will look up as a whole NEP and their board but for IQAC.

- Dr. Bijith Marakarakandy added that for agenda 2 for effective teaching learning process, all the new recruits are involved i.e, ad-hoc faculty and trying to complete all the resource books for semester III before for the upcoming semester, ,even for the institute level optional courses where there is no study material is also completed, where most of the things is under review. So, they can be soon uploaded on ERP or Google Classroom.

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- Dr. Payal Saha informed about innovative practices in teaching and learning process in E&TC department to which she added, for few of the subject teachers have included GVL technique to cater to the students interest and make them more interactive during the sessions. Also the formative assessment which were conducted involved RBT levels as well as some gate based questions, so, that the students learning level can improve. For solving the coding errors of students, the teachers had taken remote control of the students or screen, so that the coding errors could be solved in the online mode as if we are doing actual offline practical's. Other innovative practice which department followed is "specialization course" where one student has followed up till last semester. A fifth, innovative practice is the hardware experiments. Videos were shot in the college campus labs. And were demonstrated during the actual practical sessions to increase the student's knowledge and information regarding the hardware

- Dr Seema Jagtap giving the insight about civil department innovative practices added that the the various platforms like zoom, ERP, Google Classroom, as well as virtual labs, were used. Videos were recorded by faculty and edited using Moavavi Video Editor app, so that students are provided with clear videos. Student performance was checked through formative assessment An international conference jointly with the mechanical department was organized, where student can showcase whatever research they had done during the RBL and a project of final year

- Dr. B.K Mishra suggested that agenda have to be put up along with sub points and marks allocated in NAAC criteria so that things will become focused. He added for example, there are few points of curriculum aspect which is given that is curriculum design and development is now applicable for us being the autonomous Institute, then curriculum planning Implementation, academies flexibility, curriculum enrichment. So, the things with respect to this help us to improve our SSR.

Agenda 3	To discuss the initiatives taken to sensitize/promote Research climate in the Institution Points Discussed: • Dr. Kamal shah addressing the agenda told that due to lockdown, the students were not there on the campus. So research based activities were planned. Currently under RBL head for the third year students VI semester lots of events, are organized. Students are signed across our club, all the circulars are sent to the students and out of that one challenging computation was there on the microprocessor new microprocessor. Currently all the laptops and desktops have the Intel microprocessor, but now government wants that Indian microprocessor in

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the system and we have developed Indian Shakti microprocessor. So, our students, they have taken part in the designing aspect along with IIT Madras. So, that was one of the things where we put the effort and we got some results from the students and lots of projects what we have initiated in semester V, now, we have carried out prototyping in this particular semester. She added for core departments like mechanical and civil as labs are close now, students are not able to develop physical model, but they have developed all their CAD CAM designs and the testing tables in the civil concrete lab.And in next semester, hopefully the labs will be allotted as in similar arrangement for library this semester where students can come in some small groups and complete that prototyping.

- Kamal Madam answering to question regarding need to study and take guidelines from renowned institutes added, that in the previous semester, inputs received from external could get the good projects where industry could be connected, but not the research Laboratory like TIRF or BARC have not made any communication .Around 15 to 20 Industries are been contacted out of that three industry including one Bhakti Vedant they have given some concern for doing hand holding for the student . Two projects of the IEDC industry have called the students in their premises for demonstration and inputs were given as how to convert projects into the product. Ma'am further added that there is no communication with done research Laboratory but industries have been contacted

- Dr. Kamal Shah answering to question regarding starting of coding clubs told coding activities, have been started in the form of coding competitions and for the students to enhance the skills

- Dr. Bijith Marakarakandy informing about the contact with Wolverhampton University stated that Dr. Sangeeta Vhatkar personally gone to UK and met the officials there. So, has been asked for a follow up with the institute and come out with some concrete agreement. Sir giving information about consultancy and training part of IT department added that Professor Devan Shah was instrumental in having the Indian naval ship Hamla training and consultancy program, he had talks with the officials there and some faculty were involved in going there to train the people at the Navy and also make some projects for them and this involved students too. This development has happened after the previous IQAC session. IT department faculty have visited the INS Hamla facility and even sometime during lockdown, permission was given reach their place through letters and passes

- Dr. Harshali Patil informed regarding RnD activities in computer department to which she told that the computer department has started a domain club to bring the student community of having same interest at

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	one platform. And they have started with the newsletter which is initiated this semester only. Different project competitions like ziegen for the major projects BE level, project competition Aakar for RBL projects and mind's eye were organized , there is a collaboration with one company for consultancy project • Dr. Payal Saha giving the insights about E&TC department RnD activities added a collaboration Calcutta University where a few students to will carry on a project, which will result mostly in some patent. Talks are on where students will selected after end semester examinations for the same. At the department level, project based learning gaining competition was organized by the title of game of thrones. There are some institute level winners in this competition from the department
Agenda 4	**To discuss the increase in infrastructure facilities and library facilities as Learning Resources** **Points Discussed:** • Dr. R.R. Sedamkar informed that infrastructure facilities and library facilities details were detailed by Dr. B.K Mishra in the meeting opening remark, and hence the agenda stands to be covered. • Dr. Bijith Marakarakandy added to infrastructure and learning resources agenda stating that college has provided pen tablets and other necessary infrastructure to effectively conduct the online session like good cameras and pen tablets and all other requirements have been given to the department in sufficient numbers.
Agenda 5	**To discuss Student Support services and its progression offered by the college** **Points Discussed:** • Dr. Zahir Aalam informed regarding ESD program that, ESD is conducted as per the academic calendar and instead of doing daily evaluations, only final evaluation was done, where the students were given more time in teaching learning, morning session students had sessions and then afternoon session afternoon they are having practice and then students used to ask questions related to that. Students were given with more hands on experience in ESD program. He added a binary valuation as per the guidance of our principle was also done; binary evaluation will ease out the burden on the students to learn and just to speak everything. So, there is more focus on students understanding about the topic. He further added focus on evaluation project was also done. So, to understand what training has to be provided. So that, based on the project actually is done by the students or no that is checking is done. And then after taking questions

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related to the projects have been asked for the students based on the binary evaluation criteria

- Dr. Sheetal Rathi informed about activities carried out in PG Computer department .where she added activities are in alignment with the academic calendar of the university. Ma'am added to improve quality of the project of second year students industry experts are allotted along with the supervisors, so that the technical aspect can also come into picture and this has definitely improved the quality of projects, and all the projects that have been completed in the stipulated time and they are in the final stage of publication now, all the students of second year, have also completed a six month industrial internship. Ma'am also informed that various technical seminars and webinars were also conducted for fruitful engagement of the students. Alumni Connect program was also conducted where alumini have conducted webinars on the recent developments and recent technologies in the IT industry

- Mr. V.N. Dutta suggested and questioned the panel regarding students using library due to on going COVID situation to which he questioned How students are approaching learning centers , books , periodicals, research papers, he further added to carry on research activity students have to be introduced to research, research methodology, and then show them some papers, model papers, model research papers. So they get an idea right from the beginning. And then ultimately, they are able to produce better quality paper. But more important is availability of books, and availability of faculty members to guide them.

- Dr. Deven Shah answering to Mr. V.N. Dutta's question informed that around 70 to 80% of books are available online, free in a PDF form. About the research content and the research paper he added we have a mobile apps tie up with a Nimbus company through a mobile app, students can able to access any number of IEEE transaction in paper through a mobile. He further added, about the mentorship provided to the students for the completion of a project. Students mentorship has increased twice in online mode than compared to offline mode as students would hesitate to contact in late evening hours and on holidays but online mode has crossed these barriers making mentoring twice the fold.

- Dr.Kamal Shah answering to the question regarding research methodology she informed that in semester I when students enroll, they have been given a subject on research methodology and IPR. So, all the techniques, taught to them at that particular time along with the case studies. So, by the time they go to second semester, they are clear what kind of research empirical research or theoretical research hypothesis how they should try and at the end of the second semester, then they select their problem and they carry

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out with the given research methodology flowchart. So, aspects are taken care of in online also with the same rigor as what we were doing in the offline system

- Dr.B.K Mishra answering to question added that before second lockdown a provision was made for the students who where interested in reading books had to send an email, who where then given date and time to avoid crowding in library to make it as structured and guided whoever wants to study in the library premises, the same procedure was followed. Some few students have taken advantage of the same. Sir informed about learning resources requirement of the students saying that every subject teacher, are uploading the playlist of the videos, PDF of book and everybody is having the Google Classroom account. He added as per the resources are concerned, student are not the crisis the current pandemic, in fact, they have been enriched and they are also remaining connected through Google Classroom

- Dr. R.R Sedamkar concluded agenda 5 stating that efforts are done in spite of pandemic student services and progression is not at all effected, there is a much in synchronize with the time when everything is completed with respect to the students position with regard to their Services, General Services, student progression, higher education also is very seamlessly being conducted and we are very much completing this semester right here. And even the vacations of the teachers are not affected

Agenda 6	To discuss improvement strategies adopted by the Institution for Academic and Infrastructure developments (Governance, Leadership and Management)
	• Dr. B.K Mishra addressing regarding the revamping of the ISO system added ISO revamping is in the process, because of continuous lockdown staff are not able to report daily, it is sometimes difficult to complete this ISO manual for which is tuned to autonomy but through notifications and other things wherever the things are required to be tuned to autonomy are done. Sir added in earlier ISO system, there were no defined rules and responsibility for the individual whoever were associated with the system and therefore, the RACI matrix is developed for the same. So that who is accountable who is going to take the ownership, who are the people to be consulted, who are the people to be informed is made easy. So, that clarity is there and as well as for all 19 processes, the all connected party will get the uniform communication there will not be any communication gaps.
	• Dr. Rajesh Bansode further adding to the inputs on ISO revamping told that initially there were 13 ISO process and 6 new activity are added

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making a total of 19 process. After addition of RACI matrix to each process there is a clarity into the roles and responsibilities of process owner. All processes will be quickly finalized by next semester

- Dr. B.K Mishra informed about changes made in teaching learning process, stating which he told that few things have been taken care in this semester; one thing is, to have the program level evaluation. Explaining to which he added that suppose if a student is in the VI semester and appearing for the exams in the VI semester completed all the courses exams, maybe after a few weeks of gap, there will be the test for this student, which will include the questions from 1st semester to fourth semester. Similarly, if student is in fifth semester, it should be up to fifth semester. Program evaluation will not be the part of credit right now, it is just to validate the course knowledge that the student has acquired and which is reflected in the grade card to have a concurrence, A new thing innovative evaluation is introduced at the first year level, where the basic theme is, how that knowledge can be extended, when the teachers are teaching the subject, maybe by adding the new content ,experiments , the application of that knowledge in the engineering field, any other field. For second year students it will be implemented in the next academic year to have progressive growth. The end semester evaluation has been changed to 60-40 instead of 75- 25 through this induction, an innovative system for first year it is 60-40 where 20 marks is for internal assessment 20 is for innovative examination and then 60 is for end semester examination has been introduced, so that the student can be evaluated in the group as the current evaluation system is focused on individual performance. He further added that the individual performance needs to be broadened with respect to group evaluation and hence this kind of evaluation. The intention behind all this is to bring innovation in the examination system which can be brought about with respect to the course, content, adopted practice and application. As far as the student performance is concerned, as current teaching learning process is in online mode, in spite of the performance being 100%, efforts are being made to fit into the bell-shaped curve so that flat results are not obtained. Another add-on to the online examination was the inclusion of subjective questions along with the multiple choice questions. Institute has also made provision regarding the answer booklets required for subjective examinations. As far as placements are concerned, looking into the current scenario, TCET is doing well, however a lot of off campus placements are happening pan India where the candidate selection is done through online examination and it is this opportunity that students need to take alongside campus placement in order to get more benefitted. This will ensure validation of

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the learnings of the students at national level. The institute on its part needs to look into the competitiveness of the curriculum contents so that students are not only prepared to succeed in the examinations but also improve their eligibility to participate in the campus/off campus placements. Ultimately, all of this will not only lead to the holistic development of students but also lead to multidisciplinary learning.

- Dr. V. N. Dutta enquired whether students are addressed about all actions that are carried out by the institute under the autonomous mode for their holistic development as ultimately they are the customers of the institute. To this Dr. B. K. Mishra replied that the academic calendar includes Class representatives meeting with the Principal, Principal address for students/parents etc. There also exists a student council that is continuously in touch with the Dean, SSW and Principal in order to address the student demands. One instance that the Principal narrated was that in last semester, there was certain unrest among students when it was decided to conduct submissions in physical mode, however the situation was addressed promptly.

- As far as student progression is concerned, Mr. Anil Vasoya highlighted that efforts are being taken to include the GATE syllabus in the autonomy curriculum so that more students get encouraged to give the GATE examination. He also mentioned that this time around 36 students cleared the GATE examination 2021. Also HOC cell is encouraging students to complete online certification as a partial requirement for in-house internship for which licenses of Coursera is being provided so that the online certification can be completed at free of cost. Finally, HOC has also started with in-house counselling the result of which is that around 145 students have been counselled with respect to higher studies the result of which is that 18 students have applied for higher studies after in-house counselling. HOC has supported through guiding in filling of LORs, SOPs, university application filling etc.   Dr. Zahir Aalam added that nowadays organizations like TCS, Infosys, Accenture have adopted their own ways of conducting online examinations, so from its end, TCET-TNP has initiated brainstorming sessions with students from the organizations itself i.e. the HR of respective organizations guide students on the pattern of the online examinations and also solve the queries. These collective efforts have led to 92 students clearing the INFYTQ exam as compared to 47 the last year. With continued efforts from last six years, TNP cell has been successful in getting JP Morgan to participate in the campus placement. This year around 400 students across all branches have attempted the first round, the results of which are still awaited. The students of the 2021 batch faced the difficulty of having the right mindset

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and approach while attempting coding challenges floated during technical rounds for which TNP has initiated a coding club, the first of all activities in the form of coding challenges has been conducted. 31 students from MECH dept. and 11 students from CIVIL dept. participated in this challenge and 95% of the students from E&TC and ELEX have also participated. Before attempting the challenge, the students were guided as far as the right approach that needs to be followed was concerned. This resulted in more than 350 students from the 400+ students in successfully completing the challenge. Dr. Bijith Markarkandy added that the institute has been active in providing services that required immediate action like processing of transcripts. LORs inspite of the ongoing pandemic.

- Dr. B. K. Mishra had a suggestion for Dr. R. R. Sedamkar that as the institute is still struggling to streamline specialization courses (major/minor), some efforts need to be put in order to come up with certain quality measures.

- Mr. Sharad Tiwari wished clarification on how is the ISO system being incorporated in TCET. How is the institution revamping its ISO standard on timely basis? Dr. Rajesh Bansode replied that the institution is governed by ISO with the support of the IRQS system, ISO 9001-2015 manual is being followed. The framework of all the processes is carried out as per the requirements of ISO 9001-2015. All the processes are broadly classified into institute processes and management processes, the first one being the primary one that covers teaching-learning process, student progression, research & consultancy etc. while the latter being the secondary one carried out at administration level. Mr. Sharad Tiwari further enquired if any ISO authorities visit the campus and validate these processes to which Dr. Rajesh Bansode replied that ISO audits are carried out once a year and the certificate of successful compliance is issued every three years.

- Dr. R. R. Sedamkar asked the student members present to give their inputs. Mr. Lance D'Silva, MECH representative expressed that many of the mechanical branch students wished to increase their knowledge on CAD related software like Fusion 360 before they could sit for on campus or off campus mechanical branch placements and also wondered why IT related knowledge is being imparted to them. Dr. Siddhesh Siddapa replied that sufficient licenses are required to cater to all MECH students and therefore the department will look into this concern of students. Ms. Janhavi Shetty, IT representative said that the courser courses that were offered by the department helped the students extensively in learning new concepts. The PBL conducted this time was very innovative as students were guided to create games based on the curriculum that they were

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learning and this helped students to improve on their skills. Ms. Agrima Gupta. E&TC representative commended the efforts taken as far as the internship activity is concerned. Ms. Vaishnavi Patil, ES&H representative appreciated the overall teaching-learning process and also appreciated the evaluation process adopted through presentations, case studies, conducting surveys etc.

- Dr. Radha Srinivas appreciated the efforts being put in carrying about with research centers however as TCET is a technology institute, she wished to know if any support was extended by AICTE. She further enquired on how the courses are offered by Coursera, Swayam etc. chosen for students to opt from. Dr. Deven Shah replied that as the need is towards the credit transfer on course completion, the teaching facilitators under the able guidance of the senior members meticulously decide on the course, course duration etc. and accordingly the students are told to go ahead. Also, Coursera offers 7000+ coupons for students to enroll into n-number of courses for free, however this time they have kept a limit of only one free course per email id.

Agenda 7	**To discuss the innovations introduced during the academic year which had created a positive impact on the functioning of the institution**
	- As one student has enrolled in PG-IT, for the course 'Research methodology and IPR', a national symposium was organized focusing mainly on IPR for which the student was encouraged to attend. - Dr. Lochan Jolly said that this time, all branches teamed up with TNP cell to offer industry internship to students, as a result of which more than 500 TE students found a good opportunity and efforts are on to continue the same. In order to remove the flat evaluation, a method of designing the question paper has been developed, a paper on which was presented in the TCET-IQAC symposium. She also highlighted that the Rotaract club has received a grant of 1,00,000/- under the SPICE scheme for organizing programmes for students related to development of knowledge, skills and attitude with respect to human values and ethics. As part of this scheme, an institute level Gamethon was organized in which the best games developed by SE & TE students across all branches was showcased. - Dr. Bijith Markarkandy highlighted that the IT department is collaborating with industry practitioners and inviting them to endorse the course that is being offered to students and how these courses are aligned with the requirements of the industry. Further, the department has also taken the initiative of creating a database of industry experts who will be approached to mentor a batch of few students about the latest industry

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	trends.
	• Dr. Harshali Patil said that students of COMPs department have been encouraged to join online communities, develop prototypes with a competitive attitude and publish good research papers. At institute level, the department has conducted an e-conference to promote research attitude among faculties and students.
	• Dr. Zahir Aalam added that with the placement drive taking the online mode, many students miss out on placement opportunities owing to emails not received or otherwise, and therefore, the TNP cell came up with the idea of creating whatsapp goups based on specific companies and the ones registering for these companies are added to the whatsapp group. A Google drive has also been created with all important placement related documents stored within with proper security. This has helped while consolidating the documents related to TNP activities.
	• Dr. R.R. Sedamkar said that whatever innovative practices are being adopted, they need to be properly documented as per the NAAC AQAR format.
Agenda 8	**To discuss the actions taken by the department on the actionable points identified in the previous meeting** • This was already discussed in one of the agenda points.
Agenda 9	**To discuss strategies for implementing future plans of action for AY 2020-21** • Dr. Siddhesh Siddapa said that the future plan includes preparation of quality e-contents, planning of HSD activities for next academic year is in process and internship program based examination planning and subject allocation as per the academic specialization of the faculty members based on student feedback. • Dr. Sunita Pachori said that the learning resources are being enriched in the form of videos and presentations and ensuring that it is easily available to the students. Planning for Mission Admission 2021-22 has been started with. Dr. B. K. Mishra suggested incorporating the work of the current FE students done as a part of the innovative evaluation system so that students feel positive that their work has been included. • Dr. Bijith Markarkandy said that the future plan includes preparation of quality e-contents, planning of HSD activities for next academic year and mentoring students on timely basis

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	• Dr. Harshali Patil said that STTP is planned for faculty members as new courses have been introduced and to help them impart good quality learning to the students.
	• Dr. S. C. Patil said that the focus will be on modules completion for the odd semesters and the IoT branch, allocation of projects domain wise for BE students and increasing collaborations for the upcoming November conference.
	• Dr. Seema Jagtap said that the department will be focusing on resource book updation, in-house internship with well-defined tracks in collaboration with industry and students have been oriented on how they can obtain the certificates.
	• Dr. Payel Saha said that the department will be focusing on conduct of academics in blended mode, preparation of resource books for SE, validation of out-house internship and conduct of in-house internship, organizing STTP 'Next Generation communication and networks' in the month of June and a technology conference in the month of November and aiming to incorporate GATE syllabus in the autonomy syllabus.
	• Dr. Zahir Aalam added that the ESD course shall be revamped from the next academic year starting from the second year and the focus will be on increasing the enthusiasm of students about the entire ESD activity. He further added that the support of the Head of all departments will be required in order to provide the internship opportunities to remaining students left to be placed. He also highlighted that numerous opportunities from companies like WhiteHat Jr., Cisco etc. are being floated but students are not grasping this opportunity across all branches. Dr. B. K. Mishra reminded that the completion of internship activity will reflect in the score cards and this needs to be done by June 15 for this academic year. Dr. Siddesh Siddapa added that while revamping the ESD syllabus care must be taken to incorporate few modules from the mechanical branch curriculum.
Agenda 10	**Any other point with the permission of the chair** • Dr. B. K. Mishra told Dr. R. R. Sedamkar to give his concluding remarks. • Dr. Deven Shah suggested that whatever inputs are discussed in the meeting, a consolidated document of the same could be shared with all instead of asking all Head of Departments to give their individual comments. Dr. Radha Srinivas also seconded this. • Mr. V. N. Dutta suggested that the NEP be studied and connected with NAAC so that requirements from all ends are looked upon which will help in proper formulation of the upcoming SSR report.

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- Mr. Sharad Tiwari appreciated the efforts being put, however he also suggested that the conduct of the meeting needs to be following the timeline set. This was seconded by Dr. B. K. Mishra who gave his concluding remarks that a structured format needs to be followed so that the discussions happening in the meeting finish within the stipulated time.

- Mr.V.N.Datta said that the complete IQAC report for each quarter is to be read/shared by the IQAC coordinator/team during IQAC meeting to which then Dr.R.R.Sedamkar replied by clearing that in the first quarter meeting of A.Y 2020-21, IQAC Coordinator Dr.Rajesh Bansode has prepared the detailed report and shared in the meeting on 25th Sept., 2020 which was stretched up to an hour, so it was informed to change the flow of IQAC meeting presentation. Thereby, with the permission of Principal sir as IQAC Chairperson the flow of second, third quarter has been changed where in all the HODs, Section in-charges were asked to get their respective dept./section data cleared from principal and then share it during the IQAC meetings. The same process was carried out in the second and third IQAC meeting presentation held on 6th February 2021 and 29th April 2021 where the data as reports of dept./sections were presented by the respective HODs /section in-charges.

The meeting was ended with a vote of thanks by Dr. R.R. Sedamkar to all members present.

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