

Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering



IQAC Meeting Agenda

Date – 14/07/2023

A meeting of Internal Quality Assurance Cell (IQAC) was conducted on Saturday, 22 July 2023 at 10.30 am in Conference Hall.

Agenda of Meeting:

1. To review the changes required in ISO 21001:2018 Process Manuals and format revision as per Autonomous Structure.
2. To discuss the further initiatives, efforts towards strengthening quality in related processes in Academics, Research, and Professional development of students.
3. To review updates about International Conference on Computing, Communication, Control and Automation (ICCUBEA) and Innovations in Mechanical and Civil Engineering (i-MACE-23)
4. To discuss about syllabus revision as per NEP 2020
5. To review on the performance appraisal approved, implemented and evaluated by external evaluators.
6. To understand, efforts of Examination for internal and external evaluation.
7. Any other point with the permission of chair

Regards,

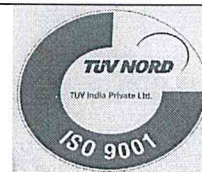
Dr. Govind N. Kulkarni
Director, PCCOE

Copy to –

1. Dr. G. M. Desai, Executive Director, PCET – Management representative
2. Deans – Academics, R & I, QA, III, SDW,
3. HODs - Mechanical / E & TC / Computer /IT / AIML/Civil / AS & H/ MBA / MCA
4. Registrar / Systems and IT Support
5. NAAC Coordinator/ IQAC coordinator/NBA Coordinator / ISO Chief Coordinator
6. Faculty representatives
7. Mr. Gorakh Bhalekar– Local Society representative
8. Mr. Chandra Koduru– Industry representative
9. Mr. Hrishikesh Gore– Alumni representative
10. Student representatives
11. Office Copy



Pimpri Chinchwad Education Trust's
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Minutes of Meeting – IQAC Committee Meeting

Date – 03/08/2023

A meeting of Internal Quality Assurance Cell (IQAC) was conducted on Saturday, 22 July 2023 at 10.30 am in Conference Hall.

All IQAC committee members were requested to attend the meeting.

The agenda of the meeting was as follows

1. To review the changes required in ISO 21001:2018 Process Manuals and format revision as per Autonomous Structure.
2. To discuss the further initiatives, efforts towards strengthening quality in related processes in Academics, Research, and Professional development of students.
3. To review updates about International Conference on Computing, Communication, Control and Automation (ICCUBEA) and Innovations in Mechanical and Civil Engineering (i-MACE-23)
4. To discuss about syllabus revision as per NEP 2020
5. To review on the performance appraisal approved, implemented and evaluated by external evaluators.
6. To understand, efforts of Examination for internal and external evaluation.
7. Any other point with the permission of chair

Dr. G. N. Kulkarni, Chairperson, IQAC welcomed all the members of IQAC for the review meeting of the IQAC and briefed about PCCOE initiatives such as International activities, MoUs with Industry.

Dr. S. D. Thepade, IQAC Coordinator discussed and reviewed minutes of meeting of last IQAC meeting held on 14 Jan. 2023 with following points:

1. Up gradation of ISO-certification from ISO 9001:2015 to ISO **21001: 2018**
2. Effective assessment process in accordance with autonomy
3. Planning of final year syllabus framing.

To review the changes required in ISO 21001:2018 Process Manuals as per Autonomous Structure

Dr. Mrs. V.K. Harpale, ISO chief coordinator reviewed the points discussed in last MRM, to review the result of Internal audit for Semester-II 2022-23 as per ISO **9001:2015**. Quality policy implementation and Quality objectives attainment: It is observed that quality objectives are attained well above the target set for the academic year 2022-23 and thus further targets are set for 2023-24.

The need of ISO 21001:2018 implementation and certification was discussed and decided to apply for certification ISO 21001:2018.

The following action points are planned

- To define the EOMS Policy and Objectives.
- To revise needs and expectations of stake holders, internal and external issues as per ISO21001:2018 and Autonomous institute requirements.
- The required process manuals was proposed by Dr. Harpale and following manuals was decided to maintain in the EOMS model

- a. Academic Process Manual
- b. R&D Process Manual (Revisions)
- c. SDW Process Manual (Revisions)
- d. III Process Manual (Revisions)
- e. Examination Process Manual (New)
- f. Apex and EOMS Manual (Revisions)
- Opportunities for Improvement were discussed and concern members were requested to plan accordingly.

The further discussion related to efforts towards strengthening quality in related processes in Academics, Research, Professional development of students considering importance of evaluation in autonomy was initiated.

Mr. Hrishikesh Gore, Alumni Representative, suggested to include the processes related to student's industry training.

Dr. Mukund S Kale, Industry Representative, appreciated that the ISO standardized processes are drafted to ensure the quality of education.

To discuss the further initiatives, efforts towards strengthening quality in related processes in Academics, Research, and Professional development of students.

All HODs are requested to highlight departmental activities, efforts, achievements and outcomes related to following points.

Academics: Academic activities are observed on the basis of percentage attendance, percentage syllabus coverage, internal evaluation analysis, result analysis, activities conducted, action taken against student's suggestions. The academic processes will be in accordance with NEP 2020.

Mr. Manjitsing and Mr. Akshay, the Students representative, recommended inclusion of industry oriented software tools in curriculum and emphasis on conduction of industry guest lecturers or industry co-teaching.

Research and Development: Institute is providing appropriate support to foster quality research pursued by faculty. The faculty members are encouraged by R & D cell in getting government research funding to faculty.

Students Achievements: The participation of students in various national and international level competitions is appreciated by all members. Outcome based curriculum with co-curricular and extra-curricular activities are accountable to groom overall professional growth of students.

Resources and Infrastructure: All efforts were taken to develop learning resources and development of laboratories in collaboration with national and international organization.

To review updates about International Conference on Computing, Communication, Control and Automation (ICCUBEA) and Innovations in Mechanical and Civil Engineering (i-MACE-23)

7th International Conference on "Computing, Communication, Control and Automation", ICCUBEA-2023 and 2nd Innovations in Mechanical and Civil Engineering (i-MACE-23) are scheduled on 18th and 19th August 2023 to provide an international open forum for educators, engineers and researchers to disseminate their latest research work and exchange views on the future research directions with a focus to target the research on emerging technologies. Both conferences will be a blended version of conference wherein online as well as offline presentations mode is available considering social distancing guidelines and will include keynote addresses and guest lectures by eminent speakers around the globe.

To discuss about syllabus revision as per NEP 2020

Dr. Sheetal Bhandari, Dean Academics, PCCoE, updated the preparation of 8th Academic Council meeting which is held on 29th July and briefed proposed the structure and syllabus of F. Y. B. Tech in accordance with NEP 2020.

- Structure of F.Y.B. Tech civil, computer, CSE (AI-ML), E&TC, and Mechanical Engineering for AY 2023-24 in accordance with NEP 2020 after receiving GR of Maharashtra dated 4th July 2023.
- A NEP task force was formed in each PCCOE department to ensure effective implementation of the NEP 2020.
- During the task force meetings, it was decided to have 160 credits (Mini credits as per the range given in NEP 160-176 credits) for all programs.
- The Structure of B- Tech and Syllabus of FY B. Tech courses of Applied Sciences and Humanities, Civil Engineering, Computer Engineering, Computer Science and Engineering (AI-ML), Electronics & Tele Communication Engineering, Information Technology, Mechanical Engineering for AY 2023-24 in accordance with NEP 2020 is presented by the BoS Chairman of respective department.

To review on the faculty performance appraisal approved, implemented and evaluated by external evaluators

Dr. S. D. Thepade, Dean QA briefed the updates on faculty performance appraisal approved, implemented and evaluated by external evaluators. The appraisal forms are critically reviewed by higher authority. Faculty interaction with external evaluators conducted as per schedule given by respective HoDs. External evaluators noted remarkable achievements of PCCoE faculty with appreciation.

To understand, efforts of Examination for internal and external evaluation.

Dr. S. L. Tade, CoE, PCCOE discussed the methodology adopted for conduction of Internal and External evaluation, preparation of UG and PG examinations. The decisions were implemented to conduct examinations as per Board of Examination (BoE). The practices are implemented and executed for smooth conduction of all examinations.

Dr. S. D. Thepade thanked efforts of all members of IQAC towards overall development and requested IQAC members to support and suggest opportunities for improvements, device and implement the action plan for continual improvements in all related activities.

The meeting ended with vote of thanks.

Regards,



Dr. Govind N. Kulkarni
Director, PCCOE

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