



**K. K. WAGH INSTITUTE OF ENGINEERING
EDUCATION & RESEARCH, NASHIK.**
HIRABAIHARIDASVIDYANAGARI, AMRUTDHAM,
PANCHAVATI, NASHIK-422003
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of IQAC Meeting

Meeting: Date: 06/08/2022 Time: 12:15 to 1:30 pm

Venue: IQAC Hall

Following members were present for the meeting.

Prof.Dr. K. N. Nandurkar	Prof. N. M. Shahane
Prof.Dr.S.S.Sane	Prof.Dr. V. S. Patil
Prof.Dr. P. D. Bhamre	Mr.Rohit Kulkarni
Prof.T. N. Date	Mr. NileshSalgaonkar
Prof. M. B. Murugkar	Mr.Avinash Kale
Prof.Dr. P. D. Dhake	NinadR.Kasar (TE IT)

Agenda of Meeting:

1. Welcome to all members by IQAC Coordinator Prof. (Mrs.) T. N. Date
2. Confirmation of Minutes of previous IQAC Meeting.
3. Review of IQAC activities by IQAC Coordinator Prof. T.N.Date.(May –July 2022)
4. New Quality Objectives for 2022-23 by Dean Quality Assurance, Dr. P.D.Bhamre.
5. Open Discussion by all members.
6. Any other point with the permission of Chair.
7. Vote of Thanks.

Minutes of Meeting :

1. IQAC coordinator Prof. T.N. Date requested Principal Dr. K.N.Nandurker to welcome all members of IQAC present for the meeting.
2. The previous minutes of meeting were confirmed by all members.
3. Prof. T. N. Date presented various actions taken by IQAC after the last IQAC meeting as follows:
 - Academic & Administrative Audit was conducted for 11 Departments and 3 Sections for 2021-22 Sem-II during 4-16 July 2022 and 2-5 August 2022.
 - Feedback Collection and analysis: Teaching faculty feedback (Sem I) was collected during 18 March - 5 April 2022 for SE, TE, BE of all department teaching faculty and for FE students of all branches including FYMBA & FYMCA during 06-20 June 2022.
 - Student Satisfaction Survey (final year students) was conducted in May 2022 with number of (BE/MCA/MBA) respondents: 779.
 - Use of LearnCo (LMS) for improving real time interactions during lectures of all classes including FE, FYMCA and FYMBA.
 - Various Programs were conducted as follows –
 - a. Training for 25 New Teachers: Weekly conduction of meetings and guidance given for improving classroom teaching, self-video recordings and mentoring for betterment.
 - b. Training For Non-teaching Staff Members-



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- Navi Drushti Navi Srushti a motivational talk by Mr Sanjay Puranik was organized on 14 June 2022 for Non-teaching Staff Members with 69 participants.
 - One day Workshop by Mr Ashok Sindkar on Advanced Excel was organized on 21st June 2022 for Teaching Assistants for 42 Participants
 - c. Final Year Project Exhibition Cum Contest was organized on 31/5/2022 with 30 Final Year Projects (104 students) displayed in 3 Categories as Hardware Category, Hardware + Software Category and Software Category. Mr. Gourang Ambulkar, Alumnus 1996, Mechanical Engg., Mr. Rohit Kulkarni, Director, Neumann Systems and Mr. Sanket Khandare, Vice President, Winjit Technologies were invited as Judges in three respective categories. Prizes worth Rs.50,000 were given. More than 500 First Year Students visited the project exhibition.
 - d. Third batch of Foreign Language Training on Rosetta Stone Platform has been completed, so far 259 students are benefitted.
 - e. Felicitation of 25 Teachers on 5 May 2022 for contribution to Quality Objectives in Sem-I of 2021-22.
 - f. IQAC Support to Other Institutes :
 - i. Meeting With Faculty Members Of Senior College, Chandori on 26th May 2022 for NAAC SSR Checking of Criteria IV and V.
 - ii. NAAC guidance to KKW Pharmacy College by Prof N.M Shahane on weekly basis.
4. Dean Quality Assurance, Dr. Preeti Bhamre presented New Quality Objectives for 2022-23 as follows

Quality Objective 2: To maintain all clear result of second year Engineering at a minimum of 75% by improving the results of all five subjects of second year in the academic year 2022-23.

NBA Criteria Addressed: Success Index (with/without backlogs).

NAAC Criteria Addressed: Average pass percentage of Students during last five years.

Action Plan:

- i) Sharing of high quality videos of the subject content with the students from the first lecture of the subject. Videos of all subjects which a student needs to watch, should be shared on every Saturday (needed for the teaching of the following week). **(Essential)**
- ii) Ensuring that the students watch these videos by identify Q points in these videos and by asking related questions (may be through LearnCo) in the immediate lecture. **(Essential)**
- iii) Preparation of Unit wise Question Bank and Sharing of model answer papers (of last three exams) with students in the first two weeks of teaching. **(Essential)**
- iv) Identifying weak learners based on earlier semester performance/performance captured through LearnCo/from an initial test



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conducted in first two weeks of teaching. **(Essential)**

v) Rigorous weekly assessment of assignments of identified weak learners and other desirous students **(optional)** for two critical subjects. **(Essential)**

vi) Building a Learning Buddy Ecosystem in which a weak learner should be paired with a learner from the same class but with better performance. Top performing students of a subject can be identified through LearnCo. The names of such students should be shared with all other students for a dialogue with top performing students in case of difficulties. Such bonding is intended and desired since the students learn better in a more comfortable space with their buddies and it will thereby lead to better understanding of the subject. **(Desirable)**

Quality Objective 3: To improve the quality of teacher-student interactions in the academic year 2022-23

- i. During lectures, by ensuring rise in student performance (through LearnCo) every two weeks.
- ii. During practical, by ensuring at least 25% students complete the suggested variation in the 50% practical assignments.
- iii. During project meetings by ensuring timely completion of all phases of project life cycle.

Action Plan:

A) Interactions during lectures –

- i. Use of tools like LearnCo for enhancing interactions during lectures. **(Essential)**.
- ii. Training for subject teachers who will incorporate use of ICT tools like LearnCo in their teaching. **(Essential)**.

B) Interactions during practical –

- i. Departmental workshops to stimulate discussions about ideas for effective practical conduction. **(Desirable)**
- ii. Teachers should prepare short and quality video content for explaining the practical assignments. Best teachers of the practical subjects should be involved in the preparation of this video content. These videos should be shared with students before the conduction of practicals/experiments. **(Desirable)**
- iii. Teacher should propose a variation in the completed practical and ask the students to obtain a solution or study the effect of variation in the remaining time of the practical or till the next practical session. Teacher should keep a track of the students who complete the suggested variation. **(Essential)**

C) Interactions during project meetings –

Project Guides should ensure timely completion of all projects under their guidance. **(Essential)**



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Quality Objective 4: To improve the quality of experiential learning in the academic year 2022-23 by ensuring that atleast 25% students of the class solve the challenging assignments or Variation in experimentations or problem based /issue based laboratory assignments.

NBA Criteria Addressed: Innovative Teaching and Learning

NAAC Criteria Addressed: Average percentage of courses that include experiential learning

Action Plan:

- i. Teachers should identify Models/Simulation platforms made available on MIT Boston Open Courseware initiative and other online resources. These should be shared with students to improve experiential learning. **(Desirable)**
 - ii. Departments should identify one practical/one subject of third year in which one challenging problem/assignment can be shared with students every fortnight. This assignment can be a group/ individual assignment. All third year students should be encouraged for solving it. **(Essential)**
 - iii. Teachers/students of third year can be involved in assessing the solutions of these challenging problems and to keep a track of performance of these students.
 - iv. iii) Implementation of mini projects at second year and third year of Engineering. **(Essential)**
- She also briefed about activities conducted for 81 First Year Advanced Learners. They were encouraged to visit the project exhibition and mark observations. 23 students submitted their observations. 48 students attended the meeting and gave feedback about their learning after visit to project exhibition. They need to overcome personal barriers like fear to speak in public, lack of confidence and poor communication. In a survey conducted to know their aspirations, 60 students responded as about 25% are interested in pursuing ME/M. Tech, while about 40% interested in preparing for competitive exams like GRE / GATE etc. required for government jobs.

She presented the Student Satisfaction Survey conducted for final year students with 779 (BE/MCA/MBA) respondents out of 1127 students. Majority students (94%) showed satisfaction about the overall teaching learning process and preparation of teachers though the use of student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences need improvement (60%). Efforts made by the institute/ teachers to inculcate soft skills, life skills and employability skills can also be strengthened to make students ready for the world of work (58%).

5. In the open discussion with experts, Mr. Salgaonkar appreciated the efforts and suggested that while defining quality objectives, action plan can be suggested to achieve the targets by noting the steps as precise doable things.
- Prof. M. B. Murugkar suggested that GATE questions can be solved during practical sessions. Advance and slow learners can be identified in SE and for job seekers special trainings can be arranged to make them industry ready. Average



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and below average students need more support. Advance learners must be trained for speaking in public to overcome fear of speaking.

- Dr. S. S. Sane suggested that focused efforts must be taken to improve performance of the large number of moderate students. About 25% are going for higher studies hence new objectives can be framed for monitoring these students' progress. He also suggested emphasizing on self-learning to promote lifelong learning. Dr. S. S. Sane recommended that the target for Second year results may be based on the average SE results of three years prior to Covid and the name of the department / Research Center, Institute and University should be included along with the names and designations of the authors in the published papers. Students also should follow this except for designation.
 - Mr. Rohit Kulkarni offered to give training to interested students on specific project ideas. He shared his satisfaction with previous 3, 4 students who did excellent work during trainings.
 - Dr. Nandurkar said that quantification is needed for quality objective 4 for challenging assignments /question variations.
 - Mr. Salgaonkar emphasized on reading encouragement even using audiobooks which would help in improving communication. Even online clubs can be useful for enhancing English conversations.
 - Student representative Ninad Kasar expressed satisfaction with all efforts of faculty to encourage students with projects and participation in various events. He said various management clubs can be useful for improving documentation, public speaking with help of MBA students. Even WhatsApp groups could be formed for interested students for competitive exams (MBA/GATE/GRE) to circulate notifications and material.
 - Mr. Nilesh Salgaonkar suggested to have alumni mentorship from various careers for interested students in that field. He suggested that advance learners could be sent for exhibitions with observation /learning points.
6. As there was no further topic for discussion, Prof. T. N. Date proposed vote of thanks to all members for attending the meeting and giving valuable suggestions for progress of the institute through IQAC activities.

T. N. Date

Prof. T. N. Date
IQAC Coordinator

K. N. Nandurkar

Dr. K. N. Nandurkar
Principal, KKWIEER

