

INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting No. 1(2023-24)

Date of meeting	Time	Venue
10/08/2023	11.15 a.m.	IQAC Office

IQAC meeting for the academic session 2023-24 was held on 10 Aug 2023 at 11.15 a.m.

The following members attended the meeting.

Sr. No.	Title	Sr. No.	Name of member	Designation
1	Chairperson: Head of Institution	1	Prof. Dr. N. J. Uke	Chairperson
2	Teachers Representative	2	Prof. Dr. S. S. Deshmukh	IQAC coordinator
		3	Prof. Dr. K. B. Gavali	Member
		4	Prof. Dr. M. B. Wagh	Member
		5	Prof. D. D. Kulkarni	Member
		6	Prof. Dr. H. G. Haloli	Member
		7	Prof. Dr. A. A. Bhusari	Member
		8	Prof. P. A. Manatkar	Member
3	Training and Placement Officer	9	Prof. Kiran Pawar	Member
4	Management Representative	10	Mr. V. K. Jadhav	Member
5	Admin staff Representative	11	Mr. A. B. Chorge	Member
6	Non-Teaching staff Representative	12	Ms. T. S. Mahamuni	Member
		13	Mr. B. D. Navale	Member
7	Parent Representative	14	Mrs. Tasneem Sodawala	Member
		15	Mr. S. Suresh	Member
8	Student Representative	16	Ms. Deyani Nayadu	Member
		17	Mr. Sanket Saste	Member
9	Alumni Representative	18	Mr. Yogiraj Lohkare	Member
		19	Ms. Fahima Attar	Member
10	Local Society Representative	20	Mr. Swapnil Bapusaheb Shelar	Member
11	Industrialist	21	Mr. Nayek Shaikh	Member

Principal, Dr. N. J. Uke opened the meeting by welcoming and introducing the new members. IQAC Coordinator, Dr S. S. Deshmukh briefed members on the initiatives proposed by IQAC and coordinated a discussion on various topics as per the agenda of the meeting.

Point No 1- Welcome of all IQAC members.

Point No-2- Review of the last meeting on 01/06/2023.

Point No-3- Organization of International Conference in Sep 2023.

- Planning of Conference and committee formation.
- Finalization of Date & Speakers.
- Promotion of Conference.

Point No- 4- To conduct Smart India Hackathon & Avishkar Poster competition at Institute level.


- To form organization committee for both the competition
- Motivate the students & get maximum participation.

Point No- 5-

- Apply for research center of Civil Engineering.
- Review of preparedness of NBA. (E& TC and Computer Engg.)

Point No-6- Other points like training and placement review, FDP in Dec 2023, Industrial visits Review of Guardian Faculty Member (GFM).


Dr. Satish S. Deshmukh
(IQAC Coordinator)


Dr. Nilesh J. Uke
(Principal)



KJ's Educational Institute
TRINITY ACADEMY OF ENGINEERING, PUNE

(Approved by AICTE, New Delhi, Govt. of Maharashtra & affiliated to SPPU, DTE Code: EN6634)
(Accredited by NAAC with 'A' Grade)



INTERNAL QUALITY ASSURANCE CELL

Action taken report of IQAC Meeting No. 1/2023-24 Conducted on 10/08/2023.

Point No 2: Review of action taken report of IQAC meeting conducted on 01/06/2023.	
Point No-3- Organization of International Conference in Sep 2023.	
Resolution: <ul style="list-style-type: none">• Planning of Conference and committee formation.• Finalization of Date & Speakers.• Promotion of Conference.	Action Taken: <ul style="list-style-type: none">• Organization committee is formed.• Conference Date 30 /09/2023• Speakers are identified.• Details of conference are given to promotion team.
Point No 4: To conduct Smart India Hackathon & Avishkar Poster compaction at Institute level.	
Resolution: <ul style="list-style-type: none">• To form organization committee for both the competition• Motivate the students & get maximum participation.	Action Taken: <ul style="list-style-type: none">• ARC coordinator and research & development committee are responsible to conduct competitions at institute level.• All Dept should try to increase maximum numbers of participation.
<ul style="list-style-type: none">• Point No- 5- Apply for research center of Civil Engineering.• Review of preparedness of NBA. (E& TC and Computer Engg.)	
Resolution: <ul style="list-style-type: none">• Apply for research center of Civil Engineering.• Review of preparedness of NBA. (E& TC and Computer Engg.)	Action Taken: <ul style="list-style-type: none">• Instructed to OS and admin staff regarding application.• Review of preparedness of NBA is taken by Principal.

Point No-6- Other points like training and placement review, FDP in Dec 2023, Industrial visits, Review of Guardian Faculty Member (GFM).

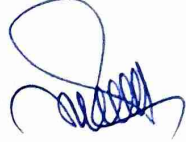
Resolution:

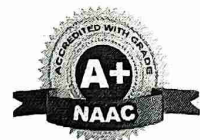
- Review of training and placement.
- FDP and Workshop.
- Industrial visits.
- Review of Guardian Faculty Member (GFM).

Action Taken:

- Review of T & P taken found that placement is increased by 190.
- All depts. should encourage the staff members to attend the FDP.
- Review of GFM taken by Principal sir & All files are submitted.


Dr. Satish S. Deshmukh
(IQAC Coordinator)


Dr. Nilesh J. Uke
(Principal)



INTERNAL QUALITY ASSURANCE CELL

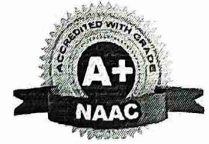
Minutes of IQAC Meeting No. 2 (2023-24)

Date of meeting	Time	Venue
21/12/2023	3.30 p.m.	IQAC Office

IQAC meeting for academic session 2023-24 was held on 21 Dec 2023 at 3.30 PM.

The following members attended the meeting.

Sr. No.	Title	Sr. No.	Name of member	Designation
1	Chairperson: Head of Institution	1	Prof. Dr. N. J. Uke	Chairperson
2	Teachers Representative	2	Prof. Dr. S. S. Deshmukh	IQAC coordinator
		3	Prof. Dr. K. B. Gavali	Member
		4	Prof. S. N. Maitri	Member
		5	Prof. D. D. Kulkarni	Member
		6	Prof. Dr. H. G. Haloli	Member
		7	Prof. Dr. A. A. Bhusari	Member
		8	Prof. P. A. Manatkar	Member
3	Training and Placement Officer	9	Prof. Kiran Pawar	Member
4	Management Representative	10	Mr. V. K. Jadhav	Member
5	Admin staff Representative	11	Mr. A. B. Chorge	Member
6	Non-Teaching staff Representative	12	Ms. T. S. Mahamuni	Member
		13	Mr. B. D. Navale	Member
7	Parent Representative	14	Mrs. Tasneem Sodawala	Member
		15	Mr. S. Suresh	Member
8	Student Representative	16	Ms. Deyani Nayadu	Member
		17	Mr. Sanket Saste	Member
9	Alumni Representative	18	Mr. Yogiraj Lohkare	Member
		19	Ms. Fahima Attar	Member
10	Local Society Representative	20	Mr. Swapnil Bapusaheb Shelar	Member
11	Industrialist	21	Mr. Nayek Shaikh	Member



Proceeding of meeting

Point No 1- Welcome of new IQAC members

Point No-2- Review and confirmation of minutes of last IQAC Meeting.

Point No-3- Strengthening teaching learning and academic processes

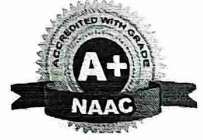
Outcome based education philosophy is followed in the institute and more awareness sessions on OBE can be conducted for students and newly joined faculty. More focus should be given on students' project, internships, seminars etc. for improving communication, report preparation and exposure to real life. For every subject minimum four innovative teaching methods should be implemented out of the list of activities prescribed by institute level academic development and monitoring committee.

Point No-4- project based learning :-

For providing more focus on project based learning, PBL courses may be linked with TE industry internships and final year projects in association with industry. Each department will conduct project exhibition / competition at the end of second term. Institute level ISTE Students' Chapter will be responsible for the planning and conduction of interdepartmental project exhibition.

Point No-5- CSR funding

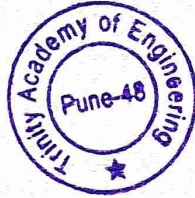
Mr. P. A. Manatkar initiated discussion on opportunities for the institute to



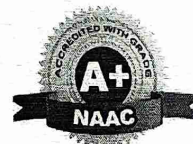
go for CSR funding. Dr. K. B. Gawali elaborated the need to approach industry very well in advance with proposal for CSR funding. It was decided that a committee to be formulated at institute level for working on CSR opportunities.

Dr. Satish S. Deshmukh summarized the meeting and proposed vote of thanks.

Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke
(Principal)



INTERNAL QUALITY ASSURANCE CELL

Action taken report of IQAC Meeting No. 2/2023-24 Conducted on 21/12/2023.

Point No 1: Review of action taken report of IQAC meeting conducted on 10/08/2023.	
Point No-2- Strengthening teaching learning and academic processes.	
<p>Resolution:</p> <ul style="list-style-type: none">• Outcome based education philosophy is followed in the institute and more awareness sessions on OBE can be conducted for students and newly joined faculty.• More focus should be given on students' project, internships, seminars etc. for improving communication, report preparation and exposure to real life. For every subject minimum four innovative teaching methods should be implemented out of the list of activities prescribed by institute level academic development and monitoring committee.	<p>Action Taken:</p> <ul style="list-style-type: none">• Sessions on OBE are to be included in FE, SE, TE and BE induction programs. Instructions given to departments.• Policy document for internship and project is to be prepared by Academic development committee.•
Point No-3- project based learning	



Resolution:

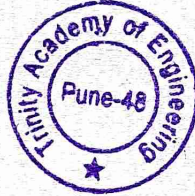
- For providing more focus on project based learning, PBL courses may be linked with TE industry internships and final year projects in association with industry.

Action Taken:

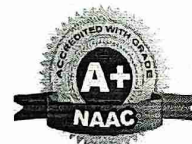
- Students to be motivated for continuing PBL work and internship work to final year

Point No-4-Other points with the permission of Chairman.
No other points were raised.

Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke
(Principal)



INTERNAL QUALITY ASSURANCE CELL

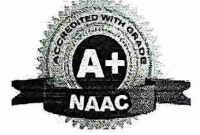
Minutes of IQAC Meeting No. 4 (2023-24)

Date of meeting	Time	Venue
03/06/2024	3.30 p.m.	IQAC Office

IQAC meeting for academic session 2023-24 was held on 03 June 2024 at 3.30 PM.
The following members attended the meeting.

Proceeding of meeting

Sr. No.	Title	Sr. No.	Name of member	Designation
1	Chairperson: Head of Institution	1	Prof. Dr. N. J. Uke	Chairperson
2	Teachers Representative	2	Prof. Dr. S. S. Deshmukh	IQAC coordinator
		3	Prof. Dr. K. B. Gavali	Member
		4	Prof. S. N. Maitri	Member
		5	Prof. D. D. Kulkarni	Member
		6	Prof. Dr. H. G. Haloli	Member
		7	Prof. Dr. A. A. Bhusari	Member
		8	Prof. P. A. Manatkar	Member
3	Training and Placement Officer	9	Prof. Kiran Pawar	Member
4	Management Representative	10	Mr. V. K. Jadhav	Member
5	Admin staff Representative	11	Mr. A. B. Chorge	Member
6	Non-Teaching staff Representative	12	Ms. T. S. Mahamuni	Member
		13	Mr. B. D. Navale	Member
7	Parent Representative	14	Mrs. Tasneem Sodawala	Member
		15	Mr. S. Suresh	Member
8	Student Representative	16	Ms. Deyani Nayadu	Member
		17	Mr. Sanket Saste	Member
9	Alumni Representative	18	Mr. Yogiraj Lohkare	Member
		19	Ms. Fahima Attar	Member
10	Local Society Representative	20	Mr. Swapnil Bapusaheb Shelar	Member
11	Industrialist	21	Mr. Nayek Shaikh	Member



Point No 1- Welcome of all IQAC members.

Point No-2- Review of last meeting on 09/02/2024.

Point No- 3- Discussion on encouragement of students for research and entrepreneurship development.

- To start lectures and seminars on research and entrepreneurship development.
- Motivate students about importance of research and entrepreneurship development.
- To identify the funding agencies for such training activity.

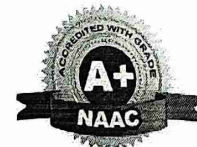
Point No- 4- Initiatives proposed by IQAC. It was decided that Committee comprising internal IQAC members to be formed which will be responsible for monitor and visit departments to take review for the implementation of IQAC initiatives.

1. Annual Report 2023-24
2. Format for "Feedback from Stakeholders and Action taken Report"
3. Contents of Academic calendar
4. Result Analysis
5. Feedback from industry
6. Impact analysis and feedback of students

Dr. Satish S. Deshmukh
(IQAC Coordinator)



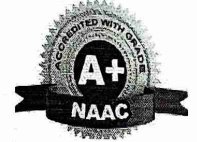
Dr. Nilesh J. Uke
(Principal, TAE Pune)



INTERNAL QUALITY ASSURANCE CELL

Action taken report of IQAC Meeting No. 4/2023-24 Conducted on 03/06/2024

Point No 2: Review of action taken report of IQAC meeting conducted on 09/02/2024	
Point No-3- Review of recommendations given by NAAC peer team during first cycle of NAAC.	
Resolution: <ul style="list-style-type: none">Finalization of check list and documents of archived points which was recommended by NAAC during first cycle.	Action Taken: <p>All criterion heads and departmental coordinators are asked to prepare check list of documents.</p> <p>Directed to IQAC Co-coordinator and criterion heads to take a review.</p>
Point No 4: Discussion on encouragement of students for research and entrepreneurship development.	
Resolution: <ul style="list-style-type: none">To start lectures and seminars on research and entrepreneurship development.Motivate students about importance of research and entrepreneurship development.To identify the funding agencies for such training activity.	Action Taken: <ul style="list-style-type: none">Directed to Institutional Innovation council (ICC) to start lecture series.Impact lecture series is funded by AICTE.



Point No- 5- Initiatives proposed by IQAC It was decided that Committee comprising internal IQAC members to be formed which will be responsible for monitor and visit departments to take review for the implementation of IQAC initiatives.

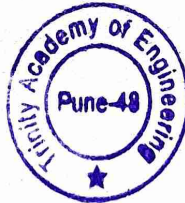
Resolution:

- Annual Report 2023-24
- Format for "Feedback from Stakeholders and Action taken Report"
- Contents of Academic calendar
- Result Analysis
- Feedback from industry
- Impact analysis and feedback of students

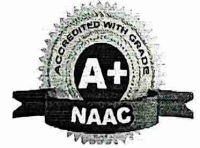
Action Taken:

- All the initiatives approved by committee.

Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke
(Principal, TAE Pune)



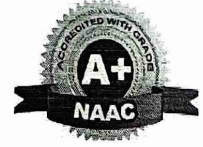
INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting No. 3 (2023-24)

Date of meeting	Time	Venue
09/02/2024	11.15 a.m.	IQAC Office

IQAC meeting for academic session 2023-24 was held on 09 Feb 2024 at 11.15 AM. The following members attended the meeting.

Sr. No.	Title	Sr. No.	Name of member	Designation
1	Chairperson: Head of Institution	1	Prof. Dr. N. J. Uke	Chairperson
2	Teachers Representative	2	Prof. Dr. S. S. Deshmukh	IQAC coordinator
		3	Prof. Dr. K. B. Gavali	Member
		4	Prof. S. N. Maitri	Member
		5	Prof. D. D. Kulkarni	Member
		6	Prof. Dr. H. G. Haloli	Member
		7	Prof. Dr. A. A. Bhusari	Member
		8	Prof. P. A. Manatkar	Member
3	Training and Placement Officer	9	Prof. Kiran Pawar	Member
4	Management Representative	10	Mr. V. K. Jadhav	Member
5	Admin staff Representative	11	Mr. A. B. Chorge	Member
6	Non-Teaching staff Representative	12	Ms. T. S. Mahamuni	Member
		13	Mr. B. D. Navale	Member
7	Parent Representative	14	Mrs. Tasneem Sodawala	Member
		15	Mr. S. Suresh	Member
8	Student Representative	16	Ms. Deyani Nayadu	Member
		17	Mr. Sanket Saste	Member
9	Alumni Representative	18	Mr. Yogiraj Lohkare	Member
		19	Ms. Fahima Attar	Member
10	Local Society Representative	20	Mr. Swapnil Bapusaheb Shelar	Member
11	Industrialist	21	Mr. Nayek Shaikh	Member



Proceeding of meeting

Point No. 1- Review of minutes and action taken report of last meeting on 21/12/2023.

Point No-2-- Invite industry professionals to guide and review project.

- All departments should grooming students to take industry related projects and increase employability.
- To visit industry and discuss their need or problem statements and suggest probable solutions.
- Faculty also involve in each of their programs.

Point No- 3- Discussion on employability of students.

- To know the areas in which students need to improve from employability point of view.
- Students are divided in groups as per their employability requirements and give them relevant training.
- College placement officer and department placement faculty has to prepare plan accordingly.

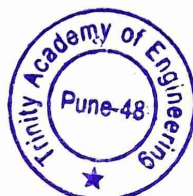
Point No- 4- Implementation of E-Governance in areas of operation.

- To start ERP training to all teaching and non-teaching faculty.
- Enlist problems/difficulties arises during use of ERP.

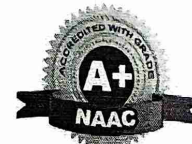
Point No-5- Any other point with the permission of Chairmen.

- Preparation of Theory and Practical Examination for upcoming SPPU exam.
- Discussion on study material provided to students for upcoming university examinations.
- Conduction of Trinity Champ 2023 for 12Th students.
- Review of AQAR 2023-24 preparation.

Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke
(Principal)



INTERNAL QUALITY ASSURANCE CELL

Action taken report of IQAC Meeting No. 3/2023-24 Conducted on 09/02/2024.

Point No 1: Review of action taken report of IQAC meeting conducted on 09/02/2024.

Point No-2- Invite industry professionals to guide and review project.

Resolution:

- All departments should be grooming students to take industry related projects and increase employability.
- To visit industry and discuss their need or problem statements and suggest probable solutions.
- Faculty also involve in each of their programs.

Action Taken:

- All departments and T&P department asked to follows the industry manuals and working on activities and keep on adding new.

Point No- 3- Discussion on employability of students.

Resolution:

- To know the areas in which students need to improve from employability point of view.
- Students are divided in groups as per their employability requirements and give them relevant training.
- College placement officer and department placement faculty has to prepare plan accordingly.

Action Taken:

- All faculties have been informed to encourage students employability point of view.
- All HoDs have been informed to follow the T& P plans.

Point No- 3- Implementation of E-Governance in areas of operation.

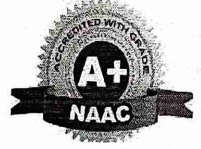


KJ's Educational Institute

TRINITY ACADEMY OF ENGINEERING, PUNE

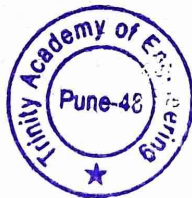
(Approved by AICTE, New Delhi, Govt. of Maharashtra & affiliated to SPPU, DTE Code: EN6634)

(Accredited by NAAC with 'A+' Grade)



Resolution: <ul style="list-style-type: none">To start ERP training to all teaching and non-teaching faculty.Enlist problems/difficulties arises during use of ERP.	Action Taken: <ul style="list-style-type: none">ERP coordinator Mr. Sunil Kapure had scheduled training programs in seminar hall.All departmental ERP coordinators submitted problems/issues to Mr. Sunil Kapure.
Point No-5- Any other point with the permission of Chairmen.	
<ul style="list-style-type: none">Preparation of Theory and Practical Examination for upcoming SPPU exam.Discussion on study material provided to students for upcoming university examinations.Conduction of Trinity Champ 2023 for 12Th students.Review of AQAR 2023-24 preparation.	<ul style="list-style-type: none">Exam In charge and HOD meeting is scheduled.Directed to all subject teachers to distribute study materials to students.Asked to HOD FE, Mathematics, Chemistry & Physics teachers regarding preparation of Trinity Champ 2023.Review is taken by IQAC committee.

Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke
(Principal)