

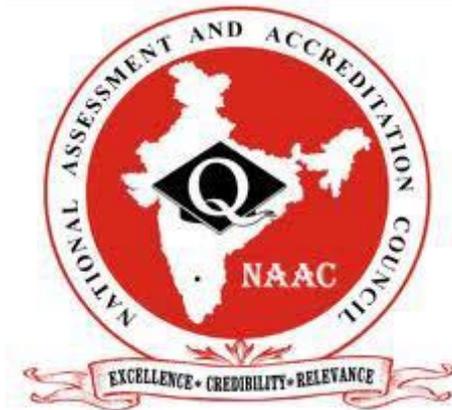
The Annual Quality Assurance Report (AQAR) of the IQAC

of

MIT ACADEMY OF ENGINEERING

2016-2017

Submitted To



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Submitted By

MIT | Academy of
Engineering

Dehu Phata, Alandi (D), Tal: Khed,
Dist: Pune, Pin: 412105. Maharashtra. India.

www.mitaoe.ac.in

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Part – A

AQAR for the year 2016-17 (Period: July 1, 2016 to June 30, 2017)

1. Details of the Institution

- 1.1** Name of the Institution MIT Academy of Engineering
- 1.2** Address Line 1 Dehu Phata
Address Line 2 Tal: Khed, Dist: Pune
City/Town Alandi (D)
State Maharashtra
Pin Code 412105
Institution e-mail address
Contact Nos. 020-30253500
Name of the Head of the Institution: Dr. Y. J. Bhalerao
Tel. No. with STD Code: 020-30253500
Mobile: 9823015289
Name of the IQAC Co-ordinator: Dr. Suyogkumar V. Taralkar
Mobile: 9011332500
IQAC e-mail address: svtaralkar@chem.maepune.ac.in
- 1.3** **NAAC Track ID** (*For ex. MHCOGN 18879*) MHCOGN 20189
- 1.4** **NAAC Executive Committee No. & Date:** EC (SC) /03 / A & A / 54 – Sept. 24, 2014
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)
- 1.5** **Website address:** www.mitaoe.ac.in
Web-link of the AQAR: <http://mitaoe.ac.in/AQAR%20MITAOE%20Pune%202016-17.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.13	2014	Sept. 23, 2019
2	2 nd Cycle	NOT APPLICABLE			
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC (DD/MM/YYYY) : 20/03/2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2014-15 submitted to NAAC on 08/09/2015
- ii. AQAR 2015-16 submitted to NAAC on 11/08/2016

1.9 Institutional Status

University	State	central	No	Deemed	No	Private	Yes
Affiliated College	Yes (Affiliated to Savitribhai Phule Pune University)						
Constituent College	No						
Autonomous college of UGC	Yes	Autonomous College, affiliated to Savitribhai Phule Pune University wef 2016-17 (Progressive Autonomy)					
Regulatory Agency approved Institution	Yes						
(eg. AICTE, BCI, MCI, PCI, NCI)							
Type of Institution	Co-education	Yes	Men	No	Women	No	
	Urban	No	Rural	Yes	Tribal	No	
	Grant-in-aid	No	UGC 2(f)	Yes	UGC 12B	Yes	
Financial Status	Grant-in-aid + Self Financing	No			Totally Self-financing	Yes	

1.10 Type of Faculty/Programme

Arts	No	Science	No	Commerce	No	Law	No	PEI (Phys Edu)	No
TEI (Edu)	No	Engineering	Yes	Health Science	No	Management	No		
Others	(Specify)			Nil					

1.11 Name of the Affiliating University (*for the Colleges*): Savitribai Phule Pune University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc
Autonomy by State/Central Govt. / University

Autonomy by State/Central Govt. / University **Yes, Autonomy by University and UGC**

University with

Potential for Excellence	Nil	UGC-CPE	Nil
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DST Star Scheme	Nil	UGC-CE	Nil
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UGC-Special Assistance Programme	Nil	DST-FIST	Nil
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UGC-Innovative PG programmes	Nil	Any other (<i>Specify</i>)	Nil
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UGC-COP Programmes		Nil	
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2 IQAC Composition and Activities

2.1	No. of Teachers	09
2.2	No. of Administrative/Technical staff	05
2.3	No. of students	03
2.4	No. of Management representatives	03
2.5	No. of Alumni	02
2.6	No. of any other stakeholder and community representatives	02
2.7	No. of Employers/ Industrialists	02
2.8	No. of other External Experts	01
2.9	Total No. of members	27
2.10	No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders:

Faculty	Weekly	Dept. Wise
Non-Teaching Staff	Weekly	Dept. Wise
Students	02 / Term	Dept. Wise
Alumni	01 / Year	Dept. Wise
Others	01 / Term	Parents Meeting (Dept. Wise)

2.12 Has IQAC received any funding from UGC during the year? ~~Yes~~ **No**

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC with various academic departments

Total Nos	43	International	1	National	12	State	15	Institution Level	15
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(ii) Themes

- International conference on “Sustainable Development for Energy and Environment (ICSDEE-2017)
- PRAKALP 2016 National Conference on Recent Trends in Information Technology
- Adsorptive Separation- Workshops

- d) FDP on “Software Prototyping”
- e) Workshop on “ Database Architecture”
- f) FDP on Dynamic Programming and Divide and Conquer
- g) FDP on Big Data Analytics
- h) FDP on IOT and its Applications
- i) FDP on Non Linear Data Structures
- j) Seminar on Mode of Assessment and Paper setting
- k) FDP on Evaluation and Grade System
- l) FDP on Design & Analysis of Approximation Algorithm for NP hard Optimization Problem
- m) National Conference on "Emerging Trends in Computer Engineering & Technology"
- n) FDP on Data Science and Big data Analytics

2.14 Significant Activities and contributions made by IQAC

- To enhance the Quality Management system through ISO 9001 quality system compliance for autonomy.
- Design of formats for effective implementation through Quality Management System
- Implementation of Course feedback, exit feedback, Faculty feed back by students, Alumni feedback, employer and industry feedback.
- Training need analysis and monitoring of effectiveness of training.
- To promote skill / project based activities.
- Promotion of activities for Engineering Education.
- Organizing internal and external quality audits.
- Skills based Add-On Courses to enhance employability.
- Teaching pedagogy: Use of ICT has improved the teaching learning process. Students are shown videos, presentations, and animation to understand the theoretical concepts in better way.
- Course exit survey: Course exit survey is conducted to understand the deficiency in the content of the course. Inputs from course exit survey are taken to make the course comprehensive.
- By conducting Alumni survey, graduate exit survey and employers survey the gap in the curriculum is found. After analysis the deficient content is imparted to student in form of ADD On course, Guest lecture, seminars, Workshops and Industrial visits.
- Continuous assessment of the students is carried to keep the track of students understanding. Rubrics are devised as per the learning outcome for formal assessment of the students.

- Assignment: Unit wise assignments are given to students. Stipulated time period is allotted to complete the given assignments.
- Remedial classes: For Weak students and students failed in university exam, remedial lectures are conducted.
- The active learning in the class room by giving small exercise to students. The active learning is done by Recalling prior material, responding to questions, Problem solving, explaining written material, Generating questions and summarizing.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2016-17.

Plan of Action	Achievements
ISO-9001: 2008 to ISO 9001 : 2015 Updating	In Process, shall be done by Sept. 2018
Orientation programme on Engineering Education for faculty	70 faculty members and taken benefit
Use of ICT for enhancing teaching Learning [process	Moodle, Google class room, Canvas
Activity based learning	Block study pattern implemented for activity based learning
Digitization of System	Admission process, student feedback, employee feedback, HRMS completed. Academics in process
External Audit	ISO 9001: 2008 surveillance audit done. Academic audit of FY B Tech done

2.16 Whether the AQAR was placed in statutory body : Yes (Management)

Actions taken report attached – Refer Annexure - II

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	3	Nil	3	Nil
UG	7	Nil	7	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	10	Nil	10	Nil

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

****Please provide an analysis of the feedback in the Annexure***

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The revision of syllabus for university affiliated programs taken place. As the institute is autonomous from academic year 2016-17, new curriculum is designed for first year and second year of UG & PG Programs.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
178	153	13	8	4

2.2 No. of permanent faculty with Ph.D.

28

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
153	Nil	13	23	8	9	4	Nil	178	32

2.4 No. of Guest and Visiting faculty and Temporary faculty

30

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	45	29	57
Presented	34	08	00
Resource Persons	00	00	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. NPTEL Courses
2. Use of ICT such as Moodle, Canvas, Google Classroom at departmental level.
3. Industrial visits/ trainings.
4. Online evaluation system for student performance.
5. Use of digital library, Scilab and other tools to make the subject easy to understand.

2.7 Total No. of actual teaching days during this academic year 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Open book Examination, Online Multiple Choice Question, Formative assessment within course and end course examination, Photocopy of answer sheets.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

110	16	19
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2.10 Average percentage of attendance of students 77

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Chemical	196	40.8	26.5	18.8	3	89.2
Computer	137	62.77	28.47	4.37	Nil	Nil
Electronics	66	40	35	4	Nil	Nil
E & TC	140	47.85	35.71	7.85	0.71	0.71
Information Tech	69	55.07	31.88	2.89	Nil	Nil
Mechanical	199	90.45	5.53	Nil	Nil	Nil

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Internal quality audits are conducted every six months in the following aspects. Review of Quality Policy and Quality Objectives, stake holder's feedback, internal audit results, Product Conformity and Processes Performance and non conforming services including students, Corrective and Preventive action and follow up, Recommendations for improvement and Resources and Infrastructure requirement and any other point related quality and reviewed during the management review meeting.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	25
UGC – Faculty Improvement Programme	2
HRD programmes	4
Orientation programmes	22
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	83
Summer / Winter schools, Workshops, etc.	280
Others	46

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	143	Nil	164	21
Technical Staff	41	Nil	52	11

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Quality objectives are revised at the start every academic year vide KRA's (Key result areas) and the FDPs/ workshops are conducted for promotion of research activities in the institute. Additional criteria based financial benefits are given to faculty contributing to the research activities are arranged.

3.2 Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	2	6
Outlay in Rs. Lakhs	16.38	46.5	24.2	109.26

3.3 Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	9	5	2	0
Outlay in Rs. Lakhs	8.67	4.94	1.7	0

3.4 Details on research publications :

	International	National	Others
Peer Review Journals	41	0	0
Non-Peer Review Journals	11	4	0
e-Journals	1	0	0
Conference proceedings	40	10	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2	DST-SERB, CSIR-NCL, SPPU	48,50,000/-	31,70,000/-
Minor Projects	4	BCUD, SPPU	2,79,000/-	2,09,500/-
Interdisciplinary Projects	0	--	Nil	Nil
Industry sponsored	2	IMP Pvt. Ltd, IT WIZZ,	4,50,000/-	4,50,000/-
Projects sponsored by the University/ College	1	BCUD	3,54,000/-	3,54,000/-
Students research projects (other than compulsory by the University)	0	--	Nil	Nil
Any other(Specify)	1	NSDC	10,00,000/-	10,00,000/-
Total	10		69,33,000/-	51,83,500/-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

:

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from :

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	5	0	0	1
Sponsoring agencies	DST-SERB, CSIR-NCL, SPPU	IETE, Institute, CSI	NA	NA	NA

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	4
	Granted	1
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
1	1	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Yoga AND meditation club activities	Eco Friendly Ganesha Idol making Workshop	NSS Camp
Outreach programme for robotics	World Population Day celebration	Help to Anandgram orphanage
Jr. Robocon	Donation Drive	Swaccha Bharat Abhiyan
Swachata Abhiyan	Literacy Drive	Techfest, IIT Bombay
Computer Awareness Program	e-Waste Disposal Exhibition	Udaan

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	44967.40	00	Institute Fund	44967.4
Class rooms	36	00		36
Laboratories	77	00		77
Seminar Halls	04	00		04
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	165	51	Institute and research Fund	216
Value of the equipment purchased during the year (Rs. in Lakhs)	9	05		14
Others	00	00		00

4.2 Computerization of administration and library

Central Library is using SLIM21 library management software which is an integrated multiuser multitasking library software consist 5 module to carry out day to day activity. WEB OPAC is one of the five module. OPAC is a mirror of library database. Users can find your required book, reservation status, their library account information by using OPAC.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30750	8928038	4629	2164139	35379	11092177
Reference Books	2415	5128029	33	98702	2448	5226731
Total	33165	14056067	4662	2262841	27827	16318908
e-Books	2363	375891	455	-	2818	375891
Journals	159	2854072	157	206513	157	3060585
e-Journals	IEL ACM ASTM J-Gate Engg J-Gate Mgt Springer EBSCO	7810581	IEL Springer Science- Direct ASME ASCE	2104306	05	9914887

	Science Direct ASME N-list					
Digital Database	DELNET KNIMBUS	82500	DELNET KNIMBUS	11500	02	94000
CD & Video	3912	50739	233		4145	50739
ARAI IIT Bombay Vasantdada Sugar Svitribai Phule Pune University British Council Library	05	291420	03	12950	03	304370

4.4 Technology up gradation (overall)

	Total Computer s	Compu ter Labs	Interne t	Browsin g Centres	Compu ter Centres	Offic e	Depart ments	Other s
Existin g	1066	15	100 MBPS	Nil	One	01	681153 2	
Added	67	-	100 MBPS	Nil	-	-	67050	
Total	1133	15	200 MBPS	Nil	One	01	687858 2	

- ❖ All the Systems in the Laboratory are on the Network. Internet Access is facility available on every System. Access can be allow or blocked as and when required.
- ❖ Institute has subscribed 200 MBPS 1:1 BW Dedicated lease line from Reliance Communication having annual expenses of Rs 19 Lakhs + Taxes.
- ❖ Almost part of the campus is WIFI enabled. Students can browse Internet on their Laptops or on Smart phones.
- ❖ Boys Hostel is situated in the college campus itself. In the boys hostel building all rooms are provided with the Internet facility . Around 300 nodes are available for students to access internet through LAN. Students can browse the Internet after office hours .

ie. [4.30 PM to 8.30 AM on Monday to Friday & 24 Hours on Saturday – Sunday]

Lease Line Connectivity of **200 MBPS [1:1 BW]** is available for Boys hostel students in above timings.

❖ Girls Hostel has separate Internet Lease line of **20 MBPS BW**.

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

upgradation (Networking, e-Governance etc.)

In academic year 2017 institute has setup WIFI facility to Cover Administrative Building , FY B Tech Class Rooms , Library , Reading Hall , Examination Section , and Corridors - Lawn area nearby administrative building. **Rs 12.52 Lakhs** spend on this WIFI Campus Project.

IT Infrastructure up gradation plans and policy :

Computer systems get up graded as per the requirement of University Syllabus for each branch and as per the Software installation needs requirements. Institute always tries to provide the latest available technology to provide the best education for students.

All the Class rooms are provided with facility of OHP , LED Projectors . Some Class rooms are supported with facility of Smart Boards.

The institute is also having the plan to complete remaining WIFI Installation work for remaining campus and started implementing on it.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.84

ii) Campus Infrastructure and facilities

No	Details	Amount Spent Rs.
1	Coverage of WIFI Campus facility	12,52,538.00
2	Up gradation of Dell Sonic FirewallNSA 3600 to NSA 4600	4,46,401.00
3	Renewal of Microsoft Campus Licences	4,20,802.00
4	Symantec Antivirus	1,03,500.00

iii) Equipments

1.084

iv) Others

1.00

Total :

25.154

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students Counselling and Grievance redressal by faculty and college grievance committee members.
- Organising Technical events such as Robocon, BAJA, Supera, Prakalp , e-Yanyra, NIYANTRA, world Skills international competitions etc.
- Fostering Technical and personality growth of students on the aegis of various students chapters such as IEEE, IE(I), ACM, IETE, CSI, IChE etc.
- List of companies visited for placement drive and name of students placed was displayed on notice board. Placed and entrance exam qualified students are interacting with batch mates and juniors to share experience. Students- guardian faculty scheme was implemented to track progress. Soft skills and professional development and German Language extra classes were organized.
- The students are encouraged to participate in national and international seminars and present their research papers.
- Regular guidance provided by interacting with the expertise guest faculty. Student projects are strongly encouraged and support is given.
- Faculty members are positive minded to share their technical exposure/ specialized knowledge to other faculty members in a discussion.
- Faculty members are constantly motivated to acquire higher qualifications with full support by providing necessary study leave.
- The department sponsors the students for attending project and paper presentation competitions.
- The department organizes annual exhibition and project competition for final year students.
- Students are also motivated to participate inter colleges / university level competitions.
- The department organizes webinars on research for the students.
- The department organizes students visit to industries and R&D organizations.
- The students are involved in faculty research projects.
- Each academic department gives Best Outgoing students award for deserving students and institute gives Best outgoing students Award MAESTRO every year.

5.2 Efforts made by the institution for tracking the progression

- Through ISO 9001-2008 quality management systems (QMS) by checking attendance and academic Non conformity of students on regular basis.
- Through continual assessment of curriculum delivery throughout the semester vide assignments, internal class tests, in semester examinations etc.
- Interim reviews for Projects and Seminars
- Each year results analysis was done. After each placement drive individual feedback was taken and turning point was identified. Effectiveness of presentation skills, communication skills was analyzed during regular presentation like Project exam, industrial training presentation etc
- Monitor tests and University examinations results.
- Monitoring attendance of students
- Periodic students feedback
- Organizing make up / problem solving /resource lectures to meet the students requirements.
- End of term evaluation of course.
- By using webinars and other e-learning material.
- By monitoring participation and achievement of students in co-curricular activities
- By evaluation projects and innovations of the students
- By identifying the slow learners and fulfilling their specific needs
- To ensure the achievement of learning outcomes, Institute focuses on planning and effective implementation of teaching learning. It also inculcates the research culture and value based education.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2919	39	-	-

(b) No. of students outside the state

425

(c) No. of international students

Nil

No	%
2132	72

Men

No	%
826	28

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1715	229	32	762	0	2738	1584	304	59	1011	0	2958

Demand ratio 70% Dropout % 1

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Mock GATE Tests, Extra classes for GATE, Seminar on higher studies, Guest lecturers regarding career guidance, Counselling for professional behaviour and competitive exams, Aptitude classes

No. of students beneficiaries 512

5.5 No. of students qualified in these examinations

NET Nil SET/SLET Nil GATE 6 CAT Nil
IAS/IPS etc Nil State PSC Nil UPSC Nil Other 3

5.6 Details of student counselling and career guidance

1) Speaker Name : Santosh Patnaik from Calsoft
Venue: - MIT Academy of Engineering Alandi (D) Pune
Date:- 13.07.2016 Branch- BE- COMPUTER & INFORMATION TECHNOLOGY

2) **Barclays Training Session**
Date of Training Session: - 08.07.2016
Speaker Name: - Ms Niharika
Venue: - MIT Academy of Engineering Alandi (D) Pune
Organized for: BE ALL BRANCHES
Company Name: **Barclays**

No. of students benefitted 300

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
213	324	243	5

5.8 Details of gender sensitization programmes

Improving efficiency of female faculty at work place – Yoga & meditation supervised by external expert
--

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level	National level	International level
46	58	Nil

No. of students participated in cultural events

State/ University level	National level	International level
Nil	Nil	Nil

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	National level	International
2	1	Nil

Cultural: State/ University level	National level	International
Nil	Nil	Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	7	78800/-
Financial support from government	1481	10,11,23097/-
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : To develop the institute into a world-class learning centre with an excellent ambience for academics and research conjugated with vibrant environment for honing the extra and co curricular skills of all its stake holders to enable them to meet the challenge of a fiercely competitive world.

Mission: Our Mission is to prepare competent engineers, imbued with the spirit of professionalism and responsible citizenship in a competitive global environment. To this end, management and faculty commit themselves to the pursuit of excellence in technical education through discovery and dissemination of knowledge, development of technical and social and inculcation of values that define professional conduct.

6.2 Does the Institution has a management Information System

Computerization of administration: The institution has good computer network and following processes are partially or fully computerised.

- 1) Accounts 2) Library 3) Online feedback 4) Online mid semester examination.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Exposure to international language (German) vide add on Module
- Communication and Soft Skill Courses included in curriculum.
- Courses like System Engineering, Engineering Informatics, Prototyping, Engineering Tools and Techniques are included in Curriculum to develop skills.
- Club activities are started. More than 10 Clubs are working in institute to cater students requirements.
- Add on modules related to industry requirements started to enhance placement.
- Faculty take active participation in curriculum detailing organised by SavitribaiPhule Pune University and institute.
- Training on teaching-learning pedagogy given to all faculties through international and national experts.

6.3.2 Teaching and Learning

- Minimum 75% attendance is made mandatory to accept the term for each course.

- Monitoring of students attendance in class.
- Well plan teaching methodology.
- Activity based learning in classroom and laboratories.
- Sharing of course material through course website.
- Blended learning model.
- Use of ICT in teaching-learning process.
- Innovative assessment and evaluation.
- In course and end course examination with continuous assessment to monitor progress of students.

6.3.3 Examination and Evaluation

- For first year and second year, in course and end course examination pattern is implemented.
- Internal assessment for continuous evaluation of students is incorporated.
- More weightage for practical assignments
- Online submission and evaluation of assignments
- In class and out class activities

6.3.4 Research and Development

- Each academic department has identified their forefront research areas based on current requirement of industry and society.
- Faculties and students are working in these selected areas.
- Faculties are motivated for submission of research proposals to various funding agencies.
- R&D Cell of institute motivates faculty and students to file patents on their innovations and also supports for same.
- R&D incentive scheme is implemented at institute level to encourage faculty for research.
- Institute organizes various FDPs, seminar, workshops, conference to sensitize the research culture in institute.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- Central Library is using the SLIM 21 Library Software with various modules for all library activity.
- Bar coded based issue / return of books.
- Central Library has started SMS service.
- Softcopy of old question papers and projects

ICT

- Broadband connection – connectivity speed improved. 100 MBPS 1:1 BW and 8 MBPS at Girls hostel.
- PC configuration – up gradation of PCs

Physical Infrastructure

- Campus security using surveillance cameras
- Examination section
- Food and canteen facility improvement with new canteen.
- New laboratories developed in some Dept.

6.3.6 Human Resource Management

- API system for faculty and staff updated.
- New HRMS system is under process.

6.3.7 Faculty and Staff recruitment

Presentation , technical / non technical interviews, establishment of panel for faculty recruitment involving Principal, ED nominee, Registrar, Head of the Department, and Subject experts outside college.

6.3.8 Industry Interaction / Collaboration

- **Placement activity:-** 1) Placing students of BE- Chemical –Electronics & Telecommunication-Electronics-Mechanical-Computer-Information Technology. 2) ME-Computer-E&TC-MECH
- **Guest lecturers :-**
 - Guest lecturers from G M Motors for Mechanical students.
 - Guest Lectures from Volkswagen for Chemical students.
- **Professional Development Courses**
- **Industrial visits :-** 1) Industry Visit to SunGard for Computer & Information Technology-Students.
- **Communication skills and aptitude based training :-** 1) Soft Skill Sessions by SunGard and L &T for All Branches.
- **Add on modules based on the requirement of industry:-** 1) Add on courses by Pitney Bowes for Computer students . 2) Add on courses by Volkswagen for Chemical students.

6.3.9 Admission of Students

Admission process is through DTE

6.4 Welfare schemes for

Teaching	Housing Loan Scheme for staff completed 5 years' service in Institute
Non teaching	Housing Loan Scheme for staff completed 5 years' service in Institute
Students	Fee Reduction for merit holder students

6.5 Total corpus fund generated

257.64 Lakhs

6.6 Whether annual financial audit has been done

Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Yes

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Faculties from IIT/NIT/autonomous institutions	Yes	Dean QA, Academics
Administrative	Yes	AH Joshi & Co.	Yes	Mishra Firke Associates

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Complete transparency in assessment and evaluation:** In MITAOE in the autonomous pattern, a culture of transparency has been cultivated. After each examination (in semester or end semester examination), every student is given an opportunity to view his/her assessed answer script. The students can discuss the allotted marks with the evaluator and satisfy themselves that they have been given the marks that they deserve.

- **Supplementary examinations conducted for weaker students:** The weaker students who are unable to secure passing grades in the examination are given another chance to appear for the same course examination. A re-examination is conducted within ten days after the result declaration. Weaker students can register and re-appear for each course of the current semester in which they have been unable to secure passing grades.
- **Summer/Remedial Term:** After the even semester, students who have not obtained passing grades in some courses are registered for the Summer/Remedial term. In this term, which is of 3-4 weeks duration, the courses are taught again to the students. The remedial term examination is conducted after the summer term and the weaker students get yet another attempt to secure passing grades to enable their smooth transition into the subsequent higher class.
- **Promotion Scheme:** At MITAOE the promotion scheme is such that it has done away with the concept of students being discontinued (Year down) due to failure in several courses. Slow learners are promoted to the higher class, but they only opt for few credits of the higher class, the remaining credits are from the courses that they have not passed in the previous academic year. The slow learner studies at his own pace and is allowed to complete his graduation in a maximum of 12 semesters. Students can be eligible for extra credits based on their CGPA
- **Quality of question papers:** The question papers are designed to address various lower and higher order thinking skills. Forty percent of the question paper is catering to the average learner with lower order thinking skills and remaining part of the question paper is based on applications of the courses that are taught ie higher order thinking skills. The question papers are audited by a moderation committee and reforms and suggestions are given by them for further improvements.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

We have implement progressive autonomy for UG and PG wef academic year 2016-17.

6.11 Activities and support from the Alumni Association

Alumni meet is conducted once in a year. Alumni provide valuable feedback regarding curriculum, infrastructure. Alumni of our institution are working in different industry and have become expert in their domain. They provide guidance to students as and when required to the students.

6.12 Activities and support from the Parent – Teacher Association

The department conducts parent meet each year. Parents are updated about their wards progress and they can view the same details online like the attendance of their ward. Parents even meet the faculty in the department and provide some oral suggestions which also contribute to the teaching learning process. They give valuable suggestions for the improvement of students, departments and institution.

6.13 Development programmes for support staff

Various events are organized for the development of the staff. Following are the details

- Personality Development
- Awareness of NBA
- Institute conducts Professional development workshop for all staff every year.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Paperless online Mid Semester Examination conducted every Semester for first and second year of Engineering.
- Printouts and photocopies are taken on both sides of the paper
- Wasted papers / NEWS papers etc. are forwarded for recycling purpose
- Toner cartridge are recycled
- Biometric attendance is used for all employees
- Biogas plant is set up for waste management.
- RO plant of capacity 2000 Lit/hr is set up for pure drinking water.
- Greenery campus with ample of trees.
- Energy saving is implemented. Lights and fans of class room are switched off after the lecture is completed.
- Department propagates the importance of energy conversion by intimating staff and students to turn of light and fans whenever not required.
- Department creates awareness amongst staff and students to turn of water taps whenever not required.
- All the computers in computer lab have LCD monitors to consume less energy. Most of the peripherals used in computer lab are modern and updated.
- The waste paper are not burnt but they are shredded. The wastage of printout papers are reduced by using both side of paper.
- Printouts and photocopies are taken on both sides of the paper
- Wasted papers / NEWS papers etc. are forwarded for recycling purpose
- Toner cartridge are recycled
- Swachh Bharat Abhiyan is a national campaign by the Government of India. The MIT AOE is actively involved in this initiative and very recently we took lead in cleaning Indrayani River and the surrounding area. The campus is also eco friendly. We have planted many trees across the campus and the department is going paperless by introduction of many online tolls like Edmodo, Moodle.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Industrial training for SE and TE students for 1 week and 1 month respectively.
2. NPTEL and other video Lectures for activity based learning.
3. Arranged Industrial Visits to get hands on exposure on projects and Industrial working.
4. Use of ICT for Active Teaching Learning.
5. Industry-Institute interaction through Guest lectures and add on courses.
6. Motivating students by giving them awards for their performance in department, extracurricular activities and social services.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. To recruit more Ph.D. faculties in the institute.
2. Fetch more funding from various apex bodies.
3. To improve communication and Aptitude skills of students.
4. Define Quality Objectives. Communicate to all concerned. Initiate actions, monitor, analyze and review.
5. Suggest participatory and innovative teaching methodologies, and evaluation techniques.
6. Organized FDPs and SDPs for faculty and staff development.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Industrial training provided to the students so as to increase their knowledge in industry point of view.
2. Students are encouraged to do NPTEL courses for knowledge enrichment.

7.4 Contribution to environmental awareness / protection

1. Biogas plant in the campus to treat the hostel waste.
2. RO plant for the drinking water.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths

- Academic autonomy
- State of art infrastructure
- Funded research projects from the funding agencies
- NBA accreditation of almost all UG programs
- Enhanced placement

Weaknesses

- Industry Institute Interaction activities
- Entrepreneurship development
- IPR
- Consultancy projects

Opportunities

- Nearby industrial area to enhance industry collaboration
- Scope for Inter-disciplinary research
- International relations (joint research and PhD programmes) will give international exposure to the students and faculty members.
- Collaborative research along with students

Threats

- Changing socio-economic scenario leading to unpredictable future.
- Rapidly changing technology and the industrial requirements ask for enhancing the employability of students for which extra measures need to be taken.
- Increasing the number of international tie-ups.
- Fill up the gap between ensuing and advanced knowledge

8. Plans of institution for next year

- Successful Implementation of progressive Academic Autonomy
- Improving Placement of students
- Supporting Students in career services in your department: this includes both student development and higher education assistance to students.
- Use of ICT in teaching-learning process
- Online feedback system
- Development of HRMS system
- Implementation of block study pattern for SY B Tech
- Motivating faculty, staff and students for filling patents
- Strengthening R&D activities
- More focus on activity based learning
- Improvement in results

Name: Dr. Suyogkumar V. Taralkar



Signature of the Coordinator, IQAC

Name: Dr. Yogesh J. Bhalerao



Signature of the Chairperson, IQAC



Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission



***MIT Academy of
Engineering Aland (D),
Pune***

IQAC

**Meeting IX: 11/07/2016
(Period—Term II of the
Academic year 2015-16)**

MIT Academy of Engg., Alandi (D), Pune – 412 105	IQAC Meeting	Period: Term – II of the Academic Year 2015-16	
Date of meeting: 11/07/2016 Time: 10.00 AM			
Agenda for he Meeting			
Sl. No.	Points Discussed	Action By	Target Date
1	Review of Previous Management Review Meeting	Refer Annexure - I	Review Next Meeting (RNM)
2	Review of Quality Policy and Quality Objectives	Refer Annexure - II	
3	Customer Satisfaction	Refer Annexure - III	
4	Internal Audit Results.		
5	Product Conformity and Processes Performance and non conforming services including students	Refer Annexure - IV	
6	Corrective and Preventive action and follow up.		
7	Recommendations for improvement and Resources and Infrastructure requirement.		
8	Changes that could affect Quality Management System.		
9	Any other points with the permission of the chair.		
Prepared By / Verified By Dr. Mahesh D Goudar		Approved By (Director / Executive Director) Dr. Yogesh J Bhalerao	
Sign / Date: 11/07/2016		Sign / Date: 11/07/2016	

ANNEXURE – I

Sl. No.	Point of Discussion	Action By	Target Date																																																																
1	Review of the previous MRM (Quality Assurance) minutes held on. 02/12/2015 (MRM - Internal Quality Assurance No. VIII)																																																																		
	<p>A. Previous Audit Results and follow up were verified, all the NC's were effectively closed.</p> <p>B. All HsOD of the Departments confirmed the updation of work process manual to include the requirements of NBA and NAAC.</p> <p>C. Quality Objectives of various Departments for the academic year 2015-2016 were reviewed for targets set versus achieved and the details are as follows</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Name of Department</th> <th style="text-align: center;">Total No. Objectives</th> <th style="text-align: center;">Total No. Achieved</th> <th style="text-align: center;">Total No. Not Achieved</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">Institutional</td><td style="text-align: center;">17</td><td style="text-align: center;">16</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Student Section</td><td style="text-align: center;">01</td><td style="text-align: center;">01</td><td style="text-align: center;">Nil</td></tr> <tr><td style="text-align: center;">Chemical</td><td style="text-align: center;">09</td><td style="text-align: center;">08</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Computer</td><td style="text-align: center;">07</td><td style="text-align: center;">06</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Electronics</td><td style="text-align: center;">18</td><td style="text-align: center;">16</td><td style="text-align: center;">02</td></tr> <tr><td style="text-align: center;">E & TC</td><td style="text-align: center;">15</td><td style="text-align: center;">12</td><td style="text-align: center;">03</td></tr> <tr><td style="text-align: center;">IT</td><td style="text-align: center;">10</td><td style="text-align: center;">09</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Mechanical</td><td style="text-align: center;">08</td><td style="text-align: center;">07</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Workshop</td><td style="text-align: center;">05</td><td style="text-align: center;">05</td><td style="text-align: center;">Nil</td></tr> <tr><td style="text-align: center;">Civil</td><td style="text-align: center;">02</td><td style="text-align: center;">02</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Engg. Science</td><td style="text-align: center;">03</td><td style="text-align: center;">03</td><td style="text-align: center;">01</td></tr> <tr><td style="text-align: center;">Library</td><td style="text-align: center;">03</td><td style="text-align: center;">03</td><td style="text-align: center;">Nil</td></tr> <tr><td style="text-align: center;">Systems</td><td style="text-align: center;">04</td><td style="text-align: center;">04</td><td style="text-align: center;">Nil</td></tr> <tr><td style="text-align: center;">Purchase</td><td style="text-align: center;">02</td><td style="text-align: center;">02</td><td style="text-align: center;">Nil</td></tr> <tr><td style="text-align: center;">T & P</td><td style="text-align: center;">05</td><td style="text-align: center;">05</td><td style="text-align: center;">Nil</td></tr> </tbody> </table> <p>D. Improvement in the first year results has been observed in view of the senior faculty conducting theory and practical for F.E. classes. The same shall continue. Principal suggested following guidelines</p> <p style="margin-left: 40px;">i) FE – All pass – 50%</p> <p style="margin-left: 40px;">ii) SE – All Pass – 75 %</p> <p style="margin-left: 40px;">iii) TE – All Pass – 80 %.</p> <p style="margin-left: 40px;">iv) BE – All Pass – 90 %</p>	Name of Department	Total No. Objectives	Total No. Achieved	Total No. Not Achieved	Institutional	17	16	01	Student Section	01	01	Nil	Chemical	09	08	01	Computer	07	06	01	Electronics	18	16	02	E & TC	15	12	03	IT	10	09	01	Mechanical	08	07	01	Workshop	05	05	Nil	Civil	02	02	01	Engg. Science	03	03	01	Library	03	03	Nil	Systems	04	04	Nil	Purchase	02	02	Nil	T & P	05	05	Nil	<p>Concerned Departments</p> <p>All HsOD</p> <p>All Concerned</p> <p>Concerned Departments</p>	<p>Actions Completed Over</p> <p>RNM</p> <p>RNM</p>
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Sl. No.	Point of Discussion	Action By	Target Date
	<p>E. New recruitments have been done. However, the cadre ratio is still not satisfied. As per the instructions from Principal all applications with PhD are shall be interviewed and a separate selection panel is done with subject experts. HR is informed to give National level advertisement.</p> <p>F. Modified API (Appraisal performance Index) was reviewed to ensure overall contributions of the faculty especially in the area of SDP (student development programmes) / FDP (Faculty development programmes), research publications and research projects. Improvement has been observed. Additionally principal has suggested KRAs (Key Result areas for all Depts.)</p> <p>G. All the HsOD confirmed the meetings with Dept. advisory committee members and BoS (Board of studies). The same shall be continued. The outcomes shall be referred to MRM meeting for review.</p> <p>H. The MITAOE has been confirmed the status of progressive autonomy wef from the academic year 2016-17. The Director appreciated the efforts of all for the same.</p> <p>I. Director instructed all concerned to ensure the set quality objectives are achieved.</p>	<p>HR</p> <p>All Concerned HsOD / Section I/C's</p> <p>All Concerned HsOD</p> <p>All Concerned HsOD</p>	<p>RNM</p> <p>RNM</p> <p>RNM</p> <p>Over</p>

Annexure – II

Sl. No.	Point of Discussion	Action By	Target Date																																				
2	Review of Quality Policy and Quality Objectives (2015-16)																																						
	<p>A. Quality policy was discussed and it was decided to continue with existing.</p> <p>1) Director directed to continue the existing Quality Policy.</p> <p>2) Depts. confirmed the updation of Work process Manual to include the requirements of NBA, NAAC and autonomy.</p> <p>B. Quality Objectives of various Departments for the academic year 2016-2017 were reviewed for enhanced targets.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">Name of Department</th> <th style="width: 15%;">Total No. Objectives</th> <th style="width: 15%;">Total No. Achieved</th> <th style="width: 40%;">Total No. Not Achieved</th> </tr> </thead> <tbody> <tr><td>Institutional</td><td style="text-align: center;">18</td><td rowspan="15" style="text-align: center; vertical-align: middle;">NA</td><td rowspan="15" style="text-align: center; vertical-align: middle;">Monitoring in Process</td></tr> <tr><td>Student Section</td><td style="text-align: center;">01</td></tr> <tr><td>Chemical</td><td style="text-align: center;">09</td></tr> <tr><td>Computer</td><td style="text-align: center;">07</td></tr> <tr><td>Electronics</td><td style="text-align: center;">18</td></tr> <tr><td>E & TC</td><td style="text-align: center;">09</td></tr> <tr><td>IT</td><td style="text-align: center;">10</td></tr> <tr><td>Mechanical</td><td style="text-align: center;">10</td></tr> <tr><td>Engg. Science</td><td style="text-align: center;">03</td></tr> <tr><td>Library</td><td style="text-align: center;">03</td></tr> <tr><td>Systems</td><td style="text-align: center;">04</td></tr> <tr><td>Purchase</td><td style="text-align: center;">02</td></tr> <tr><td>T & P</td><td style="text-align: center;">05</td></tr> <tr><td>Civil</td><td style="text-align: center;">02</td></tr> <tr><td>Workshop</td><td style="text-align: center;">05</td></tr> </tbody> </table> <p>C. As a part of continual improvement process, the target shall be enhanced by 5 % improvement and KRAs (Key result Areas) for every department has been given to every department.</p>	Name of Department	Total No. Objectives	Total No. Achieved	Total No. Not Achieved	Institutional	18	NA	Monitoring in Process	Student Section	01	Chemical	09	Computer	07	Electronics	18	E & TC	09	IT	10	Mechanical	10	Engg. Science	03	Library	03	Systems	04	Purchase	02	T & P	05	Civil	02	Workshop	05	<p>MR</p> <p>All Concerned</p> <p>All Concerned</p>	<p>RNM</p> <p>RNM</p> <p>RNM</p>
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Annexure - III

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	Customer Satisfaction																																		
	A. Stake Holders / feedback from All Departments were reviewed																																		
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	B. Outcomes of various stake holders (Parents, Alumni, Employer feedback) were reviewed and discussed																																		
	Alumni																																		
	i. More interaction with industries (All HsOD to call Industry faculty for sharing their industrial experience)	HsOD / HR	RNM																																
	ii. Students should develop professional skills (Humanity and Professional Dept. created to take care of professional skills)	HsOD / HPD	RNM																																
	iii. Learning in MITAOE should be made more useful for projects in industry (Community / Industry based projects encouraged)	HsOD	RNM																																
	iv. Introduce recent technologies like Raspberry Pi etc. (Add on modules introduced at all depts. With involvement of industry.)	HsOD	RNM																																

Sl. No.	Point of Discussion	Action By	Target Date																																																																																
	<p>Parents</p> <p>i. Parents requested to inform them about their ward's activities more frequently. (Bulk SMS service and use of ICT encouraged)</p> <p>ii. Parents requested for frequently arranging such meets.</p> <p>iii. They requested for enhancing the sports and gym facilities in MIT AoE campus. (Ground facility being explored)</p> <p>iv. Parents expressed satisfaction over Water quality.</p> <p>Employer / Industry</p> <p>i. Introduce extra activity relevant to recent technologies used in industry.</p> <p>ii. Arrange industry visits</p> <p>iii. Improve communication and aptitude skills.</p>	<p>HsOD</p> <p>HsOD</p> <p>I/C Estate</p>	<p>RNM</p>																																																																																
4	<p>Internal Audit IX (07/04/2016 to 25/05/2016) Results</p> <table border="1" data-bbox="342 821 971 1906"> <thead> <tr> <th data-bbox="342 821 574 911">Dept.</th> <th data-bbox="574 821 688 911">No. of NC</th> <th data-bbox="688 821 802 911">No. open NC</th> <th data-bbox="802 821 971 911">No. of closed NC</th> </tr> </thead> <tbody> <tr><td data-bbox="342 911 574 953">Student Section</td><td data-bbox="574 911 688 953">Nil</td><td data-bbox="688 911 802 953">Nil</td><td data-bbox="802 911 971 953">Nil</td></tr> <tr><td data-bbox="342 953 574 995">Chemical</td><td data-bbox="574 953 688 995">Nil</td><td data-bbox="688 953 802 995">Nil</td><td data-bbox="802 953 971 995">Nil</td></tr> <tr><td data-bbox="342 995 574 1037">Computer UG</td><td data-bbox="574 995 688 1037">Nil</td><td data-bbox="688 995 802 1037">Nil</td><td data-bbox="802 995 971 1037">Nil</td></tr> <tr><td data-bbox="342 1037 574 1079">Computer PG</td><td data-bbox="574 1037 688 1079">Nil</td><td data-bbox="688 1037 802 1079">Nil</td><td data-bbox="802 1037 971 1079">Nil</td></tr> <tr><td data-bbox="342 1079 574 1121">Electronics UG</td><td data-bbox="574 1079 688 1121">Nil</td><td data-bbox="688 1079 802 1121">Nil</td><td data-bbox="802 1079 971 1121"></td></tr> <tr><td data-bbox="342 1121 574 1163">Electronics PG</td><td data-bbox="574 1121 688 1163">Nil</td><td data-bbox="688 1121 802 1163">Nil</td><td data-bbox="802 1121 971 1163">Nil</td></tr> <tr><td data-bbox="342 1163 574 1205">E&TC</td><td data-bbox="574 1163 688 1205">Nil</td><td data-bbox="688 1163 802 1205">Nil</td><td data-bbox="802 1163 971 1205">Nil</td></tr> <tr><td data-bbox="342 1205 574 1247">Basic Engg. Sc.</td><td data-bbox="574 1205 688 1247">Nil</td><td data-bbox="688 1205 802 1247">Nil</td><td data-bbox="802 1205 971 1247">Nil</td></tr> <tr><td data-bbox="342 1247 574 1289">IT</td><td data-bbox="574 1247 688 1289">Nil</td><td data-bbox="688 1247 802 1289">Nil</td><td data-bbox="802 1247 971 1289">Nil</td></tr> <tr><td data-bbox="342 1289 574 1331">System</td><td data-bbox="574 1289 688 1331">Nil</td><td data-bbox="688 1289 802 1331">Nil</td><td data-bbox="802 1289 971 1331">Nil</td></tr> <tr><td data-bbox="342 1331 574 1373">Mechanical UG</td><td data-bbox="574 1331 688 1373">Nil</td><td data-bbox="688 1331 802 1373">Nil</td><td data-bbox="802 1331 971 1373">Nil</td></tr> <tr><td data-bbox="342 1373 574 1415">Mechanical PG</td><td data-bbox="574 1373 688 1415">Nil</td><td data-bbox="688 1373 802 1415">Nil</td><td data-bbox="802 1373 971 1415">Nil</td></tr> <tr><td data-bbox="342 1415 574 1457">Civil</td><td data-bbox="574 1415 688 1457">Nil</td><td data-bbox="688 1415 802 1457">Nil</td><td data-bbox="802 1415 971 1457">Nil</td></tr> <tr><td data-bbox="342 1457 574 1499">Workshop</td><td data-bbox="574 1457 688 1499">Nil</td><td data-bbox="688 1457 802 1499">Nil</td><td data-bbox="802 1457 971 1499">Nil</td></tr> <tr><td data-bbox="342 1499 574 1541">T & P</td><td data-bbox="574 1499 688 1541">Nil</td><td data-bbox="688 1499 802 1541">Nil</td><td data-bbox="802 1499 971 1541">Nil</td></tr> <tr><td data-bbox="342 1541 574 1583">Library</td><td data-bbox="574 1541 688 1583">Nil</td><td data-bbox="688 1541 802 1583">Nil</td><td data-bbox="802 1541 971 1583">Nil</td></tr> <tr><td data-bbox="342 1583 574 1625">Administration and Infrastructure</td><td data-bbox="574 1583 688 1625">Nil</td><td data-bbox="688 1583 802 1625">Nil</td><td data-bbox="802 1583 971 1625">Nil</td></tr> <tr><td data-bbox="342 1625 574 1667">Stores and Purchase</td><td data-bbox="574 1625 688 1667">Nil</td><td data-bbox="688 1625 802 1667">Nil</td><td data-bbox="802 1625 971 1667">Nil</td></tr> <tr><td data-bbox="342 1667 574 1709">MR</td><td data-bbox="574 1667 688 1709">Nil</td><td data-bbox="688 1667 802 1709">Nil</td><td data-bbox="802 1667 971 1709">Nil</td></tr> </tbody> </table>	Dept.	No. of NC	No. open NC	No. of closed NC	Student Section	Nil	Nil	Nil	Chemical	Nil	Nil	Nil	Computer UG	Nil	Nil	Nil	Computer PG	Nil	Nil	Nil	Electronics UG	Nil	Nil		Electronics PG	Nil	Nil	Nil	E&TC	Nil	Nil	Nil	Basic Engg. Sc.	Nil	Nil	Nil	IT	Nil	Nil	Nil	System	Nil	Nil	Nil	Mechanical UG	Nil	Nil	Nil	Mechanical PG	Nil	Nil	Nil	Civil	Nil	Nil	Nil	Workshop	Nil	Nil	Nil	T & P	Nil	Nil	Nil	Library	Nil	Nil	Nil	Administration and Infrastructure	Nil	Nil	Nil	Stores and Purchase	Nil	Nil	Nil	MR	Nil	Nil	Nil		
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Stores and Purchase	Nil	Nil	Nil																																																																																
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Annexure – IV

Sl. No.	Point of Discussion	Action By	Target Date																					
4	Processes Performance and Product Conformity																							
	<p>Details of syllabus covered for all subjects from all Depts. was reviewed and discussed</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="3" style="text-align: center;">Non Conforming Services</th> </tr> <tr> <th style="width: 30%;">Name of Department</th> <th style="width: 20%;">No. subjects where the syllabus is not completed as per plan</th> <th style="width: 50%;">Cause</th> </tr> </thead> <tbody> <tr> <td>Chemical</td> <td style="text-align: center;">Nil</td> <td rowspan="8" style="text-align: center; vertical-align: middle;">Nil</td> </tr> <tr> <td>Computer</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>ETX</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>E & TC</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>IT</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>Mechanical</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>Basic Engg. Sciences</td> <td style="text-align: center;">Nil</td> </tr> </tbody> </table> <p>A. It is observed that the syllabus content covered is good. Director recommended that additional efforts shall be taken for beyond curriculum to enhance employability and improve finishing skill required for the industry and suggested to introduce two add on modules per term per department.</p> <p>B. Director insisted that the academic discipline shall be top priority in the department. Academic monitoring committees have been formed in the departments.</p>			Non Conforming Services			Name of Department	No. subjects where the syllabus is not completed as per plan	Cause	Chemical	Nil	Nil	Computer	Nil	ETX	Nil	E & TC	Nil	IT	Nil	Mechanical	Nil	Basic Engg. Sciences	Nil
Non Conforming Services																								
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E & TC	Nil																							
IT	Nil																							
Mechanical	Nil																							
Basic Engg. Sciences	Nil																							
6	Corrective and Preventive action and follow up.																							
	<p>A. Quality Objectives for the Academic Year 2016 – 2017 submitted to MR with revised parameters of AICTE, NBA, NAAC guidelines and improved targets with respect previous year targets. Principal insisted that all efforts shall be taken to achieve the set targets.</p>	All concerned	RNM																					

Sl. No.	Point of Discussion	Action By	Target Date
	<p>B. API (Appraisal performance Index) is further modified to ensure overall variable contributions of the faculty especially in the area of SDP (student development programmes) / FDP (Faculty development programmes), research publications and research projects. Improvement in performance has been observed.</p>	T&P	RNM
	<p>C. A separate evaluation committee is setup by principal to evaluate the performance of HsOD. The top three performing academic and non academic heads have been provided additional financial benefits.</p>	All HsOD	RNM
	<p>D. All PhD candidates shall be called and interviewed. Further advertisements are put in paper to recruit new faculty at professor level to maintain the faculty cadre ratio.</p>	HR and HsOD	RNM
	<p>E. A separate aptitude curriculum has been started for third year Engineering students to ensure that more students crack the entrance tests during T&P campus placement. Further it is suggested by principal that minimum qualifying criteria has been introduced to improve the placement ratio.</p>	HsOD	RNM
	<p>F. Customer Satisfaction : Statistical feedback has been introduced and implemented by MR as per the recommendations of Director. The effectiveness and improvement to be reviewed. Over improvement is observed. To be monitored further.</p>	HsOD	RNM
	<p>G. Stake holders feedback: Skill based add on courses, club activities have been initiated by all departments.</p>	Dept. ISO representatives	RNM
	<p>H. Internal Audits</p> <p>Academic monitoring committees shall closely observe and give the feedback timely. Work process shall be modified to include the activities and responsibility of academic monitoring committee.</p>	Dept. ISO representatives	RNM
	<p>I. Processes Performance and Product Conformity</p> <p>Programme objectives and course objectives are defined and outcomes are measured and monitored for improvement. The overall process of defining PEO's, PO's, CO's and their assessment shall be included as a part of Work process manual.</p>		

No.	Point of Discussion	Action By	Target Date																																												
7	Students Complaint																																														
	<table border="1" data-bbox="332 205 990 714"> <thead> <tr> <th colspan="4" data-bbox="332 205 990 247">Details of student complaint.</th> </tr> <tr> <th data-bbox="332 247 535 331">Name of Department</th> <th data-bbox="535 247 703 331">Total No. of complaints received</th> <th data-bbox="703 247 841 331">No. of complaints closed</th> <th data-bbox="841 247 990 331">No. of complaints open</th> </tr> </thead> <tbody> <tr> <td data-bbox="332 331 535 373">Student Section</td> <td data-bbox="535 331 703 373">Nil</td> <td data-bbox="703 331 841 373">Nil</td> <td data-bbox="841 331 990 373">Nil</td> </tr> <tr> <td data-bbox="332 373 535 415">Chemical</td> <td data-bbox="535 373 703 415">Nil</td> <td data-bbox="703 373 841 415">Nil</td> <td data-bbox="841 373 990 415">Nil</td> </tr> <tr> <td data-bbox="332 415 535 457">Computer</td> <td data-bbox="535 415 703 457">42</td> <td data-bbox="703 415 841 457">42</td> <td data-bbox="841 415 990 457">Nil</td> </tr> <tr> <td data-bbox="332 457 535 499">Electronics</td> <td data-bbox="535 457 703 499">Nil</td> <td data-bbox="703 457 841 499">03</td> <td data-bbox="841 457 990 499">Nil</td> </tr> <tr> <td data-bbox="332 499 535 541">Mechanical</td> <td data-bbox="535 499 703 541">02</td> <td data-bbox="703 499 841 541">01</td> <td data-bbox="841 499 990 541">01</td> </tr> <tr> <td data-bbox="332 541 535 583">Basic Engg.</td> <td data-bbox="535 541 703 583">Nil</td> <td data-bbox="703 541 841 583">Nil</td> <td data-bbox="841 541 990 583">Nil</td> </tr> <tr> <td data-bbox="332 583 535 625">IT</td> <td data-bbox="535 583 703 625">Nil</td> <td data-bbox="703 583 841 625">Nil</td> <td data-bbox="841 583 990 625">Nil</td> </tr> <tr> <td data-bbox="332 625 535 667">Chemical</td> <td data-bbox="535 625 703 667">Nil</td> <td data-bbox="703 625 841 667">Nil</td> <td data-bbox="841 625 990 667">Nil</td> </tr> <tr> <td data-bbox="332 667 535 714">E&TC</td> <td data-bbox="535 667 703 714">55</td> <td data-bbox="703 667 841 714">49</td> <td data-bbox="841 667 990 714">02</td> </tr> </tbody> </table> <p data-bbox="349 714 1047 903"> A. Director instructed physical director to enhance and utilize the sports facilities for further improvement and effectiveness. B. There were no problems related to drinking water. Students, staff and faculty have expressed satisfaction over quality of drinking water. </p>	Details of student complaint.				Name of Department	Total No. of complaints received	No. of complaints closed	No. of complaints open	Student Section	Nil	Nil	Nil	Chemical	Nil	Nil	Nil	Computer	42	42	Nil	Electronics	Nil	03	Nil	Mechanical	02	01	01	Basic Engg.	Nil	Nil	Nil	IT	Nil	Nil	Nil	Chemical	Nil	Nil	Nil	E&TC	55	49	02	Estate I/C	RNM
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E&TC	55	49	02																																												
8	Recommendations for improvement																																														
	<p data-bbox="349 961 1079 1039">A. Statistical feedback has been proposed and implemented by MR as per the recommendations of director.</p> <p data-bbox="349 1039 1079 1165">B. Academic monitoring committees shall closely observe and give the feedback timely. Work process shall be modified to include the activities and responsibility of academic monitoring committee.</p> <p data-bbox="349 1165 1079 1333">C. Programme objectives and course objectives are defined and outcomes are measured and monitored for improvement. The overall process of defining PEO's, PO's, CO's and their assessment shall be included as a part of Work process manual.</p> <p data-bbox="349 1333 1079 1449">D. It has been decided to enhance the scope of ISO to include all three postgraduate Engineering programmes and the undergraduate Civil Engineering Dept.</p>	<p data-bbox="1096 961 1299 1039">HsOD, concerned faculty</p> <p data-bbox="1096 1039 1299 1123">HsOD, concerned faculty</p> <p data-bbox="1096 1123 1299 1333">Dept. representatives / ISO</p> <p data-bbox="1096 1333 1299 1449">MR</p>	<p data-bbox="1339 961 1502 1039">Closed</p> <p data-bbox="1339 1039 1502 1123">RNM</p> <p data-bbox="1339 1123 1502 1333">RNM</p> <p data-bbox="1339 1333 1502 1449">RNM</p>																																												
9	Resources and Infrastructure requirement																																														
	<p data-bbox="349 1501 1079 1617">A. CCTV monitoring for campus has been implemented in view of the security concerns and thefts. The effectiveness has to be monitored. No unwanted incidences reported.</p> <p data-bbox="349 1617 1079 1701">B. Director instructed physical director to strengthened Sports facility further.</p> <p data-bbox="349 1701 1079 1785">C. Additional budgetary provisions have been made for effective implementation of add on courses and club activities.</p>	<p data-bbox="1096 1501 1299 1617">Estate I/C</p> <p data-bbox="1096 1617 1299 1701">Estate I/C / Physical director</p> <p data-bbox="1096 1701 1299 1785">All HsOD</p>	<p data-bbox="1339 1501 1502 1617">RNM</p> <p data-bbox="1339 1617 1502 1701">RNM</p> <p data-bbox="1339 1701 1502 1785">RNM</p>																																												

Sl. No.	Point of Discussion	Action By	Target Date
10	Changes that could affect Quality Management System.		
	A. The work process manual has been updated for partial online examination by UOP for updations in the current term.	MR / Student Section	Over
	B. Quality objectives have be updated.for KRA (key result areas), requirements of NBA and NAAC.	HsOD / MR	Over
	C. New work processes manual have been prepared for postgraduate programmes of Electronics & telecommunication, Computer and Mechanical Engineering.	HsOD / MR	Over
	D. New work process manual has been prepared for Under graduate Civil Engineering Programme.	HsOD / MR	Over
	E. QMS has been updated to enhance the scope. The scope has been changed to “Imparting Education Leading to Graduation in the disciplines of Electronics and Telecommunication, Computer, Electronics, Chemical, Civil, Mechanical Engineering, Information Technology and post graduation in the disciplines of M.E. (Computer Engineering), M.E. E & TC and M.E. Mechanical.”	MR	Over
	F. Designation of Principal has been changed to Director in view of the academic autonomy status to MITAOE. Quality manual to be updated.	MR	RNM
10	Any other points with the permission of the chair :		
	Nil		

Prepared By:

Dr. M. D. Goudar

MR

Certified By:

Dr. Y. J. Bhalerao

Director

MIT Academy of Engineering
Internal Quality Assurance Meeting

Venue: Conference Room

Time: 10.00 AM

Date: 11/07/2016

Sl. No	Name	Designation / Affiliation	Sign
Chairman			
1	Dr. Yogesh J Bhalerao	Director	Present
Member of Management			
2	Prof. Anant Chakradeo	Dean	ABSENT
Nominee from the local Society			
3	Dr. B. B. Waphare	Principal, MITACSC	Present
Teachers			
4	Dr. N M Rane	Member, HOD Chemical	Present
5	Mr. S A Jain	Member, HOD Computer	Present
6	Mr. S S Lokhande	Member, HOD E & TC	Present
7	Prof. S M Bhagat	Member, HOD IT	Present
8	Mr. Praful Hatte	Member, HOD Mech	Present
9	Dr, Satyavatinath	Member, HOD Civil	Present
10	Mrs. R R Badre	Member, Teacher	Present
11	Dr. M D Goudar	Member, HOD Electronics	Present
Students			
1	Komal Singh	Computer Dept.	Present
2	Gajanan	Mechanical Dept.	Present
3			
Industry Representatives			
1	Jaydeep Chougule	Director, Dhruva Automation and Controls Pvt. Ltd.	Present
2	Mr. Altaf Inamdar:	Industry Representative (Director, Patpert Teknow Systems Pvt Ltd, Pune)	Present
Parent Representatives			
1	Mrs. Deepa Watkar		Present
2	Mr. Bhalerao		Present
Alumni			
1	Abhijit Undre		Present
2	Mr. Bhalchandra Bite		Present

Sl. No	Name	Designation / Affiliation	Sign
Administrative Officers			
1	Mr. M N Bade	Member, Registrar	Present
2	Mr. S K Bardkar	Member, Incharge Estate	Present
3	Mrs. V C Kulkarni	Member, Account Officer	Present
4	Mr. Uttam Dhakane	Member, Chief Hostel Warden	Present
Coordinator of IQAC			
1	Dr. Suyog Taralkar	Coordinator	Present



***MIT Academy of
Engineering Aland (D),
Pune***

IQAC

**Meeting X: 28 11 2016
(Period—Term I of the
Academic year 2016-17)**

MIT Academy of Engg., Alandi (D), Pune – 412 105	IQAC Meeting	Period: Term – I of the Academic Year 2016-17	
Date of meeting: 28/11/2016 Time: 11.30 AM			
Agenda			
Sl. No.	Points Discussed	Action By	Target Date
1	Review of Previous Management Review Meeting	Refer Annexure - I	Review Next Meeting (RNM)
2	Review of Quality Policy and Quality Objectives	Refer Annexure - II	
3	Customer Satisfaction	Refer Annexure - III	
4	Internal Audit Results.		
5	Product Conformity and Processes Performance and non conforming services including students	Refer Annexure - IV	
6	Corrective and Preventive action and follow up.		
7	Recommendations for improvement and Resources and Infrastructure requirement.		
8	Changes that could affect Quality Management System.		
9	Any other points with the permission of the chair.		
Prepared By / Verified By Dr. Suyog Taralkar		Approved By (Director/ Executive Director) Dr. Yogesh J Bhalerao	
Sign / Date: 28/11/2016		Sign / Date: 28/11/2016	

ANNEXURE – I

Sl. No.	Point of Discussion	Action By	Target Date																																																																
1	Review of the previous MRM (Quality Assurance) minutes held on. 10/07/2016 (MRM - Internal Quality Assurance No. IX)																																																																		
	<p>A. Previous Audit Results and follow up were verified, all the NC's were effectively closed.</p> <p>B. All HsOD of the Departments confirmed the updation of work process manual to include the requirements of NBA, NAAC and autonomy related updations are in process.</p> <p>C. Quality Objectives of various Departments for the academic year 2015-2016 were reviewed for targets set versus achieved and the details are as follows</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">Name of Department</th> <th style="width: 15%;">Total No. Objectives</th> <th style="width: 15%;">Total No. Achieved</th> <th style="width: 15%;">Total No. Not Achieved</th> </tr> </thead> <tbody> <tr><td>Institutional</td><td style="text-align: center;">17</td><td style="text-align: center;">16</td><td style="text-align: center;">01</td></tr> <tr><td>Student Section</td><td style="text-align: center;">01</td><td style="text-align: center;">01</td><td style="text-align: center;">Nil</td></tr> <tr><td>Chemical</td><td style="text-align: center;">09</td><td style="text-align: center;">08</td><td style="text-align: center;">01</td></tr> <tr><td>Computer</td><td style="text-align: center;">07</td><td style="text-align: center;">06</td><td style="text-align: center;">01</td></tr> <tr><td>Electronics</td><td style="text-align: center;">18</td><td style="text-align: center;">16</td><td style="text-align: center;">02</td></tr> <tr><td>E & TC</td><td style="text-align: center;">15</td><td style="text-align: center;">12</td><td style="text-align: center;">03</td></tr> <tr><td>IT</td><td style="text-align: center;">10</td><td style="text-align: center;">09</td><td style="text-align: center;">01</td></tr> <tr><td>Mechanical</td><td style="text-align: center;">08</td><td style="text-align: center;">07</td><td style="text-align: center;">01</td></tr> <tr><td>Workshop</td><td style="text-align: center;">05</td><td style="text-align: center;">05</td><td style="text-align: center;">01</td></tr> <tr><td>Civil</td><td style="text-align: center;">02</td><td style="text-align: center;">02</td><td style="text-align: center;">Nil</td></tr> <tr><td>Engg. Science</td><td style="text-align: center;">03</td><td style="text-align: center;">03</td><td style="text-align: center;">Nil</td></tr> <tr><td>Library</td><td style="text-align: center;">03</td><td style="text-align: center;">03</td><td style="text-align: center;">Nil</td></tr> <tr><td>Systems</td><td style="text-align: center;">04</td><td style="text-align: center;">04</td><td style="text-align: center;">Nil</td></tr> <tr><td>Purchase</td><td style="text-align: center;">02</td><td style="text-align: center;">02</td><td style="text-align: center;">Nil</td></tr> <tr><td>T & P</td><td style="text-align: center;">05</td><td style="text-align: center;">05</td><td style="text-align: center;">Nil</td></tr> </tbody> </table> <p>D. Improvement in the first year results has been observed in view of the senior faculty conducting theory and practical for F.E. classes. The same shall continue. Director suggested following guidelines (To be monitored at all Dept. levels)</p> <p style="margin-left: 40px;">i) FE – All pass – 50%</p> <p style="margin-left: 40px;">ii) SE – All Pass – 75 %</p> <p style="margin-left: 40px;">iii) TE – All Pass – 80 %.</p> <p style="margin-left: 40px;">iv) BE – All Pass – 90 %</p>	Name of Department	Total No. Objectives	Total No. Achieved	Total No. Not Achieved	Institutional	17	16	01	Student Section	01	01	Nil	Chemical	09	08	01	Computer	07	06	01	Electronics	18	16	02	E & TC	15	12	03	IT	10	09	01	Mechanical	08	07	01	Workshop	05	05	01	Civil	02	02	Nil	Engg. Science	03	03	Nil	Library	03	03	Nil	Systems	04	04	Nil	Purchase	02	02	Nil	T & P	05	05	Nil	<p>Concerned Departments</p> <p>All HsOD</p> <p>All Concerned</p> <p>Concerned Departments</p>	<p>Actions Completed Over</p> <p>RNM</p> <p>RNM</p>
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Sl. No.	Point of Discussion	Action By	Target Date
	<p>E. New recruitments have been done at senior level. However, the cadre ratio is still not satisfied. As per the instructions from director all applications with PhD are shall be interviewed and a separate selection panel is done with subject experts.</p> <p>F. Modified API (Appraisal performance Index) was reviewed to ensure overall contributions of the faculty especially in the area of SDP (student development programmes) / FDP (Faculty development programmes), research publications and research projects. Improvement has been observed. Additionally director has suggested KRAs (Key Result areas for all Depts.)</p> <p>G. All the HsOD confirmed the meetings with Dept. advisory committee members and BoS (Board of studies). The same shall be continued. The outcomes shall be referred to MRM meeting for review.</p> <p>H. The MITAOE has been confirmed the status of progressive autonomy wef from the academic year 2016-17. The director appreciated the efforts of all for the same. Director further proposed that project, activity based learning shall be encouraged.</p> <p>I. Use of ICT tools like moodle, google class room, mobile apps. Shall also be encouraged.</p>	<p>HR</p> <p>All Concerned HsOD / Section I/C's</p> <p>All Concerned HsOD</p> <p>All Concerned HsOD</p> <p>All HsOD</p>	<p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p>

Annexure – II

Sl. No.	Point of Discussion	Action By	Target Date																																																		
2	Review of Quality Policy and Quality Objectives (2015-16)																																																				
	<p>A. Quality policy was discussed and it was decided to continue with existing.</p> <p>1) Director directed to review the Quality Policy in view of academic autonomy.</p> <p>2) Depts. confirmed the updation of Work process Manual to include the requirements of NBA, NAAC. However updations for academic autonomy in process.</p> <p>B. Quality Objectives of various Departments for the academic year 2016-2017 were reviewed for enhanced targets.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">Name of Department</th> <th style="width: 15%;">Total No. Objectives</th> <th style="width: 15%;">Total No. Achieved</th> <th style="width: 40%;">Total No. Not Achieved</th> </tr> </thead> <tbody> <tr><td>Institutional</td><td style="text-align: center;">18</td><td></td><td rowspan="15" style="text-align: center; vertical-align: middle;">Monitoring in Process</td></tr> <tr><td>Student Section</td><td></td><td></td></tr> <tr><td>Chemical</td><td style="text-align: center;">09</td><td></td></tr> <tr><td>Computer</td><td style="text-align: center;">07</td><td></td></tr> <tr><td>Electronics (UG)</td><td style="text-align: center;">18</td><td></td></tr> <tr><td>E & TC</td><td style="text-align: center;">09</td><td></td></tr> <tr><td>IT</td><td style="text-align: center;">10</td><td></td></tr> <tr><td>Mechanical</td><td style="text-align: center;">10</td><td></td></tr> <tr><td>Engg. Science</td><td style="text-align: center;">03</td><td></td></tr> <tr><td>Library</td><td style="text-align: center;">03</td><td></td></tr> <tr><td>Systems</td><td style="text-align: center;">04</td><td></td></tr> <tr><td>Purchase</td><td style="text-align: center;">02</td><td></td></tr> <tr><td>T & P</td><td style="text-align: center;">05</td><td></td></tr> <tr><td>Civil</td><td style="text-align: center;">02</td><td></td></tr> <tr><td>Workshop</td><td style="text-align: center;">05</td><td></td></tr> </tbody> </table> <p>C. As a part of continual improvement process, the target shall be enhanced by 5 % improvement and KRAs (Key result Areas) for every department has been given to every department.</p>	Name of Department	Total No. Objectives	Total No. Achieved	Total No. Not Achieved	Institutional	18		Monitoring in Process	Student Section			Chemical	09		Computer	07		Electronics (UG)	18		E & TC	09		IT	10		Mechanical	10		Engg. Science	03		Library	03		Systems	04		Purchase	02		T & P	05		Civil	02		Workshop	05		<p>All HsOD</p> <p>All HsOD / ISO representatives</p>	<p>RNM</p> <p>RNM</p>
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Annexure - III

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	<p>A. Stake Holders / feedback from All Departments were reviewed</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Students feedback</th> </tr> <tr> <th style="width: 25%;">Name of Department</th> <th style="width: 25%;">No. of subjects (Theory and Practical's)</th> <th style="width: 25%;">No. of Satisfactory feedback</th> <th style="width: 25%;">No. of Not Satisfactory feedback / Scope for Improvement</th> </tr> </thead> <tbody> <tr><td>Chemical</td><td>32</td><td>28</td><td>04</td></tr> <tr><td>Computer</td><td>48</td><td>48</td><td>Nil</td></tr> <tr><td>Electronics</td><td>35</td><td>34</td><td>01</td></tr> <tr><td>E & TC</td><td>56</td><td>54</td><td>02</td></tr> <tr><td>IT</td><td>25</td><td>22</td><td>03</td></tr> <tr><td>Mechanical</td><td>32</td><td>26</td><td>06</td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Alumni Feedback</th> </tr> <tr> <th></th> <th style="width: 25%;">Nos. Received</th> <th style="width: 25%;">Closed</th> <th style="width: 25%;">Remark</th> </tr> </thead> <tbody> <tr><td>Computer</td><td>01</td><td>01</td><td></td></tr> <tr><td>Electronics</td><td>01</td><td>01</td><td></td></tr> <tr><td>E & TC</td><td>02</td><td>02</td><td></td></tr> <tr><td>Mechanical</td><td>01</td><td>01</td><td></td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Parents Feedback</th> </tr> <tr> <th></th> <th style="width: 25%;">Nos. Received</th> <th style="width: 25%;">Closed</th> <th style="width: 25%;">Remark</th> </tr> </thead> <tbody> <tr><td>E & TC</td><td>06</td><td>06</td><td></td></tr> <tr><td>Mechanical</td><td>01</td><td>01</td><td></td></tr> <tr><td>IT</td><td>02</td><td>02</td><td></td></tr> <tr><td>Comp</td><td>02</td><td>02</td><td></td></tr> <tr><td>Chemical</td><td>05</td><td>02</td><td>03 – Actions initiated</td></tr> <tr><td>Electronics</td><td>02</td><td>02</td><td></td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: center;">Employer / Industry Feedback</th> </tr> <tr> <th></th> <th style="width: 25%;">Nos. Received</th> <th style="width: 25%;">Closed</th> <th style="width: 25%;">Remark</th> </tr> </thead> <tbody> <tr><td>Computer</td><td>01</td><td>01</td><td></td></tr> <tr><td>Electronics</td><td>01</td><td>01</td><td></td></tr> <tr><td>E & TC</td><td>03</td><td>03</td><td></td></tr> <tr><td>Mechanical</td><td>01</td><td>01</td><td></td></tr> </tbody> </table>	Students feedback				Name of Department	No. of subjects (Theory and Practical's)	No. of Satisfactory feedback	No. of Not Satisfactory feedback / Scope for Improvement	Chemical	32	28	04	Computer	48	48	Nil	Electronics	35	34	01	E & TC	56	54	02	IT	25	22	03	Mechanical	32	26	06	Alumni Feedback					Nos. Received	Closed	Remark	Computer	01	01		Electronics	01	01		E & TC	02	02		Mechanical	01	01		Parents Feedback					Nos. Received	Closed	Remark	E & TC	06	06		Mechanical	01	01		IT	02	02		Comp	02	02		Chemical	05	02	03 – Actions initiated	Electronics	02	02		Employer / Industry Feedback					Nos. Received	Closed	Remark	Computer	01	01		Electronics	01	01		E & TC	03	03		Mechanical	01	01		<p>All HsOD / ISO representatives</p>	<p>RNM</p>
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	<p>B. Outcomes of various stake holders (Parents, Alumni, Employer feedback) were reviewed and discussed</p> <p>Alumni</p> <ol style="list-style-type: none"> i. More interaction with industries (All HsOD to call Industry faculty for sharing their industrial experience) ii. Students should develop professional skills (Humanity and Professional Dept. created to take care of professional skills) 	<p>All HsOD / ISO representatives</p>	<p>RNM</p>																																																																																																																

	<p>iii. Learning in MITAOE should be made more useful for projects in industry (Community / Industry based projects encouraged) Introduce recent technologies like Rasberry Pi etc. (Add on modules introduced at all depts. With involvement of industry.)</p> <p>Parents</p> <p>i. Parents requested to inform them about their ward's activities more frequently. (Bulk SMS service and use of ICT encouraged)</p> <p>ii. Parents requested for frequently arranging such meets.</p> <p>iii. They requested for enhancing the sports and gym facilities in MIT AoE campus. (Ground facility being explored)</p> <p>iv. Parents expressed satisfaction over Water quality.</p> <p>v. Parents appreciated the quality of projects in E & TC Dept.</p> <p>vi. Parents appreciated the infrastructure in Computer Dept.</p> <p>vii. Parents appreciated the extra cocurricular activities and industry involvement in Computer Dept.</p> <p>viii. Parents appreciated the student activities for soft skills.</p> <p>Employer / Industry</p> <p>i. Introduce extra activity relevant to recent technologies used in industry.</p> <p>ii. Arrange industry visits Improve communication and aptitude skills.</p>	<p>All HsOD / ISO representatives</p> <p>All HsOD / ISO representatives</p>	<p>RNM</p> <p>RNM</p>
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Sl. No.	Point of Discussion				Action By	Target Date
4	Internal Audit X (17/10/2016 to 24/11/2016) Results					
	Dept.	No. of NC	No. open NC	No. of closed NC	OFT'S	
	Student Section	Nil	Nil	Nil	01	
	Chemical	Nil	Nil	Nil	01	
	Computer UG	Nil	Nil	Nil	02	
	Computer PG	Nil	Nil	Nil	Nil	
	Electronics UG	Nil	Nil	01	02	
	Electronics PG	Nil	Nil	Nil	Nil	
	E&TC	Nil	Nil	Nil	Nil	
	Basic Engg. Sc.	Nil	Nil	Nil	Nil	
	IT	Nil	Nil	Nil	Nil	
	System	Nil	Nil	Nil	Nil	
	Mechanical UG	Nil	Nil	Nil	Nil	
	Mechanical PG	Nil	Nil	Nil	Nil	
	Civil	Nil	Nil	Nil	Nil	
	Workshop	Nil	Nil	Nil	Nil	
	T & P	Nil	Nil	Nil	Nil	
	Library	Nil	Nil	Nil	Nil	
	Administration and Infrastructure	Nil	Nil	Nil	Nil	
	Stores and Purchase	Nil	Nil	Nil	Nil	
	HR	Nil	Nil	Nil	Nil	
	MR	Nil	Nil	Nil	Nil	

Annexure – IV

Sl. No.	Point of Discussion	Action By	Target Date																					
4	Processes Performance and Product Conformity																							
	<p>Details of syllabus covered for all subjects from all Depts. was reviewed and discussed</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Non Conforming Services</th> </tr> <tr> <th style="text-align: center;">Name of Department</th> <th style="text-align: center;">No. subjects where the syllabus is not completed as per plan</th> <th style="text-align: center;">Cause</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Chemical</td> <td style="text-align: center;">Nil</td> <td rowspan="8" style="text-align: center; vertical-align: middle;">Nil</td> </tr> <tr> <td style="text-align: center;">Computer</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">ETX</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">E & TC</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">IT</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">Mechanical</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">Basic Engg. Sciences</td> <td style="text-align: center;">Nil</td> </tr> </tbody> </table> <p>A. It is observed that the syllabus content covered is good. Principal recommended that additional efforts shall be taken for beyond curriculum to enhance employability and improve finishing skill required for the industry and suggested to introduce two add on modules per term per department.</p> <p>B. Principal insisted that the academic discipline shall be top priority in the department. Academic monitoring committees have been formed in the departments.</p>	Non Conforming Services			Name of Department	No. subjects where the syllabus is not completed as per plan	Cause	Chemical	Nil	Nil	Computer	Nil	ETX	Nil	E & TC	Nil	IT	Nil	Mechanical	Nil	Basic Engg. Sciences	Nil		
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IT	Nil																							
Mechanical	Nil																							
Basic Engg. Sciences	Nil																							
6	Corrective and Preventive action and follow up.																							
	<p>A. Quality Objectives for the Academic Year 2016 – 2017 submitted to MR with revised parameters of AICTE, NBA, NAAC guidelines and improved targets with respect previous year targets. Principal insisted that all efforts shall be taken to achieve the set targets.</p>	All concerned	RNM																					

Sl. No.	Point of Discussion	Action By	Target Date
	<p>B. API (Appraisal performance Index) is further modified to ensure overall variable contributions of the faculty especially in the area of SDP (student development programmes) / FDP (Faculty development programmes), research publications and research projects. Improvement in performance has been observed.</p> <p>C. A separate evaluation committee is setup by principal to evaluate the performance of HsOD. The top three performing academic and non academic heads have been provided additional financial benefits.</p> <p>D. All PhD candidates shall be called and interviewed. Further advertisements are put in paper to recruit new faculty at professor level to maintain the faculty cadre ratio.</p> <p>E. A separate aptitude curriculum has been started for third year Engineering students to ensure that more students crack the entrance tests during T&P campus placement. Further it is suggested by principal that minimum qualifying criteria has been introduced to improve the placement ratio.</p> <p>F. Customer Satisfaction : Statistical feedback has been proposed and implemented by MR as per the recommendations of principal. The effectiveness and improvement to be reviewed.</p> <p>G. Stake holders feedback: Skill based add on courses, club activities have been initiated by all departments.</p> <p>H. Internal Audits Academic monitoring committees shall closely observe and give the feedback timely. Work process shall be modified to include the activities and responsibility of academic monitoring committee.</p> <p>I. Processes Performance and Product Conformity Programme objectives and course objectives are defined and outcomes are measured and monitored for improvement. The overall process of defining PEO's, PO's, CO's and their assessment shall be included as a part of Work process manual.</p>	<p>T&P</p> <p>All HsOD</p> <p>HR and HsOD</p> <p>HsOD</p> <p>HsOD</p> <p>HsOD</p> <p>Dept. ISO representatives</p> <p>Dept. ISO representatives</p>	<p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p>

Sl. No.	Point of Discussion	Action By	Target Date
	<p>B. Director instructed physical director to strengthened Sports facility further.</p> <p>C. Additional budgetary provisions have been made for effective implementation of add on courses, club activities and industry faculty.</p>	<p>Estate I/C / Physical director</p> <p>All HsOD</p>	<p>RNM</p> <p>RNM</p>
10	Changes that could affect Quality Management System.		
	<p>A. Quality manual updated for designation of principal to director.</p> <p>B. Quality manual and work process manual to be updated for academic autonomy.</p> <p>C. Quality manual to be reviewed for updation exclusion of clause in view of academic autonomy.</p> <p>D. Organization structure has to be updated in view of autonomy.</p> <p>E. Work process to be defined for controller of examination.</p>	<p>MR</p> <p>MR</p> <p>MR</p> <p>MR</p> <p>MR</p>	<p>Over</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p>
10	Any other points with the permission of the chair :		
	Nil		

Prepared By:

Dr. Suyog Taralkar

Certified By:

Dr. Y. J. Bhalerao
Director



***MIT Academy of
Engineering Aland (D),
Pune***

IQAC

Meeting XI: 09 06 2017

**(Period—Term II of the
Academic year 2016-17)**

MIT Academy of Engg., Alandi (D), Pune – 412 105	IQAC Meeting	Period: Term – II of the Academic Year 2016-17	
Date of meeting: 09-06-17 Time: 11.30 AM			
Sl. No.	Points Discussed	Action By	Target Date
1	Review of Previous Management Review Meeting	Refer Annexure - I	Review Next Meeting (RNM)
2	Review of Quality Policy and Quality Objectives	Refer Annexure - II	
3	Customer Satisfaction	Refer Annexure - III	
4	Internal Audit Results.		
5	Product Conformity and Processes Performance and non conforming services including students	Refer Annexure - IV	
6	Corrective and Preventive action and follow up.		
7	Recommendations for improvement and Resources and Infrastructure requirement.		
8	Changes that could affect Quality Management System.		
9	Any other points with the permission of the chair.		
Prepared By / Verified By		Approved By	
Dr. S V Taralkar		(Director/ Executive Director) Dr. Yogesh J Bhalerao	
Sign / Date: 09-06-17		Sign / Date: 09-06-17	

ANNEXURE – I

Sl. No.	Point of Discussion	Action By	Target Date																																																																
1	Review of the previous MRM (Quality Assurance) minutes held on. 28/11/2016 (MRM - Internal Quality Assurance No. X)																																																																		
	<p>A. Previous Audit Results and follow up were verified, all the NC's were effectively closed.</p> <p>B. All HsOD of the Departments confirmed the updation of work process manual to include the requirements of NBA, NAAC and autonomy related updations are in process.</p> <p>C. Quality Objectives of various Departments for the academic year 2016-2017 were reviewed for targets set versus achieved and the details are as follows</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">Name of Department</th> <th style="width: 15%;">Total No. Objectives</th> <th style="width: 15%;">Total No. Achieved</th> <th style="width: 10%;">Total No. Not Achieved</th> </tr> </thead> <tbody> <tr><td>Institutional</td><td style="text-align: center;">17</td><td style="text-align: center;">16</td><td style="text-align: center;">01</td></tr> <tr><td>Student Section</td><td style="text-align: center;">01</td><td style="text-align: center;">01</td><td style="text-align: center;">Nil</td></tr> <tr><td>Chemical</td><td style="text-align: center;">09</td><td style="text-align: center;">09</td><td style="text-align: center;">Nil</td></tr> <tr><td>Computer</td><td style="text-align: center;">07</td><td style="text-align: center;">07</td><td style="text-align: center;">Nil</td></tr> <tr><td>Electronics</td><td style="text-align: center;">17</td><td style="text-align: center;">16</td><td style="text-align: center;">01</td></tr> <tr><td>E & TC</td><td style="text-align: center;">09</td><td style="text-align: center;">07</td><td style="text-align: center;">02</td></tr> <tr><td>IT</td><td style="text-align: center;">10</td><td style="text-align: center;">08</td><td style="text-align: center;">02</td></tr> <tr><td>Mechanical</td><td style="text-align: center;">08</td><td style="text-align: center;">08</td><td style="text-align: center;">Nil</td></tr> <tr><td>Workshop</td><td style="text-align: center;">05</td><td style="text-align: center;">05</td><td style="text-align: center;">01</td></tr> <tr><td>Civil</td><td style="text-align: center;">02</td><td style="text-align: center;">02</td><td style="text-align: center;">Nil</td></tr> <tr><td>Engg. Science</td><td style="text-align: center;">03</td><td style="text-align: center;">03</td><td style="text-align: center;">Nil</td></tr> <tr><td>Library</td><td style="text-align: center;">03</td><td style="text-align: center;">03</td><td style="text-align: center;">Nil</td></tr> <tr><td>Systems</td><td style="text-align: center;">04</td><td style="text-align: center;">04</td><td style="text-align: center;">Nil</td></tr> <tr><td>Purchase</td><td style="text-align: center;">02</td><td style="text-align: center;">02</td><td style="text-align: center;">Nil</td></tr> <tr><td>T & P</td><td style="text-align: center;">05</td><td style="text-align: center;">05</td><td style="text-align: center;">Nil</td></tr> </tbody> </table> <p>D. Improvement in the first year results has been observed in view of the. senior faculty conducting theory and practical for F.E. classes. The same shall continue. Director suggested following guidelines (To be monitored at all Dept. levels)</p> <ul style="list-style-type: none"> i) FE – All pass – 50% ii) SE – All Pass – 75 % iii) TE – All Pass – 80 %. iv) BE – All Pass – 90 % 	Name of Department	Total No. Objectives	Total No. Achieved	Total No. Not Achieved	Institutional	17	16	01	Student Section	01	01	Nil	Chemical	09	09	Nil	Computer	07	07	Nil	Electronics	17	16	01	E & TC	09	07	02	IT	10	08	02	Mechanical	08	08	Nil	Workshop	05	05	01	Civil	02	02	Nil	Engg. Science	03	03	Nil	Library	03	03	Nil	Systems	04	04	Nil	Purchase	02	02	Nil	T & P	05	05	Nil	<p>Concerned Departments</p> <p>All HsOD</p> <p>All Concerned</p> <p>Concerned Departments</p>	<p>Actions Completed Over</p> <p>RNM</p> <p>RNM</p>
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Sl. No.	Point of Discussion	Action By	Target Date
	<p>E. New recruitments have been done at senior level. However, the cadre ratio is still not satisfied. As per the instructions from director all applications with PhD are shall be interviewed and a separate selection panel is done with subject experts.</p> <p>F. Modified API (Appraisal performance Index) was reviewed to ensure overall contributions of the faculty especially in the area of SDP (student development programmes) / FDP (Faculty development programmes), research publications and research projects. Improvement has been observed. Additionally director has suggested KRAs (Key Result areas for all Depts.)</p> <p>G. All the HsOD confirmed the meetings with Dept. advisory committee members and BoS (Board of studies). The same shall be continued. The outcomes shall be referred to MRM meeting for review.</p> <p>H. The MITAOE has been confirmed the status of progressive autonomy wef from the academic year 2016-17. The director appreciated the efforts of all for the same. Director further proposed that project, activity based learning shall be encouraged.</p> <p>I. Use of ICT tools like moodle, google class room, mobile apps. is implemented in all departments.</p>	<p>HR</p> <p>All Concerned HsOD / Section I/C's</p> <p>All Concerned HsOD</p> <p>All Concerned HsOD</p> <p>All HsOD</p>	<p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p>

Annexure – II

Sl. No.	Point of Discussion	Action By	Target Date																																																		
2	Review of Quality Policy and Quality Objectives (2017-18)																																																				
	<p>A. Quality policy was discussed and it was decided to continue with existing.</p> <p>1) Director directed to review the Quality Policy in view of academic autonomy.</p> <p>2) Depts. confirmed the updation of Work process Manual to include the requirements of Autonomy, NBA, NAAC. However updations for academic autonomy in process.</p> <p>B. Quality Objectives of various Departments for the academic year 2017-2018 were reviewed for enhanced targets.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">Name of Department</th> <th style="width: 15%;">Total No. Objectives</th> <th style="width: 15%;">Total No. Achieved</th> <th style="width: 40%;">Total No. Not Achieved</th> </tr> </thead> <tbody> <tr><td>Institutional</td><td style="text-align: center;">18</td><td></td><td rowspan="15" style="text-align: center; vertical-align: middle;">Monitoring in Process</td></tr> <tr><td>Student Section</td><td style="text-align: center;">02</td><td></td></tr> <tr><td>Chemical</td><td style="text-align: center;">09</td><td></td></tr> <tr><td>Computer</td><td style="text-align: center;">07</td><td></td></tr> <tr><td>Electronics (UG)</td><td style="text-align: center;">16</td><td></td></tr> <tr><td>E & TC</td><td style="text-align: center;">09</td><td></td></tr> <tr><td>IT</td><td style="text-align: center;">10</td><td></td></tr> <tr><td>Mechanical</td><td style="text-align: center;">10</td><td></td></tr> <tr><td>Engg. Science</td><td style="text-align: center;">03</td><td></td></tr> <tr><td>Library</td><td style="text-align: center;">03</td><td></td></tr> <tr><td>Systems</td><td style="text-align: center;">04</td><td></td></tr> <tr><td>Purchase</td><td style="text-align: center;">02</td><td></td></tr> <tr><td>T & P</td><td style="text-align: center;">05</td><td></td></tr> <tr><td>Civil</td><td style="text-align: center;">02</td><td></td></tr> <tr><td>Workshop</td><td style="text-align: center;">05</td><td></td></tr> </tbody> </table> <p>C. As a part of continual improvement process, the target shall be enhanced by 5 % improvement and KRAs (Key result Areas) for every department has been given to every department.</p>	Name of Department	Total No. Objectives	Total No. Achieved	Total No. Not Achieved	Institutional	18		Monitoring in Process	Student Section	02		Chemical	09		Computer	07		Electronics (UG)	16		E & TC	09		IT	10		Mechanical	10		Engg. Science	03		Library	03		Systems	04		Purchase	02		T & P	05		Civil	02		Workshop	05		<p>All HsOD</p> <p>All HsOD / ISO representatives</p>	<p>RNM</p> <p>RNM</p>
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Annexure - III

Sl. No.	Point of Discussion	Action By	Target Date																																																																																																																								
	Customer Satisfaction																																																																																																																										
	<p>A. Stake Holders / feedback from All Departments were reviewed</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Students feedback</th> </tr> <tr> <th style="width: 25%;">Name of Department</th> <th style="width: 25%;">No. of subjects (Theory and Practical's)</th> <th style="width: 25%;">No. of Satisfactory feedback</th> <th style="width: 25%;">No. of Not Satisfactory feedback / Scope for Improvement</th> </tr> </thead> <tbody> <tr><td>Chemical</td><td>26</td><td>26</td><td>Nil</td></tr> <tr><td>Computer</td><td>72</td><td>69</td><td>03</td></tr> <tr><td>Electronics</td><td>35</td><td>33</td><td>02</td></tr> <tr><td>E & TC</td><td>56</td><td>54</td><td>02</td></tr> <tr><td>IT</td><td>23</td><td>19</td><td>04</td></tr> <tr><td>Mechanical</td><td>38</td><td>33</td><td>05</td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Alumni Feedback</th> </tr> <tr> <th></th> <th style="width: 25%;">Nos. Received</th> <th style="width: 25%;">Closed</th> <th style="width: 25%;">Remark</th> </tr> </thead> <tbody> <tr><td>Computer</td><td>01</td><td>01</td><td></td></tr> <tr><td>Chemical</td><td>01</td><td>01</td><td></td></tr> <tr><td>Electronics</td><td>01</td><td>01</td><td></td></tr> <tr><td>E & TC</td><td>02</td><td>02</td><td></td></tr> <tr><td>Mechanical</td><td>01</td><td>01</td><td></td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Parents Feedback</th> </tr> <tr> <th></th> <th style="width: 25%;">Nos. Received</th> <th style="width: 25%;">Closed</th> <th style="width: 25%;">Remark</th> </tr> </thead> <tbody> <tr><td>E & TC</td><td>05</td><td>05</td><td></td></tr> <tr><td>Mechanical</td><td>01</td><td>01</td><td></td></tr> <tr><td>IT</td><td>01</td><td>01</td><td></td></tr> <tr><td>Comp</td><td>01</td><td>01</td><td></td></tr> <tr><td>Chemical</td><td>04</td><td>04</td><td></td></tr> <tr><td>Electronics</td><td>02</td><td>02</td><td></td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Employer / Industry Feedback</th> </tr> <tr> <th></th> <th style="width: 25%;">Nos. Received</th> <th style="width: 25%;">Closed</th> <th style="width: 25%;">Remark</th> </tr> </thead> <tbody> <tr><td>Computer</td><td>01</td><td>01</td><td></td></tr> <tr><td>Chemical</td><td>01</td><td>01</td><td></td></tr> <tr><td>Electronics</td><td>01</td><td>01</td><td></td></tr> <tr><td>E & TC</td><td>02</td><td>02</td><td></td></tr> <tr><td>Mechanical</td><td>Nil</td><td>Nil</td><td></td></tr> </tbody> </table>	Students feedback				Name of Department	No. of subjects (Theory and Practical's)	No. of Satisfactory feedback	No. of Not Satisfactory feedback / Scope for Improvement	Chemical	26	26	Nil	Computer	72	69	03	Electronics	35	33	02	E & TC	56	54	02	IT	23	19	04	Mechanical	38	33	05	Alumni Feedback					Nos. Received	Closed	Remark	Computer	01	01		Chemical	01	01		Electronics	01	01		E & TC	02	02		Mechanical	01	01		Parents Feedback					Nos. Received	Closed	Remark	E & TC	05	05		Mechanical	01	01		IT	01	01		Comp	01	01		Chemical	04	04		Electronics	02	02		Employer / Industry Feedback					Nos. Received	Closed	Remark	Computer	01	01		Chemical	01	01		Electronics	01	01		E & TC	02	02		Mechanical	Nil	Nil		All HsOD / ISO representatives	RNM
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	<p>B. Outcomes of various stake holders (Parents, Alumni, Employer feedback) were reviewed and discussed</p> <p>Alumni</p> <p style="margin-left: 20px;">i. More interaction with industries (All HsOD to call Industry faculty for sharing their industrial experience)</p>	All HsOD / ISO representatives	RNM																																																																																																																								

	<p>ii. Students should develop professional skills (Humanity and Professional Dept. created to take care of professional skills)</p> <p>iii. Learning in MITAOE should be made more useful for projects in industry (Community / Industry based projects encouraged) Introduce recent technologies like Rasberry Pi etc. (Add on modules introduced at all depts. With involvement of industry.)</p> <p>Parents</p> <p>i. Parents requested to inform them about their ward's activities more frequently. (Bulk SMS service and use of ICT encouraged)</p> <p>ii. Parents requested for frequently arranging such meets.</p> <p>iii. They requested for enhancing the sports and gym facilities in MIT AoE campus. (Ground facility being explored)</p> <p>iv. Parents expressed satisfaction over Water quality.</p> <p>v. Parents appreciated the quality of projects in E & TC Dept.</p> <p>vi. Parents appreciated the infrastructure in Computer Dept.</p> <p>vii. Parents appreciated the extra cocurricular activities and industry involvement in Computer Dept.</p> <p>viii. Parents appreciated the student activities for soft skills.</p> <p>Employer / Industry</p> <p>i. Introduce extra activity relevant to recent technologies used in industry.</p> <p>ii. Arrange industry visits Improve communication and aptitude skills.</p>	<p>All HsOD / ISO representatives</p> <p>All HsOD / ISO representatives</p>	<p>RNM</p> <p>RNM</p>
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Sl. No.	Point of Discussion				Action By	Target Date
4	Internal Audit X (17/10/2016 to 24/11/2016) Results					
	Dept.	No. of NC	No. open NC	No. of closed NC	OFT'S	
	Student Section	Nil	Nil	Nil	01	
	Chemical	Nil	Nil	Nil	01	
	Computer UG	Nil	Nil	Nil	02	
	Computer PG	Nil	Nil	Nil		
	Electronics UG	Nil	Nil	01	01	
	Electronics PG	Nil	Nil	Nil		
	E&TC	Nil	Nil	Nil	Nil	
	Basic Engg. Sc.	Nil	Nil	Nil	Nil	
	IT	Nil	Nil	Nil	Nil	
	System	Nil	Nil	Nil	Nil	
	Mechanical UG	Nil	Nil	Nil	Nil	
	Mechanical PG	Nil	Nil	Nil	Nil	
	Civil	Nil	Nil	Nil	Nil	
	Workshop	Nil	Nil	Nil	Nil	
	T & P	Nil	Nil	Nil	Nil	
	Library	Nil	Nil	Nil	Nil	
	Administration and Infrastructure	Nil	Nil	Nil	Nil	
	Stores and Purchase	Nil	Nil	Nil	Nil	
	HR	Nil	Nil	Nil	Nil	
	MR	Nil	Nil	Nil	Nil	

Annexure – IV

Sl. No.	Point of Discussion	Action By	Target Date																					
4	Processes Performance and Product Conformity																							
	<p>Details of syllabus covered for all subjects from all Depts. was reviewed and discussed</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Non Conforming Services</th> </tr> <tr> <th style="width: 25%;">Name of Department</th> <th style="width: 25%;">No. subjects where the syllabus is not completed as per plan</th> <th style="width: 50%;">Cause</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Chemical</td> <td style="text-align: center;">Nil</td> <td rowspan="8" style="text-align: center; vertical-align: middle;">Nil</td> </tr> <tr> <td style="text-align: center;">Computer</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">ETX</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">E & TC</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">IT</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">Mechanical</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td style="text-align: center;">Basic Engg. Sciences</td> <td style="text-align: center;">Nil</td> </tr> </tbody> </table> <p>A. It is observed that the syllabus content covered is good. Principal recommended that additional efforts shall be taken for beyond curriculum to enhance employability and improve finishing skill required for the industry and suggested to introduce two add on modules per term per department.</p> <p>B. Principal insisted that the academic discipline shall be top priority in the department. Academic monitoring committees have been formed in the departments.</p>			Non Conforming Services			Name of Department	No. subjects where the syllabus is not completed as per plan	Cause	Chemical	Nil	Nil	Computer	Nil	ETX	Nil	E & TC	Nil	IT	Nil	Mechanical	Nil	Basic Engg. Sciences	Nil
Non Conforming Services																								
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Computer	Nil																							
ETX	Nil																							
E & TC	Nil																							
IT	Nil																							
Mechanical	Nil																							
Basic Engg. Sciences	Nil																							
6	Corrective and Preventive action and follow up.																							
	<p>A. Quality Objectives for the Academic Year 2016 – 2017 submitted to MR with revised parameters of AICTE, NBA, NAAC guidelines and improved targets with respect previous year targets. Principal insisted that all efforts shall be taken to achieve the set targets.</p>	All concerned	RNM																					

Sl. No.	Point of Discussion	Action By	Target Date
	<p>B. API (Appraisal performance Index) is further modified to ensure overall variable contributions of the faculty especially in the area of SDP (student development programmes) / FDP (Faculty development programmes), research publications and research projects. Improvement in performance has been observed.</p> <p>C. A separate evaluation committee is setup by principal to evaluate the performance of HsOD. The top three performing academic and non academic heads have been provided additional financial benefits.</p> <p>D. All PhD candidates shall be called and interviewed. Further advertisements are put in paper to recruit new faculty at professor level to maintain the faculty cadre ratio.</p> <p>E. A separate aptitude curriculum has been started for third year Engineering students to ensure that more students crack the entrance tests during T&P campus placement. Further it is suggested by principal that minimum qualifying criteria has been introduced to improve the placement ratio.</p> <p>F. Customer Satisfaction : Statistical feedback has been proposed and implemented by MR as per the recommendations of principal. The effectiveness and improvement to be reviewed.</p> <p>G. Stake holders feedback: Skill based add on courses, club activities have been initiated by all departments.</p> <p>H. Internal Audits Academic monitoring committees shall closely observe and give the feedback timely. Work process shall be modified to include the activities and responsibility of academic monitoring committee.</p> <p>I. Processes Performance and Product Conformity Programme objectives and course objectives are defined and outcomes are measured and monitored for improvement. The overall process of defining PEO's, PO's, CO's and their assessment shall be included as a part of Work process manual.</p>	<p>T&P</p> <p>All HsOD</p> <p>HR and HsOD</p> <p>HsOD</p> <p>HsOD</p> <p>HsOD</p> <p>Dept. ISO representatives</p> <p>Dept. ISO representatives</p>	<p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p> <p>RNM</p>

No.	Point of Discussion	Action By	Target Date																																												
7	Students Complaint																																														
	<table border="1" data-bbox="332 210 990 751"> <thead> <tr> <th colspan="4" data-bbox="332 210 990 247">Details of student complaint.</th> </tr> <tr> <th data-bbox="332 247 535 325">Name of Department</th> <th data-bbox="535 247 706 325">Total No. of complaints received</th> <th data-bbox="706 247 836 325">No. of complaints closed</th> <th data-bbox="836 247 990 325">No. of complaints open</th> </tr> </thead> <tbody> <tr> <td data-bbox="332 325 535 367">Student Section</td> <td data-bbox="535 325 706 367">Nil</td> <td data-bbox="706 325 836 367">Nil</td> <td data-bbox="836 325 990 367">Nil</td> </tr> <tr> <td data-bbox="332 367 535 409">Chemical</td> <td data-bbox="535 367 706 409">Nil</td> <td data-bbox="706 367 836 409">Nil</td> <td data-bbox="836 367 990 409">Nil</td> </tr> <tr> <td data-bbox="332 409 535 451">Computer</td> <td data-bbox="535 409 706 451">25</td> <td data-bbox="706 409 836 451">25</td> <td data-bbox="836 409 990 451">Nil</td> </tr> <tr> <td data-bbox="332 451 535 493">Electronics</td> <td data-bbox="535 451 706 493">Nil</td> <td data-bbox="706 451 836 493">Nil</td> <td data-bbox="836 451 990 493">Nil</td> </tr> <tr> <td data-bbox="332 493 535 535">Mechanical</td> <td data-bbox="535 493 706 535">Nil</td> <td data-bbox="706 493 836 535">Nil</td> <td data-bbox="836 493 990 535">Nil</td> </tr> <tr> <td data-bbox="332 535 535 577">Basic Engg.</td> <td data-bbox="535 535 706 577">Nil</td> <td data-bbox="706 535 836 577">Nil</td> <td data-bbox="836 535 990 577">Nil</td> </tr> <tr> <td data-bbox="332 577 535 619">IT</td> <td data-bbox="535 577 706 619">Nil</td> <td data-bbox="706 577 836 619">Nil</td> <td data-bbox="836 577 990 619">Nil</td> </tr> <tr> <td data-bbox="332 619 535 661">Chemical</td> <td data-bbox="535 619 706 661">Nil</td> <td data-bbox="706 619 836 661">Nil</td> <td data-bbox="836 619 990 661">Nil</td> </tr> <tr> <td data-bbox="332 661 535 751">E&TC</td> <td data-bbox="535 661 706 751">10</td> <td data-bbox="706 661 836 751">Nil</td> <td data-bbox="836 661 990 751">10</td> </tr> </tbody> </table> <p data-bbox="349 751 1047 1018"> A. Director instructed physical director to enhance and utilize the sports facilities for further improvement and effectiveness. Additional sports ground being explored. B. Internet Bandwidth has been enhanced to 100 MB (Dedicated), Wi –fi hot spots installed. C. No. of copies of each book maintained as per guideline. </p>	Details of student complaint.				Name of Department	Total No. of complaints received	No. of complaints closed	No. of complaints open	Student Section	Nil	Nil	Nil	Chemical	Nil	Nil	Nil	Computer	25	25	Nil	Electronics	Nil	Nil	Nil	Mechanical	Nil	Nil	Nil	Basic Engg.	Nil	Nil	Nil	IT	Nil	Nil	Nil	Chemical	Nil	Nil	Nil	E&TC	10	Nil	10	<p data-bbox="1128 247 1242 283">Estate I/C</p> <p data-bbox="1128 751 1242 787">Estate I/C</p>	<p data-bbox="1372 247 1453 283">RNM</p> <p data-bbox="1372 751 1453 787">RNM</p>
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E&TC	10	Nil	10																																												
8	Recommendations for improvement																																														
	<p data-bbox="349 1075 1079 1281"> A. Statistical feedback has been proposed and implemented by MR as per the recommendations of director. Improvement required in newly joined faculty. A formal training on Engineering education is being provided to all faculty by IUCEE in a phased manner. Effectiveness to be monitored. Feedback acceptance limit increased to 7.5. </p> <p data-bbox="349 1281 1079 1417"> B. Academic monitoring committees shall closely observe and give the feedback timely. Work process shall be modified to include the activities and responsibility of academic monitoring committee. </p> <p data-bbox="349 1417 1079 1564"> C. Programme objectives and course objectives are defined and outcomes are measured and monitored for improvement. The overall process of defining PEO's, PO's, CO's and their assessment shall be included as a part of Work process manual. </p> <p data-bbox="349 1564 1079 1669"> D. It has been decided to enhance the scope of ISO to include all three postgraduate Engineering programmes and the undergraduate Civil Engineering Dept. </p>	<p data-bbox="1096 1075 1323 1144">HsOD, concerned faculty</p> <p data-bbox="1096 1144 1323 1213">HsOD, concerned faculty</p> <p data-bbox="1096 1249 1323 1354">Dept. ISO representatives / HsOD</p> <p data-bbox="1096 1386 1153 1417">MR</p> <p data-bbox="1096 1522 1153 1554">MR</p>	<p data-bbox="1339 1075 1404 1102">RNM</p> <p data-bbox="1339 1144 1404 1171">RNM</p> <p data-bbox="1339 1249 1404 1276">RNM</p> <p data-bbox="1339 1386 1404 1417">RNM</p> <p data-bbox="1339 1522 1404 1554">Over</p>																																												
9	Resources and Infrastructure requirement																																														
	<p data-bbox="349 1717 1079 1858"> A. CCTV monitoring for campus has been implemented in view of the security concerns and thefts. The effectiveness has to be monitored. No unwanted incidence noticed. To be monitored as a on going process. </p>	<p data-bbox="1096 1717 1209 1753">Estate I/C</p>	<p data-bbox="1339 1717 1404 1753">Over</p>																																												

Sl. No.	Point of Discussion	Action By	Target Date
	<p>B. Director instructed physical director to strengthened Sports facility further.</p> <p>C. Additional budgetary provisions have been made for effective implementation of add on courses, club activities and industry faculty.</p>	<p>Estate I/C / Physical director All HsOD</p>	<p>RNM RNM</p>
10	Changes that could affect Quality Management System.		
	<p>A. Quality manual and work process manual to be updated for academic autonomy.</p> <p>B. Quality manual to be reviewed for updation exclusion of clause in view of academic autonomy.</p> <p>C. Organization structure has to be updated in view of autonomy.</p> <p>D. Work process to be prepared for controller of examination.</p>	<p>MR MR MR MR</p>	<p>RNM RNM RNM RNM</p>
10	Any other points with the permission of the chair :		
	Nil		

Prepared By:

Dr. Suyog Taralkar

Certified By:

Dr. Y. J. Bhalerao
Director