

**COLLEGE OF ENGINEERING, PUNE**  
**Internal Quality Assurance Cell (IQAC)**  
**Minutes of Meeting**

<b>Program:</b>	Internal Quality Assurance
<b>Meeting Purpose:</b>	Structuring and starting the Quality Initiatives in the COEP through IQA Cell
<b>Meeting Date:</b>	22/01/2020
<b>Meeting Time:</b>	12:30 PM
<b>Meeting Location:</b>	Conference hall, Electrical Engineering Department, COEP, Pune
<b>Meeting Facilitator:</b>	Prof. B. B. Ahuja, <b>Chairman</b>
<b>Committee members</b>	<ol style="list-style-type: none"> <li>1. Prof. (Mrs) J. Abraham</li> <li>2. Prof. S. D. Agashe</li> <li>3. Prof. J. V. Aghav</li> <li>4. Prof. (Mrs) A. A. Dharme</li> <li>5. Prof. R. S. Dalvi</li> <li>6. Prof. S. B. Patil</li> <li>7. Prof. (Mrs) N. R. Anand</li> <li>8. Prof. S. T. Vagge</li> <li>9. Mr. Bambale C.R.</li> <li>10. Prof. M. K. Ranjekar</li> <li>11. Dr. Kalyani Joshi</li> <li>12. Miss. Shreya Loahar</li> <li>13. Shri. Subhash Deshpande</li> <li>14. Mr. ShekharKambale</li> <li>15. Mr. ChetanTholpady</li> <li>16. Mr. PrasaadGawande</li> </ol>
<b>Coordinator</b>	Prof S N Sapali

Prof. B. B. Ahuja, Mr. ChetanTholpady, Mr. PrasaadGawande and Prof. J. V. Aghav were not available for the meeting.

The meeting was conducted almost for 2 hours. Lot of discussions and deliberations took place. Every member was actively participated in the meeting.

<b>Decisions taken:</b>
<ol style="list-style-type: none"> <li>1. To share a documents regarding academic Rules and regulations practiced in COEP from Academic Council.</li> <li>2. To share an Agenda and brief of MOM well in advance</li> <li>3. To make the governing of IQA cell more process dependent than person dependent</li> <li>4. To formulate the templates of documents through IQA Cell for Quality assurance and measurement</li> <li>5. To increase the periodicity of revision of curriculum keeping the track and pace of technology transformation</li> </ol>

**Discussion:**

- The meeting started with brief summary of previous meetings and agenda presented by Prof. S. N. Sapali, illustrating the vision and objectives of IQA Cell.
- ❖ Following points are discussed in the meeting:
  - Academic Augur
    - Academic audit from experts of elite institutes
    - Policy on revision of curriculum
    - Introduction of certificate programs
  - Quality Cell
    - Policy on monitoring the teaching process qualitatively and quantitatively
    - IQAC window on COEP website
  - Student Centric Initiatives
    - Tracking system for incremental progress of student.
    - Project based learning
    - Following the project work book practice
  - Faculty Empowerment
    - Creating a E-Bank of learning material developed by COEP faculty
    - Teacher's capacity building program
  - Examination reformation
    - Open book exam, Take Home exam, Open Net Exam, Reesach paper review(PG), paper presentation-Course work
  - Promotion for research
    - Encouraging the interdisciplinary and Inter departmental research
    - Conducting the research motivational seminars for teachers and students
    - Organize the research symposiums to flourish research culture amongst students
  - Staff Skill Up gradation training
  - Industry Interaction
    - Setting up industry sponsored labs
    - Research and Consultancy
  - Collaborations: To have a MoU with IIT, IIM, IISc, ISRO, IUCAA etc.