

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

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

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

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.