



INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting No. 1 (2017-18)

Date of meeting	Time	Venue
28/07/2018	11.00 a.m.	Conference room

The following members were present-

SR. NO.	NAME	DESIGNATION
1	Dr. N. J. Uke	Chairperson
2	Dr. S. S. Deshmukh	IQAC coordinator
3	Dr. K. B. Gavali	Member
4	Mrs. D. D. Kulkarni	Member
5	Mrs. S. N. Maitri	Member
6	Dr. H. G. Haloli	Member
7	Dr.V. J. Kakhandki	Member
8	Mr. Anil Chorge	Member
9	Mr. Swapnil Dhawade	Member
11	Mr. Rahul Yadav	Member
12	Mr. Yogiraj Lonkhande	Member

Proceeding of meeting

Point No 1- Welcome of new IQAC members.

Point No-2- Review of last meeting on 25/05/2017

Point No-3- Preparation of AQAR-17-18

- Finalization of check list for documents and maintain in hard copy.
- Plan of activities for updating infrastructure and resources to be

chalked down by taking approval from KJEl authorities.

Point No- 4- Discussion on encouragement of student and staff to library usage.

- Frequently library committee should visit library and check registrar.
- Motivate students about importance of reference books, research journals, proceedings and magazines.
- To increase reading section by adding more tables and chairs.

Point No- 5- Discussion on encouragement of staff to go as resource person to conduct technical sessions in other institutes in nearby area.

- To identify the topics for technical sessions
- Preparation on topics
- To conduct the sessions

Point No-6- Discussion on outcome based teaching learning process.

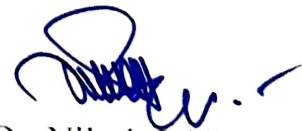
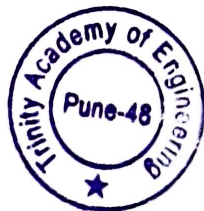
- Utilization of available time to complete syllabus.
- Seminar topics should be on current issues and advanced technology.
- To provide problem statements of society and industry for quality projects.
- To provide 24-hour in-house lab facilities to students for research.

Point No-7- Other points with the permission of Chairman.

- Student's attendance
- Test conduction and test result
- Condition of common facilities available in campus.
- Encouragement of faculty members for higher studies i.e PG and PhD.



Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke
(Principal)
Trinity Academy of Engineering,
Kondhwa-Saswar Road, Pune-48.




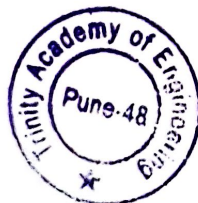
INTERNAL QUALITY ASSURANCE CELL


Action taken report of IQAC Meeting No. 1/2017-18 Conducted on
28/07/2018.

Point No 2: Review of action taken report of IQAC meeting conducted on 25/05/2017	
Point No-3- Preparation of AQAR-17-18	
Resolution: <ul style="list-style-type: none">Finalization of checklist for documents & maintain in hard copy.Plan of activities for updating infrastructure & resources to be chalked down by taking approval from KJEI authorities.	Action Taken: <p>All criterion heads and departmental coordinators are asked to prepare check list of documents.</p> <p>Informed to Mr. P.A. Manatkar (Civil Dept) update the plans.</p> <p>Plans are approved by KJEI authority.</p>
Point No 4: Discussion on encouragement of student and staff to library usage.	
<ul style="list-style-type: none">Frequently library committee should visit library and check registrar.Motivate students about importance of reference books. Research journals, proceedings and magazines.To increase reading section by adding more tables & chairs.	<ul style="list-style-type: none">HoDs have been informed to visit library frequently and monitor activitySubject Teachers have been informed to use reference books and motivate students.Space, Tables and chairs were increased as per need.
Point No- 5- Discussion on encouragement of staff to go as resource person to conduct technical sessions in other institutes in nearby area.	
Resolution: <ul style="list-style-type: none">To identify the topics for technical sessions.	Action Taken: <ul style="list-style-type: none">One session is taken by Principal Dr. N. J. Uke on

<ul style="list-style-type: none"> • Preparation on topics • To conduct the sessions 	<p>“How to select topics for sessions.”</p> <ul style="list-style-type: none"> • HoDs have been asked to monitor preparation of topics. • Telephonic discussion with Principals and HoDs of nearby colleges.
<p>Point No-6- Discussion on outcome based teaching learning process.</p>	
<p>Resolution:</p> <ul style="list-style-type: none"> • Utilization of available time to complete syllabus. • Seminar topics should be on current issues and advanced technology. • To provide problem statement of society & industry for quality projects. • To provide 24 hour in- house lab facilities to students for research. 	<p>Action Taken:</p> <ul style="list-style-type: none"> • Proper academic calendar is prepared as per university schedule. • Meetings are conducted with departmental seminar & project coordinators. • Problems of industry and society are collected from different resources. • Enrolled students in earn and learn scheme of SPPU Pune are used for providing 24-hour in-house lab facilities.
<p>Point No-7- Other points with the permission of Chairman.</p>	
<p>Resolution:</p> <ul style="list-style-type: none"> • Students attendance • Test conduction and test result • Condition of common facilities available in campus. 	<p>Action Taken:</p> <ul style="list-style-type: none"> • Teacher guardians have been asked to monitor the attendance of his TG group. • Departmental exam coordinators are appointed to conduct tests and declare results. • Technical assistance and workshop instructors have been instructed to check condition of common facilities available in campus.


 Dr. Satish S. Deshmukh
 (IQAC Coordinator)




 Dr. Nilesh J. Uke
 (Principal)
 Trinity Academy of Engineering,
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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting No. 2 (2017-18)

Date of meeting	Time	Venue
31/08/2018	11.00 a.m.	Conference room

The following members were present-

SR. NO.	NAME	DESIGNATION
1	Dr. N. J. Uke	Chairperson
2	Dr. S. S. Deshmukh	IQAC coordinator
3	Dr. K. B. Gavali	Member
4	Mrs. D. D. Kulkarni	Member
5	Mrs. Chanchal Kedia	Member
6	Dr. H. G. Haloli	Member
7	Dr. V. J. Kakhandki	MEMBER
8	Mr. Anil Chorge	Member
9	Mr. Swapnil Dhawade	Member
11	Mr. Rahul Yadav	Member
12	Mr. Yogiraj Lonkhande	Member

Proceeding of meeting

Point No 1- review of last meeting on 28/07/2018.

Point No-2- Discussion to increase the consultancy cell revenue.

- To visit various government departments & industries.
- Visit to consultancy cell
- Regular repairing and maintenance of lab equipment.

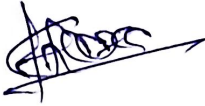
Point No-3- Discussion on encouragement of student participation in GATE, GRE/TOFFEL, IELTS and competitive examinations.

- Motivate students in regular lectures.
- Aptitude training sessions conducted for students.
- Explain the syllabus of competitive examination.

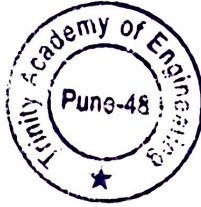
To teach difficult problems in extra lectures.

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

No other points were raised.



Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke

(Principal)
Principal

Trinity Academy of Engineering,
Kondhwa-Saswad Road, Pune-48



KJ's Educational Institute

TRINITY ACADEMY OF ENGINEERING, PUNE

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

(Accredited by NAAC with 'A' Grade)



INTERNAL QUALITY ASSURANCE CELL

Action taken report of IQAC Meeting No. 2/2017-18 Conducted on 31/08/2018.

Point No 1: Review of action taken report of IQAC meeting conducted on 28/07/2018.

Point No-2- Discussion to increase the consultancy cell revenue.

Resolution:

- To visit various government departments and industries.
- Visit to consultancy cell
- Regular repairing and
- Maintenance of lab equipment.
- Dead stock audit

Action Taken:

- Consultancy cell members have been informed to
- Visit various government departments and industries.
- Principal, all HoDs along with consultancy cell members visited various labs.
- Consultancy cell members have been informed to check the all laboratories and find out fault if any.
- Experts from other college are invited for third party audit.

Point No-3- Discussion on encouragement of student participation in GATE, GRE/TOFFEL,IELTS and competitive examinations.

Resolution:

- Motivate students in regular lectures.
- Explain the syllabus of competitive examination.
- To increase reading section by adding more tables & chairs.

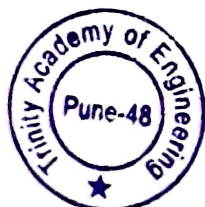
Action Taken:

- HoDs were asked to monitor the activity.
- HoDs have been asked to check preparation of faculty.
- Departmental academic coordinators were asked to monitor the activity.

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

No other points were raised.

Dr. Satish S. Deshmukh



Dr. Nilesh J. Uke
Principal

Trinity Academy of Engineering,
Kondhwa-Saswad Road, Pune-48



INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting No. 3 (2017-18)

Date of meeting	Time	Venue
02/11/2018	3.15 pm	Conference Room

The following IQSC members were present-

SR. NO.	NAME	DESIGNATION
1	Dr. N. J. Uke	Chairperson
2	Dr. S. S. Deshmukh	IQAC coordinator
3	Dr. K. B. Gavali	Member
4	Mrs. D. D. Kulkarni	Member
5	Mrs. Chanchal Kedia	Member
6	Dr. H. G. Haloli	Member
7	Dr. V. J. Kakhandki	Member
8	Mr. Anil Chorge	Member
9	Mr. Swapnil Dhawade	Member
11	Mr. Rahul Yadav	Member
12	Mr. Yogiraj Lonkhande	Member

Proceeding of meeting

Point No1- Review of action taken report of IQAC meeting conducted on 31/08/2018.

Point No-2 – To create more e-learning facility and utilization of ICT tools in Teaching Learning process.

- All departments should be grooming students to participate in online technical programs.
- Faculty should create own e-learning resources.

Point No- 3- To conduct online certificate courses.

- To follow the terms and condition of NPTEL to start local chapter.
- NPTEL Certificate to participants.

Point No-4- Promoting research and development through funded projects.

- To find research areas and faculty to prepare proposals under SPPU ASPIRE scheme.

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

- Discussion on study material provided to students for upcoming university examinations.
- Review of AQAR 17-18 preparation.
- Encouragement of faculty members for higher studies i.e. PG and PhD.



Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke

Principal

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INTERNAL QUALITY ASSURANCE CELL

Action taken report of IQAC Meeting No. 3/2017-18 Conducted on 02/11/2018

Point No 1: Review of action taken report of IQAC meeting conducted on 31/08/2018.

Point No-2- To create more e-learning facility and utilization of ICT tools in Teaching Learning process.

Resolution:

- All departments should be grooming students to participate in online technical programs.
- Faculty should create own e-learning resources.

Action Taken:

- One session by Principal taken on ICT tools preparation and its application in teaching learning.
- All HoDs have been informed to monitor the activity.

Point No- 3- To conduct online certificate courses.

Resolution:

- To follows the terms and condition of NPTEL to start local chapter.
- NPTEL Certificate to participants.

Action Taken:

- Prof. M N Chandan appointed as coordinator for NPTEL and SWAYAM.
- NPTEL and SWAYAM local chapter established.

Point No-4- Promoting research and development through funded projects.

Resolution:

- To find research areas and faculty to prepare proposals under SPPU ASPIRE scheme.

Action Taken:

- Asked to senior faculty to take initiative to prepare proposals.
- Total five number of research proposals submitted to SPPU under ASPIRE scheme.

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

- Discussion on study

- Informed to faculty make

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material provided to students for upcoming university examinations.

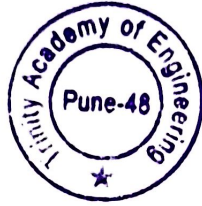
- Review of AQAR 17-18 preparation.
- Encouragement of faculty members for higher studies i.e. PG and PhD.

available study material to students online.

- Review of AQAR 17-18 is taken by IQAC Coordinators.
- Management assured the study leave and leave whenever scholars required.



Dr. Satish S. Deshmukh
(IQAC Coordinator)



Dr. Nilesh J. Uke

Principal

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