

Internal Quality Assurance Cell

Action Taken Report of meeting held on 05/03/2025

S.N.	Subject	Resolution	Suggestions	Action Taken
1	Confirmation of minutes of meeting held on 23-10-2024	Confirmed unanimously	No suggestions	--
2	Criterion wise preparedness of NAAC as per 7 criteria for information	After receiving the revised guidelines, the application process can be initiated. There would be new 10 criteria in the revised NAAC Accreditation process which will be available on NAAC portal soon. Committee has given few suggestions	<p>a)Dr R R Yelikar and Prof G R Dharne suggested to reduce the MCQs in internal examinations.</p> <p>b)Dr R R Yelikar and Shri. Thakre saheb suggested to improve the quality of question papers for open book tests.</p> <p>c)Shri. Thakre saheb suggested to maintain the grievance and redressal documents for internal examinations.</p> <p>d)Prof G R Dharne suggested to conduct course exit survey at the end of each semester.</p> <p>e)Dr. R R Yelikar suggested to include license cost of software like Keil, Oracle which are received to college as research fund under NAAC Criterion 3 Research, Innovation & Extension.</p> <p>f)Prof G R Dharane suggested to separate the no. of conferences, seminars, workshops in NAAC reports</p>	<p>a) To align with the DBATU examination pattern, 5-mark MCQ sections were incorporated into internal assessments, as DBATU question papers include 12-mark MCQs.</p> <p>b) For open book tests, all faculty members have been instructed to frame examination questions based on higher-order Bloom's Taxonomy levels — specifically focusing on Apply, Analyze, Evaluate, and Create. Supporting guidelines were shared in the form of a detailed document and an instructional video.</p> <p>c) The Exam Coordinator has systematically maintained all documents related to student grievances and their redressal.</p> <p>d) A course exit survey for Semester I of Academic Year 2024–25 has been conducted across all departments for Second Year, Third Year, and Final Year students. (Sample response analysis is provided in Annexure A.)</p> <p>e) Dr. V. G. Chavan, Head of NAAC Criterion 3, has</p>

				<p>included the license costs of software tools such as ARM Keil - 3.72 Lakhs and Oracle upto 10 Lakh received through research funding in the institutional documentation.</p> <p>f) All Heads of Departments have been informed to categorize and report the number of conferences, seminars, and workshops separately in the NAAC documentation. The implementation of this directive is currently in progress.</p>
3	To approve revised Departmental Vision & Mission Statements	The committee noted the same and approved the revised vision mission statements of all departments.	No suggestions	---
4	Department wise staff and student publication for information.	Dr. S. J. Madki presented the detailed list of publications by faculty and students of all departments (for A.Y 2023-24 and Sem-I 2024-25). The committee noted the same and appreciated the research work carried out by faculty and students.	Dr. R R Yelikar suggested to take efforts to improve no. of students publications.	All project guides actively encouraged students to publish their work. As a result, a total of 88 student research papers were published during the Academic Year 2024-25.
5	Review of ongoing Training & Placement Activities for information	Dr. S. J. Madki presented the review of ongoing Training & Placement Activities for information before the committee. The committee appreciated the efforts taken by Prof A P Gajare and Prof Y R Kalshetti and team T&P for their efforts.	No suggestions	
6	Suggestions given by DBATU External Audit Committee for information	Committee noted the suggestions given by External Audit Committee with suggestion	Thakre saheb suggested to prepare action plan for the same.	Action Plan for suggestions given by External Audit Committee is prepared. Annexure B

8	Any other issue with the permission of chair	<p>1) Dr S J Madki communicated that Dr S B Thigale, IQAC member is not working with our institute and hence forth he will not remain as the member of IQAC Committee. Committee noted the same.</p>	<p>1) Kshitija Chakote suggested pay more attention on practical and final year project work.</p> <p>2) Dr. R R Yelikar suggested to take monthly progress report of every project groups of final year projects.</p> <p>3) Prof G R Dharane suggested to identify the curriculum gap and take action to bridge the gap.</p>	<p>1) Additional practical hours have been incorporated into the timetable for subjects that require a practical approach but do not have prescribed practical sessions in the DBATU syllabus. Moreover, in addition to conducting all prescribed experiments, mini-projects were introduced across all practical subjects from the First Year to the Final Year.</p> <p>2) Monthly progress reports are taken for project along with project record diary.</p> <p>3) Training Coordinator Prof Y R Kalshetti conducted students survey for identifying the curriculum gap and conducting the training to bridge the gap. Annexure C</p>
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