



Kolhapur Institute of Technology's

COLLEGE OF ENGINEERING (Autonomous), KOLHAPUR

IQAC Activities Year 2020-21

Sr. No.	Date	Details
1	11/08/2020	1. Reconstitution of Internal Quality Assurance Cell As some of the office bearers were inducted recently on various governance and administrative committees, it is decided to reconstitute Internal Quality Assurance Cell of institute.
2	14/08/2020	<u>Minutes of Meeting (Discussion and Resolutions):</u> 1. Director Dr. V. V. Karjinni, welcomed to all committee members. 2. IQAC coordinator read and confirmed the IQAC activities carried out in year 2019-20. 3. IQAC coordinator read AQAR review report received from NAAC regarding AQAR 2018-19. 4. Plan of IQAC activities for year 2020-21 <ul style="list-style-type: none">• Schedule for Academic and Administrative Audit (AAA) need to plan.• Collection of data from faculty such as citations, MOOC/NPTEL course completion,• Conduction of Student Satisfaction Survey every year.• Dr. Karjinni Sir, suggested to identify faculty coordinator for Student Satisfaction Survey.<ul style="list-style-type: none">• Mr. Amar Tikole and Dr. Mrs. Dipti Kulkarni, are identified as coordinator for Student Satisfaction Survey. 5. Preparation of AQAR for year 2019-20: <ul style="list-style-type: none">• IQAC coordinator inform that the last date of filing AQAR for year 2019-20 is 31st December 2020, so need to start collection of data.• In this regard, all central NAAC criterion coordinators along with department NAAC coordinators need to work together.• Criterion wise word file will be send to respective central NAAC criterion coordinators, he/she has to collect information accordingly.

		<p>6. Other Points:</p> <ul style="list-style-type: none"> • Dr. V. V. Karjinni, informed to increase consultancy, research publications, research funds, etc. • He also informed that now NAAC will access our college as Autonomous Institution, so we need to prepare accordingly. • Dr. H. V. Deshpande and Dr. B. M. Hirdekar, were identified as mentor for Academic and Administrative Audit (AAA). • Dr. V. V. Karjinni asked to collect information regarding SWE from Vidya Patil madam. • He also informed that our Institution received NCC letter regarding allotment of NCC sub unit.
3	03/09/2020	<p><u>Minutes of Meeting (Discussion and Resolutions):</u></p> <p>1. Director Dr. V. V. Karjinni, welcomed all the members.</p> <p>2. Preparation of AQAR for year 2019-20:</p> <ul style="list-style-type: none"> • IQAC coordinator Mrs Deepali Jadhav gave brief information about the AQAR for year 2018-19 so that everyone can get idea what information to be collected. • IQAC coordinator also notify that it is the joint responsibility of Central criterion coordinators and Department NAAC coordinators to collect proper information as 5 years AQAR will be considered for 2nd cycle SSR. • The last date of filling AQAR on NAAC HEI portal for year 2019-20 is 31st December 2020 <p>3. Guideline for collection of data for AQAR 2019-20 criteria wise:</p> <ul style="list-style-type: none"> • IQAC Coordinator informed that word files are created criterion wise and mailed to all HODs and central criterion coordinators. • Central criterion coordinators need to collect data in word file or in excel file as per their convenience. • On NAAC HEI portal Excel files are only accepted. • Once all information will be collected, criteria coordinators will present it in front of all members and data will be updated with further suggestions. • Deadline for Collection of data and preparation of word or excel file is 30th September 2020.


		<ul style="list-style-type: none"> • In the first week of October a meeting will be arranged for presentation and after that filling of data on online NAAC HEI portal will start. <p>4. Queries regarding filling of AQAR 2019-20:</p> <ul style="list-style-type: none"> • Dr. V. V. Karjinni sir raised query regarding file size. <ul style="list-style-type: none"> ○ As maximum excel files need to be upload, no issue will be generated regarding size.
4	24/09/2020	With reference to the email received from IQAC, Shivaji University, Kolhapur dated on 15 th Sept 2020, regarding Action Taken Report (ATR) on the actionable points (point no. 11) of the Governor's Conference held on 23 rd – 24 th May, 2019 at Rashtrapati Bhavan, New Delhi and the report was emailed to IQAC Shivaji University on 24 th Sept 2020.
5	13/10/2020	<p><u>Minutes of Meeting (Discussion and Resolutions):</u></p> <ol style="list-style-type: none"> 1. Review of completion status of each criterion is taken by Director Sir and IQAC coordinator. 2. Each Central NAAC criterion coordinator discussed their respective criteria details in front of all present members. 3. For each criterion suggestions are given by Director Sir and all other faculty members. 4. Central NAAC criteria coordinators are informed to complete remaining work within 10 days and present it in next meeting which will be conducted in last week of October. 5. Department NAAC Coordinators are informed to provide required criterion wise information as early as possible. 6. The following best practices are identified for the AY 2019-2020. <ol style="list-style-type: none"> 1. Virtual Labs 2. Samruddhi TBI 3. Alumni-Industry Connect Talk
6	28/11/2020	<p><u>Minutes of Meeting (Discussion and Resolutions):</u></p> <ol style="list-style-type: none"> 1. Review of completion status of each criterion is taken by IQAC coordinator and Dean, QA. 2. Central NAAC coordinators for criterion II, IV, V, VI and VII presented their respective criteria details in front of all present members. 3. For presented criterion, suggestions are given by all other faculty members.


		<p>4. Central NAAC criteria coordinators are informed to complete remaining work within 8 days and present it in next meeting which will be conducted in the first week of December.</p> <p>5. Department NAAC Coordinators are informed to provide remaining criterion wise information as early as possible.</p>
7	08/12/2020	<p><u>Minutes of Meeting (Discussion and Resolutions):</u></p> <p>1. Review of completion status of each criterion is taken by Director Sir and IQAC coordinator.</p> <p>2. Each Central NAAC criterion coordinator except criterion I, presented their respective criteria details in front of all present members.</p> <p>3. For each criterion suggestions are given by Director Sir and all other faculty members.</p> <p>4. IQAC Coordinator discussed about filling of AQAR data on online NAAC HEI Portal.</p> <p>5. IQAC Coordinator gave brief introduction of how to fill criteria wise data on online portal and instruct all central criteria coordinators to fill data on online portal within next 7 days.</p>
8	23/12/2020	<p>AQAR for year 2019-20 is successfully submitted on NAAC HEI portal on 23rd December 2020 and it is accepted by NAAC on 28th December 2020.</p>
9	12/03/2021	<p>Organised 1 hour session regarding “Conduction of Course Exit Survey through moodle platform” for all departmental NAAC and NBA coordinators. Resource person: Mrs. Deepali Kishor Jadhav, Head IQAC, KITCoEK.</p>
10	01/04/2021	<p><u>Minutes of Meeting (Discussion and Resolutions):</u></p> <p>1. The internal Academic and Administrative Audit (AAA) for year 2019-20 need to be complete before May 2021:</p> <ul style="list-style-type: none"> • The department wise preliminary audit will conducted in 3rd week of May. • 2 members will be there in each team. Detailed schedule will be shared soon. <p>2. The Audit draft was presented by: IQAC Coordinator Mrs D. K. Jadhav: Academic Part and Associate Dean QA Mr. S. S. Nagtilak: Administrative:</p> <ul style="list-style-type: none"> • According to suggestions final draft will emailed to all members in next week.

		<p>3. Department NAAC coordinator will collect data and submit filled audit report (Academic Part) of their respective Department to Central NAAC Criteria Coordinators as per allotment:</p> <ul style="list-style-type: none"> • Academic Audit work distribution was shared among present members and same is attached hereby. • The last of submission of report is 8th May 2021. <p>4. Administrative audit details will filled by Office superintendent Mr. Sandip Patil and submit filled audit report (Administrative Part) to Mr. S. S. Nagtilak:</p> <ul style="list-style-type: none"> • The last of submission of report is 8th May 2021.
11	04/04/2021	<p>1. Recollection of Paper Publication in Journal details from all faculty members in institute through Google Form (492 total responses).</p> <p>2. Recollection of Paper Publication in Conference details from all faculty members in institute through Google Form (102 total responses).</p> <p>3. Collection of Workshop details (FDP/STTP/TEQIP/etc.) from all faculty members in institute through Google Form (624 total responses).</p>
12	07/04/2021	<p><u>Launch of Margdarshan - joint event by AICTE, New Delhi and Kolhapur Institute of Technology's College of Engineering (Autonomous), Kolhapur :</u></p> <p>The team from AICTE, NEW Delhi and KIT:</p> <ul style="list-style-type: none"> • Prof. Rajive Kumar, Member Secretary, AICTE, New Delhi • Lt. Col. Kailash Bansal, Director (Margdarshan & Media), AICTE, New Delhi • Mr. Bharat Patil, Chairman, KIT's College of Engineering (Autonomous), Kolhapur • Dr. V. V. Karjini, Director, KIT's College of Engineering (Autonomous), Kolhapur • Dr. Mujumdar, Registrar, KIT's College of Engineering (Autonomous), Kolhapur • Dr. Pise, Dean Research and Development, KIT's College of Engineering (Autonomous), Kolhapur • Dr. Powar, Dean Quality Assurance, KIT's College of Engineering (Autonomous), Kolhapur

		<ul style="list-style-type: none"> • Prof. Mihir Kulkarni, Coordinator, KIT's College of Engineering (Autonomous), Kolhapur • Principals/NBA coordinators and team from following Mentee Beneficiary institutes. Mr. Bharat Patil, Chairman, KIT's College of Engineering, <p>Following MBI's Participated -</p> <ol style="list-style-type: none"> 1. KLE Society's KLE College of Engineering and Technology, Chikodi 2. Rajendra Mane College of Engineering and Technology, Ambav 3. Angadi Institute of Technology and Management, Belagavi 4. Institute of Civil & Rural Engineering, Gargoti 5. Arvind Gavali College of Engineering Satara 6. Gomatesh Polytechnic, Belgaum 7. Maratha Mandal Polytechnic, Belgaum
13	21/04/2021	<p><u>NBA Status Assessment:</u></p> <ol style="list-style-type: none"> 1. Arvind Gavali College of Engineering Satara 2. KLE Society's KLE College of Engineering and Technology, Chikodi
14	22/04/2021 23/04/2021	<p><u>NBA Status Assessment:</u></p> <p>Institute of Civil & Rural Engineering, Gargoti</p>
15	28/04/2021	<p><u>One day workshop 'NBA Orientation and Awareness Program under AICTE Margdarshan' for 4 Engineering Colleges:</u></p> <ol style="list-style-type: none"> 1. KLE Society's KLE College of Engineering and Technology, Chikodi 2. Rajendra Mane College of Engineering and Technology, Ambav 3. Angadi Institute of Technology and Management, Belagavi 4. Arvind Gavali College of Engineering Satara
16	21/05/2021	<p><u>PO-PSO-PEO and CI formation, mapping and attainment:</u></p> <p>Arvind Gavali College of Engineering Satara</p>
17	18/06/2021	<p><u>Minutes of Meeting (Discussion and Resolutions):</u></p> <ol style="list-style-type: none"> 1. Revised schedule for Academic and Administrative Audit: <ul style="list-style-type: none"> • All Department NAAC coordinators complete AAA word files and submit it to IQAC (iqac@kitcoek.in) and respective Central Criterion coordinator allotted to their department on or before 10th July 2021 2. The department wise preliminary audit for verification of documents: <ul style="list-style-type: none"> • The department wise preliminary audit will be conducted in 2nd week of August.

	<ul style="list-style-type: none">• 2 members per team will be there. Detailed schedule will be shared soon. <p>3. Schedule for external Academic and Administrative Audit:</p> <ul style="list-style-type: none">• The tentative schedule for external Academic and Administrative Audit –September 2021.• Two external experts were recognized for AAA: Dr. H.V. Deshpande Dr. B. M. Hirdekar <p>4. Planning for the preparation of NAAC Cycle 2:</p> <ul style="list-style-type: none">• The department wise preliminary audit for NAAC files will be conducted in 2nd week of August along with AAA. <p>5. List of files to be maintained for NAAC Cycle 2:</p> <ul style="list-style-type: none">• Tentative list for NAAC files according to SSR and key indicators was discussed by IQAC coordinator.• To avoid duplication mapping of NAAC files with NBA files was also discussed.
--	--


Mrs. Deepali K. Jadhav
IQAC Coordinaor
KITCoEK


Dr. V.V. Karjinni
Director
KITCoEK