

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING NO. RIT/IQAC/20/2022

Venue: IT Dept. Meeting Hall, Rajarambapu Institute of Technology, Rajaramnagar

An offline meeting of all the members of IQAC was held on Friday, 18th November, 2022 at 2:00 pm.

Following members were present –

1. Dr. Mrs. S. S. Kulkarni, Director & Chairperson
2. Hon. R. D. Sawant, Management representative
3. Mr. Nitin Dalvai, Alumni representative
4. Mr. Sachin Shirgaokar, Industry representative
5. Dr. S. K. Patil, member, Dean-Academics, RIT
6. Prof. D. S. Patil, member, Dean-Infrastructure, RIT
7. Dr. A. B. Kakade, member, Dean-R&D, RIT
8. Mrs. Sarika D. Patil, Administration representative, Registrar, RIT
9. Mr. V. L. Hase, Librarian, RIT
10. Mr. Akshay D. Homkar, Sr. IT Technical Analyst, RIT
11. Prof. S. R. Jagtap, member, faculty, RIT
12. Prof. C. L. Bhattar, member, faculty, RIT
13. Dr. Satyajit R. Patil, IQAC Coordinator, Dean-Quality Assurance, RIT

The following member could not attend the meeting and informed earlier.

1. Dr. R. K. Kamat, University representative, SUK, Kolhapur
2. Dr. Sandip Jagdale, Parent representative
3. Prof. Mrs. S. P. Patil, member, faculty, RIT
4. Dr. L. M. Jugulkar, member, Dean-Student Development, RIT
5. Mr. Aniket Mali, member, Student representative, RIT
6. Ms. Shreya Nalavade, member, Student representative, RIT

Dr. Satyajit R. Patil, IQAC coordinator welcomed the Chairperson Hon. Dr. Mrs. S. S. Kulkarni, and all the other members of the IQAC.

The meeting began with permission of the Hon. Chairperson.



In the beginning of the meeting, on behalf of all the members, Dr. Satyajit R. Patil, IQAC coordinator, congratulated Hon. Dr. Mrs. S. S. Kulkarni, Chairperson, IQAC for being elected as the **Chairperson of Global Engineering Deans Council (GEDC)**, and Hon. Dr. R. K. Kamat, Member, IQAC for being appointed as the **Vice – Chancellor of Dr. Homi Bhabha State University, Mumbai**. Also he congratulated and thanked all the members, especially the industry and alumni representatives Mr. Sachin Shirgaokar, Industry representative and Mr. Nitin Dalvai, Alumni representative along with the Parent representative Dr. Sandip Jagdale, for their valuable contribution towards the institute accreditation by NAAC with A⁺ grade with CGPA of 3.35.

Dr. Satyajit R. Patil, IQAC coordinator welcomed the new faculty representative IQAC members Prof. S. R. Jagtap and Prof. C. L. Bhattar.

Agenda Item No. 1: Confirmation of MoM of 19th IQAC meeting and informing about ATR of the same.

- The IQAC coordinator read the MoM and ATR of 19th IQAC meeting held on Saturday, 29th June, 2022. The MoM were approved by the IQAC members. Discussions were held with reference to ATR of the same.

Agenda Item No. 2: To brief about RIT's ongoing academic schedule and planning.

- Dr. S. K. Patil, Dean - Academics briefed about the ongoing academic schedule and planning about the upcoming semester for F. Y. B. Tech, F. Y. M. Tech, F. Y. MBA, S. Y. B. Tech, T. Y. B. Tech, Final Year B. Tech, S. Y. MBA & S. Y. M. Tech.

Agenda Item No. 3: To review and discuss the NAAC second cycle score analysis and recommendations.

- Dr. Satyajit R. Patil, Dean – QA detailed about NAAC Institutional Grade Sheet and Graphical representation of QIM and QnM received from NAAC.
- Dr. Mrs. Sushma S. Kulkarni, Director – RIT discussed about low scoring metrics and suggested to focus on low scoring metrics. Also she suggested to Dr. A. B. Kakade, Dean, R & D to find out the cause of low scoring in research and consultancy metric by comparing our data with the data of other NAAC A+ institutes. It was also discussed that the metrics related to students' internships, no. of PhD faculties and consultancies have scored very low that was unexpected.



- Dr. Satyajit R. Patil, Dean – QA read out the recommendations given by NAAC Peer Team for the Quality Enhancement of the Institution.
- Mr. Sachin Shirgaokar, Industry representative, shared his industry practices for training their new employees. Also, he suggested to modify the existing Mechanical program as ‘Mechanical and Forging Engineering’ or to introduce sandwich program of ‘Foundry and Forging Engineering’ so as to fulfil the industries demands and also to deal with the less no. of admissions for Mechanical Engineering. He suggested to explore 9+3 pattern i.e. 9 months academics and 3 months of internship for the curriculum. After some deliberations, it was decided to explore the feasibility of this option for RIT curriculum.
- Mr. Nitin Dalvai, Alumni representative, assured to help alumni association in raising the alumni fund. Also he will be suggesting the agencies for getting CSR Funding.

Agenda Item No. 4: To review the AQAR of 2021-22 for submission to the NAAC portal.

- Dr. Satyajit R. Patil, Dean – QA informed about the new format of AQAR and presented the completion status of the AQAR prepared for the year 2021-22. He requested all the members of IQAC for their approval for the submission of the AQAR. All the members approved the AQAR and permitted to submit.
- Dr. Mrs. Sushma S. Kulkarni, Director – RIT, suggested to form a team for studying the NEP 2020.

Agenda Item No. 5: To present the findings of Institutional Student Feedback 2021-22

- Dr. Satyajit Patil, Dean — QA, briefed about the pointers considered for the institutional feedback & the significance of the feedback.
- Dr. Satyajit Patil, Dean — QA, presented the detailed findings of Institutional feedback for AY 2021-22.
- Hon. Shri R. D. Sawant, Secretary – Kasegaon Education Society, suggested to prepare a separate institute feedback form for faculties having less than 3 years of experience. Also he suggested to provide an induction program for new non-teaching staff so as to get them acquainted quickly with the institute’s rules-regulations, facilities and policies.

Agenda Item No. 6: To brief about the ensuing new institutional faculty appraisal system.

- Dr. Satyajit Patil, Dean — QA, briefed about the draft of new faculty appraisal system. All the members approved the same.



Agenda Item No. 7: To brief about ensuing fourth cycle Strategic plan of the institute-2023-2028.

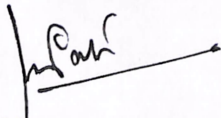
- Dr. Satyajit Patil, Dean — QA, informed about the preparation of upcoming fourth cycle of Strategic Plan 2023 – 2028.
- Hon. Shri R. D. Sawant, Secretary – Kasegaon Education Society, suggested to find out the weaknesses of the previous cycles of Strategic Plan based on which the fourth cycle strategic plan 2023-28 will be designed.

Agenda Item No. 8: Any other point with permission from Hon. Chairperson.

- Dr. Mrs. Sushma S. Kulkarni, Director – RIT, suggested to discuss the Strategic Plan in the Steering Committee meeting so that the HODs can also suggest in the Strategic Plan Preparation.

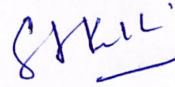
No other point was raised for further discussions.

The meeting was concluded with the Vote of Thanks by the IQAC coordinator.



Dr. Satyajit R. Patil

Dean-Quality Assurance & IQAC Coordinator



Dr. Mrs. Sushma S. Kulkarni

Director & Chairperson, IQAC

Kasegaon Education Society's

RAJARAMBAPU INSTITUTE OF TECHNOLOGY, RAJARAMNAGAR

Action Taken Report (ATR) based on the discussions and decisions made in the 20th IQAC Meeting held on 18th Nov. 2022.

Sr. No.	Description of Work	Responsible Person/s	Action Taken
1.	To analyze and find the cause of low scores in the NAAC low-performing metrics/KPIs.	Dean – QA	Some discussions on the said issue are carried out with Dr. Kamat and Dr. Padhye. However, a logical explanation cannot be arrived at owing to the obscurity involved in the DVV process of NAAC accreditation. Websites of renowned institutes that could secure A++ grades are being reviewed to gain insights and find some clues.
2.	To explore the possibility for a sandwich program of 9+3 pattern at RIT.	Dean-Academics	We are studying sandwich program from other institutions with respect to its implementation in RIT.
3.	To explore the possibility of Mechanical Engg. program with a specialization in Foundry / Forging Engineering.		We are in the process of introducing program electives related foundry/forging in the upcoming (2022-26) syllabus revision.

4.	To prepare a separate institute feedback form for faculties having less than 3 years of experience.	Dean – QA	The design of a separate feedback form is in progress. Approval for the same shall be taken and then it would be launched to collect the feedback for this year.
5.	To provide an induction program for new non-teaching staff.	Registrar	Conducted an awareness program in December 2022 for non-teaching staff who have joined in recent 5 years. Awareness is made among them regarding the rules and regulations of the Institute, code of conduct, etc. through various activities.
6.	To coordinate with Mr. Nitin Dalvai, Alumni representative for finding agencies for getting CSR Funding.	Dean – Student Development	Contacted Mr. Nitin Dalvai sir, has given appointment to meet on 27-02-2023 in Kolhapur.
7.	To form a team for studying the NEP 2020 & work further	Dean - Academics	Dedicated team has been appointed to study NEP to change academics in RIT.
8.	To prepare and deploy a new faculty appraisal system.	Dean-QA	The draft copy is ready. Feedback from HoDs and faculty members across the departments and representing the cadres have been taken, and the form is revised taking into account the feedback. The final version shall be drafted soon based on the feedback from Hon. Director and the Deans.

9.	To review the implementation of the previous Strategic Plan & initiate and propose a fourth cycle Strategic Plan 2023 - 28	Dean-QA	The Strategic Plan of the third cycle is being reviewed in terms of achievements and outcomes. The pathway towards SP- 4th cycle is ready. The process of formulation has been initiated.
10.	To appoint a consultant for RIT's Strategic Plan 2023-28.	Director	Preliminary discussions regarding SP are carried out with Prof. Bhanu Chowdhury, Professor Emeritus, UAE University. He has shown interest in the initiative and RIT may get benefitted from his international experience and exposure to academics and research. Financial aspects are being worked out.