MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING NO. RIT/IQAC/24/2023

Venue: IQAC Hall, Rajarambapu Institute of Technology, Rajaramnagar

An offline meeting of all the members of IQAC was held on Friday, 06th October 2023 at 03:00 p.m. The following members were present –

1. Dr. P. V. Kadole, Director & Chairperson
2. Hon. Shri. R. D. Sawant, Management Representative
3. Dr. M. S. Deshmukh, University representative, SUK, Kolhapur
4. Ms. Pallavi Korgaonkar, Industry Representative
5. Dr. Sachin K. Patil, member, Dean-Academics, RIT
6. Prof. Dhananjay S. Patil, member, Dean-Infrastructure, RIT
7. Dr. Anand B. Kakade, member, Dean-R&D, RIT
8. Dr. Lalitkumar M. Jugulkar, member, Dean-Student Development, RIT
9. Mrs. Sarika D. Patil, member, Registrar, RIT
10. Mr. Vishwas L. Hase, Librarian, RIT
11. Mr. R. S. Patil, Head – Computer Centre, RIT
12. Prof. Satyawan R. Jagtap, member, faculty, RIT
13. Prof. Mrs. Savita P. Patil, member, faculty, RIT
14. Mr. P. B. Patil, member, Student representative, RIT
15. Ms. S. S. Kumbhar, member, Student representative, RIT
16. Dr. N. V. Dharwadkar, Invited Member, HOD – CSE, RIT
17. Dr. V. N. Kalkhambkar, Invited Member, HOD – Electrical, RIT
18. Dr. M. S. Patil, Invited Member, HOD – E&TC, RIT
19. Dr. S. B. Kumbhar, Invited Member, HOD – Mechanical, RIT
20. Dr. M. B. Mandale, Invited Member, HOD – S&H, RIT
21. Dr. A. P. Shah, Invited Member, Head – TPO
22. Dr. S. S. Shirguppikar, Invited member, Head – Mechatronics
23. Dr. Satyajit R. Patil, IQAC Coordinator, Dean-Quality Assurance, RIT

The following members could not attend the meeting and they informed earlier.

1. Mr. C. D. Koli, Parent Representative
2. Mr. A. N. More, Alumni Representative
3. Prof. C. L. Bhattar, member, faculty, RIT

Dr. Satyajit R. Patil, the IQAC coordinator, extended a warm welcome to Honorable Chairperson Dr. P. V. Kadole and all the other IQAC members.

Agenda Item No. 1: Confirmation of MoM of 23rd IQAC meeting and informing about ATR of the same.

- Dr. Satyajit R. Patil, Dean – Quality Assurance, reviewed the Minutes of Meeting (MoM) and the Action Taken Report (ATR) of the 23rd IQAC meeting, which took place on Tuesday, June 27, 2023. The IQAC members approved the MoM and engaged in discussions regarding the ATR.

- Mrs. Sarika D. Patil, Registrar – RIT, presented data on the Ph.D. qualifications of faculty members at the institute. She stated that 36% of the faculty members hold Ph.D. degrees. Furthermore, she mentioned that the institute allows faculty members to take study leave, whether on a part-time or full-time basis, to complete their Ph. D. as needed. Upon successful completion of their Ph. D., the institute offers three non-compounded increments to the faculty members in accordance with the 6th pay scale. The institute encourages the faculty members to register for Ph. D. under the QIP scheme. Few of the faculty members have availed the benefit of the same. She also informed that at the time of faculty recruitment, priority is given to Ph.D. candidates.

- Dr. N. V. Dharwadkar, Head – CSE, has conveyed that they have prepared and put into effect an action plan for the implementation of Outcome-Based Education (OBE).

- Dr. S. K. Patil, Dean – Academics, shared that the institute plans to collaborate with NITTTR, Bhopal to facilitate faculty interaction and to organize workshops focused on enhancing faculty understanding and implementation of OBE (Outcome-Based Education). Subsequent discussions were held in relation to this initiative.

- Dr. A. P. Shah, Head – TPO, informed that orientation sessions for students have been organized and executed with the aim of increasing the number of students registering for the GATE examination. Furthermore, Dr. P. V. Kadole, Director – RIT has announced that students who qualify in the GATE examination, shall be reimbursed from the institute.

- Dr. M. B. Mandale, Head – Science & Humanities, conveyed that faculty members from the Science and Humanities Department are collaborating with faculty from Shivaji University, Kolhapur, Haryana, and Karnataka. Dr. M. S. Deshmukh, University Representative, emphasized the significance of collaborative work, highlighting that collaborative publications tend to enhance the publication count and the impact factor.

- Dr. M. S. Patil, Head-ETC, shared details about collaborative activities with IITB, including the reception of robots and drones.

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

- Dr. S. K. Patil, Dean – Academics, provided an overview of the implementation of the National Education Policy (NEP) 2020 at the institute. He elaborated on the key highlights of the NEP and engaged in further discussions on this subject. The efforts made in this regard were appreciated by all the members.
- Dr. S. K. Patil, Dean – Academics, also discussed the academic activities planned for the year 2023-24, mentioning that all B. Tech, M. Tech, and M.B.A. programs commenced on the same date, which was the 21st of August 2023.

Agenda Item No. 3: To inform about the institution's admission status across the disciplines and programs.

- Dr. L. M. Jugulkar, Dean – Student Development, provided an update on the admission status of the B. Tech, M. Tech, and M.B.A. programs for the academic year 2023-24. It was discussed that B. Tech admissions have reached 112.61% of the target, while M. Tech admissions stand at 69.79%. Additionally, it was noted that RIT achieved 100% admissions for direct second-year B. Tech, with the exception of the Automobile Engineering program.
- Dr. L. M. Jugulkar, Dean – Student Development, also mentioned that we were unable to fill the seats for Foreign National Students (FNS) due to the early commencement of the academic year.

Agenda Item No. 4: To inform about the forthcoming NBA accreditation committee visit for UG and PG programs.

- Dr. Satyajit R. Patil, Dean – Quality Assurance, provided information about the upcoming visit of the NBA Accreditation committee, which will assess the UG program in Mechanical Engineering, and the PG programs in Power systems and Power Electronics, as well as Computer Science Engineering. He also delivered a presentation on the preparedness activities related to NBA accreditation which comprised of mock –accreditation exercises, one-on-one interaction with faculty members, and the evaluation of central facilities.

- Dr. M. S. Deshmukh, University Representative, emphasized that all preparations should align with the NBA requirement metric and extended best wishes to everyone for the NBA Committee's visit.

Agenda Item No. 5: To discuss and seek inputs for improvement in Central Library usage by students and teachers.

- Mr. V. L. Hase, Librarian – RIT, presented statistics of footfalls in the library for the previous academic years and additionally informed that the library has implemented RFID technology for tracking footfalls within the library. Subsequent discussions were held on this topic.

Agenda Item No. 6: To present the draft strategic plan of the institute for 2023-28.

- Dr. Satyajit R. Patil, Dean – Quality Assurance, presented the draft of the Strategic Plan of the institute for 2023-28 to all IQAC members to gather their insights and feedback.
- Honorable R. D. Sawant, Management Representative, informed the attendees that the Varne Harnish Model is being implemented to develop a five-year Strategic Plan, which is further broken up into yearly plans.
- Ms. Pallavi Korgaonkar, Industry Representative, highlighted the systematic approach used in developing the strategic plan and expressed her appreciation for it.

Agenda Item No. 7: Any other point with permission from Hon. Chairperson.

- No additional points were raised for discussions.

The meeting concluded with a vote of thanks from the IQAC coordinator to all the members.

Dr. Satyajit R. Patil

Dean-Quality Assurance & IQAC Coordinator

Dr. P. V. Kadole

Director & Chairperson, IQAC

RAJARAMBAPU INSTITUTE OF TECHNOLOGY, RAJARAMNAGAR

Action Taken Report (ATR) based on the discussions held and decisions made in the 24th IQAC Meeting held on 06th October 2024.

Sr. No.	Description of Work	Responsible Person/s	Action Taken
1.	To submit the draft copy of the Strategic Plan to the BOG members for their suggestions and approval.	Director and Dean-Q&A	The draft copy of the Strategic Plan was presented to the Hon. BoG members in the BoG meeting of RIT held on 5th Sept. 2023. The same was presented to Hon. Chandrashekhar Sir, BoG member on 25th Sept 2023 to seek the inputs. The suggestions were incorporated and the plan is finalized.
2.	To prepare One Year Strategic Plan (OPSP) based on the approved Strategic Plan.	Dean-Q&A	The OPSP for the ongoing academic year (2023-24) was prepared based on the SP and subsequently got approved by the Hon. Director and the Management Representative.
3.	To devise a strategy to improve PG admissions at RIT	Dean – Student Development	• Visit to various colleges (nearby district) where PG Programmes are not available. • Presentation of RIT, focus on importance of PG in industry to post-graduate aspirants. • PG policy (Teaching Assistance ship Scheme) at the RIT. • Collection of GATE student data and conduction on online meeting with them to showcase strength of the Department and R&D activity, Seed Funding scheme, Research Facility and workshop under AICTE-IDEA Lab. • Identifying Polytechnic Institutes where non-PG faculty are working. • Facility of Incubation center; State-of-the art Laboratories; well qualified (Doctoral) PG faculty. • PG-PhD Research Centers available at RIT. • Department wise Publicity of PG Programs on Social media. • Identifying the industry sponsored students through Alumni Cell. • Encouraging our Final Year B. Tech students for GATE • Create awareness among the reserved category students and EWS students for PG program. • Identifying and inviting Renowned Industries and Organizations for Industries Internships and Placements.

4.	To ensure adherence to the NBA evaluation guidelines as a part of preparations for the NBA accreditation Committee visit.	Head -CSE, Head- Electrical Engg. and Head- Mechanical Engg.	**CSE** - The NBA evaluation guidelines for PG CSE were discussed during meetings conducted for preparation of NBA visit. **Electrical** - The NBA evaluation guidelines for PG Power Systems Power Electronics were discussed during meetings conducted for preparation of NBA visit. **Mechanical**- All NBA evaluation guidelines were discussed during meeting held for preparation of NBA visit
5.	To assess the impact of the RFID technology on improvement in Central Library usage by students and teachers.	Librarian – RIT	Implementing RFID technology at RIT Central Library. The RFID system enhances operational efficiency by automating checkout and return processes, reducing the staff workload of the RIT central library. It improves user experience with faster resource retrieval and **enables real-time tracking** of library materials, minimizing loss or misplacement. RFID Sensor-based card RIT Central Library collect data on the number of people entering, circulating, and exiting. Analyzing footfall patterns helps in resource allocation, security planning, and enhancing user experience. RFID enhances security measures and supports data-driven decision-making through comprehensive analytics on resource utilization. RFID also allows for remote access and reservations, promoting convenience for students and teachers.
6.	To promote collaborative research of Science faculty with Shivaji University, Kolhapur, and other outside faculty.	Head-Sci. & Hum.	Collaborative research work is going on with the faculty from Shivaji University, Kolhapur and K. R. Mangalam University, Sohna Road Gurgaon, Haryana.