



IQAC-RAIT

MINUTES OF MEETING

Meeting Date and Time: 05/06/2017, 3.30 pm

Meeting Location: Principal Office

A meeting of IQAC was held on 05/06/17 at 3:30 pm. Following members were present:

1. Dr. Ramesh Vasappanavara, Chairman IQAC
2. Dr. M.M. Singh Bhatia, Coordinator IQAC
3. Prof. Poornima Talwai, Dy. Coordinator IQAC
4. Dr. Leena Ragha
5. Dr. M. D. Patil
6. Dr. Ashish Jadhav
7. Dr. Vishwesh Vyawahare
8. Prof. Sharad Jadhav
9. Mrs. Sneha Solanki
10. Ms. Pooja Vakhare
11. Dr. Tanmay Sinnarkar, Administrative representative
12. Mr. P.V. Bhagwat, Management representative
13. Dr. Suresh Ukarande, Former Dean of Technology, University of Mumbai
14. Dr. K. Venkatramani, Former Registrar, University of Mumbai
15. Mr. Udit Mhatre, Student representative
16. Mr. Vijay D. Patil, Parent representative
17. Mr. Vaibhav Deshmukh, Alumni representative

The meeting started with the Chairperson of IQAC, Principal RAIT reading out the minutes of the previous meeting and action taken on the points. The agenda items followed thereafter and following points were discussed:

- Review of IQAC activities carried out during the even semester of the academic year 2016-17 was presented. Principal Dr. Ramesh Vasappanavara mentioned that various

extension activities i.e. workshops, training programs, conferences, technical talks etc. were conducted during the period of January to May, 2017.

- Dr. M.M.S. Bhatia explained the budget allocated and expenditure spent on all the above activities during 2016-17. He also gave the details about the budget allocated for the IQAC activities for the year 2017-18.
- Dr. Vishwesh Vyawahare presented the details of NSCFET 2017, a National level conference conducted on 6-7 April, 2017. He also mentioned about best paper awards given to deserving students.
- Dr. M. D. Patil explained about 'Srijan' National level project competition and prizes awarded to the best projects.
- Dr. Ashish Jadhav presented the details about the national level technical quiz conducted by Tejaswi Udupa, a well known quiz master from Bangalore.
- Dr. M.M.S. Bhatia presented the report on administrative audit and academic audits of the departments conducted in April, 2017.
- Prof. Poornima Talwai presented the AQAR report prepared for the year 2016-17 as per the NAAC guidelines. She also mentioned that softcopy is to be mailed to NAAC.
- Principal Dr. Ramesh Vasappanavara tabled the compliance report detailing the action taken on the points made in the previous meeting. This report is attached herewith.

The meeting concluded with coordinator thanking the members for the suggestions and requested their cooperation in implementing the IQAC related activities in the institute.


Dr. Ramesh Vasappanavara
Chairperson, IQAC-RAIT



Date: 29/05/2017

IQAC-RAIT

Compliance Report 3

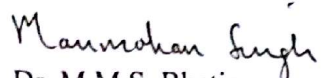
Meeting Date and Time: 06/01/2017, 10.30 am

As per the issues discussed and points noted down in the IQAC meeting held on 6th Jan' 2017, the following actions have been undertaken by the institute:

- All the classrooms in the institute have been upgraded with good acoustics and ICT facilities.
- The following MOUs were signed in the year 2016-17:
 1. Roy Eddington-Charles & Associates
 2. Yokogawa
 3. Barclays
 4. Internshaala
- RAIT has initiated collaborations with industries like TCS, Barclays, Microsoft, Oracle Workforce Development Program, Internshala, NMMC for solid waste management, COE in IoT establishment with Cypress Semiconductor USA.
- In all 5 patents have been filed during the academic year by RAIT faculty and students.
- RAIT organized NSCFET 2017, a National level conference, in which a total of 156 papers published, 43 projects submitted and 25 awards given for excellence. The expenditure incurred was approximately Rs. 6 Lakhs. This activity resulted in better leadership quality among students and fostered research thinking amongst them.
- Administrative audit was conducted and a report has been submitted to the Principal with suggestions for improvement.
- The anti plagiarism software 'Turnitin' is being extensively used to check the originality in ME dissertation reports and BE project reports.
- 68 conferences/workshops/hands-on training programs were held at RAIT during 2016-17 with an expenditure of 24.26 Lakhs. 145 faculty members and students were deputed to attend workshops/conferences/UoM course syllabus setting, refresher/ orientation courses at an expense of 8.27 Lakhs.
- As per the recommendations in environmental audit, there have been continuous uninterrupted operations of biogas facility resulting in running of gas burners in hospital canteen. A saving on LPG to the tune of 3 to 4 gas cylinders per month is the outcome.

- The solar panel has generated an aggregate of 85 to 100 KWH per day during sunny days of 2016-17 which resulted in reduction of carbon footprint and a saving on power bill for 24300 units of electricity amounting to saving of 2.18 Lakhs.

To be uploaded on the website.


Dr. M.M.S. Bhatia
IQAC Coordinator


Dr. Ramesh Vasappanavara
Chairman, IQAC



IQAC-RAIT

MINUTES OF MEETING

Meeting Date and Time: 06/01/2017, 10.30 am

Meeting Location: Principal Office

A meeting of IQAC was held on 06/01/17 at 10:30 am. Following members were present:

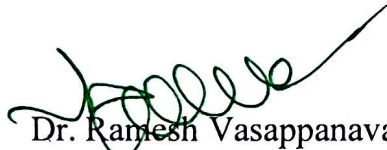
1. Dr. Ramesh Vasappanavara, Chairman IQAC
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3. Prof. Poornima Talwai, Dy. Coordinator IQAC
4. Dr. Leena Ragha
5. Dr. M. D. Patil
6. Dr. Ashish Jadhav
7. Dr. Vishwesh Vyawahare
8. Prof. Sharad Jadhav
9. Mrs. Sneha Solanki
10. Mrs. Smita Bhoir
11. Mr. Sunil Gaikwad, Administrative representative
12. Mr. P.V. Bhagwat, Management representative
13. Dr. Suresh Ukarande, Former Dean of Technology, University of Mumbai
14. Dr. K. Venkatramani, Former Registrar, University of Mumbai
15. Mr. Udit Mhatre, Student representative
16. Mr. Vijay D. Patil, Parent representative
17. Mr. Tanmay Sinnarkar, Alumni representative

The meeting started with the Chairperson of IQAC, Principal RAIT reading out the minutes of the previous meeting and action taken on the points. The agenda items followed thereafter and following points were discussed:

- IQAC activities to be carried out during the even semester of the academic year 2016-17 were discussed. Principal Dr. Ramesh Vasappanavara mentioned that 20 more classrooms were upgraded with good acoustics and ICT techniques.




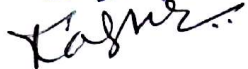











- Dr. Vishwesh Vyawahare explained the detailed schedule and presented the budget of national level students' paper conference (NSCFET 2017) to be organized in the institute in the month of April, 2017. All committee members appreciated this effort.
- Dr. M. D. Patil put forward the plan for organizing Srijan National level project competition and technical quiz competition to enhance technical knowledge and skills of the students.
- Dr. M.M.S. Bhatia elaborated the plan for conducting administrative audit along with academic audits of the departments. He also suggested to prepare green audit report for the ongoing academic year.
- Dr. M.M.S. Bhatia explained the various activities planned as part of promotion of research culture in the institute such as filing of patents for unique ideas/projects, initiating Consultancy with BARC/TIFR, signing MOUs with industries.
- Prof. Poornima Talwai discussed the collection of data required to fill AQAR and requested all the HODs to provide the data required in the prescribed format.
- Principal Dr. Ramesh Vasappanavara tabled the compliance report detailing the action taken on the points made in the previous meeting held on 18th oct'16. The report is attached herewith.

The meeting concluded with coordinator thanking the members for the suggestions and requested their cooperation in implementing the IQAC related activities in the institute.



Dr. Ramesh Vasappanavara
Chairman, IQAC-RAIT

SIGNATURE OF MEMBERS

1. Dr. Ramesh Vasappanavara 
2. Dr. M.M. Singh Bhatia 
3. Prof. Poornima Talwai 
4. Dr. Leena Ragha 
5. Dr. M. D. Patil
6. Dr. Ashish Jadhav 
7. Dr. Vishwesh Vyawahare 
8. Prof. Sharad Jadhav 
9. Mr. Sunil Gaikwad 
10. Mrs. Sneha Solanki 
11. Mrs. Smita Bhoir 
12. Mr. P.V. Bhagwat 
13. Dr. Suresh Ukarande 
14. Dr. K. Venkatramani 
15. Mr. Tanmay Sinharkar
16. Mr. Udit Mhatre 
17. Mr. Vijay Dattatreya Patil 



Date: 20/12/2016

IQAC-RAIT Compliance Report 2

Meeting Date and Time: 18/10/2016, 3.30 pm

As per the issues discussed and points noted down in the IQAC meeting held on 18th October, 2016, the following actions have been undertaken by the institute:

- Additional 10 classrooms were upgraded with good acoustics and ICT facilities.
- As per the points suggested in Green audit report, all the lighting fixtures in the institute were replaced with LED lamps at a cost of 2.12 Lakhs. High masts, street lights powered from solar panel have also been installed at a cost of 2.08 lakhs.
- Various extension activities such as workshops, training programs, expert talks etc., 25 in number, were conducted by all the departments during the ongoing semester at an expenditure of Rs. 873895/-.
- Online feedback from students has been completed and analysis of feedback has started.
- 'Slim21' software has been incorporated for library automation.
- Anti plagiarism software 'Turnitin' has been purchased at a cost of 6 Lakhs.
- This year saw more participation from students and faculty in 'Avishkar 2016' competition organized by UoM.
- To motivate and encourage the faculty to actively participate in research activities, '3/4/5 Star performers' awards were given.

To be uploaded on the website.

Mannohan Singh

Dr. M.M.S. Bhatia
IQAC Coordinator

Dr. Ramesh Vasappanavara
Chairman, IQAC



IQAC-RAIT

MINUTES OF MEETING

Meeting Date and Time: 18/10/2016, 3.30 pm

Meeting Location: Principal Office

A meeting of IQAC was held on 18/10/16 at 3:30 pm. Following members were present:

1. Dr. Ramesh Vasappanavara, Chairman IQAC
2. Dr. M.M. Singh Bhatia, Coordinator IQAC
3. Prof. Poornima Talwai, Dy. Coordinator IQAC
4. Dr. Leena Ragha
5. Dr. M. D. Patil
6. Dr. Ashish Jadhav
7. Dr. Vishwesh Vyawahare
8. Prof. Sharad Jadhav
9. Mrs. Sneha Solanki
10. Mrs. Smita Bhoir
11. Mr. Sunil Gaikwad, Administrative representative
12. Mr. P.V. Bhagwat, Management representative
13. Dr. Suresh Ukarande, Former Dean of Technology, University of Mumbai
14. Dr. K. Venkatramani, Former Registrar, University of Mumbai
15. Mr. Udit Mhatre, Student representative
16. Mr. Vijay D. Patil, Parent representative

The meeting started with the Chairperson of IQAC, Principal RAIT reading out the minutes of the previous meeting and action taken on the points. The agenda items followed thereafter and following points were discussed:

- As per the budget allocated for upgrading the classrooms, the Principal informed members that 20 classrooms were upgraded with good acoustics and ICT facilities at a cost of 2.20 Lakhs per classroom.

- As per the budget allocated for clean and green campus, he informed that LED lamps have been fitted at a cost of 2.12 Lakhs and High mast, street lights powered from solar panel have also been installed at a cost of 2.08 Lakhs. He explained that all together, 20 classrooms have been upgraded so far, work for next 10 classrooms will be taken up in next 2 months. He thanked President and Management for providing proactive support for these endeavors.
- Review of IQAC activities:** Coordinator Dr. M.M.Singh Bhatia, Dean QMS, presented a report on the various IQAC activities and also the details of expenditure under its head so far on activities conducted by all the departments during the ongoing semester. These activities include extension activities like training programs, hands-on workshops as well as experts' talks from eminent speakers.

Department	Activities	Total Count	Total Expenditure (in Rs.)
Computer Engineering	Training Programmes - 01 Workshops -01 Expert Talks - 04	06	27,000/-
Electronics Engineering	Training Programmes - 05 Workshops -05 Expert Talks -03	13	4,82,054/-
Electronics & Telecommunication Engineering	Training Programmes - 02 Workshops - 01	03	34,800/-
Instrumentation Engineering	Training Programmes - 02	02	1,95,041 /-
Information Technology Engineering	Training Programmes - 01	01	1,35,000/-

- Utilization of sanctioned budget:** Dr. Bhatia, Dean QMS, also gave a report on utilization of budget sanctioned for IQAC.

Sr. No.	Activities Planned	Amount Utilized
1)	Promotion of Student Training Programs	Rs. 8,61,895/-
2)	Promotion of Faculty Development Programs	
3)	Promotion of Expert Lectures	Rs. 12,000/-
4)	Promotion of Value Added Courses	
5)	Motivation for R&D activities	Rs. 71,295/-
6)	Rewards for in-house projects for administrative activities	Rs. 26,000/-
7)	Promotion of clean and green campus (LED lamps, high mast lights, street lights)	Rs. 9,00,000/-
8)	Upgradation of classrooms with better acoustics	Rs.16,00,000/-
	Total	Rs.34,71,190 /-

- IQAC activities planned for next semester:** Dr. Vishwesh Vyawahare, HOD Electronics, proposed library automation project along with the purchase of anti-plagiarism software as a planned IQAC activity for the next semester.

- **Evaluating outcomes of the training programs/workshops:** Dr. Vishwesh Vyawahare, HOD Electronics, presented a case study of department of Electronics to evaluate the outcomes of the training programs/workshops that would be conducted in the institute.
- The members appreciated the evaluation method of conducting quiz for the participants and then analyzing their performance and finally coming out with the outcome based on objectives.
- Members expressed their view that anti-plagiarism software to be purchased at a cost of 6 Lakhs should be shared on consultancy basis with neighboring institutes for effective utilization.
- **Feedback mechanism:** Dr. Leena Ragma, Dean Academics, informed the committee that the online feedback mechanisms being implemented in the institute covers CO-PO feedback and content delivery feedback. This feedback from students is consolidated and is forwarded upward till Management in a digital format and the loop is completed when guidance flows back to students in downward direction.
- **Preparation of AQAR:** Prof. Poornima Talwai informed the members that annual quality assurance report (AQAR) needs to be prepared as per the given format of NAAC and a soft copy needs to be submitted to NAAC by June, 2017. It was proposed that AQAR be uploaded on server and each HOD would update his/her department data in Part-B of AQAR. Dr. K. Venkatramani, External Member, IQAC, suggested that the data in AQAR should be properly filled and care should be taken to ensure that there is no miss-match with the SSR data.

With the permission of chair, following points were discussed under the head “any other matter”:


- **Remedial classes:** Mr. Sharad Jadhav, HOD Instrumentation, informed the members about scheduling of remedial classes in each department for weak and defaulter students. After each term test weak students are identified and remedial sessions are scheduled for each subject.
- **Internal Academic Audit:** Principal informed the members that internal academic audits were conducted by three departments and remaining departments would be completing before the semester ends. Mrs. Sneha Solanki explained that DQA committee checks and verifies course file content, Digital Course File (DCF), EPI of term test of each faculty as part of academic audit and consolidated report is generated by each HOD and submitted to CMQA.
- Dr. K. Venkatramani, External Member, IQAC, suggested to initiate the administrative audit and also to obtain academic audit report from each HOD in a proper audit report format.
- **Analysis of Pre-requisite test:** Mrs. Smita Bhoir informed the members about the analysis of pre-requisite test conducted in the month of July. She explained that in the first week of new semester, weak students and toppers can be identified with the help of pre-requisite test.

- **'Best quality conscious' awards:** Principal proposed that awards to be instituted to identify the best quality conscious faculty/student/administrator and department. He explained the various criteria would be considered for the same.
- Dr. M.D. Patil, Dean R&D, explained that for the '3/4/5 Star Performers' award, the parameters such as academics, feedback from students, EPI, research papers published, contribution to department and the institute are considered.




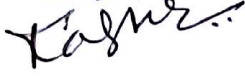

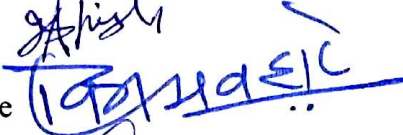








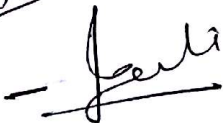
Before conclusion of the meeting, the following suggestions were given:

- **Dr. K. Venkatramani, External Member, IQAC:**
 1. To encourage and motivate more participation in R&D activities like 'Avishkar' competition conducted by UoM.
 2. To apply for funding from UoM for more research projects.
- **Dr. Ukarande, External Member, IQAC:** To file for patents based on UG, PG and PhD to motivate research activities in the institute.
- **P.V. Bhagwat, Director RAES:** To emphasize more on R&D activities and consultancy.

The meeting concluded with coordinator thanking the members for the suggestions and requested their cooperation in implementing the IQAC related activities in the institute.


Dr. Ramesh Vasappanavara
Chairperson, IQAC-RAIT

SIGNATURE OF MEMBERS

1. Dr. Ramesh Vasappanavara 
2. Dr. M.M. Singh Bhatia 
3. Prof. Poornima Talwai 
4. Dr. Leena Ragha 
5. Dr. M. D. Patil
6. Dr. Ashish Jadhav 
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14. Dr. K. Venkatramani 
15. Mr. Tanmay Sinharkar
16. Mr. Udit Mhatre 
17. Mr. Vijay Dattatreya Patil 



Date: 10/10/2016

IQAC-RAIT

Compliance Report 1

Meeting Date and Time: 05/07/2016, 4.00 pm

As per the issues discussed and points noted down in the IQAC meeting held on 5th July, 2016, the following actions have been undertaken by the institute:

- In all 20 classrooms have been upgraded with good acoustics and ICT facilities at a cost of 2.2 Lakhs per classroom.
- To promote and motivate research culture in all the departments, various extension activities such as workshops, training programs, expert talks are being conducted with a sanctioned budget of Rs. 6 Lakhs.
- Academic audit in all the departments was conducted with external members in the 1st week of August, 2016. The external members were:
 1. Dr. S.S. Mantha, Former Chairman AICTE
 2. Dr. K. Venkatramani, Former Registrar, University of Mumbai
 3. Dr. V. Balmohan Das, former Vice Chancellor, Nagarjuna UniversityThe suggestions and feedback given by the members were noted down to be incorporated in subsequent academic audit.
- LMS portal (web based learning) for students was activated so that all the learning resources are available to students on a single platform.
- All the faculty in the institute have started incorporating ICT based teaching techniques such as smart board lectures, NPTEL lectures etc.

To be uploaded on the website.

Mannohan Singh

Dr. M.M.S. Bhatia
IQAC Coordinator

Ramesh Vasappanavara

Dr. Ramesh Vasappanavara
Chairman, IQAC



Date: 05/07/2016

IQAC-RAIT

MINUTES OF MEETING

Meeting Date and Time: 05/07/2016, 4.00 pm

Meeting Location: Principal Office

A meeting of IQAC team was held on 05/07/16 to discuss activities to be carried out during the semester. Following members were present:

1. Dr. Ramesh Vasappanavara, Chairman, IQAC
2. Dr. M.M. Singh Bhatia, Coordinator, IQAC
3. Prof. Poornima Talwai, Dy. Coordinator, IQAC
4. Dr. Leena Ragha
5. Dr. M. D. Patil
6. Dr. Ashish Jadhav
7. Dr. Vishwesh Vyawahare
8. Prof. Sharad Jadhav
9. Mrs. Sneha Solanki
10. Mrs. Smita Bhoir
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15. Mr. Tanmay Sinharkar, Alumni representative
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A summary of points discussed during the meeting is given below:


1 MINUTES OF MEETING

- There was a discussion about activities to be scheduled during the odd and even semesters of the academic year 2016-17.
- Each Department Head was requested to put the proposal for activities planned such as Training programs, Workshops, Seminars, Value added courses in this academic year and the same to be communicated to the IQAC Coordinator.
- There was a discussion about IQAC budget proposal and the items to be included in the budget proposal for the year 2016-17. The Chairman suggested earmarking about 5% of the total departmental budget for conducting IQAC related activities.
- After a healthy discussion, it was finalized that the following points be included in the budget proposal and the coordinator was requested to prepare the budget proposal to be submitted for sanction to the Principal:


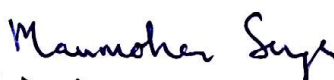
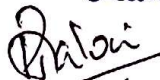








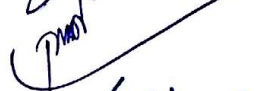



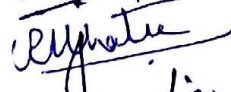
Sr. No.	IQAC Activities Planned	Budget Proposed
1)	Promotion of Student Training Programs	Rs. 2,50,000/-
2)	Promotion of Faculty Development Programs	Rs. 3,00,000/-
3)	Promotion of Expert Lectures	Rs. 50,000/-
4)	Promotion of Value Added Courses	Rs. 1,50,000/-
5)	Motivation for R&D activities	Rs. 10,00,000/-
6)	Rewards for in-house projects for administrative activities	Rs. 2,00,000/-
7)	Promotion of clean and green campus	Rs.50,000/-
8)	Upgradation of classrooms with better acoustics	Rs. 20,00,000/-
	Total	Rs. 40,00,000/-

- All the HODs were requested to inform all faculties to start the data entry in DCF and to direct the students to use LMS portal.
- The Chairman emphasized the need for incorporating innovative teaching and learning initiatives in the curriculum by using ICT based teaching and web-based learning. All HODs were requested to encourage the faculties to use the same.
- Under any other matter, members suggested to conduct academic audit of the institute for the year 2016-17.
- Principal assured to organize the academic audit in the first week of August with the following experts:
 1. Dr. S. S. Mantha, Former Chairman AICTE
 2. Dr. K. Venkatramani, Former Registrar, University of Mumbai
 3. Dr. V. Balmohan Das, Former Vice Chancellor, Nagarjuna University

The meeting concluded with coordinator thanking the members for the suggestions and requested their cooperation in implementing the IQAC related activities in the institute.


Dr. Ramesh Vasappanavara
Chairman, IQAC-RAIT

2 SIGNATURE OF MEMBERS

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