



CAYM Education Trust's

SIDDHANT INSTITUTE OF COMPUTER APPLICATION

(Approved by AICTE New Delhi, Gov. of Maharashtra Recognised Savitribai Phule Pune University)

Add: At post-Sudumbare, Tal-Maval, Dist-Pune-412109, Ph: 02114-661992

Email: siddhantical@gmail.com Website: www.siddhantica.in

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Preamble

- Every recognized institution has its internal quality assurance cell (IQAC) as a post accreditation quality sustenance strategy, according to national assessment and accreditation council (NAAC) Recommendations. As quality improvement is a never ending activity, the IQAC becomes a part of institutions system and stripes to achieve the institutions quality improvement and maintenance goals.
- IQAC is a participative and facilitative unit that would collaborate cool closely with faculty membersto devise the most effective techniques
- Main aim of IQAC includes:
 1. Workflows that are both efficient and timely
 2. Academic programs and research
 3. Approaches that are both affordable and inventive
 4. The best assessment process for preserving quality
 5. Providing the greatest infrastructure for achieving objectives
- The IQAC monitors and reviews the teaching-learning and evaluation process quarterly. With thisanalysis, the IQAC takes the initiative for quality sustenance as well as improvement.
- IQAC along with HOD and Director periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes.

Sr. no	List of document
1	Conduction of faculty development program byIQAC
2	IPR support facility
3	Academic review meetings
4	Feedback on teaching-learning
5	Feedback on Teacher
6	Feedback on Employer
7	Feedback on Alumni
8	Academic and Administrative audit (AAA)
9	Question Paper Reviewed by Committee
10	Sample proof of CO and PO attainment
11	Sample proof of result analysis





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Composition of IQAC 2021-22 The members of IQAC are as follow

Sr. No.	Name of Members	Designation
1	PROF. NITIN SHRIRAO	IN-CHARGE DIRECTOR
2	MR. J. S. KAMBLE	REGISTRAR
3	PROF. SARITA PATIL	IQAC Coordinator
4	PROF. SNEHAL BHONDE	FACULTY MEMBER
5	PROF. RESHMA MAVKAR	FACULTY MEMBER
6	MR. RAMSARAN PAL	MANAGEMENT REPRESENTATIVE
7	MISS. ASHWINI YEWATKAR	STUDENT
8	MR. SUNIL GADE	MEMBER OF LOCAL SOCIETY
9	MR. DNYANESHWAR JADHAV	ALUMNI



[Signature]

Director

Siddhant Institute of Computer Application
Sudumbare, Maval Pune - 412109

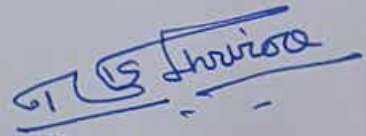


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Composition of IQAC 2022-23
The members of IQAC are as follow

Sr. No.	Name of Members	Member Type
1	PROF. NITIN SHRIRAO	MANAGEMENT REPRESENTATIVE
2	PROF. EKTA TIWARI	MEMBER
3	PROF. SARITA PATIL	IQAC Coordinator
4	PROF. YOGESH PATIL	ACADEMIC EXTERNAL EXPERT
5	MR. ASHISH SADAR	INDUSTRY EXPERT
6	MR. J. S. KAMBLE	REGISTRAR
7	MR SUDAM BOTRE	ADMINISTRATIVE
8	MR. SIDDHESHWAR KHANSE	ALUMNI




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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

7/11/2022

Date: -

CIRCULAR

Subject: - IQAC Meeting Intimation to the members of IQAC

The meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 9th Nov, Wednesday, 2022.

Venue: Director Chamber at 1.00 pm.

You are requested to kindly make it convenient to attend the same. The agenda for the meeting is as follows:

1. Special Webinar
2. Student Induction Programme
3. Placement and Internship
4. Training Programmes
5. Infrastructure and Maintenance.





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Tel.No. : 20114 - 661992 **Email :** siddhantica1@gmail.com **Website :** www.siddhantica.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Sr. No.	Member type	Name Of Committee Member	Designation	Member Mobile No.	Member Email Id
1	Management Representative	Mr. R. S. YADAV	Chairman	9822035271	president@siddhantinstitutes.in
2	Senior Teacher	Prof. EKTA TIWARI	MEMBER	9511845899	ektatiwari.career@gmail.com
3	Co-ordinator (IQAC)	PROF. SARITA PATIL	Member-Secretary	9860566337	s_patil@siddhantica.in
4	Academic External Expert	PROF. YOGESH PATIL	MEMBER	9689493733	manyogesh@gmail.com
5	Industry Expert	MR. ASHISH SADAR	MEMBER	9960488426	ashishsadar@gmail.com
6	Registrar	MR. J. S. KAMBLE	Member	8805089999	J_kamble@siddhantica.in
7	Administrative	MR. SUDAM BOTRE	Member	8805049999	Siddhant.sudam@gmail.com
8	Alumni	MR. SIDDHESHWAR KHANSE	Member	8896897777	sbkhanse@gmail.com

(Signature)
Director

Siddhant Institute of Computer Application
Sudumbare, Maval, Pune - 412109.



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Tel. No. : 02114 - 661992 / 661936 Email: directormcacollege@gmail.com

INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

Date: - 22/04/2022

CIRCULAR

Subject: - IQAC Meeting Intimation to the members of IQAC

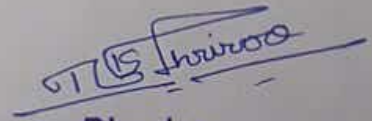
The meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 25th April, Monday, 2022.

Venue: Director Chamber at 12.45 pm.

You are requested to kindly make it convenient to attend the same. The agenda for the meeting is as follows:

1. Student Feedback
2. Extension Activities
3. Web site Update
4. Placement and Internship
5. Workshops/Seminars conducted for faculty
6. Infrastructure and Maintenance.





Director

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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

Date: - 25/04/2022

IQAC MEETING MINUTES OF MEETING

Meeting of IQAC was held on 25th April, Monday, 2022, at 12.45 pm.

The following members were present:-

Sr. No.	Name of Members	Designation	Sign
1	PROF. NITIN SHRIRAO IN-	CHARGE DIRECTOR	
2	MR. J. S. KAMBLE	REGISTRAR	
3	PROF. SARITA PATIL	IQAC Coordinator	
4	PROF. SNEHAL BHONDE	FACULTY MEMBER	
5	PROF. RESHMA MAVKAR	MEMBER	
6	MR. RAMSARAN PAL	MANAGEMENT REPRESENTATIVE	
7	MISS. ASHWINI YEWATKAR	STUDENT	
8	MR. SUNIL GADE	MEMBER OF LOCAL SOCIETY	
9	MR. DNYANESHWAR JADHAV	ALUMNI	





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INTERNAL QUALITY ASSURANCE CELL

A. IQAC coordinator outlined the agenda for the IQAC meeting held on 25th Jan, Friday, 2022 and the action plan for each point was identified.

1. Activities for Non-Teaching

Action Plan – Activities for the non-teaching faculty of department to be arranged.

2. Planning of extra and Co-curricular Activities

Action Plan – The various activities planned for the institute level tech fest need to submit their respective organization schedule, their planning committee member lists, budget and other requirements well in advance as per the given time frame.

3. Discussion on academic and activity planner

Action Plan – The academic schedule planned at the beginning of the semester needs to be followed strictly to maintain the decorum and follow the deadline as decided.

4. Collaboration with Industry/Agencies

Action Plan - The execution of work by departments through various committees (Research and Development, Innovation Cell, Professional society activities, ED Cell, Skill Development and III cell) shall be planned for improvements in the industry institute interaction.

5. Review of all infrastructure facilities and their maintenance

Action Plan - Maintenance work for the institute level infrastructure needs to be reviewed. Additional requirements, if needed, should be discussed and taken into consideration.

6. Library

Action Plan - eBooks for students and faculty shall be added to the central and departmental libraries.

7. Website update

Action Plan - All the activities and staff data has been updated till A.Y. 2019-20 by all the respective In-charges on the website.

8. Review of Teaching Learning

Action Plan - Academic planning and monitoring team had discussion with IQAC members regarding the developments in teaching learning.





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INTERNAL QUALITY ASSURANCE CELL

The following points were discussed and decisions taken in the meeting

B. IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held on 25th April, Monday, 2022.

Student Feedback

Discussion – Student feedbacks for semester have been collected and analyzed. Feedbacks for the present semester have been collected and need to be analyzed.

2. Extension Activities

Discussion – All activity reports conducted in the academic year 2021-22 need to be properly documented and the reports need to be kept ready for website.

3. Website Update

Discussion – The website coordinator presented the updates that have been done to the website. Also, the data updated on the website was reviewed in the meeting.

4. Placement and internships

Discussion – Efforts for placement and internships to be enhanced.

5. Workshops/Seminars conducted for faculty

Discussion – Members had a discussion on the category on which workshops and seminars could be arranged for faculty.

6. Center of Excellence at department train faculty, student, internship.

Discussion on activities conducted at department under center of excellence. Discussion on training session conducted for faculty and students was done.

6. Infrastructure and Maintenance

Discussion – Review of Infrastructure and maintenance at department level were discussed.





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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

Date: - 7/11/2022

CIRCULAR

Subject: - IQAC Meeting Intimation to the members of IQAC

The meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 9th Nov, Wednesday, 2022.

Venue: Director Chamber at 1.00 pm.

You are requested to kindly make it convenient to attend the same. The agenda for the meeting is as follows:

1. Special Webinar
2. Student Induction Programme
3. Placement and Internship
4. Training Programmes
5. Infrastructure and Maintenance.



[Signature]

Director

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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

Date: - 09/11/2022

IQAC MEETING MINUTES OF MEETING

Meeting of IQAC was held on 09th Nov, Wednesday, 2022, at 1.00 pm.

The following members were present:-

Sr. No.	Name of Members	Designation
1	PROF. NITIN SHRIRAO IN-	CHARGE DIRECTOR
2	MR. J. S. KAMBLE	REGISTRAR
3	PROF. SARITA PATIL	IQAC Coordinator
4	PROF. SNEHAL BHONDE	FACULTY MEMBER
5	PROF. RESHMA MAVKAR	MEMBER
6	MR. RAMSARAN PAL	MANAGEMENT REPRESENTATIVE
7	MISS. ASHWINI YEWATKAR	STUDENT
8	MR. SUNIL GADE	MEMBER OF LOCAL SOCIETY
9	MR. DNYANESHWAR JADHAV	ALUMNI

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INTERNAL QUALITY ASSURANCE CELL

A. IQAC coordinator outlined the agenda for the IQAC meeting held on 25th April, Monday, 2022 and the action plan for each point was identified.

Student Feedback

Action Plan – Student feedbacks for semester have been collected and analyzed. Feedbacks for the present semester have been collected and need to be analyzed.

2. Extension Activities

Action Plan – All activity reports conducted in the academic year 2021-22 need to be properly documented and the reports need to be kept ready for website.

3. Website Update

Action Plan – The website coordinator presented the updates that have been done to the website. Also, the data updated on the website was reviewed in the meeting.

4. Placement and internships

Action Plan – Efforts for placement and internships to be enhanced.

5. Workshops/Seminars conducted for faculty

Action Plan – Members had a discussion on the category on which workshops and seminars could be arranged for faculty.

6. Center of Excellence at department train faculty, student, internship.

Discussion on activities conducted at department under center of excellence. Discussion on training session conducted for faculty and students was done.

7. Infrastructure and Maintenance

Action Plan – Review of Infrastructure and maintenance at department level were discussed.





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INTERNAL QUALITY ASSURANCE CELL

The following points were discussed and decisions taken in the meeting

B. IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held on 09th Nov, Wednesday, 2022.

Special Webinar

Action Plan – All activity reports conducted in the academic year 2021-22 need to be properly documented and the reports need to be kept ready for website.

2. Student Induction Programme

Action Plan – Induction Program conducted in the academic year 2021-22 need to be properly documented and the reports need to be kept ready for website.

3. Website Update

Action Plan – The website coordinator presented the updates that have been done to the website. Also, the data updated on the website was reviewed in the meeting.

4. Placement and internships

Action Plan – Efforts for placement and internships to be enhanced.

5. Workshops/Seminars conducted for faculty

Action Plan – Members had a discussion on the category on which workshops and seminars could be arranged for faculty.

6. Center of Excellence at department train faculty, student, internship.

Discussion on activities conducted at department under center of excellence. Discussion on training session conducted for faculty and students was done.

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Action Plan – Review of Infrastructure and maintenance at department level were discussed.





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INTERNAL QUALITY ASSURANCE CELL

Date: - 22/01/2022

IQAC Meeting

CIRCULAR

Subject: - IQAC Meeting Intimation to the members of IQAC

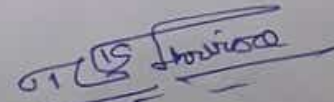
The meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 25th Jan, Friday, 2022.

Venue: Director Chamber at 01.00 pm.

You are requested to kindly make it convenient to attend the same. The agenda for the meeting is as follows:

1. Activities for Non-Teaching
2. Updates on the website.
3. Planning of extra and Co-curricular Activities
4. Discussion on academic and activity planner
5. Collaboration with industry/agencies
6. Review of all infrastructure facilities and their maintenance
7. Library
8. Review on teaching learning




Director
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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

Date: - 25/01/2022

IQAC MEETING MINUTES OF MEETING

Meeting of IQAC was held on 25th Jan, Friday, 2022, at 01.00 pm.

The following members were present:-

Sr. No.	Name of Members	Designation	Sign
1	PROF. NITIN SHRIRAO IN-	CHARGE DIRECTOR	
2	MR. J. S. KAMBLE	REGISTRAR	
3	PROF. SARITA PATIL	IQAC Coordinator	
4	PROF. SNEHAL BHONDE	FACULTY MEMBER	
5	PROF. RESHMA MAVKAR	MEMBER	
6	MR. RAMSARAN PAL	MANAGEMENT REPRESENTATIVE	
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INTERNAL QUALITY ASSURANCE CELL

A. IQAC coordinator outlined the agenda for the IQAC meeting held on 8th Dec, Wednesday, 2022, and the action plan for each point was identified.

1. Infrastructure arrangements for academics

Action Plan- Sufficient ICT tools to be purchased for the smooth conduction of academics. Sanitation and housekeeping/hygiene of the institute to be monitored closely and strictly.

2. Updates on the website

Action Plan- Regular updates on the planning and execution of the current as well as upcoming academic year to be updated on the website for being able to reach the students.

3. Planning of skill development activities

Action Plan- Skill development workshops for faculty and students to be organized for the upcoming academic year 2021-22.

4. Review of fee payment

Action Plan- The pending fees status shall be assessed and required actions taken.

5. Committee / department planner

Action Plan- A flexible effective plan shall be developed for the upcoming academic year 2021-22. The conduction of activities and their detailed planning to be submitted by individual departments.

6. Mentoring related Activities

Action Plan- Mentoring related activities to be completed. Every department should take care about the schedule of mentor-mentee meetings as per the academic planner.





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INTERNAL QUALITY ASSURANCE CELL

The following points were discussed and decisions taken in the meeting

B. IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held on 25th Jan, Friday, 20221.

1. Activities for Non-Teaching

Discussion – Activities for the non-teaching faculty of department to be arranged.

2. Planning of extra and Co-curricular Activities

Decision – The various activities planned for the institute level tech fest need to submit their respective organization schedule, their planning committee member lists, budget and other requirements well in advance as per the given time frame.

3. Discussion on academic and activity planner

Discussion – The academic schedule planned at the beginning of the semester needs to be followed strictly to maintain the decorum and follow the deadline as decided.

4. Collaboration with Industry/Agencies

Discussion- The execution of work by departments through various committees (Research and Development, Innovation Cell, Professional society activities, ED Cell, Skill Development and III cell) shall be planned for improvements in the industry institute interaction.

5. Review of all infrastructure facilities and their maintenance

Discussion- Maintenance work for the institute level infrastructure needs to be reviewed. Additional requirements, if needed, should be discussed and taken into consideration.

6. Library

Discussion- eBooks for students and faculty shall be added to the central and departmental libraries.

7. Website update

Discussion - All the activities and staff data has been updated till A.Y. 2019-20 by all the respective In-charges on the website.





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8. Review of Teaching Learning

Discussion- Academic planning and monitoring team had discussion with IQAC members regarding the developments in teaching learning.





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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

Date: - 4/12/2021

CIRCULAR

Subject: - IQAC Meeting Intimation to the members of IQAC

The meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 8th December, Wednesday, 2021.

Venue: Director Chamber at 12.45 pm.

You are requested to kindly make it convenient to attend the same. The agenda for the meeting is as follows:

1. Infrastructure arrangements for academics
2. Updates on the website.
3. Planning of skill development activities
4. Review of fee payment link on college website
5. Committee / department planner and discussion point to be prepared before term commencement
6. Mentoring related activities.
7. Feedback System.
8. Modifications in the academic year conduction
9. E-content formulation
10. End Semester Examination preparation



[Signature]
Director

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INTERNAL QUALITY ASSURANCE CELL


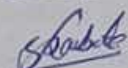

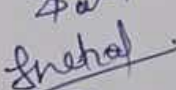
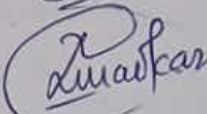


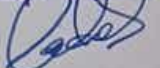
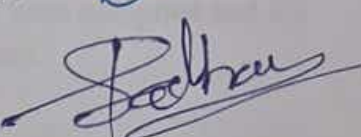
IQAC Meeting

Date: - 8/12/2021

IQAC MEETING MINUTES OF MEETING

Meeting of IQAC was held on 08th December, Wednesday, 2021 at 12.45 pm.

The following members were present:-

Sr. No.	Name of Members	Designation	Sign
1	PROF. NITIN SHRIRAO	IN- CHARGE DIRECTOR	
2	MR. J. S. KAMBLE	REGISTRAR	
3	PROF. SARITA PATIL	IQAC Coordinator	
4	PROF. SNEHAL BHONDE	FACULTY MEMBER	
5	PROF. RESHMA MAVKAR	MEMBER	
6	MR. RAMSARAN PAL	MANAGEMENT REPRESENTATIVE	
7	MISS. ASHWINI YEWATKAR	STUDENT	
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Recognized by University of Pune)

Address: TalegaonChakan Road, at Post sudumbare, Tal. Maval, Dist. Pune – 412109.
Tel. No. : 02114 – 661992 / 661936 Email: directormcacollege@gmail.com

INTERNAL QUALITY ASSURANCE CELL

The following points were discussed and decisions taken in the meeting

A. IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held on 9th Oct, Monday, 2021.

1. Discussion and review of A.Y.20-21

Discussion – All the activities conducted during the A.Y. 20-21 are reviewed and reports of the same have been submitted.

2. AQAR reports submission

Decision – Review of status of completion has been taken and required data with annexure for the year 2020-21 by all the departments reflecting the activities conducted in the academic year for the quality improvements has been submitted.

3. Student feedback

Discussion – The student feedback was taken in offline mode and analyzed for any scope of improvement.

4. Budgets

Decision – Budget requirements for the next academic year, keeping in view the increased ICT usage as well as intake, were discussed for submitting the proposal to the CDC for approval.

5. Extension activities

Decision - Reports for various activities conducted under QIP and VKM have been compiled and the respective files have been completed and submitted to SPPU within the due dates.

6. Website update

Decision - All the activities and staff data has been updated till A.Y. 2019-20 by all the respective In-charges on the website.

7. University exam preparation

Discussion – Improvements in ICT infrastructure was made.

8. Possible impact of the global health scare

Discussion – Modifications in the academics as well as administration of the institute were made.





CAYM EDUCATION TRUST'S

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B. IQAC coordinator outlined the agenda for the IQAC meeting held 08th December, Wednesday, 2021 and the action plan for each point was identified.

1. Infrastructure arrangements for academics

Action Plan- Sufficient ICT tools to be purchased for the smooth conduction of academics. Sanitation and housekeeping/hygiene of the institute to be monitored closely and strictly.

2. Updates on the website

Action Plan- Regular updates on the planning and execution of the current as well as upcoming academic year to be updated on the website for being able to reach the students.

3. Planning of skill development activities

Action Plan- Skill development workshops for faculty and students to be organized for the upcoming academic year 2021-22.

4. Review of fee payment

Action Plan- The pending fees status shall be assessed and required actions taken.

5. Committee / department planner and discussion point to be prepared before term commencement

Action Plan- A flexible effective plan shall be developed for the upcoming academic year 2022-23. The conduction of activities and their detailed planning to be submitted by individual departments.

6. Mentoring related Activities

Action Plan- Mentoring related activities to be completed. Department should take care about the schedule of mentor-mentee meetings as per the academic planner.

