Ref no:

Date: 27.12.2023

Meeting No: SBPCOAD/NAAC/IQAC/02/2023

Attendance for Second IQAC Meeting – 2023-2024.

Sr.No	Name	Post	Sign
01	Dr. Mahendra H. Sonawane	Chairman	
02	Dr. Girish Desai	Management Representative	
03	Ar. Shilpa Patil	Teaching Representative	
04	Ar. Priyanka Lokhande	Teaching Representative	
05	Ar. Supriya Savant	Teaching Representative	
06	Ar. Rujuta Pathak	Stake Holder and Teaching Representative	
07	Mr. Laxman Torgale	Non-Teaching Representative	
08	Mr. Kisan Kale	Non-Teaching Representative	
09	Mr. Rajesh Chitte	Local Society Member	
10	Mr. Prasad Nanekar	Student Representative	—
11	Ar. Samruddhi Shinde	Alumni Representative	
12	Ar. Prashant Deshmukh	Industrialist Member	
13	Ar. Naznin Ahmad	Employer Member	—
14	Ar. Shirish Morey	IQAC Coordinator	

Date: 29/12/2023

Ref no:

Meeting No: SBPCOAD/NAAC/IQAC/02/2023

Minutes of Second IQAC Meeting (Internal Quality Assurance Cell) AY-2023-2024

A meeting of IQAC of S.B. Patil College of Architecture & Design was conducted on 27/12/2023 at 11:00 am.

Following Members of the IQAC were present for the meeting.

1. Dr. Mahendra Sonawane, Principal SBPCOAD, Chairman of IQAC.
2. Dr. Girish Desai, Executive Director PCET, Management Representative.
3. Ar. Shilpa Patil, Teaching Representative.
4. Ar. Priyanka Lokhande, Teaching Representative.
5. Ar. Supriya Sawant, Teaching Representative.
6. Mr. Laxman Torgale, Non-Teaching Representative.
7. Mr. Kisan Kale, Non-Teaching Representative.
8. Mr. Rajesh Chitte, Local Society Member.
9. Ar. Samruddhi Shinde, Alumni Representative.
10. Ar. Shirish Morey, IQAC Coordinator.
11. Ar. Prashant Deshmukh, Industrialist Member
12. Ar. Rujuta Pathak, Stakeholder and Teaching Representative.

Ar. Nazneen Ahmed (Employer Member) and Mr. Prasad Nanekar (Student Representative) member of our College IQAC was not present for the above meeting.

IQAC Coordinator Ar. Shirish Morey welcomed all the Members and requested the Hon'ble IQAC Chairman and the Member to permit him to take up the items as per the agenda. The Chairman permitted him to do so.

S. B. Patil College of Architecture & Design ★ PCET's Nigdi, Pradhikaran, Pune - 44.

Address : Sector 26, Near Akurdi Railway Station, Nigdi, Pradhikaran, Pimpri-Chinchwad, Pune 411044
Website: http://www.sbpatilarchitecture.com Email: sbpcoad@gmail.com Telephone: 020-2765 9198 / 99

Agenda Point: SBPCOAD/NAAC/IQAC/02/2023/01
Agenda: Review and Action taken for last meeting conducted on 27.09.2023.
The minutes of the earlier meeting of the IQAC which was held on 27/09/2023 along with the action taken report was presented by the IQAC Coordinator.

Sr.No	Agenda point	Discussion on Agenda.	Action/Decision Taken
01	College Quality Development	Initiative by Students Council in College Development Activities.	Instructions were given to the Newly formed Students Council members for the A.Y. 2023-2024 and accordingly it was planned to involve the members and students in various college development activities.
02		MoU with building material, branded Manufacturing Companies.	Instruction given to in charge Faculty member for MoU. This will be followed for next Academic Year(2023-2024).
03		Involvement of Parents in College development.	Instructions were given to Class Coordinators to inform Parents through students if they can take the initiative for the development of College in various activities.
04		Formation of Students Social Club or Students Rotary Club for Institute.	Instructions were given to the Faculty member related to student's development to form a Social Club or Students Rotary Club for College wherein students will be exposed to social activities.
05		Purchase of New 3-D Plotter for College.	Instruction are given to concerned faculty members to take the initiative and carry forward the process for the same.
06		Involvement of Students in Architectural ongoing projects.	It was assured to all the members that such initiative which will benefit the students will definitely taken into consideration in next academic year.

S. B. Patil College of Architecture & Design Nigdi, Pradhikaran, Pune - 44.

Following items as per agenda were discussed during the meeting: -

Agenda Point: SBPCOAD/NAAC/IQAC/02/2023/02
Agenda: Review on activities related to College Quality Development pertaining to NAAC Criteria.

Sr.No.	Criterion Name	Related Activities Conducted/Planned
01	**Curricular Aspects.**	IQAC Member Ar. Shilpa Patil College Exam Officer gave details about the Exam department: • Two faculties Prof.Shirish Morey and Asso.Prof Ruturaj Kulkarni were appointed as subject Chairman by SPPU for QSSW-II & BCM – II respectively of AY 2023-2024. • Updates regarding the Term-I, Sessional Viva, Insemester and End Semester Exams were given to all the members. • A Demo Session was conducted on Building Information Modelling (BMI) by one of our College Alumni Ar. Venkatesh Chandwale for our Students. • Student Skill Development Program on AutoCAD starts from 01.09.2023 to 20.10.2023. 43 no of students from 2nd year enrolled in the program.
02	**Teaching Learning and Evaluation.**	IQAC member and Academic Coordinator, Ar. Priyanka Lokhande informed to all the members regarding various academic activities conducted in college. • Commencement of Term II AY 2023-24 for 2rd , 3rd and 4th year from 26.12.2023. • Commencement of 1st Year AY 2023-24 will be on 03.10.2023 • A lecture Series by various faculty members was conducted for Fifth year students for their Architectural Design Project(Thesis) on topics such as Campus Planning, Design Innovation, Structural Framing, Site Analysis and Development, etc. • Parent Teachers meeting for 3rd and 4th year for Term-I was conducted on 06.10.2023. For 2nd year was conducted on 01.11.2023.

S. B. Patil College of Architecture & Design, Nigdi, Pradhikaran, Pune - 44. PCET's

Address : Sector 26, Near Akurdi Railway Station, Nigdi, Pradhikaran, Pimpri-Chinchwad, Pune 411044
Website: http://www.sbpatilarchitecture.com Email: sbpcoad@gmail.com Telephone: 020-2765 9198 / 99

		• A site visit was organised for 2nd and 3rd year students at Pimpri Chinchwad University campus on 28.11.2023 to understand the campus development and services provided. • Orientation and induction program for First year students for Academic year 2023-2024 was organised between 03.10.2023 to 05.10.2023. • Regular Monthly Academic meetings are conducted for review on Syllabus Completion, progressive marking, etc. • Site visit of Second and Third year Students along with faculty to Pimpri Chinchwad University, on 28.11.2023. • Orientation Program of First year at studio 1A on 03.10.23, regarding, Curriculum, Committees, Sketching skills, etc. • Induction Program for First Year Students at SBPCOAD Auditorium held on 05.10.2023.
03	**Research Innovation and Extension.**	IQAC Coordinator informed members that, following are the activities conducted under Research Innovation and Extension. • SBPCOAD faculties attended Seminar on "**Research Topics of Frontier Areas and Relevant Funding Opportunities**" by Dr. Anant Ram conducted on 04th October 2023 at Auditorium of PCCOE MBA building which is Organized by PCET's PCCOE Research & Innovation Cell. • Our Institute received Copy rights for Five documents on various formats used for Academics and Administrative purposes in the month of October 2023. • Our institute have successfully registered for two patents in the month of October 2023. • Interdisciplinary Interaction Under MoU with PCCOE Civil Engineering Students Visit to SBPCOAD, wherein there was an interactive session of sharing skills and knowledge was conducted between our students and the civil Engineering students on 11.10.2023. • Interdisciplinary Interaction Under MoU PCCOE Students Visit to SBPCOAD on 11.10.2023

S. B. Patil College of Architecture & Design, Nigdi, Pradhikaran, Pune - 44.

		• Signing Academic MOU between S.B. Patil School of Architecture & Design, Pune & Vivekanand Education Society college of Architecture, Mumbai on Thursday 23/11/2023 • Signing academic MOU between S.B. Patil School of Architecture & Design, Pune & D Y Patil college of Architecture, Mumbai., Dr. Mahendra Sonawane Principal SBPCOAD Pune, Ar. Aparna Surve Principal DYPCOA, Mumbai on Thrusday 23/11/2023 • Awareness program conducted at SBPCOAD for students for Voters ID Registration by Election Literacy Club, District Election Office, Pune on 07.12.2023. • ISHRAE students Chapter appreciation ceremony at Hotel TIP TOP International, Wakad, Pune on 27.10.2023. • Ar. Abhay Purohit (president COA India), Dr. Mahendra Sonawane Principal SBPCOAD Pune with faculty and students at Samunnati Binnale New Delhi on 09/12/2023 to 15/12/2023 at Lalit Kala Academy, New Delhi • Online sessions of the National Conference attended by students & Faculties of SBPCOAD on 2nd & 3rd Nov 2023 • International Conference on Introspection of Sustainable Development Goals 2023 (ICISDG) is jointly planned and organized by S.B. Patil College of Architecture, Nigdi, Pune and Vijaylaxmi Charitable Trust, Kolhapur on 1st and 2nd Dec 2023. • ISHARE Pune Chapter organised a Felicitation program on 27.10.2023, wherein our ISHARE students and faculty members were felicitated. •
04	**Infrastructure and Learning resources.**	It was informed to the members that following activities were conducted under the above Criterion. • Maintenance activity conducted for various facilities such as D.G. set, Drinking water Facility, CCTV camera, Lift and Fire Fighting System regularly as per the AMC with various agencies.

S.B. Patil College of Architecture & Design Nigdi, Pradhikaran, Pune - 44.

		• Purchase of Hp Design jet Z6 44-in Postscript Printer 1no and Benq Projector 2 Nos were purchased for the college infrastructure. • Following furniture items were purchased on 26.12.2023. Steel Stools-20 nos. Office tables 1350x600x750mm- 4nos. Medium Back Revolving Chair with XW Handles-4nos. Table Size 4x4-20nos. Nil Kamal Exotica Plastic Arm Chair-40nos • Purchase of Book Volumes and Titles are in process for Library, Regular Subscription Renewal for E-resources is Conducted such as K-Hub etc.
5	**Students Support and Progression.**	It was informed to the members that following activities were conducted under the above Criterion. • Students of SBPCOAD participated in Cricket Match Competition organized by Savitribai Phule Pune University on 18th December 2023 & 19th December 2023 • Ice Breaking session for first year at SBPCOAD Auditorium on 06.10.2023 • Workshop on Building Standard Wooden Bases For Architecture Models conducted on 03.11.2023 • Principal Dr.Mahendra Sonawane sir and faculty visited to Thesis award competition at DY Patil School of Architecture Nerul, Navi Mumbai on 23.11.2023 in which SBPCOAD Alumni student Miss. Sushma Bhat Participated . • Guest visit of Renowned Ar. Vivek Bhole at S. B. Patil College of Architecture on 07.11.2023 . • An Excellent session by Eminent Architect Hafeez Contractor and his team was conducted for our students and Faculties at his office in Mumbai on 02.12.2023. • In association with IIA(Indian Institute of Architects) Pimpri Chinchwad Center, our college organised a guest lecture by

S. B. Patil College of Architecture & Design Nigdi, Pradhikaran, Pune - 44.

		Architect Suraj Pawar "Sankalpana Swarang" for our students. It was also attended by Architects in PCMC Area. • Counselling session for practical training viva conducted at SBPCOAD on 12.12.2023. • Ar. Venkatesh Chandwale, conducted an enlightening session at our institute for students on the significance of Building Information Modeling (BIM) in the field of Architecture on 20.10.2023 • Scholarships form filling for AY 2023 - 2024 is in process. For AY 2022-2023 50% amount of Scholarships received till date and further is under process. • Our three Students from A.Y. 2022-2023 passed out batch participated in the National level Thesis competition organised by Council of Architecture on 23.11.2023 at D.Y. Patil University Architecture college, Nerul, Mumbai. •
06	**Governance, Leadership and Management.**	IQAC Member Mr. Laxman Torgale Sir informed to all members of the Activities conducted related to the Criterion. • CDC & CGB meeting conducted at SBPCOAD on 15/12/2023 • 3rd Naac Review for AQAR 2022-2023 is conducted on 25/10/2023 • 2nd Naac Review for AQAR 2022-2023 is conducted on 16/10/2023 • 1st Naac Review for AQAR 2022-2023 is conducted on – 05/10/2023 • Successfully submitted the data of All India Survey on Higher Education(AISHE) 2022-2023. • Fees collection for Academic Year 2023-2024 is done approx. 85% till date. • Three Faculty development program organized by COA-TRC attendant by our faculty members. • FDP on Financial Planning and Investments by Rtn.Hasnain Bahrainwala organized by SBPCOAD. •
07	**Institutional Values and Best Practices.**	• 08-09-2023 : Teachers day celebration at SBPCOAD Auditorium

S. B. Patil College of Architecture & Design Nigdi, Pradhikaran, Pune - 44.

		• 16.10.23 All the Faculties and students celebrated the birth Anniversary of Dr. APJ Abdul kalam as a ' Vachan Prerana Divas' in library at SBPCOAD • 21.10.23 Principal sir along with faculty and students attended IIA World Architecture day in collaboration with IIA PCMC center. • Pune Book Festival celebrated at SBPCOAD on 14.12.2023 • Christmas Celebration at SBPCOAD on 25.12.2023

Agenda Point: SBPCOAD/NAAC/IQAC/02/2023/03
Agenda: Any other relevant point/topic with the permission of the Chairman.

Some suggestions were given by IQAC Members in the above meeting:

- Mr. Prashant Deshmukh, a member of the IQAC, recommended organizing site visits to various construction companies and the nearby railway station. The purpose of this idea was to improve students' comprehension of various building functions and construction aspects.

- Suggestions were given to organise Seminars in Collaboration with PCET's SBPIM MBA College. To enhance student's presentation skills.

The meeting concluded with a vote of thanks.

Meeting Attended by: 12 IQAC committee members.

Prof. Shirish J. Morey
(IQAC Coordinator)

PCET's S.B. Patil College of Architecture & Design Nigdi, Pradhikaran, Pune - 44.

Dr. Mahendra H. Sonawane
Principal -SBPCOAD

Address : Sector 26, Near Akurdi Railway Station, Nigdi, Pradhikaran, Pimpri-Chinchwad, Pune 411044
Website: http://www.sbpatilarchitecture.com Email: sbpcoad@gmail.com Telephone: 020-2765 9198 / 99