



**K. K. WAGH INSTITUTE OF ENGINEERING
EDUCATION & RESEARCH, NASHIK.**
HIRABAIHARIDASVIDYANAGARI, AMRUTDHAM,
PANCHAVATI, NNASHIK-422003
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken report of IQAC Meeting

Meeting: Date: 20/2/2021

Time: 3:00 to 4:00 pm

Venue: IQAC Hall

1. Action plans for four quality objectives are finalized.

Quality Objective 1) - To improve all clear result of First year engineering by 10% by avoiding single subject failure of students having 35% to 50% CET score, in the academic year 2020-21.

Quality Objective 2) - To improve all clear result of Second year engineering by 10% by improving the results of all five subjects of second year by at least 5% in the sem-II of academic year 2020-21 and sem-I of academic year 2021-22.

Action Plan: For Objectives 1 and 2 for FE and SE class

- i) Sharing of high quality videos of the subject content with the students from the first lecture of the subject. Videos of all subjects which a student needs to watch, should be shared on every Saturday (needed for the teaching of the following week).
- ii) Ensuring that the students watch these videos by identify Q points in these videos and by asking related questions through LearnCo in the immediate lecture.
- iii) Preparation of Unit wise Question Bank and sharing of model answer papers (of last three exams) with students in the first week of teaching.
- iv) Identifying weak learners based on CET scores/performance captured through LearnCo.
- v) Rigorous weekly assessment of assignments of identified weak learners and other desirous students (optional) in a tutorial session for two critical subject viz. Engg. Mechanics & Basics of Electrical Engg at first year. Ideal solutions of assignments to be discussed in class after conduction of tutorial.
- vi) Building a Learning Buddy Ecosystem in which a weak learner should be paired with a learner from the same class but with better performance. Top performing students of a subject can be identified through LearnCo in first two weeks. The names of such students should be shared with all other students for a dialogue with top performing students in case of difficulties. Such bonding is intended and desired since the students learn better in a more comfortable space with their buddies and it will thereby lead to better understanding of the subject.

Quality Objective 3) - To improve the quality of teacher-student interactions in the Sem-II of academic year 2020-21 and Sem-I of academic year 2021-22 i) During practical, by ensuring at least 25% students complete the suggested variation in the 50% practical assignments. ii) During lectures, by ensuring rise in student performance (through LearnCo) every two weeks. iii) During project meetings by ensuring timely completion of all phases of project life cycle.

Action Plan:

A) Interactions during practical – i) Departmental workshops to stimulate discussions about ideas for effective practical conduction. ii) Teachers should prepare short and quality video content for explaining the practical assignments. Best teachers of the practical subjects should be involved in the preparation of this video content. These videos should be shared with students before the conduction of practical /experiments. ii) Teacher should propose a variation in the completed practical and ask the students to obtain a solution or study the effect of variation in the remaining time of the practical or till the next practical session. Teacher should keep a track of the students who complete the suggested variation.

B) Interactions during lectures – i) Use of tools like LearnCo for enhancing interactions during lectures. ii) Training for subject teachers who will incorporate use of ICT tools like LearnCo in their teaching.

C) Interactions during project meetings – i) Teachers should undertake an online course on Project Management available on Udemy/Coursera platform for better understanding of the project life cycle. ii) Teachers should ensure timely completion of all projects under their guidance.

Quality Objective 4) - To improve the quality of experiential learning in the sem-II of academic year 2020-21 and sem-I of academic year 2021-22 by ensuring that at least 25% students of the class solve the



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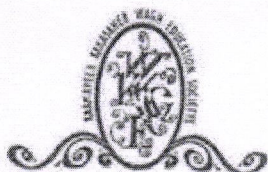
challenging assignments/Variation in experimentations /problem based /issue based laboratory assignments.

Action Plan:

- i) Teachers should identify Models/Simulation platforms made available on MIT Boston Open Courseware initiative and other online resources. These should be shared with students to improve experiential learning.
- ii) Departments should identify one practical/one subject of third year in which one challenging problem/assignment/Gate Questions can be shared with students every fortnight. This assignment can be a group/ individual assignment. All third year students should be encouraged for solving it. Teachers/students of third year can be involved in assessing the solutions of these challenging problems and to keep a track of performance of these students.
- iii) Implementation of mini projects at second year and third year of Engineering.

2. Schedule for Action plan of Quality objectives **April-May 2021**

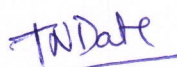
| Sr.No. | Quality Objectives | Action Plan | Time limit |
|--------|---|---|--|
| 1 | To improve all clear result of first year Engineering by 10% by avoiding single subject failure of students having 35% to 50% CET score, in the academic year 2020-21. | Prepare MCQs (based on video content shared and content to be taught in online class) to be asked through LearnCo. (Min.15 questions on each Unit of Sem-I subjects)) For Unit III For Unit IV | 8 th April 15 th April |
| 2 | To improve all clear result of second year Engineering by 10% by improving the results of all five subjects of second year by atleast 5% in the sem-II of academic year 2020-21 and sem-I of academic year 2021-22. | Prepare the list of high quality videos for each unit. (Unit IV, V &VI) | 8 th April |
| | | Prepare MCQs (based on video content shared and content already taught in online class) to be asked through LearnCo. (Min.15 questions on each Unit of Sem-II subjects) For Unit I & II For Unit III & IV For Unit V & VI | 8 th April 22 nd April 6 th May |
| | | Preparation of Unit wise Question Bank (Min.10 questions on each Unit of Sem-II subjects) For Unit I, II & III For Unit IV, V & VI | 22 nd April 6 th May |
| | | Preparation of model answer papers (of last three SPPU end semester exams- before pandemic) (All questions to be solved) | 31 st May |
| 3 | To improve the quality of teacher-student interactions in the Sem-II of academic year 2020-21 and Sem-I of academic year 2021-22 | Prepare MCQs (based on video content shared and content already taught in online class) to be asked through LearnCo. (Min.15 questions on each Unit) (For Sem-II subjects of third and final year) For Unit I & II For Unit III & IV For Unit V & VI | 8 th April 22 nd April 6 th May |
| | | Prepare the list of quality video content for explaining each practical assignments as per term work. | 15 th April |



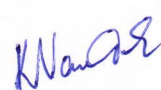
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|---|---|---|------------------------|
| 4 | To improve the quality of experiential learning in the Sem-II of academic year 2020-21 and Sem-I of academic year 2021-22 by ensuring that atleast 25% students of the class solve the challenging / assignments / Variation in experimentations /problem based / Issue based laboratory assignments. | Prepare the list of Models / Simulation tools from available online resources and identify topics/concepts to be taught using these tools. (As many more as possible) | 22 nd April |
| | | Prepare list of Mini projects for second and third year students | 29 th April |
| | | Prepare the list of challenging problems / GATE Questions / Variations in practical assignments.(Min. 10 problems per unit) | 13 th May |

3. Circulation of the implementation plan of all quality objectives to all teachers with phase by phase preparation in FE to BE classes for Sem II 2020-21 and Sem I 2021-22.
4. Ensuring the timely preparations of all teachers for all quality objectives by keeping a tracker sheet for Unit wise selected video links, self-recorded video links, MCQs etc.
5. **Workshop on Project Quality and Management:** Prof. Dr. A. L. Varne coordinated the workshop on 26 February 2021 and 4 August 2021 followed by three meetings (1 Sept, 16th Sept. and 1st October 2021) to prepare the Institute Project Policy, procedure, project topic approval and project review templates for timely completion of projects for next academic year, 2021-22.
6. Class wise trainings of all students and teachers of FE to TE for using LearniCo (1173 FE /SE /TE students in 19 student sessions and 134 faculty members in 9 sessions).
7. Students' Feedback collection and analysis for 2020-21 sem II (5 to 15 July 2021)
8. Academic Audit of all engineering departments and supporting sections for 2020-21 Sem II (3/8/2021 to 13/8/2021).
9. Meetings were held to discuss the procedure to identify advanced and slow learners in which 11 faculty members voluntarily participated (D/20 August 2021, 2 September, and 5 October 2021). Based on the contributions made in the meeting, the Psychometric test was designed to identify advanced and slow learners and was conducted on two third year classes for validation.(D/ 11 October 2021)
10. Meetings were held to discuss methodology to pose challenging problems in classes in which faculty members voluntarily participated (D/24 August 2021, 11 September 2021). Based on the contributions made in the meeting, the video lecture on a particular topic is being prepared by 6 faculty members and sent to students. Three to four challenging problems were posted in immediate lecture on the same topic for the students. The student responses were analyzed.
11. Meeting was conducted for Experiential learning (D/11 September 2021) with no. of voluntarily participating faculties (7)
12. Induction training was conducted for 25 newly joined faculty (28th -30th September 2021).
13. Preparations for NBA and Autonomy committee visits. (Autonomy visit 22-23 October 2021, NBA visit 12-14 Nov 2021).
14. Preparation of Annual Quality Assurance Report (AQAR) for 2020-21 to be submitted in Dec2021.
15. Completed Academic and Administrative Audit for 2020-21, Sem-II (3 August-13 August 2021) for 11 Engineering departments.


Prof. T. N. Date
IQAC Coordinator




Dr. K. N. Nandurkar
Principal, KKWIEER