



Shri Vile Parle Kelavani Mandal's

DWARKADAS J.SANGHVI COLLEGE OF ENGINEERING

(Empowered Autonomous) Affiliated to the University of Mumbai



Internal Quality Assurance Cell (IQAC)

The IQAC cell meeting will be held on 29th July 2025 with the agenda of planning and reviewing key academic and administrative activities for the First Half of the academic year 2025-26. The agenda for the meeting is as follows:

AGENDA:

Item 1:	To establish a comprehensive monitoring system for class conduction, syllabus completion, leave adjustments, TW submissions, and internal assessments, ensuring timely delivery of curriculum and academic accountability, including support for ATKT students.
Item 2:	To formulate clear guidelines for question paper setting and assessment, including advanced QBMS submissions, equitable distribution of question-setting and answer sheet assessment, and accountability of paper assessors in the End Semester Examinations (ESE).
Item 3:	To implement academic support initiatives such as extra classes for weak students after term tests and action plans for improvement based on their performance.
Item 4:	To mandate each department to conduct a minimum of one Value-Added Program (VAP) course annually, fostering skill enhancement and industry alignment among students.
Item 5:	To plan and execute department-level academic events, including one national/international conference every two years and one major competition every academic year, promoting exposure, innovation, and student engagement.
Item 6:	To ensure regular faculty development and research enhancement, including one FDP/STTP per department annually, a minimum of two research grants, and two innovative patents per department per year, fostering continuous growth and innovation.
Item 7:	To develop a strategic plan to ensure that all faculty members pursue or obtain a Ph.D. within five years, thereby strengthening the academic qualifications of the institution.
Item 8:	To encourage faculty academic contributions, including one MOOC or book chapter and two Scopus/WoS publications annually, active involvement in institutional activities, and regular industry interactions or training.
Item 9:	To strengthen student chapters by mandating at least two activities per semester (talks, workshops, competitions), with an efficient resource allocation and tracking system using existing infrastructure.
Item 10:	To develop institutional policies for faculty consultancy and ensure a smooth and transparent admission process, enhancing institutional operations and outreach.
Item 11:	To improve alumni engagement by covering invited talks, funding, MoUs, industrial visits, placements, and promoting sustained alumni-institute interaction.
Item 12:	Any other matter with the permission of the Chairman.

Dr. K. N. Vijay Kumar
(IQAC - Director)

Dr. Hari Vasudevan
(IQAC - Chairman)



Minutes of IQAC Meeting

The First meeting of the Internal Quality Assurance Committee (IQAC) for the academic year 2025-26 was held on 29th July 2025 at 2:00 p.m.

The committee members are as follows:

1. Shri. Bharat M. Sanghvi – Vice President and Trustee, SVKM & Incharge, DJSCE
2. Shri Sundeep Mehta – Nominee from Local Society
3. Dr. Hari Vasudevan – Principal, Chairman
4. Dr. K. N. Vijayakumar – Director, IQAC
5. Dr. Trupti Paradkar – Deputy Director, IQAC
6. Dr. Kriti Shrivastava – Member
7. Dr. Ramchandra Mangrulkar – Member
8. Dr. Poonam Kadam – Member
9. Dr. Nilesh Patil – Member
10. Dr. Kranti Ghag – Member
11. Dr. Monica Mangla – Member
12. Dr. Nilesh Marathe – Member
13. Dr. Ameya Kadam – Member
14. Dr. Amit Choudhari – Member
15. Ms. Stevina Correia – Member
16. Mr. Greegory Mathew – Member
17. Ms. Shrushti Jain – Student (B.Tech. Mechanical)
18. Mr. Mehul Mehta – Alumni (1994-98 batch)
19. Mr. Dhruv Sampat – Alumni (2001-05 batch)
20. Mr. Maulik Rajput – Alumni (2019-23 batch)
21. Shri Gaurav Ghelani – Member, Industry: Recruiter
22. Head of Departments – Permanent invites

All members were present except for Mr. Mehul Mehta, Mr. Dhruv Sampat and Mr. Maulik Rajput.

Dr. Hari Vasudevan welcomed all the members and expressed his gratitude for their participation. The Minutes of the previous meeting were then presented and unanimously approved after a detailed review. Following this, **Dr. K.N. Vijaykumar** presented the agenda for the meeting, outlining the key discussion points. He then invited **Dr. N.M. Shekokar** to initiate the proceedings with Item 1, marking the beginning of detailed deliberations under the IQAC framework.

Item 1: To establish a comprehensive monitoring system for class conduction, syllabus completion, leave adjustments, TW submissions, and internal assessments, ensuring timely delivery of curriculum and academic accountability, including support for ATKT.

- Dr. Kriti Shrivastava emphasised the need to establish a comprehensive monitoring system to oversee class conduction, syllabus completion, and adjustments due to faculty leave. It was decided that:
 - a. Within two weeks of the start of the semester, each department shall submit the PAC Committee's pre-semester assessment to the IQAC cell. The PAC Committee will



review teaching plans, lab manuals with CO (Course Outcome) mapping, and rubrics for each subject. (The required format will be shared.)

- b. Post-semester PAC reports must be submitted within three weeks of the declaration of results. (Format will be provided.)
- c. HoDs or Academic Coordinators must review the Minutes of Meeting for all subjects, where faculty decide the portions for TT1 and TT2, along with the topics and dates for assignments, quizzes, case studies, computer-based assessments, and expert sessions, seminars, or workshops.
- d. HoDs or Academic Coordinators are to monitor continuous lab assessments and ensure uniformity in evaluation by verifying that rubrics are being properly followed by all subject teachers.
- e. All term test papers and assignments must include CO mapping. The marking scheme should be clearly defined to ensure consistency in evaluation.
- f. Proper justification must be documented for the marks awarded in tests, assignments, and practical examinations.
- g. HoDs or Academic Coordinators must ensure that all lectures missed due to faculty leave are effectively compensated.

Item 2: To formulate clear guidelines for question paper setting and assessment, including advanced QBMS submissions, equitable distribution of question-setting and answer sheet assessment, and accountability of paper assessors in the End Semester Examinations (ESE).

- Dr. K. N. Vijaya Kumar emphasised the need for clear guidelines regarding question paper setting and assessment. Dr. Amit Chaudhari also highlighted the importance of proper time allocation for assessment tasks.
- It was decided that the QBMS process should begin early, preferably after Term Test I, so that faculty members have sufficient time to prepare quality question papers while continuing their regular teaching-learning activities. It was also decided to inform the Examination Section of the following:
 - a. The deadline for End Semester exam evaluation for all subjects shall be seven working days after the last day of the examination for the final subject. This timeline must be uniformly applicable to all.
 - b. QBMS paper-setting schedules and notifications be released immediately after the Term Test.
 - c. A request will be made to the Controller of Examinations to issue formal guidelines for conducting open house sessions for discussions on End Semester Examination papers with students.

Item 3: To implement academic support initiatives such as extra classes for weak students after term tests and action plans for improvement based on their performance.

- The committee emphasised the importance of identifying academically weaker students based on their performance in term tests and initiating targeted support measures. It was agreed that remedial lecture planning should be discussed proactively with HoDs or Academic Coordinators immediately after the declaration of test results.



Item 4: To mandate each department to conduct a minimum of one Value-Added Program (VAP) course annually, fostering skill enhancement and industry alignment among students.

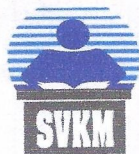
- Dr. Aruna Gawde emphasised that every department must organise at least one Value-Added Program (VAP) annually, with a minimum duration of 30 hours. It was discussed and agreed that these programs should be conducted by external resource persons, such as industry professionals or experienced faculty from other institutions. Departments are advised to identify relevant themes for the VAP based on current technological trends and student needs, and to maintain proper documentation of the program's planning and execution.

Item 5: To plan and execute department-level academic events, including one national/international conference every two years and one major competition every academic year, promoting exposure, innovation, and student engagement.

- It was resolved that each department shall organise at least one major student competition every academic year, such as a technical fest, design challenge, or innovation contest, to foster creativity, active participation, and interdisciplinary learning among students. Additionally, it was decided that departments should plan and conduct one national or international conference once every three years to enhance academic visibility, encourage faculty and student research dissemination, and promote collaboration with other institutions and industries.

Item 6: To ensure regular faculty development and research enhancement, including one FDP/STTP per department annually, a minimum of two research grants, and two innovative patents per department per year, fostering continuous growth and innovation.

- It was decided that each department must organise at least one Faculty Development Program (FDP) or Short-Term Training Program (STTP) every academic year to promote continuous upskilling and knowledge enhancement among faculty members.
- Additionally, each department should file at least one innovative patent annually, with encouragement given to identify novel research ideas and facilitate timely filing.
- To further support research initiatives, IQAC will conduct an orientation session for faculty members on research grants, to be held within 15 days after the completion of the admission process. Dr. Kiran Bhole (SPCE) will be invited as the resource person for this program.
- Dr. Aruna Gawde has been entrusted with the responsibility of drafting a comprehensive institutional research policy in consultation with the Principal and faculty members. This policy will outline strategic goals, guidelines for applying for grants, publication standards, and mechanisms for incentivising research output.



Item 7: To develop a strategic plan to ensure that all faculty members pursue or obtain a Ph.D. within five years, strengthening the academic qualifications of the institution.

- Dr. K. N. Vijaya Kumar emphasised the importance of enhancing the academic credentials of faculty members to align with the institution's long-term goals and national accreditation standards. It was resolved that each department shall take active steps to facilitate the enrolment and academic progress of faculty members in doctoral programs.

Item 8: To encourage faculty academic contributions, including one MOOC or book chapter and two Scopus/WoS publications annually, active involvement in institutional activities, and regular industry interactions or training.

- It was resolved that each faculty member must complete at least one MOOC course annually to stay updated with emerging knowledge and skills.
- In addition, every faculty member is required to publish a minimum of two research papers in Scopus or Web of Science-indexed journals each year. Optionally, one conference paper or book chapter may be submitted in support of their academic contributions.
- To promote institutional engagement, all faculty members must participate in departmental or college-level activities, with equitable assignment of roles and responsibilities by the respective department heads.
- Furthermore, to strengthen industry-academia linkages, each faculty member should undergo at least two weeks of industry interaction or training every two years. This will help enhance practical exposure and contribute to industry-relevant teaching and research.

Item 9: To strengthen student chapters by mandating at least two activities per semester (talks, workshops, competitions), with an efficient resource allocation and tracking system using existing infrastructure.

- It was decided that each student chapter must organise a minimum of two activities per semester. These may include invited expert talks, hands-on workshops, technical or non-technical competitions, and other student-engaging events.
- To support the effective planning and execution of these events, a monitoring and scheduling system will be developed using existing college infrastructure such as classrooms, seminar halls, conference rooms, the college lobby, and the canteen area. This will ensure optimal utilisation of resources and prevent scheduling conflicts while promoting active student participation and organisational experience.

Item 10: To develop institutional policies for faculty consultancy and ensure a smooth and transparent admission process, enhancing institutional operations and outreach.



- Dr. Nilesh Marathe will finalise the consultancy policy document in consultation with the Principal, Vice Principal, and other senior faculty members. This policy will outline clear procedures, guidelines, and revenue-sharing mechanisms for faculty consultancy activities, thereby encouraging faculty-industry collaboration while maintaining institutional transparency and accountability.

Item 11: To improve alumni engagement, covering invited talks, funding, MoUs, industrial visits, placements, and promoting sustained alumni-institute interaction.

- It was decided to strengthen the alumni network by enhancing communication and collaboration with alumni, with the aim of improving interactions, funding opportunities, mentorship programs, and industry connections.
- It was also suggested to organise a special event to commemorate the 25-year graduation milestone/reunion of past batches, fostering a deeper sense of belonging and long-term engagement with the institute.
- Multi-branch coordination was suggested to improve alumni outreach and fundraising

Item 12: Any other matter with the permission of the Chairman.

The IQAC members commended the institution for its continuous growth, particularly in academic performance and overall development. They acknowledged the leadership of the Principal and the dedication of faculty and staff in sustaining excellence. Members encouraged the team to continue working collectively toward maintaining high academic standards and innovation.

- Dr. Ram Mangrulkar provided a comprehensive update on the status of NAAC documentation. He emphasized the importance of regularly updating records across all criteria and shared the progress achieved so far.
- Dr. Kranti Ghag will conduct a seminar to raise faculty awareness about the KAPILA scheme (Kalam Program for Intellectual Property Literacy and Awareness).
- Dr. Narendra Shekokar suggested arranging an expert session by an external faculty member to share insights on IQAC functions and best practices implemented in other institutions.
- The IQAC will identify and organise sessions on important themes such as Intellectual Property Rights (IPR), Yoga, Sustainable Development Goals (SDGs), Green and Waste Management, and Gender Equality. Responsibilities for coordinating these seminars will be delegated to the respective departments.
- It was agreed that all proofs and evaluated answer sheets of practical examinations should be retained to facilitate post-exam discussions and help students understand their mistakes.

Dr. K. N. Vijay Kumar
(IQAC - Director)

Dr. Hari Vasudevan
(IQAC - Chairman)



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Internal Quality Assurance Cell (IQAC)

A meeting of the IQAC Committee of the college will be held on 2nd January 2026, at 11.00 am, in the conference hall (first floor), DJSCE. The primary objective of this meeting is to plan and review key academic and administrative initiatives for the academic year. The agenda for the meeting is given below.

1. To approve the minutes of the previous IQAC meeting, held on 29th July 2025.
2. To discuss and finalize the admission counselling plan for the forthcoming admission cycle.
3. To plan and propose invited talks, seminars, FDPs and workshops in various emerging areas.
4. To discuss Teaching-Learning initiatives.
5. To review the preparation for NBA and NAAC, along with action items and timelines for accreditation requirements.
6. To discuss the status of patent applications and approvals.
7. To review and approve Annual Sports Day, Tech Expo and other institute-level student events.
8. To strengthen Industry Interaction.
9. To enhance placement and career guidance activities.
10. To promote entrepreneurship.
11. To discuss any other points with the permission of the Chairman.

Dr. K. N. Vijay Kumar
(IQAC - Director)

Dr. Hari Vasudevan
(IQAC - Chairman)



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Minutes of the Meeting

The second meeting of the Internal Quality Assurance Committee (IQAC) for the academic year 2025-26 was held on 2nd January 2026 at 11.00 a.m. in the conference room in hybrid mode.

The following members were present for the meeting

1. Shri. Bharat M. Sanghvi (Vice President and Trustee, SVKM & Incharge, DJSCE) – Member from Management
2. Shri. Sachin Magdum, General Manager. TATA Cummins Ltd.-Nominee from Local Society
3. Shri. Siddharth Shah, Founder Pharmeasy & Vice Chairperson and Director, API Holdings - Nominee from Local Society
4. Shri Anirudh Mehta, Partner, E&Y - Nominee from Local Society
5. Shri Mehul Sheth, CTO, Aurionpro Solutions Ltd - Nominee from Local Society
6. Dr. Hari Vasudevan (Principal) – Chairman
7. Dr. K. N. Vijayakumar - Director, IQAC
8. Dr. Trupti Paradkar – Deputy Director- IQAC
9. Dr. Ramchandra Mangrulkar -Member
10. Dr. Nilesh Patil – Member
11. Dr. Kranti Ghag – Member
12. Dr. Monika Mangla – Member
13. Dr. Nilesh Marathe – Member
14. Dr. Ameya Kadam – Member
15. Mrs. Stevina Correia – Member
16. Ms. Vishaka Shelke- Member
17. Mr. Amit Choudhari – Member
18. Mr. Greegory Mathew – Member
19. Dr. S Auti- Invitee
20. Mrs. Shreeya Hadkar – Administrative Member
21. Mrs. Yogita Katkar- Administrative Member
22. Mr. Milind Thakur - Administrative Member
23. Mr. Tarun Vardhaman – Student (B.E. Mech)
24. Ms. Sneha Wadkar- Member, Industry: Recruiter
25. Mr. Dhruv Sampat- Alumni (2001-2005)
26. Dr. Amit Deshmukh (Head - Department of Electronics and Telecommunication Engineering) – Invitee



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27. Dr. Meera Narvekar (Head - Department of Computer Engineering) – Invitee
28. Dr. Vinaya Sawant (Head - Department of Information Technology) – Invitee
29. Dr. Narendra Shekokar, Vice Principal. Incharge, CSE (IOT, Cyber Security with Block Chain Technology) – Invitee
30. Dr. Kriti Srivastava (Incharge, Computer Science and Engineering (Data Science)) – Invitee
31. Dr. Aruna Gawde (Head Artificial Intelligence and Machine Learning) – Invitee

Leave of absence was granted to Mr. Mehul Mehta- Alumni (1994-1998), Mr. Parth Kothari- Alumni (20016-20).

1. To approve the minutes of the previous IQAC meeting, held on 29th July 202

Principal, Dr. Hari Vasudevan extended a warm welcome to all the members present for the meeting. Dr. K. N. Vijaya Kumar then took the members through the minutes of the previous IQAC meeting held in June 2025 at 11.00 am. The draft of the minutes was sent to the members earlier, with a request for suggestions, modifications, and/or corrections, if any. No specific suggestions were received. He requested that the members go through the same once again and enquired whether the minutes could be confirmed. The members unanimously approved and confirmed the minutes. Dr. K. N. Vijaya Kumar presented the Action Taken Report on the activities conducted during July–December 2025.

The implementation of academic quality initiatives, faculty development programmes, student activities, research promotion and institutional quality measures was appreciated.

2. To discuss and finalize the admission counseling plan for the forthcoming admission cycle.

The admission counselling strategy was reviewed. It was resolved to conduct structured counselling sessions and improve outreach for the upcoming admissions and it was mentioned to start conducting the FE counselling rounds from May 2026 (once CET results are declared).

3. To plan and propose invited talks, seminars, FDPs and workshops in various emerging areas

- Dr. Kriti Srivastava mentioned that a one-week online short-term training program is scheduled for March on agentic AI.



- Dr. Aruna Gawde mentioned that a one-week STTP, ISTE-approved and self-financed, on digital twins driving cyber security and innovation across many sectors will be held from January 19 to 24 of 2026.
- Dr. Meera Narvekar mentioned that the FDP on Prompt engineering is scheduled in the month of March 2026.

4. To discuss Teaching-Learning initiatives

- Dr. Vijayakumar requested HoDs to convey to their department that every faculty member of their respective department prepare the course files for their respective subjects.
- Dr. Hari Vasudevan emphasized getting the good work done through IPD projects, which will open a door for students to pursue their business ventures, too.
- Dr. Vinaya Sawant mentioned that in their department, many IPD projects have been converted to Design registrations and Copyrights.

5. To review the preparation for NBA and NAAC, along with action items and timelines for accreditation requirements.

Dr. Abhijit Joshi explained the route map for NBA and NAAC timelines and suggested conducting intra- and inter-department audits to support the same and ensure good preparation. He also mentioned that the last date for SAR submission is on January 30, 2026.

6. To discuss the status of patent applications and approvals.

Dr. Kranti Ghag mentioned that many faculty members and students have filed their IPD projects into patents, copyrights, and along with that, she mentioned the webinar being conducted on 23rd August 2025 on "Introduction of intellectual property and ethical dimensions of IP" has helped a lot in spreading the awareness of the same.

7. To review and approve the Annual Sports Day, Tech Expo and other institute-level student events.

Dr. Hari Vasudevan, along with other members, was briefed about the Tech Expo and the Annual Day celebration scheduled for 30 April 2026 by Prof. Alisha Banz and Dr. Ramesh Rajguru. Along with that, they also informed that the degree distribution ceremony is scheduled to be held on 18th April 2026.

8. Strengthen industry interaction

Dr. Rajendra Khavekar requested HoD's to ask faculty members of each department to contact the industry persons in their professional network and approach them for the internship opportunities for our students.

9. Enhance placement and career guidance activities

Dr. Rajendra Khavekar expressed an estimate of nearly 650+ students would get placed this year, and many aptitude sessions, soft skill development programs, and career guidance activities are lined up in the months of March to June 2026 for improving the employability of students.



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10. Promote entrepreneurship

Dr. Auti quoted, to promote Entrepreneurship, many seminars and invited guest lectures are lined up in the month of March, and a big event is to host IIC's Regional Meet- Western Region (Maharashtra) under the guidance of the Ministry of Education's IIC(MIC)

11. To discuss any other points with the permission of the Chairman.

As there were no further points, Dr. K. N. Vijay Kumar presented a vote of thanks

Dr. K. N. Vijay Kumar
(IQAC - Director)

Dr. Hari Vasudevan
(IQAC - Chairman)