



"Empowerment through quality technical education"  
Dr D Y Patil Educational Enterprises Charitable Trust's  
Ajeenkya D Y Patil Group of Institution's Technical Campus  
**Dr D Y PATIL SCHOOL OF ENGINEERING**

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)  
AISHE Code: C-46648 DTE Code: EN6732 SPPU PUN Code: CEGP015720  
(Accredited by NAAC)


**7.1.10 The Institution has prescribed code of Conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

**Documents Enclosed:**

Details of the Monitoring Committee

1. Governing Body
2. College Development Committee
3. Anti-Ragging Squad Committee
4. Internal Complaint Committee
5. Women Grievance Committee
6. SC/ST Grievance Redressal Committee
7. Discipline Committee
8. LMS Committee
9. R & D Committee



  
**Dr. F. B. Sayyad**

Principal

**1.**

## **Governing Body**



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AISHE Code: C-46648

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Ref No: ADYPKC/SOE/2021-22/02

Date: 01.07.2021

## GOVERNING BODY

Following college Board of Governors (BoG) for Dr. D Y Patil School of Engineering has been constituted for a Term of Three Years commencing from July 2021.

Sr. No	Name of Members	Designation/Affiliation
1	Dr. Ajeenkya D Y Patil	Chairman
2	Mr. Dilip Kawad	Member of Management
3	Dr. E B khedkar	Vice President
4	Dr. Sushant V Patil	Secretary of the Management
5	Prof. Hrridaysh Deshpande	Director
6	Prof. Sanjay Karodpati	Teacher of the college
7	Prof. Jayashree Chaudhari	Teacher of the college
8	Mr. Shaneel Kariya	Industrialist
9	UGC Nominee	Nominated by UGC
10	Dr. D V Jadhav	State Government Nominee
11	Dr. Aditya Abhyankar	University Nominee
12	Dr. F B Sayyad	Principal

### **The Governing Body Committee shall:**

The main purpose of the Governs is to decide the overall strategic direction, mission and educational character of the organization.

- Setting the institute's vision and strategic aims, agreeing plans and policies, and making creative use of resources.
- Approving an annual College budget.
- Appointing and overseeing the work of the college's Senior Management Team comprising the Director, Principal and one senior member.
- Ensuring that the institute is accountable to the student and parents it serves, to its local Community, to those who fund and maintain it, as well as to the staff it employs.
- Determining the educational character and mission of the college and for the oversight of its activities.

*Sushant V Patil*  
**Dr. Sushant V Patil**  
Advisor-DYPKC



Dr Ajeenkya DY Patil Knowledge City, Charholi (Bk), Via - Lohegaon, Pune-412 105

Ph: (020) 67077921/22 • Email: principal\_dypsoe@dypic.in • Website: www.dypic.in

**2.**

**College Development Committee**



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Ref No: ADYPKC/SOE/2021-22/01

Date: 01.07.2021

### **COLLEGE DEVELOPMENT COMMITTEE**

Following college development committee is constituted as per sec.97 (1) Maharashtra public University act, 2016.

Sr. No	Name of Members	Designation
1	Prof. Hridaysh Deshpande	Nominee Chairman of the Management
2	Dr. Sushant Patil	Secretary of the Management
3	Dr. Farook Sayyad	Principal
4	Mr. Deshmukh Gorakhnath	Non-Teaching
5	Dr. S. M. Koli	Teachers
6	Prof. Jayashree Chaudhari	Women Teachers
7	Dr. Sandeep Pachpande	Local Members
8	Mr. Shaneel Kariya	Local Members
9	Dr. Shashi Bhushan Singh	Local Members
10	Mr. Ravi Chaudhari	Local Members
11	Prof. Riyaz Kazi	Co-ordinator (IQAC)
12	Ms. Ananya Chattopadhyay	President of College Students Council
13	Mr. Atharva Pol	Secretary of College Students Council
14	Prof. Sanjay Karodpati	Head of Department
15	Dr. Pankaj Agarkar	Teachers
16	Prof. Prashant Karajgi	Teachers

#### **The College Development Committee shall:**

- Prepare an overall comprehensive development plan of the college regarding Academic, administrative and infrastructural growth, and Enable College to foster Excellence in curricular, co-curricular and extra-curricular activities;
- Decide about the overall teaching programmes or annual calendar of the College;
- Recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts;



PTO

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- (d) Take review of the self-financing courses in the college, if any, and make Recommendations for their improvement;
- (e) Make specific recommendations to the management to encourage and Strengthen research culture, consultancy and extension activities in the college;
- (f) Make specific recommendations to the management to foster academic Collaborations to strengthen teaching and research;
- (g) Make specific recommendations to the management to encourage the use of Information and communication technology in teaching and learning process;
- (h) Make specific recommendations regarding the improvement in teaching and Suitable training programmes for the employees of the college;
- (I) prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval;
- (j) Formulate proposals of new expenditure not provided for in the annual financial Estimates (budget);
- (k) Make recommendations regarding the students' and employees' welfare Activities in the college or institution;
- (l) Discuss the reports of the Internal Quality Assurance Committee and make Suitable recommendations;
- (m) Frame suitable admissions procedure for different programmes by following the statutory norms;
- (n) Plan major annual events in the college, such as annual day, sports events, Cultural events, etc.
- (o) Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution;
- (p) Consider and make appropriate recommendations on inspection reports, local Inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.;
- (q) Recommend the distribution of different prizes, medals and awards to the students.
- (r) Prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management of such college and the university;
- (s) Perform such other duties and exercise such other powers as may be entrusted by the management and the university.

*Sushant V Patil*

**Dr. Sushant V Patil**  
Advisor-DYPKC



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**3.**

**Anti-Ragging Squad Committee**



H3

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## Dr D Y PATIL SCHOOL OF ENGINEERING

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AISHE Code: C-46648 DTE Code: EN6732 SPPU Affiliation ID: CEGP015720  
(Accredited by NAAC)

Ref. No: ADYPKC/SOE/GC/2020-21/05-04

Date: 08.06.2020

### OFFICE ORDER

#### Anti-Ragging Squad Committee (A.Y.: 2020-21 and 2021-22)

Following members are appointed for Anti-Ragging Squad Committee

Sr. No	Representation	Name of Member
1.	Chairman nominated by Principal and faculty representative	Prof. Monika Dangore
2.	Representative of faculty members (Gents)	Dr. Rajesh Katdare
3.	Representative of faculty members (Ladies)	Dr. Rashmi Mahajan
4.	Representative of senior student (Gents)	Mr. Atharva Yogesh Pol
5.	Representative of senior student (Ladies)	Ms. Ananya Chattopadhyay
6.	Representative of Fresher student (Gents)	Mr. Atharv Yogesh
7.	Representative of Fresher student (Ladies)	Ms. Janhavi V. Mudaliar
8.	Representative of parent	Mr. Mahesh Laxman Girme
9.	Representative of non-teaching staff	Mr. Goraknath Deshmukh

  
Principal

Dr. D Y Patil School of Engineering



CC to:

1. Concerned
2. IQAC cell
3. Mandatory disclosure





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Anti-Ragging Policy

Government/University Grants Commission (UGC), guidelines notified vide no.F.1-16/2009 (CPP-II) dated 21-10-2009 on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (Under Section 26(1) (g) of the University Grants Commission Act, 1956) are strictly implemented at Dr D Y Patil School of Engineering, Lohegaon, Pune.

- (1) Anti-Ragging Squad shall be constituted to prevent ragging in the institution. The committee details are mentioned on website at <https://dypsoe.in/img/ARC.PDF>.
- (2) Anti-Ragging Squad shall make surprise raids at vulnerable places like hostel, washrooms, canteen, sports grounds etc.
- (3) Students and Parents shall submit Anti Ragging Affidavits to the institution at the time of admission.
- (4) Anti-ragging Awareness Programs shall be conducted in the institution.
- (5) Fresher and senior students shall be given information about Anti-Ragging Act during Orientation Program.
- (6) Students are encouraged to report any ragging act witnessed or experienced by them to anti-ragging squad or to any staff member with whom the student may feel comfortable. The institute will ensure confidentiality of such a disclosure by the student.
- (7) If any ragging case is reported, depending upon the nature and severity of the offence, the possible punishments as per AICTE / UGC Section 9 shall be given to those found guilty.



  
Principal

## **Rules & Regulations for Prevention and Prohibition of Ragging**

The All India Council For Technical Education (AICTE), New Delhi vide its Notification no. 37-3/Legal/AICTE/2009 dated 25-03-2009 has taken a very serious view of ragging incidences in educational institutions and on Directions of the Hon'ble Supreme Court of India vide its Order dated 16.5.2007 has ordered strict implementation of following rules & regulations for Prevention and prohibition of Ragging in technical Institutions.

### **Various Types of Ragging**

The Hon'ble Supreme Court has, inter-alia, mentioned the following types of ragging:-

1. Ragging has several aspects with, among others, psychological, social, political, economic, cultural, and academic dimensions.
2. Any act that prevents, disrupts or disturbs the regular academic activity of a student should be considered with in the academics related aspect of ragging; similarly, exploiting the services of a junior student for completing the academic tasks assigned to an individual or a group of seniors is also an aspect of academics related ragging prevalent in many institutions, particularly in the technical institutions.
3. Any act of financial extortion or forceful expenditure burden put on a junior student by senior students should be considered an aspect of ragging for ragging economic dimensions.
4. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestured, causing bodily harm or any other danger to health or person can be put in the category of ragging with criminal dimensions.
5. Any act or abuse by spoken words, emails, snail-mails, blogs, public insults should be considered with in the psychological aspects of ragging. This aspect would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to others; the absence of preparing 'freshers' in the run up to their admission to higher education and life in hostels also can be ascribed as a psychological aspect of ragging – coping skills in interaction with seniors or strangers can be imparted by parents as well. Any act that affects the mental health and self-confidence of students also can be described in terms of the psychological aspects of ragging.
6. The human rights perspective of ragging involves the injury caused to the fundamental right to human dignity through humiliation heaped on junior students by seniors; often resulting in the extreme step of suicide by the victims.

**Actions to be taken against students for indulging and abetting in Ragging in technical institutions Universities including Deemed to be University imparting technical education:-**

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents. The students who are found to be indulged in ragging should be debarred from taking admission in any technical institution in India.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following.
  - (i) Cancellation of admission
  - (ii) Suspension from attending classes
  - (iii) Withholding/withdrawing scholarship/fellowship and other benefits
  - (iv) Debarring from appearing in any test/examination or other evaluation process
  - (v) Withholding results
  - (vi) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - (vii) Suspension/expulsion from the hostel
  - (viii) Rustication from the institution for period ranging from 1 to 4 semesters
  - (ix) Expulsion from the institution and consequent debarring from admission to any other institution.
  - (x) Fine of Rupees 25,000/-
  - (xi) Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.
4. The institutional authority shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council immediately after occurrence of such incident and inform the status of the case from time to time.
5. Courts should make an effort to ensure that cases involving ragging are taken up on priority basis to send the correct message that ragging is not only to be discouraged but also to be dealt with sternness.



Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Form No. IGAC/54(a)

## Anti-Ragging Squad Committee

### Notice

Date : 22.06.20

The Anti-Ragging Squad Committee Meeting will be held on 26.06.20 on Google Meet.

#### Agenda:

- (1) To understand the Supreme Court Directives for eradicating ragging in educational institutions
- (2) To know the measures for preventing Ragging at the Institutional Level
- (3) To understand the Duties and Responsibilities of Anti-Ragging Squad
- (4) To create awareness on Ragging in Higher Educational Institution among staff & students
- (5) About Filling and signing the affidavit by Parent/Guardian
- (6) Important circulars issued by UGC on Anti-Ragging

All the Committee Members are requested to attend the Online Meeting.



Dr. Ashok Kasnale  
Principal

**Principal**

Dr. D. Y. Patil School of Engineering  
Lohegaon, Pune.





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Form No. IGAC/54(a)

## Anti-Ragging Squad Committee

### Notice

Date: 08.03.21


The Anti-Ragging Squad Committee Meeting will be conducted on 12.03.21 on Google Meet.

#### Agenda:

- (1) Information to Parents about Anti-Ragging Policy in Parents Meet
- (2) Displaying Anti-Ragging Posters
- (3) Observing occurrences of any inappropriate chat messages during online events

All the Committee Members are requested to attend the Online Meeting.



  
Dr Ashok Kasnale  
Principal



Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Form No. IQAC/54(a)

## Anti-Ragging Squad Committee

### Notice

Date : 09.08.21


The Anti-Ragging Squad Committee Meeting will be conducted on 13<sup>th</sup> August 2021 in Conference Hall.

#### Agenda:

- (1) Awareness on Ragging in Students and Staff
- (2) Observing any inappropriate activity during Online Events

All the Committee Members are requested to attend the Meeting.



  
Dr Farook B. Sayyad  
Principal



Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Form No. IQAC/54(b)

## Anti-Ragging Squad Committee

### Minutes of Meeting held on 26.06.2020

The Anti-Ragging Squad Committee conducted a meeting on 26.06.20 on Google Meet under the presence of Principal. Following points were discussed in the meeting:

- (1) The terms and the definitions which constitute to Ragging were discussed as directed in the UGC Regulations on curbing the menace of ragging in Higher Educational Institution.
- (2) The Principal explained the Supreme Court Directives for eradicating ragging in educational institutions.
- (3) The Principal also explained the measures for preventing Ragging at the Institutional Level.
- (4) The Duties and Responsibilities of Anti-Ragging Squad were also explained to all the Committee Members.
- (5) The Anti Ragging Squad Committee was instructed to maintain vigil and patrolling, and should be mobile and alert at all the times during Offline Classes.
- (6) Principal Sir informed to the Anti-Ragging Squad Committee to create awareness on Ragging in Higher Educational Institution among staff & students through various measures.
- (7) It was informed to the committee that the students and the parent/guardian should fill and sign the affidavit or receiving the copy of UGC Regulations on curbing the menace of ragging in Higher Educational Institution.
- (8) The Principal brought to the notice of the committee, various important circulars issued by UGC on Anti-Ragging.





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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.  
Form No. TAAC/154(b)

## Anti-Ragging Squad Committee

### Minutes of Meeting held on 12.03.2021

The Anti-Ragging Squad Committee conducted a meeting on 12.03.21 on Google Meet under the presence of Principal. Following points were discussed in the meeting:

- (1) Parents should also be given information on Anti-Ragging during Parents Meet.
- (2) Anti-Ragging Posters should be displayed on all Notice Boards in the College Campus.
- (3) The Class Teachers and Event Organizers should observe any occurrence of inappropriate chat messages during online events.

Following members were present for the meeting:

Sr No	Name of Attendee	Designation in Committee	Sign
1	Dr Ashok Kasnale	Principal, DYPSOE	
2	Prof Monika Dangore	Anti-Ragging Committee Chairman	
3	Dr Rajesh Katdare	Representative of Faculty Members (Gents)	
4	Dr Rashmi Mahajan	Representative of Faculty Members (Ladies)	
5	Mr Atharva Pol	Representative of Senior Students (Gents)	
6	Ms Ananya Chattopadhyay	Representative of Senior Students (Ladies)	
7	Mr Atharva Yogesh	Representative of Fresher Students (Gents)	
8	Ms Janhnavi Mudaliar	Representative of Fresher Students (Ladies)	
9	Mr Mahesh Girme	Representative of Parents	
10	Mr Gorakhnath Deshmukh	Representative of Non Teaching Staff	



Dr Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Form No. IQAC (54B)

## Anti-Ragging Squad Committee

### Minutes of Meeting held on 13.08.2021

The Anti-Ragging Squad Committee conducted a meeting on 13<sup>th</sup> August 2021 in Conference Hall under the presence of Principal. Following points were discussed in the meeting:

- (1) The committee found that there are no occurrences of ragging activity and no oral or written complaints from any student.
- (2) The committee ensured that awareness is created among students and staff about Ragging.
- (3) The committee observed no inappropriate activity during online events.

Following members were present for the meeting:

Sr No	Name of Attendee	Designation in Committee	Sign
1	Dr Farook Sayyad	Principal, DYPSOE	
2	Prof Monika Dangore	Anti-Ragging Committee Chairman	
3	Dr Rajesh Katdare	Representative of Faculty Members (Gents)	
4	Dr Rashmi Mahajan	Representative of Faculty Members (Ladies)	
5	Mr Atharva Pol	Representative of Senior Students (Gents)	
6	Ms Ananya Chattopadhyay	Representative of Senior Students (Ladies)	
7	Mr Atharva Yogesh	Representative of Fresher Students (Gents)	
8	Ms Janhavi Mudaliar	Representative of Fresher Students (Ladies)	
9	Mr Mahesh Girme	Representative of Parents	
10	Mr Gorakhnath Deshmukh	Representative of Non Teaching Staff	



Dr Farook B. Sayyad  
Principal



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Form No. IQAC/54(C)

### Anti-Ragging Squad Committee

### Action Taken Report of Meeting held on 26.06.2020

(1) **Action Taken to resolve Item-6 (Awareness among Staff and Students):**

The Class Teachers gave information about Anti-Ragging to the students and staff of their class during meetings and online classes.

(2) **Action Taken to resolve Item-7 (Affidavit by Parents/Guardians):**

The Class Teachers got the Anti-Ragging Affidavit signed by Parents/ Guardians of the students.



  
Dr Ashok Kasnale  
Principal

**Principal**

Dr. D. Y. Patil School of Engineering  
Lohegaon, Pune.





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Form No. TAAC/54/CC

## Anti-Ragging Squad Committee

### Action Taken Report of Meeting held on 12.03.2021

#### (1) Action Taken to resolve Item-1 (Information to Parents):

Dr S. M. Khairnar (HOD, Engineering Science) and Prof Rohini Gadgil – Senior Faculty from FE Department gave information to Parents on Anti-Ragging during Parents Meet conducted on 20<sup>th</sup> April 2021.



#### (2) Action Taken to resolve Item-2 (Anti Ragging Posters):

Anti-Ragging Posters and important documents are displayed on Notice Boards.

#### (3) Action Taken to resolve Item-3 (Monitoring of chat messages):

During Online Events, the Class Teachers and Event Organizers monitored the chat messages to check for any inappropriate comments.

Dr Ashok Kasnale  
Principal



# ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(A Statutory Body of the Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110 070

Ph.: 011-26131577, 78, 80 & 011-29581000, e-mail: [antiragging@aicte-india.org](mailto:antiragging@aicte-india.org),  
website: [www.aicte-india.org](http://www.aicte-india.org)

## **PUBLIC NOTICE**

### **CURBING THE MENACE OF RAGGING IN AICTE APPROVED TECHNICAL INSTITUTIONS**

It is brought to the notice of all AICTE approved Institutions, students and other various stakeholders that ragging is a criminal offence and AICTE has already notified its Regulation vide F.No. 37-3/Legal/AICTE/2009 dated July 1, 2009 and subsequent amendments notified vide F.No. 37-3/Legal/AICTE/2009 & F.No. 34-AICTE/AR/Antiragging/2016 dated July 17, 2014 and February 22, 2017 respectively (available on AICTE web portal: [www.aicte-india.org](http://www.aicte-india.org)) on curbing the menace of ragging in AICTE approved Technical Institutions, in order to prohibit, prevent and eliminate the scourge of ragging in AICTE approved Technical Institutions.

The above Regulations are mandatory and applies to all AICTE approved Institutions. Therefore, all the Institutions should take necessary steps for its proper implementation such as:

- Constitution of Anti-Ragging Committee and Anti-Ragging Squad
- Obtaining Undertakings at the time of admission and at the time of allotment of Hostel
- Dedicated cadre of Warden(s) and regular visits to hostels
- Creating awareness through regular meetings with students
- Appointing Professional Counselor(s) for Freshers
- Erection of Poster/Banners displaying provisions of law, punishments etc.

Any violation of AICTE Regulations as cited above by an AICTE approved Institution or an instance wherein any Institution fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators for incidents of ragging suitably, AICTE shall call for punitive action against erring Institutions as per provisions of the Approval Process Handbook.

Students in distress owing to ragging related incidents can access the **Toll Free Helpline No. : 1800 – 180 – 5522** or write to the **Member Secretary, AICTE, JNU Campus, Nelson Mandela Marg, Vasant Kunj, New Delhi-110 070.**

Advt. No.: PGRC/08 (01)/2019

Member Secretary, AICTE

**4.**

**Internal Complaint Committee**



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## Internal Complaint Committee

### Notice

**Date: 10.08.2020**

A meeting of internal complaint Committee will be held on 13<sup>th</sup> August 2020.

#### **Agenda:**

- (1) Define aim & objectives of ICC
- (2) Prepare a policy against harassment of women at the Institute.
- (3) Insufficient Sanitization Provisions in the Campus
- (4) Security Issues with Online Teaching through Zoom App
- (5) Selecting the Best Online Teaching Platform
- (6) Effective Online Platform to manage Academics

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari  
Presiding Officer

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Internal complaint Committee

#### Minutes of Meeting held on 13<sup>th</sup> August 2020

A meeting of Internal Complaint committee was held online on 13<sup>th</sup> August 2020. Following points were discussed in the meeting:

- (1) At the start of new academic year, the aim and objectives of Internal complaint committee was elaborated.
- (2) In the meeting, the various points related to policy development against harassment of women at the Institute were discussed.
- (3) Staff members raised a grievance of insufficient sanitization provisions in the campus in view of pandemic. The committee forwarded the grievance to Principal.
- (4) Some girl students raised security issues in Online Teaching through Zoom App. The concern was conveyed to the committee through Class Teacher.
- (5) Teaching Staff Members raised the issue of selecting the Best Online Teaching Platform. The committee suggested to examine various platforms like Zoom, Google Meet, Skype, Microsoft Teams etc and identify pros and cons of each platform and suggestions should be given to Principal on finalizing the Best Online Teaching Platform.
- (6) Teaching Staff Members raised the necessity of having an effective online platform to manage academics. The committee suggested the Principal to hire a Moodle platform for effective teaching learning process.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
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### Internal Complaint Committee

#### Action Taken Report on Meeting held on 13<sup>th</sup> August 2020

**(1) Action Taken to resolve Item-1 (Insufficient Sanitization):**

Circulated the aim & Objectives of Internal complaint committee to concerned faculty members & also made available on institute website.

**(2) Action Taken to resolve Items 2 (Policy development against harassment of women):**

**(3) Action Taken to resolve Item-3 (Insufficient Sanitization):**

Foot Operated Hand Sanitizer Stands are placed on each floor, at each department.

**(4) Action Taken to resolve Items 4 (Security Issue in Zoom and Selection of Best Online Teaching Platform):**


Microsoft Teams was purchased as Online Teaching Platform.

**(5) Action Taken to resolve Items 5 (Effective Online Platform to manage Academics):**

A framework for the prevention and redressal of sexual harassment cases and other acts of gender-based violence has finalized.

**(6) Action Taken to resolve Items 6 (Effective Online Platform to manage Academics):**

Use of Learning Management System (LMS) was initiated to handle regular Academical Processes.

  
Dr Ashok Kasnale  
Principal







Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Internal Complaint Committee

### Notice

**Date: 23.11.2020**

A meeting of internal complaint Committee was held on 27<sup>th</sup> November 2020.

#### **Agenda:**

- (1) Discuss various issues/complaints received against Women harassment.
- (2) Conduct programs on gender sensitization.
- (3) Monthly Attendance issue in Learning Management System
- (4) Test Conduction in LMS
- (5) Impurities in Drinking Water

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari  
Presiding Officer

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

**Internal Complaint Committee**  
**Minutes of Meeting held on 27th November 2020**

A meeting of Internal complaint Committee was held on 27<sup>th</sup> November 2020. Following points were discussed in the meeting:

- (1) Discussion on various clauses mentioned in policy against harassment of women at the Institute.
- (2) Discussion was held on various issues/complaints received against Women harassment. There were no complaints received against women harassment.
- (3) Teaching Staff Members raised a grievance on Learning Management System (LMS) that generating Monthly Attendance is difficult to achieve. The committee forwarded the grievance to LMS Coordinator.
- (4) Teaching Staff Members raised a grievance on LMS for difficulties in conducting Tests. The committee forwarded the grievance to LMS Coordinator.
- (5) One staff member observed impurities in drinking water and raised a complaint of Water Purifier. The committee forwarded the grievance to Maintenance Manager.
- (6) All the Committee members are informed to plan and conduct programs on gender sensitization.

**Following members were present for the meeting:**

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Internal Complaint Committee

### Action Taken Report on Meeting held on 27th November 2020

(1) **Actions Taken to resolve Items-1**

Given awareness to faculty members on various clauses mentioned in policy against harassment of women at the Institute.

(2) **Action Taken to resolve Item-2**


No complaints received against women harassment at institute level.

(3) **Actions Taken to resolve Items-3,4 (Learning Management System Issues)**

- i. Training was provided on Learning Management System by LMS Experts.
- ii. One Institute Level LMS Coordinator was appointed.
- iii. Department wise LMS Coordinator was appointed.

(4) **Action Taken to resolve Item-5 (Impurities in Water Purifier)**

Water Purifiers were fixed by the Maintenance Manager and additional drinking water taps were provided on some floors.

  
Dr Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Internal Complaint Committee

### Notice

Date: 08.03.2021

A meeting of internal complaint Committee will be held on 11<sup>th</sup> March 2021.

#### Agenda:

- (1) Discussion on conduction of events for Women empowerment
- (2) Poor Conditions of Ladies Toilets.
- (3) Discussion on complaints/issue related women in Institute
- (4) Unstable Mental Health of Students due to Lockdown
- (5) Conducting Online Activities for Students

All the Committee Members are requested to attend the Online Meeting.

*Sanyal*  
Dr. S. M. Anwar  
Presiding officer

*Ashok Kasnale*  
Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Internal Complaint Committee Minutes of Meeting held on 11<sup>th</sup> March 2021

A meeting of Internal Complaint Committee was held on 11<sup>th</sup> March 2021. Following points were discussed in the meeting:

- (1) Discussion on conduction of events for Women empowerment was done.
- (2) As per the complaints received from ladies' faculties and staff received regarding poor conditions of Ladies Toilets. Committee forwarded the grievance to Maintenance Manager.
- (3) Discussion on complaints/issue related women harassment in Institute. No such complaints received.
- (4) Students expressed that they are willing to come to college for lecture as they are feeling depressed being locked at home due to pandemic. The committee conveyed through the Class Teachers that the notifications coming from Government and SPPU will only be followed regarding conduction of Offline Classes.
- (5) Students demanded conduction of online activities other than regular teaching as it was becoming very monotonous. Committee forwarded students demand to Principal for further action.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### **Internal Complaint Committee**

#### **Action Taken Report on Meeting held on 11<sup>th</sup> March 2021**

**(1) Actions Taken to resolve Item-2**


- (i) As per the complaints received, the maintenance work was completed by Maintenance team to improve the ladies toilet conditions.

**(2) Actions Taken to resolve Item-3,4 & 5 (Students Depression due to lockdown):**

- (ii) Online Counseling was provided to needy students by Counselor Mr Yuvraj Patil.
- (iii) Regular Counseling was provided by Batch Mentors through GFM and Parents Meetings
- (iv) Information conveyed through Class Teacher that Offline Classes will start as per the instructions from Maharashtra Government and SPPU.

**(3) Action Taken to resolve Item-2 (Conduction of Online Events):**

Instructions were given to all the departments to conduct online activities like Group Discussion Competition, Conference, Cultural Events etc and such events were initiated by different departments online.

  
Dr Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Internal Complaint Committee

### Notice

Date: 24.06.2021

A meeting of internal complaint Committee was held on 08<sup>th</sup> July 2021 in Conference Hall.

#### Agenda:

- (1) Explain the aim & objectives of ICC
- (2) Awareness about a policy against harassment of women at the Institute.
- (3) Discuss about mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute. (SOP)
- (4) AP: Feeding permission
- (5) Wifi Module Requirement
- (6) Curtains in Computer Laboratories

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari  
Presiding Officer

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### **Internal Complaint Committee Minutes of Meeting held on 01<sup>st</sup> July 2021**

A meeting of Internal complaint Committee was held on 01<sup>st</sup> July 2021. Following points were discussed in the meeting:

- 1 All the committee members requested to elaborate the aim & objectives of Internal complaint committee to students and newly joined ladies' faculties and staff. It's decided to give awareness about harassment of women and discuss about mechanism for the prevention and redressal of sexual harassment cases.
- 2 Prof Yogesh Mali from Computer Department raised the requirement of Wifi Modules in the department. Committee forwarded the requirement to Principal for further action.
- 3 Some staff members suggested that there should be curtains in all the Computer Laboratories to protect the systems from sunlight. Committee forwarded the requirement to Principal for further action
- 4 Discussed about Gender Equity guest lecture schedule on 05/07/2021 for faculty members and staff.

**Following members were present for the meeting:**

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. F. B. Sayyad  
Principal







Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Internal Complaint Committee

#### Action Taken Report on Meeting held on 01<sup>st</sup> July 2021

**(1) Action Taken to resolve Item-1:**

Seminar organized for the awareness of policy against harassment of women and discuss about mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute

**(2) Action Taken to resolve Item-2: (Requirement of Wi-fi Module):**


Wifi Modules were provided.

**(3) Action Taken to resolve Item-3: (Curtains in all the Computer Laboratories):**

Curtains were provided to all the windows of Computer Laboratories.

**(4) Action taken to resolve Item-4:**

Conducted the Gender Equity guest lecture on 05/07/2021.

  
Dr F.B.Sayyad  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Internal Complaint Committee

### Notice

Date: 24.09.2021

A meeting of internal complaint Committee was held on 30st July 2021 in Communication lab I.

#### Agenda:

- (1) Discuss on complaints received on Women harassment.
- (2) Discuss on seminar conduction on Gender equity.

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari  
Presiding Officer

Dr. F. B. Sayyad  
Principal



**5.**

**Women Grievance Committee**



“Empowerment through quality technical education”  
Dr D Y Patil Educational Enterprises Charitable Trust's  
Dr D Y Patil Group of Institution's Technical Campus  
**Dr D Y PATIL SCHOOL OF ENGINEERING**  
(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)  
AISHE Code: C-46648 DTE Code: EN6732 SPPU Affiliation ID: CEGP015720  
(Accredited by NAAC)

Ref. No: ADYPKC/SOE/GC/2020-21/ 05-03

Date: 08.06.2020

**OFFICE ORDER**

**Women Grievance Committee (A.Y.: 2020-21 and 2021-22)**

Following members are appointed for Women Grievance Committee

Sr. No	Representation	Name of Member
1.	Presiding Officer	Dr. Saniya Ansari
2.	Lady Faculty -1	Prof. Prajakta Khairnar
3.	Lady Faculty-2	Prof. Pallavi Shimpi
4.	Non-teaching- Lady Staff	Ms. Madhuri Mane
5.	Non-teaching- Lady Staff	Ms. Ashwini Patil
6.	Student-1(Girl)	Ms. Vaishnavi Nehe
7.	Member from Non-Govt. Organization	Adv. Deepali Swami

  
**Principal**  
Dr. D Y Patil School of Engineering



**CC to:**

1. Concerned
2. IQAC cell
3. Mandatory disclosure



"Empowerment through Quality Technical Education"

## Dr. D. Y. Patil School of Engineering

Dr. D. Y. Patil Knowledge City, Charholi (Bk), Lohegaon, Pune – 412 105


Website: [www.dypsoe.in](http://www.dypsoe.in)

Form No: IQAC/57

### Women Grievance Cell Documents

Sr. No.	Name of the Document	Remark
01	Women Grievance Committee Notice	Notice
02	Minutes of Meeting	13 August 2020
03	Action taken report	Against meeting held on 13 <sup>th</sup> August 2020
04	Grievance by Faculty	Ms. Snehal Patil
05	Program Organized by Women Grievance Cell	"Sexual Harassment in an Organization" by Adv. Jyoti Khese-Gunjaj
		"Gender Equity and Women's Right" by Adv. Ashiwini Kulkarni



  
Dr. Farook Sayyad

**Principal**  
Principal  
Dr. D. Y. Patil School of Engineering  
Lohegaon, Pune.



Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Notice

Date: 10.08.2020

A meeting of Women grievance committee will be held on 13<sup>th</sup> August 2020.

#### Agenda:

- (1) Define aim & objectives of ICC
- (2) Prepare a policy against harassment of women at the Institute.
- (3) To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute. (SOP)

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari  
Presiding Officer

  
Dr. Ashok Kasnale  
Principal

Principal  
Dr. D. Y. Patil School of Engineering  
Lohegaon, Pune.





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Minutes of Meeting held on 13<sup>th</sup> August 2020

A meeting of Women grievance committee was held online on 13<sup>th</sup> August 2020. Following points were discussed in the meeting:

- (1) At the start of new academic year, the aim and objectives of Internal complaint committee was elaborated.
- (2) In the meeting, the various points related to policy development against harassment of women at the Institute were discussed.
- (3) Discussion was held on to evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute. (SOP)

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Ashok Kasnale  
Principal

**Principal**

Dr. D. Y. Patil School of Engineering  
Lohegaon, Pune.





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Women Grievance Committee

#### Action Taken Report on Meeting held on 13<sup>th</sup> August 2020

**(1) Action Taken to resolve Item-1 & 2:**

Circulated the aim & Objectives of Internal complaint committee to concerned faculty members.

**(2) Action Taken to resolve Items 3 (Effective Online Platform to manage Academics):**

A framework for the prevention and redressal of sexual harassment cases and other acts of gender-based violence has finalized.

  
Dr Ashok Kasnale  
Principal







Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Notice

**Date: 23.11.2020**


A meeting of Women grievance committee was held on 27<sup>th</sup> November 2020.

#### **Agenda:**

- (1) Discussion on policy against harassment of women at the Institute.
- (2) Discuss various issues/complaints received against Women harassment.
- (3) Conduct programs on gender sensitization.

All the Committee Members are requested to attend the Meeting.

  
Dr. Saniya Ansari  
Presiding Officer

  
Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Minutes of Meeting held on 27th November 2020

A meeting of Women grievance committee was held on 27<sup>th</sup> November 2020. Following points were discussed in the meeting:

- (1) Discussion on various clauses mentioned in policy against harassment of women at the Institute.
- (2) Discussion was held on various issues/complaints received against Women harassment. There were no complaints received against women harassment.
- (3) All the Committee members are informed to plan and conduct programs on gender sensitization.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Women Grievance Committee

#### Action Taken Report on Meeting held on 27th November 2020

**(1) Actions Taken to resolve Items-1**

Given awareness to faculty members on various clauses mentioned in policy against harassment of women at the Institute.

**(2) Action Taken to resolve Item-2**

No complaints received against women harassment at institute level.

Dr Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
Dr. D. Y. PATIL SCHOOL OF ENGINEERING  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Notice

Date: 08.03.2021

A meeting of Women grievance committee will be held on 11<sup>th</sup> March 2021.

#### Agenda:

- (1) Discussion on conduction of events for Women empowerment
- (2) Poor Conditions of Ladies Toilets.
- (3) Discussion on complaints/issue related women in Institute.

All the Committee Members are requested to attend the Online Meeting.

Dr. Saniya Ansari  
Presiding Officer

Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
Dr. D. Y. PATIL SCHOOL OF ENGINEERING  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Minutes of Meeting held on 11<sup>th</sup> March 2021

A meeting of Women grievance committee was held on 11<sup>th</sup> March 2021. Following points were discussed in the meeting:

- (1) Discussion on conduction of events for Women empowerment was done.
- (2) As per the complaints received from ladies' faculties and staff received regarding poor conditions of Ladies Toilets.
- (3) Discussion on complaints/issue related women harassment in Institute. No such complaints received.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Ashok Kasnale  
Principal






Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Women Grievance Committee

#### Action Taken Report on Meeting held on 11<sup>th</sup> March 2021

##### (I) Actions Taken to resolve Item-1 & 2

- (i) As per the complaints received, the maintenance work was completed by Maintenance team to improve the ladies toilet conditions.

  
Dr Ashok Kasnale  
Principal



Date 04-~~March~~<sup>Oct</sup>-2021

To,  
women's grievance Committee  
Dr.D Y Patil School of Engineering,  
Lohegaon, Pune.  
Subject: Non Working Condition of the Ladies Toilet.  
Respected Madam,

I am writing to complain about the non-working condition of the college toilet. Earlier today when I went to the toilet, I was unable to use it since it was clogged, and the floor was all wet.

I request you to contact the relevant department to repair it as soon as possible.

*Snehal Patil*

Thanks & Regards,  
Ms Snehal Patil

*J. J. J.*  
11-10-21

*To, maintenance Dept -*  
*(S) F3*  
*04/10/21*

*Sanyal*  
*04/03/2021*  
*Dr. S.M. Anand*  
*Forwarded to*  
*Maintenance Dept*



Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Notice

Date: 24.06.2021

A meeting of Women grievance committee was held on 01<sup>st</sup> July 2021 in Conference Hall.

#### Agenda:

- (1) Explain the aim & objectives of ICC & asked to develop awareness about a policy against harassment of women at the Institute.
- (2) Discuss about mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute. (SOP)
- (3) Discussion on Gender Equity programme schedule on 05/07/2021.

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari  
Presiding Officer

Dr. Ashok Kasnale  
Principal







Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Minutes of Meeting held on 01<sup>st</sup> July 2021

A meeting of Women grievance committee was held on 01<sup>st</sup> July 2021. Following points were discussed in the meeting:

- 1 All the committee members requested to elaborate the aim & objectives of Internal complaint committee to students and newly joined ladies' faculties and staff.
- 2 It's decided to give awareness about a policy against harassment of women and discuss about mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute.
- 3 Discussed about Gender Equity guest lecture schedule on 05/07/2021 for faculty members and staff.

### Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr F.B. Sayyad  
Principal






Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Women Grievance Committee

#### Action Taken Report on Meeting held on 01<sup>st</sup> July 2021

**(1) Action Taken to resolve Item-1 & 2:**

Seminar on Gender Equity was organized on 05/07/2021 for the awareness of policy against harassment of women and discuss about mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute

  
Dr. F. B. Sayyad  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Notice

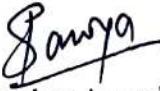
Date: 27.09.2021

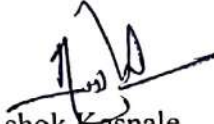
A meeting of Women grievance committee was held on 30<sup>th</sup> September 2021 in Communication lab-I, E & TC department.

#### Agenda:

- (1) Discussion on planning and organization of "Sexual Harassment in an organization" event schedule on 30/09/2021.
- (2) Discussion on planning and organization of "Gender Equity and Women right" event schedule on 06/10/2021.

All the Committee Members are requested to attend the Meeting.

  
Dr. Saniya Ansari  
Presiding Officer

  
Dr. Ashok Kasnale  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Women Grievance Committee

### Minutes of Meeting held on 30<sup>th</sup> September 2021

A meeting of Women grievance committee was held on 30<sup>th</sup> September 2021. Following points were discussed in the meeting:

It's decided to give awareness about harassment of women and discuss about mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute through organizing expert of guest lecture.

Below two programmes were planned:

- (1) Computer department will conduct the "Sexual Harassment in an organization" event on 30/09/2021.
- (2) E & Tc Department will conduct the "Gender Equity and Women right", event on 06/10/2021.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. F.B. Sayyad  
Principal





Dr. D. Y. Patil Group of Institutions' Technical Campus  
**Dr. D. Y. PATIL SCHOOL OF ENGINEERING**  
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

### Women Grievance Committee

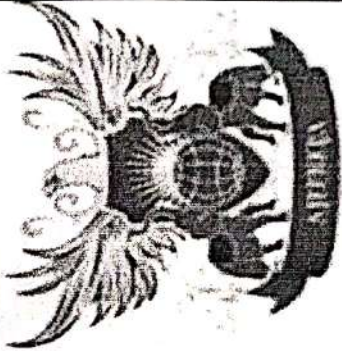
#### Action Taken Report on Meeting held on 30<sup>th</sup> September 2021

##### (1) Action Taken to resolve Item-1 & 2:

Conducted seminar on "Sexual Harassment in an organization" on 30/09/2021 by Computer department & planned "Gender Equity and Women right", event on 06/10/2021 for the awareness of policy against harassment of women and for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute.

Dr F.B.Sayyad  
Principal





"Empowerment through technical education"

Dr. D. Y. Patil Group of Institutions' Technical Campus

# Dr. D. Y. PATIL SCHOOL OF ENGINEERING

Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

## Department of Computer Engineering

**Date**  
30  
Sep

**03:00 PM To 05:00 PM**

Online Platform  
Microsoft Teams

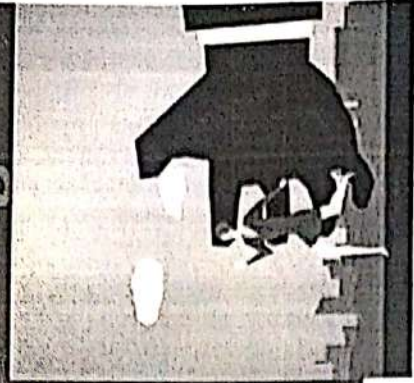
A Webinar on

### "SEXUAL HARASSMENT IN AN ORGANIZATION"



**Adv. Jyoti Khese-Gunjel**

B.S. L, LL.B. D.C.L.



Prof. Pallavi Shimpi  
Dept. WGC Coordinator

Prof. N.D. Mali & Prof. N.R. Pinjarkar  
Event Coordinator

Dr. Pankaj Agarkar  
HOD

Dr. F. B. Sayyad  
Principal

**6.**

**SC/ST Grievance Redressal Committee**



Ref. DYP SOE/2020-21/ 05-05


Date:8.06.2020

**OFFICE ORDER**

**SC/ST Grievance Redressal committee (A.Y.: 2020-21 and 2021-22)**

Following members are appointed for SC/ST Grievance redressal committee.

Sr.No.	Name	Designation
1	Dr. Farook Sayyad	Chairperson
2	Prof. Amol B. Gaikwad	Member- Coordinator
3	Dr. D. S. More	Member
4	Prof. Ashwini Pandagale	Member
5	Prof. Nilesh Mali	Member

  
**Principal**  
Dr. D Y Patil School of Engineering



**CC to:**

1. Concerned
2. IQAC cell
3. Mandatory disclosure



**7.**

**Discipline Committee**



“Empowerment through quality technical education”  
Dr D Y Patil Educational Enterprises Charitable Trust's  
Dr D Y Patil Group of Institution's Technical Campus

## Dr D Y PATIL SCHOOL OF ENGINEERING

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

AISHE Code: C-46648 DTE Code: EN6732 SPPU Affiliation ID: CEGP015720  
(Accredited by NAAC)

Ref. No: ADYPKC/SOE/2020-21/06

Date: 23.07.2021

### Office Order

Following staff members are appointed as student discipline coordinators for Dr.D.Y. Patil School of Engineering, they will maintain Institutes student discipline

Sr. No.	Name of Faculty	Department
1	Dr. S. M. Khairnar	First Year Engineering
2	Dr.Sanjay Koli	Electronics and Telecommunication Engineering,
3	Dr. Pankaj Agarkar	Computer Science Engineering,
4	Prof. Rohit Garad	Mechanical Engineering
5	Prof. Lt. Col. Sanjay Karodpati	Civil Engineering



**Dr. F B Sayyad**  
Principal

#### Copy to:

1. All concerned Faculty's
2. Registrar-TC
3. All HODs

**8.**

**LMS Committee**



"Empowerment through quality technical education"  
Dr D Y Patil Educational Enterprises Charitable Trust's

Ajeenkya D Y Patil Group of Institution's Technical Campus  
**Dr D Y PATIL SCHOOL OF ENGINEERING**

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)  
AISHE Code: C-46648 DTE Code: EN6732 SPPU PUN Code: CEGP015720  
(Accredited by NAAC)

Date: 03.06.2020

**OFFICE ORDER**

Following staff members are appointed as LMS coordinators for Dr. D. Y. Patil School of Engineering.

Sr No	Name of Staff	Designation in Committee	Department
1	Prof.Nilesh Mali	LMS Academic Coordinator	Institute
2	Prof. Aniket Nemade	Departmental Coordinator	Civil
3	Prof. Vinod Patil	Departmental Coordinator	Mechanical
4	Mrs. Pallavi Patil	Departmental Coordinator	E&TC



Dr. Ashok Kasnale  
Principal

**Copy To:**

1. All concerned Faculty's
2. Registrar-TC
3. All HODs



Dr. D. Y. Patil Group of Institutions' Technical Campus  
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## STANDARD OPERATING PROCEDURE OF LMS COMMITTEE


The intention of LMS is an instrument for self-actualization education through E-Learning platform. The fundamental principles to be motivate about LMS by providing bench mark video lecture, universally accepted materials, Self-assessment and online forum for interaction towards doubts. To improve technical knowledge about courses, to provide alternate approach to formal conventional education, to reach sustainable development goals, flexible learning schedule online collaboration, digital platform which gives open access to information, education and learning to anywhere anytime everyone empowering students of DYPSOE. A committee is formed for take over activities involved in LMS.

### OBJECTIVES OF LMS

- (1) The main objective of Learning Management Systems is to enhance the learning process.
- (2) A Learning management system not only delivers content but also handles registering courses, course administration, skill gap analysis, tracking and reporting.
- (3) LMS is web based which improve classroom teaching, learning methodology. One can access materials anytime, form everywhere, teachers can modify the content and students can see the updated material.
- (4) Students and teachers can re-use the material every time they need.

### ROLES AND RESPONSIBILITES OF LMS

- (1) Develop eLearning Courses and Maintain Accurate Records
- (2) Provide Technical Support
- (3) Review And Revise eLearning Content
- (4) Provide Ongoing Feedback
- (5) Maintain The Learning Management System
- (6) Keep the track of the uploaded relevant courses, materials, and workshops within the LMS
- (7) Conduct meeting twice in a year to enhance the services.
- (8) Committee will take care about developing course contents, tracking student progress.

  
LMS Coordinator  
Prof. Nilesh Mali



  
Principal  
Dr Ashok Kasnale



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**LMS Committee**

**Notice**

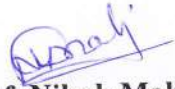
**Date: 08.06.20**

All the members of LMS committee of the college are hereby informed that, the LMS committee meeting is scheduled on 10.06.2020 on Microsoft Teams

**The Agenda of the meeting is:**

- 1) To discuss about the SOP, Objectives, Roles & Responsibilities.

All the Committee Members are requested to attend the Online Meeting.

  
**Prof. Nilesh Mali**  
**LMS Academic Coordinator**



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## **LMS Committee**

### **Notice**


**Date: 19.06.20**

LMS Committee Meeting will be conducted on 23.06.20 on Microsoft Teams.

#### **Agenda:**

- (1) To Discuss about the Course Creation on LMS.
- (2) students training for the LMS

All the Committee Members are requested to attend the Online Meeting.

  
**Prof. Nilesh Mali**  
**LMS Academic Coordinator**



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## **LMS Committee**

### **Notice**

**Date: 15.03.21**

LMS Committee Meeting will be conducted on 19<sup>th</sup> March 2021 in Conference Hall.

#### **Agenda:**

- (1) To discuss on the conduction of online SPPU Insem Exam for SE/TE/BE.
- (2) To discuss with the LMS Technical team regarding the LMS server configuration for conduction of Insem Exam.

All the Committee Members are requested to attend the Meeting.

  
**Prof. Nilesh Mali**  
**LMS Academic Coordinator**





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## **LMS Committee**

### **Notice**

**Date: 12.04.21**

LMS Committee Meeting will be conducted on 13<sup>th</sup> April 2021 in Conference Hall.

#### **Agenda:**

- (1) To Plan for the conduction of LMS training for the newly joined staff.
- (2) To Share the LMS training video link created by Prof. Nilesh Mali.

All the Committee Members are requested to attend the Meeting.

**Prof. Nilesh Mali**  
**LMS Academic Coordinator**



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### LMS Committee

### Minutes of Meeting held on 10.06.2020

The LMS Committee conducted a meeting on 10.06.20 on Microsoft Teams. Following points were discussed in the meeting:

- 1) Discussion about the SOP, Objectives, Roles & Responsibilities of LMS

Following members were present for the meeting:

Sr No	Name of Attendee	Designation in Committee	Sign
1	Prof. Nilesh Mali	LMS Academic Coordinator	
2	Prof. Aniket Nemade	Departmental Coordinator	
3	Prof. Vinod Patil	Departmental Coordinator	
4	Mrs. Pallavi Patil	Departmental Coordinator	
5	Prof. Sonal Durgule	Departmental Coordinator	



Dr. Ashok Kasnale  
Principal



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### LMS Committee

#### Minutes of Meeting held on 23.06.2020

The LMS Committee conducted a meeting on 23.06.20 on Microsoft Teams. Following points were discussed in the meeting:

- (1) Discussion on the Course Creation on LMS for SE/TE/BE classes.
- (2) LMS Admin Prof. Nilesh Mali gives the direction to all departmental LMS coordinator to enroll the students and Teachers to the courses.
- (3) Informed the departmental coordinator to create the CSV files for enrollment on LMS.
- (4) SE students need training for the LMS Hence it is decided to take the LMS training for SE class students.

Following members were present for the meeting:

Sr No	Name of Attendee	Designation in Committee	Sign
1	Prof. Nilesh Mali	LMS Academic Coordinator	
2	Prof. Aniket Nemade	Departmental Coordinator	
3	Prof. Vinod Patil	Departmental Coordinator	
4	Mrs. Pallavi Patil	Departmental Coordinator	
5	Prof. Sonal Durgule	Departmental Coordinator	



Dr. Ashok Kasnale  
Principal



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## LMS Committee

### Minutes of Meeting held on 19.03.2021

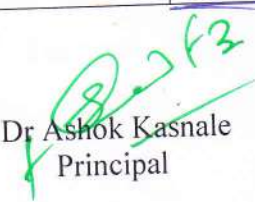
The LMS Committee conducted a meeting on 19.03.21 on Microsoft Teams. Following points were discussed in the meeting:

- (1) The discussion on the conduction of online SPPU Insem Exam for SE/TE/BE .
- (2) Discuss with the LMS Technical team regarding the LMS server configuration for conduction of Insem Exam.
- (3) Approx 2000 students will appear for the exam. The LMS server configuration need to increase to handle 2000 students at a time.
- (4) For the conduction of online exam on LMS, all subject in charge have to create and upload question bank of their respective courses.
- (5) Demonstration is given by Prof. Nilesh Mali how to create question bank, how to schedule exam on LMS. The Video Lectures is get created by Prof. Mali and shared among all the staff.
- (6) Also give the demonstration on how to handle the exam and the problems which will occurred in exam and how to download the results.

Following members were present for the meeting:

Sr No	Name of Attendee	Designation in Committee	Sign
1	Prof. Nilesh Mali	LMS Academic Coordinator	
2	Prof. Aniket Nemade	Departmental Coordinator	
3	Prof. Vinod Patil	Departmental Coordinator	
4	Mrs. Pallavi Patil	Departmental Coordinator	
5	Prof. Sonal Durgule	Departmental Coordinator	



  
Dr. Ashok Kasnale  
Principal



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### LMS Committee

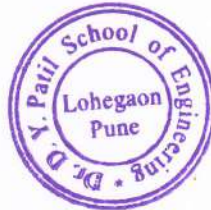
#### Minutes of Meeting held on 13.04.2021

The LMS Committee conducted a meeting on 13.04.21 on Microsoft Teams. Following points were discussed in the meeting:

- (1) Planning for the conduction of LMS training for the newly joined staff.
- (2) Share the department wise newly staff and existing staff list who is interested for the attending the training of LMS.
- (3) Shared the LMS training video link created by Prof. Nilesh Mali.

Following members were present for the meeting:

Sr No	Name of Attendee	Designation in Committee	Sign
1	Prof. Nilesh Mali	LMS Academic Coordinator	
2	Prof. Aniket Nemade	Departmental Coordinator	
3	Prof. Vinod Patil	Departmental Coordinator	
4	Mrs. Pallavi Patil	Departmental Coordinator	
5	Prof. Sonal Durgule	Departmental Coordinator	



Dr Ashok Kasnale

Principal

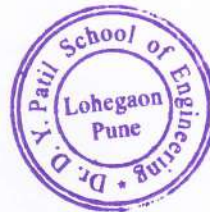


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105.

## LMS Committee

### Action Taken Report of Meeting held on 10.06.2020

- (1) **Action Taken to resolve Item-1 (SOP, Objectives, Roles & Responsibilities of LMS):**  
After Discussion with all committee members SOP, Objectives, Roles & Responsibilities of LMS is created.



  
Dr Ashok Kasnale  
Principal



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105.

## LMS Committee

### Action Taken Report of Meeting held on 23.06.2020

#### (1) Action Taken to resolve Item-1 (Course Creation on LMS)

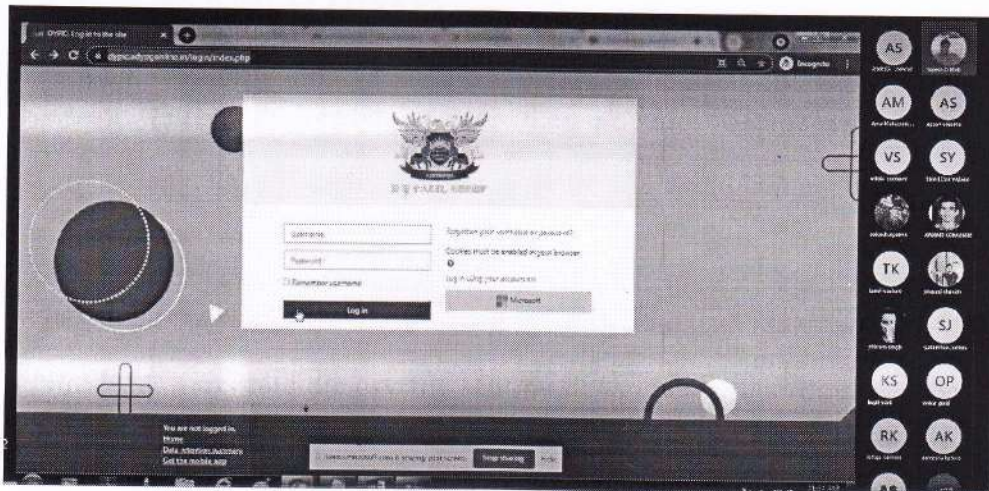
LMS Admin Prof.Nilesh Mali created the structures of the courses on the LMS. Departmental LMS coordinator created the courses under their department tag. The csv files sent to Prof.Nilesh Mali to execute it on the LMS.After this process courses of all department is get created.

#### (2) Action Taken to resolve Item-2 (Enrollment):

Prof.Nilesh Mali execute the csv file sent by departmental coordinator and enroll all the students and staff to respective courses.

#### (3) Action Taken to resolve Item-4 (LMS Training)

LMS training is conducted by Prof. Nilesh Mali for the students



*Ashok Kasnale*  
Dr Ashok Kasnale  
Principal



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## LMS Committee

### Action Taken Report of Meeting held on 19.03.2021

- (1) **Action Taken to resolve Item-2 (Interaction with LMS Technical Team)**  
SPPU Insem Exam Timetable of SE/TE/BE is forwarded to LMS Technical team and informed them to configure the LMS server to handle the 2000 online users.
- (2) **Action Taken to resolve Item-2 (Exam creation and uploading of Questions):**  
All staff was informed to upload the question bank on the LMS and scheduled the exam on the LMS.
- (3) **Action Taken to resolve Item-5 (Exam Demonstration)**  
Prof. Nilesh Mali created video lectures to demonstrate how to schedule the exam, how to upload the question bank on the LMS and how to generate the reports of LMS. All these video lectures was shared among the staff.

<https://youtu.be/dI-ITTUNnXs>



  
Dr Ashok Kasnale  
Principal





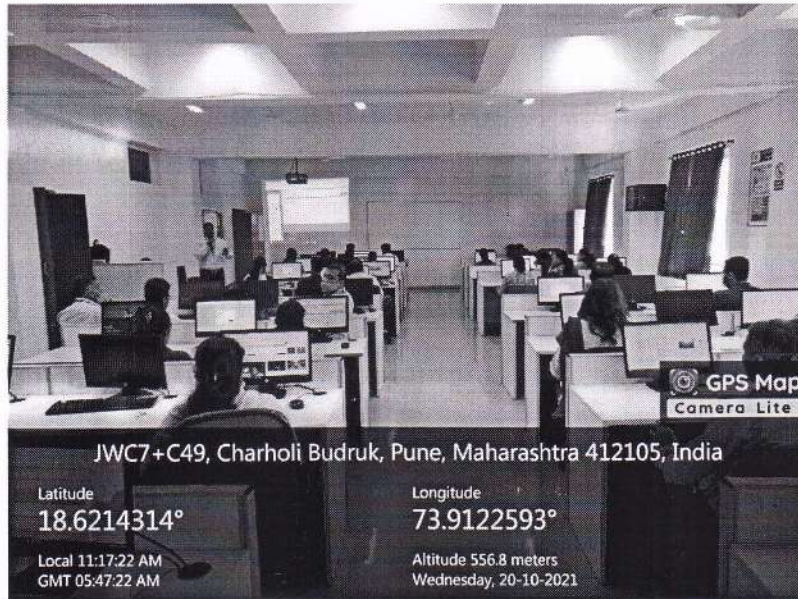
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## LMS Committee

### Action Taken Report of Meeting held on 13.04.2021

**(1) Action Taken to resolve Item-1 (Training for the staff)**

Prof. Nilesh Mali conducted the LMS training for the newly joined staff and existing staff.



**(2) Action Taken to resolve Item-2 (LMS Training Video Link)**

Prof. Nilesh mali created video lectures and shared among staff

**1) Scheduling Teams Lecture in LMS by Prof. Nilesh Mali**

[https://youtu.be/A0k31v\\_4plA](https://youtu.be/A0k31v_4plA)

**2) Scheduling Unit Test on LMS by Prof. Nilesh Mali**

<https://youtu.be/yF-Lh-9ySQs>



*(Signature)*  
Dr Ashok Kasnale  
Principal

**9.**

**R & D Committee**




## Dr D Y Patil School of Engineering Lohegaon Pune

### Research & Development Cell (R & D Cell)

2020-2025

1	Dr. Farooq Sayyad	Principal
2	Dr. S. M. Khairnar	Dean (R & D)
3	Col. Sanjay Karodpati	Head (Civil Engg.)
4	Dr. S. M. Koli	Head (E&TC Engg.)
5	Mr. Rohit Garad	Head (Mechanical Engg.)
6	Dr. Pankaj Agarkar	Head (Computer Engg.)
7	Mr. Riyaz Kazi	IQAC Coordinator
7	Dr. R. C. Katdare	Faculty (Civil Engg.)
8	Dr. Sunil Rathod	Faculty (Computer Engg.)
9	Dr. Sania Ansari	Faculty (E&TC Engg.)
10	Dr Dileep More	Faculty (Mechanical Engg)
11	Dr Rahulkumar Katkade	Faculty (Engg Sciences)

  
Dr. F. B. Sayyad  
Principal





Dr D Y Patil School of Engineering Lohegaon, Pune

**R & D Cell**

**Report\_ AY 2020-21**

**Activities Conducted & achievements:**

- Submitted progress report of major multidisciplinary research project worth of Rs. 81.50 lakhs.
- Research Publications in peer reviewed & UGC care list.
- Submitted an application for patent as an output of major research project for possible publication & grant.
- Successfully organized five days FDP on Journey to Research & Beyond.
- Dr B M Khairnar delivered a talk on "Current Trends in Research & Innovation and Research Projects & Fundraising"
- Dr B M Khairnar delivered a talk on "Research Paper writing & publications"
- Dr B M Khairnar delivered a talk on "Writing multidisciplinary research proposals for funding agencies"
- Research Papers presentations at national & international conferences.
- Organized International Conference for stimulating interdisciplinary research.

**Action Taken Report with Research Initiatives:**

Student and faculty are encouraged to take up Inter disciplinary & multidisciplinary research in various domains / thrust areas identified by all departments. To achieve quality research ambience the following policies have been approved for promoting & strengthening the research component;

- R & D Manual
- R & D Incentive scheme.
- Faculty Appraisal with Research Component.
- Research Review Committee
- SOP for research
- Code of ethica
- Plagiarism policy



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**Research and Development Cell**

Form No: IQAC/5(b)

Ref No: DYP SOE/R&D/A.Y. 2020-21

**Minutes of Meeting**

Meeting No: 1 ( 2020-21)

Date of Meeting: 16 / 07 / 2020

Agenda of Meeting: Review of research activities

Points discussed & Actions taken
<ul style="list-style-type: none"><li>• Welcomed the members and discussed the agenda points as below.</li><li>• Call should be taken for identifying the thrust areas of the Dept.</li><li>• Forming DRC (Dept. Review Committee) for reviewing research publications / proposals / projects etc.</li><li>• Conducting W/S, Seminar, Conferences. ...etc. for promoting research in the dept.</li><li>• Promoting research publications in peer reviewed journals.</li><li>• Submission of proposals for organizing W/S, Seminar, Conf. to SPPU, UGC, AICTE, DST, CSIR....etc. ( Minimum two per dept. per sem.)</li><li>• Submission of major / minor interdisciplinary research proposals to various funding agencies for fetching the grants per year per dept.</li><li>• Promoting R &amp; D incentive scheme in the dept.</li><li>• Strengthening IR &amp; converting innovative ideas in to Patent.</li><li>• Dr Sunil Rathod will work as Coordinator for initiating the process of patenting independently till granting patent.</li><li>• Civil dept. will take a lead for consultancy work and also for encouraging faculty for promoting consultancy.</li><li>• Active MOU with minimum two activity per semester under MOU.</li><li>• In every departmental meetings of respective department, the R&amp;D coordinator should discuss points of R&amp;D activities of the same department.</li><li>• All department's faculties who are Ph.D. holders or pursuing Ph.D. are instructed to submit at least one major research proposal to any of the funding agencies. <b>Co-Investigator (CI) must be mentioned in proposals.</b></li><li>• Total around 25 faculty are pursuing Ph.D. so it is very much possible to write major / minor research proposals on their research topic.</li></ul>



- Instructed that all senior faculty should submit minimum one major research proposal to various funding agencies & ministries for possible consideration.
- It is expected that rigorous thought process in the dept. should be given for submitting the quality research proposals.
- HsOD should take a call for involving students in research and expected that the output of BE & ME projects shall be in the form of research publications in peer reviewed journals / patents.

Following faculties were attended the meeting:

- Dr. S. M. Khairnar
- Dr. S. M. Koli
- Col. Sanjay Karodpati
- Dr Pankaj Agarkar
- Dr Rahulkumar
- Dr. Dileep More
- Dr. Sunil Rathod
- Dr Shobha Rupanar