**REPORT OF 'QUALITY WEEK', Organized by IQAC-KJSCE**
**[Date: 9th July – 14th July 2018]**

**Quality Week with following objectives was conducted from 9th July to 14th July 2018.**

- To foster quality assurance in teaching-learning
- To revisit project assessment process, at every step in its life cycle; along with related documentation
- To document the objective of a specific committee and identify roles and responsibilities of committee member so as to avoid overlaps/gaps; to promote team efficiency
- To apprise faculty members to become conversant to different roles such as facilitator/trainer/teacher/learner/evaluator etc.

## Day 01: 9th July, 2018 [All Departments]

**Session 1: (10.30 AM -12.30 PM)**
Institute Level Faculty Meeting (ILFM, Venue: B 113), Coordinated by Ms. Kavita Kelkar
By: Principal. Dr. Shubha Pandit, COE Ms. Anita Kantute and Prof. Sangeeta Kulkarni

Dr. Shubha Pandit discussed about progress of the college for academic year 2017-18. She briefed about sessions planned in quality week. Further, she mentioned the plan of action for the academic year 2018-19.

Ms. Anita Kantute presented the result analysis for the academic year 2017-18 and discussed some of the issues during May 2018 examination conduction.

Prof. Sangeeta Kulkarni discussed KJSCE2018 curriculum development process and enrichment done in the KJSCE 2018 curriculum.

**Session 2: (1:30 PM - 4:30 PM) [All Departments]**

Topic: Teaching- Learning Practices for OBE (Learning from SPIT-FDP) Venue: B 113
By: Prof. R. Lekurwale, Prof.Anushri Joshi, Prof. Jyoti Varvadekar, Prof. Chaitali Ingale, Prof. Santosh Mani, Prof. Pradnya Gotmare, Prof. Pragya Gupta, Dr.Samidha Kulkarni, Prof. Ujwala Bhangale, Prof. Kirankumari Sinha,Prof. Deepti Saxena, Prof. Jitendra Karekar

Faculty who have attended FDP on "Innovative Teaching Learning Practices to Achieve Outcome Based Education and Accreditation" (3rd May 2018 to 9th May 2018) at Sardar Patel Institute of Technology (SPIT), Andheri, Mumbai, have shared the innovative teaching learning practices with all the faculty. Several tools are demonstrated such as Plikers, Kahoot, Teamviewer, OBS studio, Eduvance AR app, Blog writing etc.

❖ **Planning and execution of projects** (Venue: B 113)
**Session 1: (10.30 AM -12.30 PM), Day 02: 10th July, 2018, (EXTC-ETRX-MECH)**
**Session 1: (10.30 AM -12.30 PM), Day 03: 11th July, 2018, (COMP-IT-S & H)**
Coordinated by (Ms. Arati Phadke and Dr. Ramesh Lekurwale)

- Prof. A. S. Phadke emphasized to map UG projects for PO attainment.

- UG projects should be grouped as per thrust areas of the department.

- The final year project cycle, starting from project allotment to project evaluation for undergraduate course should be revisited to identify the possibility of enhancing the effectiveness of each process involved in this cycle.

- Faculty members of the department should hold review of the existing method and probable changes that can be incorporated for project allotment procedure and project evaluation procedure.

- Dr. R. G. Karandikar discussed the new formats related to Project process documentation.

- Prof. D. P. Kulkarni, narrated the current departmental project related procedure to the audience.
- Prof. Deepak Sharma and Prof. Ashwini Dalvi elaborated the UG final year project process for Information Technology department and Computer Engineering department resp. They also summarized the outcomes of the group discussion.
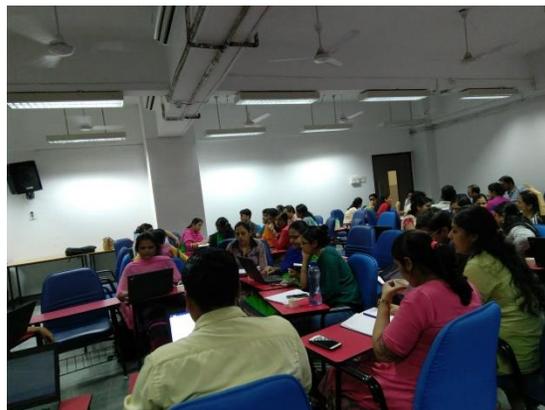


❖ **Department Meeting** (Venue: B 517) [Addressed by Principal]
**Session 1: (10.30 AM -12.30 PM), Day 02: 10th July, 2018, (COMP-IT-S&H),**
Coordinated by (IT Dept Hod with Dr. Ujwala Bhangale), Venue: B 517

**Session 1: (10.30 AM -12.30 PM), Day 03: 11th July, 2018, (EXTC-ETRX-MECH)**
Coordinated by (ETRX Dept Hod with Ms. Annu Abraham), Venue: A 225

Principal, Dr. Shubha Pandit advised to prepare the departmental calendar; she has

suggested focusing on departmental thrust areas and planning activities for fast learners. She has briefed about the IRRC committee insisted for monitoring the UG and PG project status and quality. She gave some guidelines for research and developments activities such as proposal writing, funding etc.

Principal emphasised on following points:

**Roles & Responsibilities of Committees**

- Defining the objectives of each committee, identify roles and responsibilities and to identify the activities pertaining to each committee. The objectives should be made clear and documentation has to be done so that overlapping or gaps are avoided.
- Prepare flow chart of activities, prepare time line of activities (Departmental Calendar) and identify deliverables at every step.
- Assign responsibilities to members, identify convener, prepare document for each step and provision of review & feedback to be introduced.

**PG Curriculum 2019**

- Revision of the PG Curriculum taking care to improve the skill set of the students and introduce electives depending upon the skill set. Depending on the feedback on the curriculum, gaps to be identified and care taken during revision.
- Based on the Industrial Requirements, Core and Professional courses are to be introduced. Trainings for the faculty/ staff to be conducted if required.
- Infrastructure to be modified, if required.

**Thrust Area**

- Number of faculty members, qualifications, number of courses offered, electives with student strength.
- Number of Laboratories and Lab equipment, Development of laboratory by investment in labs, Utilization of equipment.
- Developmental activities conducted in each thrust area: UG- PG Projects, publications, nature of interactions with Industries, Training Programs attended and organized by faculty, Organization of industrial visits and guest lectures.
- Submission of research proposals to funding agencies, funding received, research with industrial participation.
- Placement, Internships of students
- Role of coordinator for thrust area: Identification of gaps in the thrust areas. Laboratory audits, Latest developments in technology, Restructuring of human resources.

**Department planning committee**

- Plan for overall development of the department in individual thrust area, core courses.
- Identify the gaps in syllabus, execution, man power requirements.
- Aim for the top slot in students' choice, recruiters, industries.

**Overall Administration**

- Fair distribution of duties
- Projects: Industrial support / sponsored, Industrial problems, Simulation, Hardware, Failed attempt
- Publications:
    o Teaching-Learning-Evaluation
    o Disability & Technology
- Plan for Y4J centre- A pan-India pipeline of less educated and educated youth with physical, speech & hearing disability and visual impairment.
- Conduction of labs: Experiment with varied bloom's taxonomy, Grade for Laboratory experiments, AP grade for best performer, Opportunity for fast learners could be initiated by posing challenging problems and Rubrics for Term work evaluation in such cases to be defined.
- Research & Development: Presentation of on-going funded projects, Review of unapproved projects, Briefing on proposed projects, Promotion of R & D initiatives

    After the Principal's address, Vice Principal Dr. N.R. Gilke addressed the faculty. The suggestions from the faculty were also sought for in the overall improvement in the functioning of the Institution.



**Few glimpses of the session**

❖ <u>**Review of Research Proposals**</u> **Venue (Department Seminar Hall)**,
**Session 2: (1:30 PM - 4:30 PM), Day 02: 10th July, 2018**
Coordinated by (Respective HOD and Department IQAC member)

**EXTC**
- HOD-EXTC, Dr. A.K.Naik, shared his experience of Mumbai University (MU) Minor Funded projects.

- He informed the faculty whose projects were not selected due to various reasons, can seek help from Dean-R & D (Dr. Kashinath Patil) for resubmission of the projects.
- HOD-EXTC, expressed willingness to help faculty to modify the proposals for resubmission. He emphasized that deliverables should be clearly specified in the proposals and should be of use to the society.
- Following faculty who have successfully completed MU Minor projects shared their experiences about the entire process:- Mrs. Swati Mahajan, Mr. Deepak Kulkarni

**MECH**

- Head of the Department (Mechanical) welcomed the faculty members for this session. Faculties were briefed about the purpose of conducting such session.
- Faculty members who received Research grant in past shared their views about various aspects related to research proposal like How to write research proposal, where it is to be submitted, early carrier research grant etc.

**S & H**

- HOD- S & H, Prof. A. S. Desai appealed the faculty members to submit the proposals to various funding agencies.
- Dr. Jitendra Satam, Dr. Santosh Mani and Dr. Pushpendra Rai shared their experiences about University of Mumbai minor research proposals
- Overall interaction was really encouraging and motivating to everyone.



**IT**

- In this session, proposals submitted by faculty of Information technology department and not been funded are discussed to identify the reasons and exploring the solutions for the same.
- Prof. Irfan Siddavatam and Prof. Ashwini Dalvi provided the valuable guidelines for writing minor proposals.
- Prof. Ujwala Bhangale shared some information regarding how to select the standard peer reviewed journal for publishing the original research work.

**COMP**

- Research Culture and requirements and initiatives were discussed by the faculty.
- Major proposal and minor proposal grant  forms were discussed.
  Also planning and execution of projects was discussed.



**ETRX**

- Various faculty members presented briefly on the Research proposals which they had submitted/ planning to submit to various agencies.
- The interaction helped the faculty in sharing the ideas about various areas of research and the on-going activities in the department.

❖ **Roles and Responsibilities of Departmental Committees**
Coordinated by (Respective HOD and Department IQAC member)
Three sessions were allotted to each department.
**IT**

- The purpose of this session was to document the objective of a committee and identify roles and responsibilities of an individual member so as to avoid overlaps/gaps and to improve the team efficiency.
- Total 40 committees prepared the documents mentioning their roles and responsibilities.
- In different sessions held, DEC, NACC/IQAC, Lab-incharge, student activity records, thrust area, department library; placement committees have presented their roles and responsibilities.
- In another session of roles and responsibilities, committees including feedback, attendance monitoring and roll call, project, proctorial, result analysis, CSI, faculty activities, class coordinator, result and moderation, student exit survey, audit /IDC committees have presented their role and responsibilities.
- Redundancy of information is observed for project committee and student activity records committee for maintaining the paper publication details based on final year project.

**MECH**

Head of the Department (Mechanical) welcomed the faculty members.  At the start HOD (Mech.) briefed about various Departmental committees which are presently functioning in the department.

For each committee following points were discussed and finalised.

- Objectives
- Roles and Responsibilities
- Activities to be carried out
- Flow chart of activities
- Time line of activities
- Deliverables at each step

Efforts were taken to avoid overlaps/gaps and to improve team efficiency.

**EXTC**

- HOD-EXTC addressed the audience to note down the current procedure of functioning of the respective committee in the prescribed format.
- During each session conveners and members (teaching and non-teaching) of 10 committees listed following:-
  - Objective/purpose of the committee
  - Roles & responsibilities of the committee
  - Work plan
  - Difficulties faced, if any, in carrying out tasks
  - Proposed solution for the above problem

**ETRX**

All the faculty members of the department of Electronics Engineering attended the meeting. Suggestions from the faculty regarding various roles of the faculty/ Lab assistants were invited and after due deliberations, the documents were revised if felt necessary.
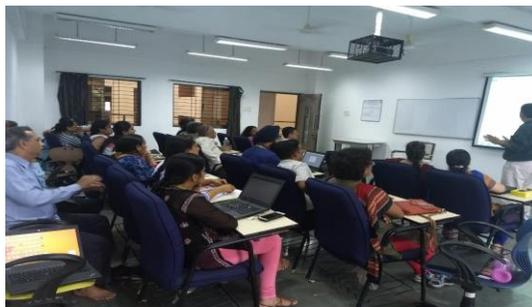


**COMP**

The roles and responsibilities of various committees in the department were deliberated. The

faculty gave various inputs on the same. The formulation of formal roles and responsibilities was initiated.

**S & H**

HOD S & H, Prof. A. S. Desai address the faculty members about various Departmental committees which are presently functioning in the department. For each committee various points were discussed and finalised such as, Objectives, Roles and Responsibilities, Activities to be carried out, Flow chart of activities, Time line of activities, Deliverables at each step

❖ **Workshop on Teaching, Learning & Evaluation**
  **Session 2: (1:30 PM - 4:30 PM) Day 03: 11<sup>th</sup> July, 2018, (ETRX-EXTC)**, Venue: A-225
  Coordinated by (Prof. Jayashree Kundergi)

  **Session 2: (1:30 PM - 4:30 PM) Day 04: 12<sup>th</sup> July, 2018, (COMP-IT)**, Venue: B-507
  Coordinated by (Dr. Ujwala Bhangale))

  **Session 2: (1:30 PM - 4:30 PM) Day 05: 13<sup>th</sup> July, 2018**, (MECH- S&H), Venue: A-314
  Coordinated by (Prof. Manoj Palsodkar)

Dr. Lolly Jain and Ms. Anushree Sukhi & Dr. Anup Deshpand of K.J.Somaiya College of Science & Commerce, conducted hands-on session on following ICT based teaching-learning and evaluation tools:- TED Lessons, PADLET, Edmodo , Polleverywhere

Faculty members were briefed about modern methods used for Teaching-learning and evaluation. Dr. Lolly Jain explained about the effectiveness of these methods. She discussed about various assessment tools like PADLET, Edmodo, WorditOut Images, Polleverywhere. Later faculty members were divided into six groups. New method of teaching were discussed such as, Three step interview, Think pair share, One stray, Team pair solo, Round robin, Four corner etc. The effectiveness of these methods was explained in detail.

❖ **Expert talk on "Quality assurance: The Road map for Teachers [By Dr. M. R. Kurup]**
**Session 1: (10.30 AM -12.30 PM) Day 05: 13<sup>th</sup> July, 2018, All Departments**

Venue: B 113, Coordinated by (Dr. Jitendra Satam)

Dr. M. R. Kurup initiated his talk with the discussion of problems faced by current engineering education in the country. Major issue faced is poor employability which is the result of poor knowledge, competency and skills of students and teachers.

He said that to become 'world class' institute higher education, institution needs:

- $360^{0}$ leadership
- Competent, professional and smart teachers

He also suggested the following Road map for teachers to achieve excellence and quality:

- Curriculum: Incorporate skills Expectations of Employers
- Outcome Based Curriculum
- Shift from Teaching to Active Learning
- Promote DIY - ICT As Resource
- Promote DIY - Library As Resource
- Evaluation: Test Learning Outcomes Than Memory
- Research, Consultancy & Collaboration
- Mentoring: Innovation, Incubation & EDP
- Student Support Services & Skills Development
- Make Campus Life- An Opportunity
- Feedback and Follow Up

❖ **Faculty Conclave 2018**
**(10.30 AM -12.30 PM) and (1:30 PM - 4:30 PM), Day 06: 14ᵗʰ July, 2018**
Venue: B 113, Coordinated by (Ms. Arati Phadke and Ms. Sangeeta Kulkarni)

Since implementation of autonomy in at K. J. Somaiya College of Engineering, faculty members have been adopting innovative techniques in their Teaching-Learning-Evaluation. Some faculty members have also worked on development of tools useful for academic processes and few have also published papers in the area of education. Use of technology and selection of pedagogical method (e.g. ICT based, project based, etc.) has very important role in improving quality of education.

All the faculty members were requested to write down their experiences during implementation; whether success or failure, in the form of an abstract. It was proposed that these experiences will be shared with all faculty members in the form of presentations, so that other faculty members can get acquainted with these methods. It was also decided that there will be presentations of few experiences in the faculty conclave.

Accordingly, the idea of faculty conclave was floated and in response to that, 22 abstracts were received from almost all departments. Total 29 faculty members were involved in writing these abstracts, with some departments having leading contributions. Even faculty members from different departments joined hands to write common abstracts

Dr. Sridhar Iyer and Dr Mrunal Patwardhan from Education Technology Department of IIT Bombay had consented to review the abstracts and provide detailed remarks for each of the abstract. Based on their critical remarks and recommendation, few select papers were presented during the Faculty Conclave.  Dr. Sridhar Iyer had graced the occasion and delivered the keynote speech during the inaugural session. Dr. Iyer gave valuable suggestions for some of the selected abstracts, for fostering research on their topics.

**The list of abstracts presented and discussions held as below:**

# K. J. Somaiya College of Engineering, Mumbai-77
(Autonomous College Affiliated to University of Mumbai)

| No. | Name of faculty Member | Department | Title of abstract | Presentation Time | Discussion |
|---|---|---|---|---|---|
| 1 | Mr. Kartik Patel | EXTC | GAMIFYING THE COURSE CONTENT FOR THE MODERN TEACHING-LEARNING PROCESS | -- | 11.30 am to 1.00pm |
| 2 | Dr Manish Potey Dr Deepak Sharma | COMP COMP | INNOVATIVE WAY OF INTERNAL ASSESSMENT | -- | 11.30 am to 1.00pm |
| 3 | Mr Amey Gawde Ms Sangeeta Kulkarni | EXTC ETXC | USE OF VISUALIZATION TOOL IN TEACHING OF ELECTRONICS CIRCUIT DESIGN | -- | 11.30 am to 1.00pm |
| 4 | Ms Deepti Patole Ms Purnima Ahirao | IT IT | INNOVATION IN TEACHING LEARNING METHODOLOGY FOR INTERDISCIPLATIONARY COURSE: CYBER SECURITY AWARENESS | -- | 11.30 am to 1.00pm |
| 5 | Ms. Shobha Gopalkrishnan | ETRX | DESIGN OF EFFECTIVE ASSIGNMENTS TO AVOID PLAGIARISM AND PROCRASTINATION | 11.30 am | -- |
| 6 | Mr. Nitin S Nagori Dr Ameya Naik | EXTC | EXPERIENCES IN TEACHING DSP USING COMPUTATIONAL LANGUAGES | 11.45 am | -- |
| 7 | Mr Ankit Khivsara | EXTC | ENHANCING SELF STUDY THROUGH INCLUSION OF MINI PROJECT AS INTERNAL ASSESSMENT TOOL IN NEURAL NETWORKS AND FUZZY LOGIC | 12.00 noon | -- |
| 8 | Ms Avani Sakhapara Ms Dipti Pawde | IT IT | TEACHING METHODOLOGY FOR PROGRAMMING COURSES | 12.15 pm | -- |
| 9 | Mr Prashant jain | MECH | IMPORTANCE OF STUDENT SEMINAR FOR LEARNING ENRICHMENT AND AS AN ASSESSMENT TOOL | 12.30 pm | -- |
| **Lunch Break** | | | | | |
| 10 | Dr Deepak Sharma Ms Anjali Chachra | COMP COMP | KJSCE 2.0 IN THE ERA OF EDUCATION 4.0 | 2.00pm | -- |

| 11 | Ms Bharati Khedkar | ETRX | INNOVATIVE TOOLS FOR TEACHING AND FOR INTERNAL ASSESSMENT | 2.15 pm | 11.30 am to 1.00pm |
|----|----|----|----|----|----|
| 12 | Dr Deepak Sharma Dr Manish Potey | COMP COMP | EFFECTIVE PEER LEARNING THROUGH PEER ASSESSMENT TOOL: A CASE STUDY | 2.30 pm | 11.30 am to 1.00pm |
| 13 | Ms Sangeeta Kulkarni | EXTC | IMPROVING TECHNICAL COMMUNICATION OF PG STUDENTS THROUGH BLENDED MOOCS | 2.45 pm | 11.30 am to 1.00pm |
| 14 | Ms Pritam Salankar Ms Lekha Das Dr Samidha Kulkarni Dr J H Nirmal | ETRX ETRX ETRX ETRX | USAGE OF FLIP CLASSROOM CONCEPT FOR DESIGNING LABORATORY COURSE | 3.00 pm | -- |
| 15 | Dr Deepak Sharma Dr Manish Potey Mr Kartik Patel Ms Arati Phadke | COMP, COMP EXTC ETRX | INNOVATIVE AUTOMATED TOOL FOR EFFECTIVE QUESTION PAPERS | 3.15 pm | 11.30 am to 1.00pm |



Dr. Sonali Patil
Co-ordinator IQAC