



KONKAN GYANPEETH COLLEGE OF ENGINEERING KARJAT

(Approved by A.I.C.T.E. (New delhi), D.T.E. Government of Maharashtra
Affiliated to University of Mumbai)

④ Konkan Gyanpeeth Shaikshnik Sankul, Vengaon Road, Dahivali / Parade
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Smt. Anupama Dharkar Wangdi
Chairperson

Capt. Sariputta Wangdi
Vice Chairman

Shri. P. V. Shringarpure
Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Institute Code: EN- 3198

Internal Quality Assurance Cell 1st Meeting

MEETING MINUTES

Meeting Date : 06/02/2018

Time : 03.00 p.m. to 05.00 p.m.

Meeting Place : Principal Office

1. CHAIR : Dr. M .J. Lengare, Principal, K.G.C.E., Karjat.

2. ATTENDANCE :

Present members :

Sr. No.	Name	Designation	Post
1.	Dr.M.J.Lengare	Principal	Chairperson
2.	Prof.G.S.Darvankar	H.O.D./Asso. Prof., Dept. of Production Engg.	IQAC Coordinator
3.	Prof.V.J.Pillewan	Vice Principal (Academic)/ Asso. Prof.	NAAC Coordinator
4.	Prof.Mrs.K.S.Pillangwad	Asso. Prof., Dept. of ELTL. Engg.	Member
5.	Prof.P.R.Bhosale	Asst. Prof., Dept. of Instrumentation Engg.	Member
6.	Prof.V.K.Gajare	Asst. Prof., Dept. of Mechanical Engg.	Member
7.	Prof.V.P.Patil	Asst. Prof., Dept. of Science & Humanities	Member
8.	Prof.Mrs.P.B.Lad	Asst. Prof., Dept. of Information Technology	Member
9.	Dr.A.W.Kale	Asso. Prof., Dept. of Information Technology	Member
10.	Prof.Ms.R.V.Sangale	Asst. Prof., Dept. of Computer Engg.	Member
11.	Shri.P.V.Shringarpure	C.E.O. & Secretary, Konkan Gyanpeeth	Member, (Management Representative)
12.	Shri.Z.A.Dabhiya	Treasurer, Konkan Gyanpeeth	Member, (Management Representative)
13.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)
14.	Mr.S.K.Lad	Section officer, Office	Member, (Administrative Office)
15.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)
16.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd.Vashi.	Member, (Industry Nominee)
17.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)
18.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)

Absent members:

Following members couldn't attend the meeting and leave of absence is granted to them.

1.	Ms.S.G.Patil	T.E., Computer Engg.	Member, (Student Nominee)
2.	Mr.S.S.Devkate(AB)	T.E., Mechanical Engg.	Member, (Student Nominee)

3. Meeting Date : 06/02/2018

Meeting Place : Principal Office

Meeting Actual Start : 03.05 p.m.

4. Agenda of Meeting:

1. To welcome IQAC members
2. To brief the functions and objectives of IQAC as per NAAC guidelines
3. To brief the roles and responsibilities of IQAC Members
4. To discuss quality improvement initiative which can be undertaken by IQAC
5. Any other point with permission of chair

5. Proceedings of meeting:

Agenda 1: To welcome IQAC members

- The IQAC Coordinator welcomed Shri.P.V.Shringarpure, Shri.Z.A.Dabhiya, Shri.A.M.Warade, Dr.M.J.Lengare and other committee members. Shri.A.M.Warade were felicitated by Dr.M.J.Lengare.
- The committee members list is read by IQAC Co-ordinator, Prof.G.S.Darvankar and all the members have given self-introduction.
- The Chairperson, Principal Dr.M.J.Lengare presented brief about the institute, its development, current status and requested all members to provide valuable inputs for betterment of the institute.

Agenda 2. To brief the functions and objectives of IQAC as per NAAC guidelines

- Prof.G. S. Darvankar gave the brief about objectives and functions of IQAC cell as per NAAC guidelines.
- Prof. V. J. Pillewan discussed the key indicators of VII criteria of NAAC and the requirements of data and documents required in its support.
- Thorough discussion was made and it is decided that the work of criterion coordinators is to be monitored by IQAC members.

Agenda 3. To brief the roles and responsibilities of IQAC Members

- IQAC Co-ordinator, Prof.G.S.Darvankar gave presentation about the aim and benefits of IQAC along with role of each member in achieving quality enhancement as per NAAC guidelines.
- He further added that IQAC committee is formed at the institute level to look after the NAAC requirements.
- The Chairperson, Dr.M.J.Lengare pointed toward conscious, consistent and catalytic programmed actions to improve the academic and administrative performance of the institute.

Agenda 4: To discuss quality improvement initiative which can be undertaken by IQAC

- Prof.V.J.Pillewan has suggested that development of quality benchmarks for academic and administrative activities must be overlooked and emphasis should be given on creation of learner centric environment with arrangement for feedbacks from all stake holders.

- Dr.A.W.Kale pointed on the confidence building among the students for undertaking the projects and emphasized on the importance of improving laboratory infrastructure and increasing industry collaboration.
- Shri.P.V.Shringarpure mentioned that Mentor/Mentee mechanism should be strengthened further by taking care of small pocket of student by each mentor which will lead to the development of the students as a whole. Further he emphasized that the institute vision mission statements requires revision and reformulation along with department vision mission.

Agenda 5: Any other point with permission of chair

As the members did not raise any other issue apart from stated agenda for the meeting, no other issues was discussed and meeting was concluded with vote of thanks to all present member.

6. DECISIONS MADE:

- Prof.V.J.Pillewan has assigned the responsibility of NAAC Co-ordinator and asked to form criterion wise coordinators and members.
- It is agreed by all members of IQAC that IQAC cell will act as a nodal cell of the institute for coordinating quality-related activities, including adoption and dissemination of good practices
- It was also decided to organize expert lecture on NAAC process and quality enhancement.
- It was agreed by all members to form stakeholder committee at institute level as well as at department level to revise Vision, Mission, PEOs, PSOs, statements.

7. MEETING END: 04.50 p.m.


Prof.G.S.Darvankar
 IQAC Co-ordinator


Dr.M.J.Lengare
 Chair Person

Date: 08/02/2018

Internal Quality Assurance Cell 1st Meeting

Attendance Sheet:

Meeting Date : 06/02/2018

Timing : 03.05 to 04.50 pm

Meeting Place : Principal Office

Sr. No.	Name	Designation	Post	Signature
1.	Dr.M.J.Lengare	Principal	Chairperson	<i>[Signature]</i>
2.	Prof.G.S.Darvankar	H.O.D./Asso. Prof., Dept. of Production Engg.	IQAC Coordinator	<i>[Signature]</i> 22/01/18
3.	Prof.V.J.Pillewan	Vice Principal (Academic)/ Asso. Prof.	NAAC Coordinator	<i>[Signature]</i>
4.	Prof.Mrs.K.S.Pillangwad	Asso. Prof., Dept. of ELTL. Engg.	Member	<i>[Signature]</i>
5.	Prof.P.R.Bhosale	Asst. Prof., Dept. of Instrumentation Engg.	Member	<i>[Signature]</i>
6.	Prof.V.K.Gajare	Asst. Prof., Dept. of Mechanical Engg.	Member	<i>[Signature]</i>
7.	Prof.V.P.Patil	Asst. Prof., Dept. of Science & Humanities	Member	<i>[Signature]</i>
8.	Prof.Mrs.P.B.Lad	Asst. Prof., Dept. of Information Technology	Member	<i>[Signature]</i>
9.	Dr.A.W.Kale	Asso. Prof., Dept. of Information Technology	Member	<i>[Signature]</i>
10.	Prof.Ms.R.V.Sangale	Asst. Prof., Dept. of Computer Engg.	Member	<i>[Signature]</i>
11.	Shri.P.V.Shringarpure	C.E.O. & Secretary, Konkan Gyanpeeth	Member, (Management Representative)	<i>[Signature]</i>
12.	Shri.Z.A.Dabhiya	Treasurer, Konkan Gyanpeeth	Member, (Management Representative)	<i>[Signature]</i>
13.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)	<i>[Signature]</i> 23/01/18
14.	Mr.S.K.Lad	Section officer, Office	Member, (Administrative Office)	<i>[Signature]</i>
15.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)	<i>[Signature]</i>
16.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)	<i>[Signature]</i>
17.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd. Vashi.	Member, (Industry Nominee)	<i>[Signature]</i>
18.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)	<i>[Signature]</i> 22/01/2018

[Signature]
22/01/2018
Prof.G. S. Darvankar
IQAC Co-ordinator

[Signature]
Dr. M. J. Lengare
Chair Person