



**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)

📍 Konkan Gyanpeeth Shaikshnik Sankul, Vengaoon Road, Dahivali / Parade  
Post : Tiware, Tal : Karjat, Dist : Raigad, Pin : 410 201 (Mah. State) India.

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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*

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## Internal Quality Assurance Cell 4<sup>th</sup> Meeting

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### MEETING MINUTES

Meeting Date : 08/08/2018

Time : 03.30 p.m. to 05.00 p.m.

Meeting Place : IQAC Cell

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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.Pillewar	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.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)
17.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd.Vashi.	Member, (Industry 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	T.E., Mechanical Engg.	Member, (Student Nominee)

3. Meeting Date : 08/08/2018

Meeting Place : IQAC Cell

Meeting Actual Start : 03.30 p.m.



#### **4. Agenda of Meeting:**

- 1) Confirmation and review of minutes of 3<sup>rd</sup> IQAC meeting held on 08/05/2018
- 2) Action taken report of 3<sup>rd</sup> IQAC meeting held on 08/05/2018
- 3) Review of NAAC work
- 4) Provision of smart/digital interactive board facility for effective teaching learning.
- 5) Enhancement in existing intercom facility.
- 6) Mechanism for laboratory audit at institute level.
- 7) Review of library infrastructure.
- 8) Any point with the permission of chair.

#### **4. Proceedings of meeting:**

##### ***Agenda-1: Confirmation and review of minutes of 3<sup>rd</sup> IQAC meeting held on 08/05/2018***

- The Chairperson, Dr.M.J.Lengare opened the meeting with welcoming IQAC members, handed over the session to IQAC Co-ordinator Prof.G.S.Darvankar.
- Prof.G.S.Darvankar requested Prof.P.R.Bhosale to read the minutes of meeting held on 08/05/2018 and briefed about the meeting agenda.

##### ***Agenda-2: Action taken report of 3<sup>rd</sup> IQAC meeting held on 08/05/2018.***

- Prof.R.P.Narkhede, Vice Principal (Administration) has assigned the responsibility to look after this issue and get the work done through proper procedure.
- The suggestion recommended by Dr. A. W. Kale and Prof. Ms. V. R. Keshwani (NAAC Criterion-2 Coordinator) regarding updated course file content was discussed in the meeting and approved.
- Prof. V. K. Gajare has assigned the task to modify/add contents for student evaluation process used in Academic Record Book. He has prepared the ARB with consult of Prof.V.J.Pillewan, Vice Principal (Academics) and Head of Departments.
- The requirements of new computers is verified through Head of Departments and Principal, Dr.M.J.Lengare call the quotation for the procurement of 40 computers from vender M/s Radiant Tradevest Pvt. Ltd., Mumbai.

##### ***Agenda-3: Review of NAAC work***

- The qualitative work of Various Criterion submitted to NAAC Coordinator was given for proof reading to IQAC Coordinator and Dr.A.W.Kale IQAC Member.
- Prof.V.J.Pillewan, NAAC Coordinator highlighted following points related to pending work
  - a) Criterion-I: work related to feedback (i.e. 1.4.1 & 1.4.2)
  - b) Criterion-II: work related to faculty recognition/awards (i.e. 2.4.4)

- c) Criterion-III: Purchase of plagiarism checking software (3.1.1) and linkages and MOU (3.5.1 & 3.5.2)
- d) Criterion-IV: Work related to budget ( 4.1.4, 4.2.4, 4.4.1)
- e) Criterion-V: Collection of data and consolidation related to number of students passed competitive examination (5.1.4 & 5.2.3), place (5.2.1, Internship 5.1.5)
- f) Criterion-VI: Development activity of faculty and non-teaching staff (6.3.3 & 6.3.4)
- g) Criterion-VII: Used to LEDs, Solar Waste Management, Rain Water Harvesting (7.1.1 to 7.1.6)

***Agenda-4: Provision of smart/digital interactive board facility for effective teaching learning.***

- Prof.A.W.Kale brought to the notice of committee members that students are more eager to learn the subject through interactive teaching mechanism.
- He proposed to do provision of digital /smart interactive board for efficient teaching learning methodology.
- Thorough discussion was made and it was decided to purchase at least one smart/digital interactive board for each department.

***Agenda-5: Enhancement in existing intercom facility.***

- Prof.R.P.Narkhede, Vice Principal (Administration) and Mr.S.K.Lad, Section Officer, raised the issue of the existing intercom facility is limited and it should be enhanced at larger extend for effective communication.
- Thorough discussion was made and it was commonly agreed by faculty members for extension of existing intercom facility. Management representative Shri.P.V.Shringarpure, C.E.O. & Secretary and Shri.Z.A.Dabhiya, Treasurer approved the demand and directions issued to Principal.

***Agenda-6: Mechanism for laboratory audit at institute level.***

- Mr.S.N.Deshmukh, Tax. Assistant, Income Tax Department external member suggested to carry out laboratory audit at institute level regularly.
- The suggestion was approved by the Principal and other IQAC Members and decided to include following key points in the laboratory audit report.
  - 1) Dead stock verification.
  - 2) Maintenance and working status of all equipment in laboratory.
  - 3) New requirement for upcoming year.
  - 4) Usages and trial register.

***Agenda 7: Review of library infrastructure.***

- Dr.M.J.Lengare, Principal informed the committee that suggestion regarding inadequate facility for library infrastructure and reference section was pointed out by faculty and students in the feedback forms.
- After discussion the decision was made to renovate library and separate provisions will be made for library and books section, reference section and study section.

***Agenda 8: Any point with the permission of chair***

- Dr.M.J.Lengare, Principal discussed an internal audit report submitted on 26/04/2018 by appointed resource person of Rahul Dharkar College of Pharmacy and Research Institute, Karjat.
- The suggestions are imparted from Mr.S.N.Deshmukh, Tax. Assistant, Income Tax Department
- Prof. V. K. Gajare brought to notice that some projectors are not functioning properly so there is need of maintenance.

**6. DECISIONS MADE:**

- It was decided to purchase at least one smart/digital interactive board for each department.
- Enhancement in existing intercom facility was approved and decided to execute.
- It was decided to carry out laboratory audit regularly in the every academic year.
- Library renovation and students support facilities decided to carry out.

**7. MEETING END: 05.10 p.m.**



**Prof.G.S.Darvankar**  
**IQAC Co-ordinator**



**Dr.M.J.Lengare**  
**Chairperson**

**Date: 13/08/2018**



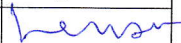
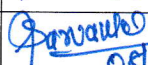





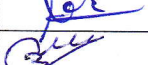
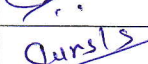
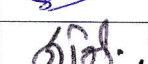


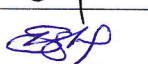



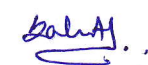
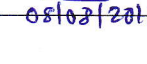
# Internal Quality Assurance Cell 4<sup>th</sup> Meeting


## Attendance Sheet:


Meeting Date : 08/08/2018

Timing : 03.30p.m. to 05.10 p.m.

Meeting Place : IQAC Cell

Sr. No.	Name	Designation	Post	Signature
1.	Dr.M.J.Lengare	Principal	Chairperson	
2.	Prof.G.S.Darvankar	H.O.D./Asso. Prof., Dept. of Production Engg.	IQAC Coordinator	 08/08/2018
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16.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)	 S.N.Deshmukh
17.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd.Vashi.	Member, (Industry Nominee)	 Awarade
18.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)	 08/08/2018

  
Prof.G. S. Darvankar  
IQAC Co-ordinator

  
Dr. M. J. Lengare  
Chair Person