



**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.
- ☎ Tel : (02148) 222580 / 223768 Fax : (02148) 222359
✉ Email : kgce@vsnl.net, kgce2009@gmail.com Website : www.kgce.org

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 4th Meeting

MEETING MINUTES

Meeting Date : 08/08/2018

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

Meeting Place : IQAC Cell

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 3rd IQAC meeting held on 08/05/2018
- 2) Action taken report of 3rd 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 3rd 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 3rd 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 4th 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	<i>[Signature]</i>
2.	Prof.G.S.Darvankar	H.O.D./Asso. Prof., Dept. of Production Engg.	IQAC Coordinator	<i>[Signature]</i> 08/08/2018
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> 8/8/18
12.	Shri.Z.A.Dabhiya	Treasurer, Konkan Gyanpeeth	Member, (Management Representative)	<i>[Signature]</i> 8/8/18
13.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)	<i>[Signature]</i> 8/8/18
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> 08/08/2018

[Signature]
08/08/2018
Prof.G. S. Darvankar
IQAC Co-ordinator

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



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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer


Dr. M. J. Lengare
Principal


Date: 20/08/2018

Action Taken Report

Internal Quality Assurance Cell 4th Meeting held on 08/08/2018

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Purchase of smart/digital interactive board	This responsibility is assigned to Prof. V.J.Pillewan to identify the vendor.
2.	Enhancement in existing intercom facility	<ul style="list-style-type: none">In the meeting of Principal and Head of Departments key locations are identified where the intercom facility is to be extended.The work order is decided to assign to a compatible vendor.
3.	Conduction of Laboratory Audit	All the Head of the Departments are directed for timely checking of deadstock registers of all the facilities in their departments and carry out laboratory audit in consult with other depart head and senior faculty.
4.	Library renovation and students support facilities	This responsibility is assigned to Vice Principal-Administration to suggest new plan for relocating the existing facilities available in library to improve the ambience.


Prof. G.S. Darvankar
IQAC Co-ordinator


Dr. M.J. Lengare
Chairperson



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Shri. P. V. Shringarpure
Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Date: 16/08/2018

Office Order


To,

**Prof.V.J.Pillewan,
Vice Principal-Academics &
Purchase Committee Coordinator.**

Dear Sir,

It was decided to purchase smart/digital interactive board for interactive based Teaching Learning process, based on the resolution passed in the IQAC meeting held on dated 08/08/2018.

You are therefore requested to identify the vendor and process the documentation for the purchase of smart/digital interactive board.


Dr.M.J.Lengare
Principal

Copy To: Management



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Vice Chairman

Shri. P. Y. Shringarpure
Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Date: 16/08/2018

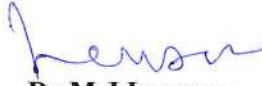
Circular

Vice-Principal (Administration), Vice-Principal (Academics) and Head of the Departments are hereby informed to attend the meeting with the undersigned dated on 20/08/2018.

Agenda of the Meeting:

1. Enhancement in existing intercom facility.
2. Conduction of Laboratory Audit.
3. Library renovation and students support facilities.
4. Maintenance of Lerner centric facilities.

Venue: Principal Office


Dr.M.J.Lengare
Principal

Copy To: Management

Circulate To:

1. Vice-Principal (Administration)
2. Vice-Principal (Academics)
3. Head, Department of Computer Engg.
4. Head, Department of Electronics and Telecommunication Engg.
5. Head, Department of Instrumentation Engg.
6. Head, Department of Mechanical Engg.
7. Head, Department of Production Engg.
8. Head, Department of Information Technology
9. Head, Department of Science & Humanities Department



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Treasurer

Dr. M. J. Lengare
Principal

Institute Code: EN- 3198

Internal Quality Assurance Cell 5th Meeting

MEETING MINUTES

Meeting Date : 19/10/2018

Time : 02.30 p.m. to 04.30 p.m.

Meeting Place : IQAC Cell

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.V.K.Gajare	Asst. Prof., Dept. of Mechanical Engg.	Member
5.	Prof.V.P.Patil	Asst. Prof., Dept. of Science & Humanities	Member
6.	Prof.Mrs.P.B.Lad	Asst. Prof., Dept. of Information Technology	Member
7.	Dr.A.W.Kale	Asso. Prof., Dept. of Information Technology	Member
8.	Prof.Ms.R.V.Sangale	Asst. Prof., Dept. of Computer Engg.	Member
9.	Shri.P.V.Shringarpure	C.E.O. & Secretary, Konkan Gyanpeeth	Member, (Management Representative)
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13.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)
14.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd.Vashi.	Member, (Industry Nominee)
15.	Mr.S.N.Deshmukh	Tax Assistant, Income Tax Dept.	Member, (Alumni Nominee)
16.	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.	Prof.Mrs.K.S.Pillangwad	Asso. Prof., Dept. of ELTL. Engg.	Member
2.	Prof.P.R.Bhosale	Asst. Prof., Dept. of Instrumentation Engg.	Member
3.	Ms.S.G.Patil	T.E., Computer Engg.	Member, (Student Nominee)
4.	Mr.S.S.Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)

5. Meeting Date : 19/10/2018

Meeting Place : Meeting place was shifted to Principal Office due to ongoing NAAC Work in IQAC Cell

Meeting Actual Start : 03.05 p.m.

6. Agenda of Meeting:

1. Confirmation and review of minutes of 4th IQAC meeting held on 08/08/2018.
2. Action taken report of 4th IQAC meeting held on 08/08/2018.
3. Review of Criterion wise excel sheets submitted.
4. Review of Criterion wise Qualitative data submitted.
5. Guidelines for submission of NAAC SSR.
6. Provision of Secured Socket Layer (SSL) Certificate for College Website.
7. Any other point with the permission of chair.

Proceeding of meeting:

The IQAC Chairperson, Dr.M.J.Lengare welcome all committee members and expressed apology for shifting the meeting place to Principal Office. He specially tanks external members of IQAC Cell and open the meeting.

Agenda 1: Confirmation and review of minutes of fourth IQAC meeting held on 08/08/2018

- The Chairperson, Dr.M.J.Lengare asked the IQAC Team Members to circulate the minutes of previous meeting held on 08/08/2018. The presentation was made by Dr.A.W.Kale and copy of action taken report table for discussion.

Agenda 2: Action taken report of fourth IQAC meeting held on 08/08/2018

- Prof.G.S.Darvankar IQAC Co-ordinator gave brief above action taken report of 4th IQAC meeting held on 08/08/2018. He further informed regarding action taken against the resolution passed in the meeting and it was listed in tabular form as follows:

Sr. No.	Resolution in the 4th IQAC Meeting	Action Taken for Implementation & Outcomes
1.	Purchase of smart/digital interactive board	This responsibility is assigned to Prof. V. J. Pillewan to identify the vendor.
2.	Enhancement in existing intercom facility	<ul style="list-style-type: none">• In the meeting of Principal and Head of Departments key locations are identified where the intercom facility is to be extended.• The work order is decided to assign to a compatible vendor
3.	Conduction of Laboratory Audit	All the Head of the Departments are directed for timely checking of deadstock registers of all the facilities in their departments and carry out laboratory audit in consult with other depart head and senior faculty.
4.	Library renovation and students support facilities	This responsibility is assigned to Vice Principal-Administration to suggest new plan for relocating the existing facilities available in library to improve the ambiance.

Dr. M. J. Lengare informed that circulars regarding above were already given to the concerned persons as per above and assigned work is in progress.

Agenda 3: Review of Criterion wise excel sheets submitted.

- Dr. V. J. Pillewan was felicitated by Chairperson Dr. M. J. Lengare, Principal on completion of Doctorate program (PhD) form VJTI, Matunga, Mumbai.
- Prof. P. R. Bhosale stated that the excel sheets required in various metrics as specified in each criteria were thoroughly checked by criteria coordinators and also ready for uploading on HEI portal of NAAC.

Agenda 4: Review of Criterion wise Qualitative data submitted.

- Dr. V. J. Pillewan informed the committee members that proof reading of Qualitative work as required in various criteria's of NAAC SSR was done and ready for uploading. However Dr. M. J. Lengare chairperson of IQAC suggested for one more proof reading before uploading against criteria metrics on HEI portal of NAAC.

Agenda 5: Guidelines for submission of NAAC SSR.

- Prof. G. S. Darvankar informed the committee members the procedure need to be followed while submitting NAAC SSR and highlighted following key points:
 1. NAAC SSR need to be submitted in four stages:
 - a. Executive summary
 - b. Extended profile
 - c. Qualitative Description for specified metrics.
 - d. Uploading of excel sheets and providing the HEI inputs
 2. Payment of fees through bank account.
 3. Conformation of submission
 4. Downloading PDF of submitted SSR.
- The responsibility of collecting the data from the criteria coordinators was assigned to Prof. V. K. Gajare, Mr. Sunil Lad, (Lab assistant, Department of Mechanical Engg) and Mrs. Smita Limje (Clerk, Department of Production Engg).
- The data uploading on HEI portal of NAAC was assigned to Dr. A. W. Kale and Prof. J. P. Patil, (Head, Department of Information Technology).
- It was decided to upload the data on HEI portal on 22/10/2018.

Agenda 6: Provision of Secured Socket Layer (SSL) Certificate for College Website.

- Dr. A. W. Kale informed the committee members that the institute website need to be safeguarded. After thorough discussion it was decided to secure it by purchasing Secured Socket Layer (SSL) certificate.
- The responsibility for the same was assigned to Mrs. Swati Dalvi (In-charge of computer center).

Agenda 5: Any other point with the permission of chair.

- No other issues was raised by the committee members apart from the above discussed points, meeting was concluded with vote of thanks.

7. DECISIONS MADE

- Prof. G. S. Darvankar was assigned the responsibility to take one more proof reading before uploading the information against criteria metrics on HEI portal of NAAC.
- Excel sheets prepared by the criterion coordinators as required in matrices, should be rechecked before submitting.
- Prof. V. K. Gajare, Mr. Sunil Lad, (Lab assistant, Department of Mechanical Engg) and Mrs. Smita Limje (Clerk, Department of Production Engg) directed to collect the ready Excel sheets and qualitative information prepared by the criterion coordinators.
- Dr. A. W. Kale and Prof. J. P. Patil, (Head, Department of Information Technology) were assigned the responsibility to upload the qualitative data and excel sheets
- Mrs. Swati Dalvi was assigned the responsibility to identify the concern vendors for purchasing Secured Socket Layer (SSL) certificate.

8. MEETING END: 04.50 p.m.


Prof.G.S.Darvankar
IQAC Co-ordinator


Dr.M.J.Lengare
Chairperson

Date: 26/10/2018

Internal Quality Assurance Cell 5th Meeting

Attendance Sheet:

Meeting Date : 19/10/2018

Timing : 02.35 to 04.50 .m.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> 19/10/2018
3.	Prof.V.J.Pillewan	Vice Principal (Academic)/ Asso. Prof.	NAAC Coordinator	<i>[Signature]</i>
4.	Prof.V.K.Gajare	Asst. Prof., Dept. of Mechanical Engg.	Member	<i>[Signature]</i>
5.	Prof.V.P.Patil	Asst. Prof., Dept. of Science & Humanities	Member	<i>[Signature]</i>
6.	Prof.Mrs.P.B.Lad	Asst. Prof., Dept. of Information Technology	Member	<i>[Signature]</i>
7.	Dr.A.W.Kale	Asso. Prof., Dept. of Information Technology	Member	<i>[Signature]</i>
8.	Prof.Ms.R.V.Sangale	Asst. Prof., Dept. of Computer Engg.	Member	<i>[Signature]</i>
9.	Shri.P.V.Shringarpure	C.E.O. & Secretary, Konkan Gyanpeeth	Member, (Management Representative)	<i>[Signature]</i> 19-10-18
10.	Shri.Z.A.Dabhiya	Treasurer, Konkan Gyanpeeth	Member, (Management Representative)	<i>[Signature]</i>
11.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)	<i>[Signature]</i>
12.	Mr.S.K.Lad	Section officer, Office	Member, (Administrative Office)	<i>[Signature]</i>
13.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)	<i>[Signature]</i>
14.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd.Vashi.	Member, (Industry Nominee)	<i>[Signature]</i>
15.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)	<i>[Signature]</i> SNDeshmukh
16.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)	<i>[Signature]</i> 19/10/2018

[Signature]
Prof.G. S. Darvankar
IQAC Co-ordinator

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



KONKAN GYANPEETH COLLEGE OF ENGINEERING KARJAT

(Approved by A.I.C.T.E. (New delhi), D.T.E. Government of Maharashtra
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Fax : (02148) 222359

Email : kgce@vsnl.net, kgce2009@gmail.com

Website : www.kgce.org

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

Date: 30/10/2018

Action Taken Report

Internal Quality Assurance Cell 5th Meeting held on 19/10/2018

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Proof reading of Qualitative data	The work was completed buy Prof. G. S. Darvankar on 21/10/2018 and sheets were ready to upload.
2.	Checking of Excel sheets	Excel sheets were rechecked and handed over to members assigned for the task on 20/10/2018
3.	Collection of Excel sheets and qualitative information	Prof. V. K. Gajare, Mr. Sunil Lad and Mrs. Smita Limje the assigned work by the assignee was completed on 23/10/2018.
4.	Uploading the qualitative data and excel sheets on HEI portal.	The SSR was successfully uploaded on HEI portal of NAAC on 24/10/2018 by Dr. A. W. Kale and Prof. J. P. Patil.
5.	Purchasing of Secured Socket Layer (SSL) certificate.	The SSL certificate was purchased on 26/10/2018.

Prof.G.S.Darvankar
IQAC Co-ordinator

Dr.M.J.Lengare
Chair Person



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Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell

Date: 11/12/2018

Notice

The meeting of committee members related to Internal Quality Assurance Cell is scheduled on Thursday, 20/12/2018. The members are hereby requested to attend the meeting on scheduled date.

Agenda of Meeting:

- 1) Confirmation and review of minutes of 5th IQAC meeting held on 19/10/2018
- 2) Action taken report of 5th IQAC meeting held on 19/10/2018
- 3) Review of NAAC work
- 4) Participation in NIRF
- 5) Any other point with the permission of chair.

Venue : IQAC Cell

Time : 11.00 a.m. to 01.30 p.m.

Chair : Dr.M.J.Lengare





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Circulate to:

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

G. S. Darvankar
Prof. G. S. Darvankar
(IQAC Co-ordinator)

Copy To: Management





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Institute Code: EN- 3198

Internal Quality Assurance Cell 6th Meeting

MEETING MINUTES

Meeting Date : 20/12/2018

Time : 11.00 a.m. to 1.30 p.m.

Meeting Place : IQAC Cell





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Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell 6th Meeting

Meeting Date: 20/12/2018

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.V.J.Pillewan	Vice Principal (Academic)/ Asso. Prof.	NAAC Coordinator
3.	Prof.V.P.Patil	Asst. Prof., Dept. of Science & Humanities	Member
4.	Prof.Mrs.P.B.Lad	Asst. Prof., Dept. of Information Technology	Member
5.	Dr.A.W.Kale	Asso. Prof., Dept. of Information Technology	Member
6.	Shri.P.V.Shringarpure	C.E.O. & Secretary, Konkan Gyanpeeth	Member, (Management Representative)
7.	Shri.Z.A.Dabhiya	Treasurer, Konkan Gyanpeeth	Member, (Management Representative)
8.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)
9.	Mr.S.K.Lad	Section Officer, Office	Member, (Administrative Office)
10.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)
11.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd. Vashi.	Member, (Industry Nominee)
12.	Mr.S.N.Deshmukh	Tax Assistant, Income Tax Dept.	Member, (Alumni Nominee)
13.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)
14.	Ms.S.G.Patil	T.E., Computer Engg.	Member, (Student Nominee)

Absent members:

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

1.	Prof.G.S.Darvankar	H.O.D./Asso. Prof., Dept. of Production Engg.	IQAC Coordinator
2.	Prof.V.K.Gajare	Asst. Prof., Dept. of Mechanical Engg.	Member
3.	Prof.Mrs.K.S.Pillangwad	Asso. Prof., Dept. of ELTL. Engg.	Member
4.	Prof.P.R.Bhosale	Asst. Prof., Dept. of Instrumentation Engg.	Member
5.	Prof.Ms.R.V.Sangale	Asst. Prof., Dept. of Computer Engg.	Member
6.	Mr.S.S.Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)





7. **Meeting Date** : 20/12/2018
Meeting Place : IQAC Cell
Meeting Actual Start : 11.00 a.m.

8. **Agenda of Meeting:**

- 1) Confirmation and review of minutes of 5th IQAC meeting held on 19/10/2018
- 2) Action taken report of 5th IQAC meeting held on 19/10/2018
- 3) Review of NAAC work
- 4) Participation in NIRF
- 5) Any other point with the permission of chair.

Proceeding of meeting:

The IQAC Chairperson, Dr.M.J.Lengare welcomed all committee members and congratulated all the criteria coordinators and members for successful submission of DVV clarifications and open the meeting.

Agenda 1: Confirmation and review of minutes of 5th IQAC meeting held on 19/10/2018

The Chairperson, Dr.M.J.Lengare asked the IQAC Team Members to circulate the minutes of previous meeting held on 19/10/2018. The presentation was made by Dr.V. J. Pillewan and copy of action taken report tabled for discussion.

Agenda 2: Action taken report of 5th IQAC meeting held on 19/10/2018

Dr. A. W. Kale gave brief about action taken report of 5th IQAC meeting held on 19/10/2018. He further informed that SSR was uploaded on 24/10/2018.

Agenda 3: Review of NAAC work

Dr. V. J. Pillewan informed the committee members that after submission of SSR on 25/10/2018 the DVV queries was received on 12/11/2018 and all DVV clarifications was uploaded on 27/11/2018. All clarifications uploaded on the NAAC HEI portal are filed properly and indexed.

Agenda 4: Participation in NIRF

As per quality initiative under IQAC (Criteria VI, Sub Point: 6.5.4) it is required to apply for NIRF ranking, Prof. G. S. Darvankar proposed that, link of NIRF will get activated in month of April/May. Through discussion was made and it was decided to apply for NIRF ranking from Academic year 2019-20 onwards.





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Chairperson

Capt. Sariputta Wangdi
Vice Chairman

Shri P. V. Shringarpure
Secretary & CEO

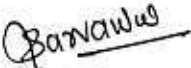
Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Agenda 5: Any other point with the permission of chair.

- No other issues was raised by the committee members apart from the above discussed points, meeting was concluded with vote of thanks.

8. MEETING END: 01.20 p.m.


Prof. G.S. Darvankar
IQAC Co-ordinator


Dr. M.J. Lengare
Chairperson

Date: 21/12/2018





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Shri P. V. Shringarpure
Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell 6th Meeting


Attendance Sheet:

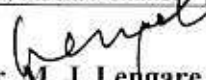
Meeting Date : 20/12/2018

Timing : 11.00 to 01.20 pm

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	AB
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	AB
5.	Prof.P.R.Bhosale	Asst. Prof., Dept. of Instrumentation Engg.	Member	AB
6.	Prof.V.K.Gajare	Asst. Prof., Dept. of Mechanical Engg.	Member	AB
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	AB
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)	
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15.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)	
16.	Ms.S.G.Patil	T.E., Computer Engg.	Member, (Student Nominee)	S.G.Patil
17.	Mr.S.S.Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)	AB
18.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)	S.N.Deshmukh
19.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd. Vashi.	Member, (Industry Nominee)	Awarade
20.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)	Solunke


Prof.G.S. Darvankar
IQAC Co-ordinator


Dr. M. J. Lengare
Chair Person





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Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell

Date: 25/02/2019

Notice

The meeting of committee members related to Internal Quality Assurance Cell is scheduled on Wednesday, 27/02/2019. The members are hereby requested to attend the meeting on scheduled date.

Agenda of Meeting:

- 1) Confirmation and review of minutes of 6th IQAC meeting held on 20/12/2018
- 2) Action taken report of 6th IQAC meeting held on 20/12/2018
- 3) Review of NAAC work
- 4) NAAC Visit Planning
- 5) NAAC Visit Preparation
- 6) Any other issues raised with permission of chair

Venue : IQAC Cell

Time : 02.30 p.m. to 04.30 p.m.

Chair : Dr.M.J.Lengare





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Circulate to:

Sr. No.	Name	Designation	Post	Sign. with date
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	
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12.	Shri. Z. A. Dabhiya	Treasurer, Konkan Gyanpeeth	Member, (Management Representative)	
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Prof. G. S. Darvankar
(IQAC Co-ordinator)

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Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Institute Code: EN- 3198

Internal Quality Assurance Cell 7th Meeting

MEETING MINUTES

Meeting Date : 27/02/2019

Time : 02.30 p.m. to 04.30 p.m.

Meeting Place : IQAC Cell





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Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell 7th Meeting

Meeting Date: 27/02/2019

1. CHAIR : Dr. V.J.Pillewan, Vice-Principal (Academics), K.G.C.E., Karjat.

2. ATTENDANCE :

Present members :

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

Absent members:

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

Sr. No.	Name	Designation	Post
1.	Dr.M.J.Lengare	Principal	Chairperson
2.	Prof.Mrs.P.B.Lad	Asst. Prof., Dept. of Information Technology	Member
3.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)
4.	Mr.S.S.Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)





5. Meeting Date : 27/02/2019
Meeting Place : IQAC Cell
Meeting Actual Start : 02.40 p.m.

6. Agenda of Meeting:

- 1) Confirmation and review of minutes of 6th IQAC meeting held on 20/12/2018
- 2) Action taken report of 6th IQAC meeting held on 20/12/2018
- 3) Review of NAAC work
- 4) NAAC Visit Planning
- 5) NAAC Visit Preparation
- 6) Any other issues raised with permission of chair

Proceeding of meeting:

The IQAC Chairperson, Dr. V.J.Pillewan welcomed all committee members and open the meeting.

Agenda 1: Confirmation and review of minutes of 6th IQAC meeting held on 20/12/2018

The Chairperson, Dr. V.J.Pillewan asked the IQAC Team Members to circulate the minutes of previous meeting held on 20/12/2018. The presentation was made by Prof. V. K. Gajare and copy of action taken report tabled for discussion.

Agenda 2: Action taken report of fourth IQAC meeting held on 20/12/2018

Prof.G.S.Darvankar IQAC Co-ordinator gave brief above action taken report of 6th IQAC meeting held on 20/12/2018. He further informed regarding action taken against the resolution passed in the meeting and it was listed in tabular form as follows:

Sr. No.	Resolution in the 6 th IQAC Meeting	Action Taken for Implementation & Outcomes
1.	DVV Clarification	The criteria coordinators prepared files of DDV sheets submitted and made the tagging.
2.	Participation in NIRF	It was decided to apply for NIRF after NAAC Accreditation process.

Agenda 3: Review of NAAC work

Dr. V.J.Pillewan informed the committee members about mail received from NAAC on 22/01/2019 regarding the acceptance of DVV clarifications submitted by the criteria coordinators and members.





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Chairperson

Capt. Sariputta Wangdi
Vice Chairman

Shri P. V. Shringarpure
Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Agenda 4: NAAC Visit Planning

It was brought to notice of committee that, Institute has prequalified for NAAC Peer Team Visit on 22/01/2019 and NAAC has advised institute to suggest three dates and names of hotels.

Institute had given 3 dates and out of that 25th and 26th March 2019 accepted by NAAC. Further, NAAC Coordinator, IQAC Coordinator, Criteria Coordinators advised to be ready with documentation required and to at least watch 1-2 videos of NAAC Peer Team Visit of other colleges.

Agenda 5: NAAC Visit Preparation

Through discussion has been carried out for the NAAC visit preparation and committee members shared their views in this regards.

Resolution: Responsibility of NAAC visit preparation and detailed planning is given to Dr. V. J. Pillewan and Prof. G. S. Darvankar advised to make necessary arrangements in this regards and final plan must be submitted to undersigned.


Agenda 6: Any other issues raised with permission of chair

Presently ERP system is available and used in restricted domain. Dr. A. W. Kale has proposed to implement intranet facility for e-governance of academic activities and institutional administrative work to make the institution functioning paperless.

Prof. G. S. Darvankar bring to notice that Prof. Mrs. K. S. Pillangwad have resigned from the institute on 12/01/2019. He proposed the name of Prof. Mrs. A. J. Panchal as new member for as replacement of Prof. Mrs. K. S. Pillangwad.

8. MEETING END: 04.30 p.m.


Prof. G. S. Darvankar
IQAC Co-ordinator


Dr. V. J. Pillewan
Chairperson

Date: 28/02/2019





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Vice Chairman

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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell

Date: 08/04/2019

Notice

The meeting of committee members related to Internal Quality Assurance Cell is scheduled on Tuesday, 16/04/2019. The members are hereby requested to attend the meeting on scheduled date.

Agenda of Meeting:

- 1) Confirmation and review of minutes of 7th IQAC meeting held on 27/02/2019
- 2) Action taken report of 7th IQAC meeting held on 27/02/2019
- 3) Accept the report of NAAC Peer Team visit dated 25th & 26th March 2019 and analyze the recommendation provided
- 4) Review of soft skill and aptitude training provided to the student under value addition program
- 5) Discussion on the future plan of action for next academic year
- 6) Any other issues raised with permission of chair

Venue : IQAC Cell

Time : 02.00 p.m. to 04.00 p.m.

Chair : Dr.M.J.Lengare





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Circulate to:

Sr. No.	Name	Designation	Post	Sign. with date
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.A.J.Panchal	Asst. 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.	Ms.S.G.Patil	T.E., Computer Engg.	Member, (Student Nominee)	
17.	Mr.S.S.Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)	
18.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)	
19.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd. Vashi.	Member, (Industry Nominee)	
20.	Shri.Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)	

Prof.G.S.Darvankar
(IQAC Co-ordinator)

Copy To: Management





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Institute Code: EN- 3198

Internal Quality Assurance Cell 8th Meeting

MEETING MINUTES

Meeting Date : 16/04/2019
Time : 02.15 p.m. to 04.30 p.m.
Meeting Place : IQAC Cell





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Internal Quality Assurance Cell 8th Meeting

Meeting Date: 16/04/2019

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.A.J.Panchal	Asst. 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.	Shri.S.L.Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)
14.	Ms.S.G.Patil	T.E., Computer Engg.	Member, (Student Nominee)
15.	Mr.S.N.Deshmukh	Tax. Assistant, Income Tax Dept.	Member, (Alumni Nominee)
16.	Shri.A.M.Warade	Owner, M/s A.V. Instrumentation Pvt. Ltd.Vashi.	Member, (Industry Nominee)
17.	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.

Sr. No.	Name	Designation	Post
1.	Prof.R.P.Narkhede	Vice-Principal (Administration)	Member, (Administrative Office)
2.	Mr.S.K.Lad	Section officer, Office	Member, (Administrative Office)
3.	Mr.S.S.Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)





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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

4. Meeting Date : 16/04/2019
Meeting Place : IQAC Cell
Meeting Actual Start : 02.15 p.m.

5. Agenda of Meeting:

- 1) Confirmation and review of minutes of 7th IQAC meeting held on 27/02/2019
- 2) Action taken report of 7th IQAC meeting held on 27/02/2019
- 3) Accept the report of NAAC Peer Team visit dated 25th & 26th March 2019 and analyze the recommendation provided
- 4) Review of soft skill and aptitude training provided to the student under value addition program
- 5) Discussion on the future plan of action for next academic year
- 6) Any other issues raised with permission of chair

Proceeding of meeting:

The IQAC Chairperson, Dr. M.J.Lengare welcomed all committee members and open the meeting.

Agenda 1: Confirmation and review of minutes of 7th IQAC meeting held on 27/02/2019

The Chairperson, Dr. M.J.Lengare asked the IQAC Team Members to circulate the minutes of previous meeting held on 27/02/2019. The minute of meeting was read by Prof. G.S.Darvankar IQAC Co-ordinator and copy of action taken report tabled for discussion.

Agenda 2: Action taken report of 7th IQAC meeting held on 27/02/2019

Prof.G.S.Darvankar gave brief about action taken report of 7th IQAC meeting held on 27/02/2019. He further informed regarding action taken against the resolution passed in the meeting and it was listed in tabular form as follows:

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Review of NAAC work	DVV clarifications was accepted by NAAC Office and the mail was received on 22/01/2019 regarding the same
2.	NAAC Visit Planning	Institute was prequalified for NAAC Peer Team visit and visit was schedule on 25 th & 26 th March 2019
3.	NAAC Visit Preparation	Responsibility of NAAC Visit preparation and planning was given to Dr. V.J.Pillewan and Prof.G.S.Darvankar
4.	Any other issues raised with permission of chair	Prof.Mrs.A.J.Panchal was appointed as a new member for as replacement of Prof.Mrs.K.S.Pillangwad





Agenda 3: Accept the report of NAAC Peer Team visit dated 25th & 26th March 2019 and analyze the recommendation provided

NAAC Peer Team visit dated 25th & 26th March 2019 was accepted and Dr. V.J.Pillewan Vice Principal (Academic) and NAAC Coordinator heighted criterion wise recommendation and observations provided in the report. The overall analysis based on SWOC was also discuss in the meeting.

Resolution: The committee members including Management Trustee members and Principal has agreed upon to develop the future plan for the short comings and overall improvements in the quality related issues.

Dr. V.J.Pillewan and Prof.G.S.Darvankar has assigned the responsibility to prepared the presentation on criterion wise weighted grade point obtained and Peer Team metric wise score report and discuss them in the faculty and staff meeting.

Agenda 4: Review of soft skill and aptitude training provided to the student under value addition program

The institute was provide soft skill and aptitude training to third year and final year students of the institute under the MoU signed with *Amplitude Technology, Karjat* and *Campus Credential, Thane* respectively. 361 students have been successfully completed the training out of 377 registered students (Percentage of successful completion =95.75)

Resolution: This Activity was decided to continue with *Amplitude Technology, Karjat* and *Campus Credential, Thane* for next academic year also under value addition program to enhance students soft skill acquaintance.

Agenda 5: Discussion on the future plan of action for next academic year

Through discussion has been carried out regarding the future plan of action for next Academic Year 2019-20 among the committee members and the following activities were finalized.

Resolution: Future Plans of action for next academic year

- Organize orientation/induction program for newly admitted first year students (fresher's) and their parents to make aware of engineering curriculum, syllabus, and examination pattern of the university.
- Develop and implement strategic plan for next five years of the institute.
- Revise code of conduct handbook for various stack holders and monitoring institutional academic and administrative activities through it.





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Treasurer

Dr. M. J. Lengare
Principal

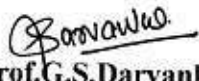
- Conduction of external and internal Academic and Administrative Audit (AAA) of the institute through external nominated resource persons and interdisciplinary departmental head and faculty respectively.
- Conduct additional innovative guest lectures and carrier oriented training programmes to fill the gap and improve the quality.
- Identify the best practices to be followed.
- Provide financial assistance in the form of registration fee to the faculty for participation in conferences/seminars/workshops/FDP etc.
- Enhancing social compatibility of the students by giving better opportunity of social interaction through activities of NSS.

Agenda 6: Any other issues raised 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. **MEETING END:** 04.30 p.m.

7. **NEXT MEETING:** July 2019


Prof. G.S. Darvankar
IQAC Co-ordinator


Dr. M.J. Lengare
Chairperson

Date: 20/04/2019





Internal Quality Assurance Cell 8th Meeting

Attendance Sheet:

Meeting Date : 16/04/2019

Timing : 02.15 to 04.30 pm

Meeting Place : IQAC Cell

Sr. No.	Name	Designation	Post	Sign. with date
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. A.J. Panchal	Asst. 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)	Absent
14.	Mr. S. K. Lad	Section officer, Office	Member, (Administrative Office)	Absent
15.	Shri. S. L. Lad	Ex. President, KMC, Karjat	Member, (Local Society Nominee)	
16.	Ms. S. G. Patil	T.E., Computer Engg.	Member, (Student Nominee)	
17.	Mr. S. S. Devkate	T.E., Mechanical Engg.	Member, (Student Nominee)	Absent
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19.	Shri. A. M. Warade	Owner, M/s A. V. Instrumentation Pvt. Ltd. Vashi.	Member, (Industry Nominee)	
20.	Shri. Ashok H. Solunke	School Teacher, Karjat	Member, (Stake Holder, Parent Nominee)	

Prof. G. S. Darvankar
IQAC Co-ordinator



Dr. M.J. Lengare
Chair Person



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Secretary & CEO

Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Date: 26/04/2019

Action Taken Report

Internal Quality Assurance Cell 8th Meeting held on 16/04/2019

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	<p>i) To develop the future plan for the short comings and overall improvements in the quality related issues.</p> <p>ii) Dr. V.J.Pillewan and Prof.G.S.Darvankar has assigned the responsibility to prepared the presentation on overall qualitative and quantitative metric wise grade obtained from NAAC</p>	<p>i) Management Trustee Members and Principal has decided to prepare strategic plan for overall improvement of Academic and Institute.</p> <p>ii) Dr. V.J.Pillewan and Prof.G.S.Darvankar has prepared the presentation and deliver the same 20/04/2019 in the faculty and staff meeting. The suggestion imparted by the faculty and staff during the meeting was noted down.</p>
2.	Soft skill and Aptitude training by Amplitude Technology, Karjat and Campus Credential, Thane	The MoU is in forced for three years with Amplitude Technology, Karjat w.e.f. 07/07/2018 and with Campus Credential, Thane w.e.f. 02/08/2018. The responsibility was assigned to Training & Placement Cell for its conduction.
3.	Future plan of action for next Academic Year 2019-20	The activity list against the future plan was listed in Annexure -I. The implementation of the activities will be monitored subsequent IQAC Meetings.


Prof.G.S.Darvankar
IQAC Co-ordinator




Dr.M.J.Lengare
Chair Person



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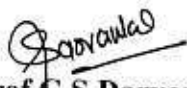
Shri. Z. A. Dabhiya
Treasurer

Dr. M. J. Lengare
Principal

Annexure -I

Future Plans of Action for Academic Year 2019-20

4. Organize orientation/induction program for newly admitted first year students (fresher's) and their parents to make aware of engineering curriculum, syllabus, and examination pattern of the university.
5. Develop and implement strategic plan for next five years of the institute.
6. Revise code of conduct handbook for various stack holders and monitoring institutional academic and administrative activities through it.
7. Conduction of external and internal Academic and Administrative Audit (AAA) of the institute through external nominated resource persons and interdisciplinary departmental head and faculty respectively.
8. Conduct additional innovative guest lectures and carrier oriented training programmes to fill the gap and improve the quality.
9. Identify the best practices to be followed.
10. Provide financial assistance in the form of registration fee to the faculty for participation in conferences/seminars/workshops/FDP etc.
11. Enhancing social compatibility of the students by giving better opportunity of social interaction through activities of NSS.


Prof. G.S. Darvankar
IQAC Co-ordinator


Dr. M.J. Lengare
Chair Person

