



EXCELSSIOR EDUCATION SOCIETY'S

K.C. College of Engineering & Management Studies & Research

MithBunder Road, Kopri, Thane (E)

Minutes of Meeting

Date: 03.01.19

Agendas:

1. Intimation for change in name of chairman.
2. Planning for upcoming semester.
3. Review of SSR submission.

Attendees & Signature:

Sr. No.	Name	Designation	Signature
1	Dr. V.N. Pawar	Chairman (Principal)	
2	Dr. Puja Rai	Management Representative (COO)	
3	Dr. Arundhati Chakrabarti	IQAC Coordinator (Faculty)	
4	A.P. Rajiv Iyer	Member (HOD)	
5	Dr. Shelley Oberoi	Member (HOD)	
6	A.P. Amarja Adgaonkar	Member (HOD)	
7	A.P. Shirkesh Poojari	Member (HOD)	
8	A.P. Vaishali Bhalerao	Member (Faculty)	
9	A.P. Ashwini Jayawant	Member (Faculty)	
10	A.P. Varsha Wangikar	Member (Faculty)	
11	A.P. Sonal Balpande	Member (Faculty)	
12	Mr. Mahesh Dalvi	Member (Non-teaching)	
13	Ms. Nayna Khandekar	Member (Non-teaching)	
14	Mr. Anil Mourya	Member (Non-teaching)	
15	Mr. Amanjeet Malhotra	Member (Student Representative)	
16	Mr. Harshad Bhoir	Member (Alumni)	
17	Dr. Nitin Kale	Member (External)	
18	Mrs. Rashmi Joshi	Member (NGO)	

Points Discussed:

1. Appointment of Dr. V.N. Pawar as new chairman of IQAC.
2. Planning for professional faculty development program by IQAC.
3. Discussion on feedback analysis and suggestions given on previous semester. As per suggestions and analysis report, action to be taken is recommended for upcoming semester in all departments.
4. Academic calendar to be displayed on website.
5. Discussion on uploading of SSR and the last date for SSR uploading is 07.02.19.

Action taken:

Sr. No.	Action taken	Status or Target Date
1.	IIQA filed for pre-qualification to apply for NAAC.	15.11.19
2.	Green Audit to be conducted.	7 th January 2019
3.	Non-teaching staff training on soft skills.	December 2018
4.	Feedback to be taken from students.	Semester end

Action to be taken:

Sr. No.	Action to be taken	Target Date
1.	SSR uploading on NAAC portal to be completed.	03.02.19
2.	Academic calendar on website displayed.	04.01.19
3.	Professional FDP by Renew Aura.	03.05.19
4.	Action to be taken on feedbacks by departments.	As applicable

Alhakhiti
IQAC-Co-ordinator
K. C. College of Engineering &
Management Studies & Research

