



EXCELSSIOR EDUCATION SOCIETY'S

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

MithBunder Road, Kopri, Thane (E)

Minutes of Meeting

Date: 03.01.18

Agendas:

1. To finalize format of feedbacks.
2. To discuss on Chairperson Award of excellence.
3. To discuss on IITB library membership and on E-SodhSindhu membership.
4. Review of previous meeting.

Attendees & Signature:

Sr. No.	Name	Designation	Signature
1	Dr. Hansraj Guhilot	Chairman (Principal)	
2	Dr. Puja Rai	Management Representative (DID)	
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. Riddhesh Vohra	Member (Student Representative)	
16	Mr. Harshad Bhoir	Member (Alumni)	

Points Discussed:

1. Review of previous meeting and its action taken.
2. Finalized format of feedbacks and disbursed through domain specific mail ids.
3. Discussion on Chairperson Award of excellence.
4. Discussion on IITB library membership and requirement of funds for the same.
5. Decision on E-SodhSindhu membership.
6. Technical activities and courses to be conducted and proposals requested from H.O.D.
7. Review of criteria by use of ICT to be implemented.

Action taken:

Sr. No.	Action taken	Status or Target Date
1.	Session for NAAC awareness.	From January 2018
2.	Institutes scholarships for various categories.	Accepted and to be disbursed during Reflexion.

Action to be taken:

Sr. No.	Action to be taken	Target Date
1.	Procurement of domain specific id.	10/01/18
2.	Seminar on emerging trends.	13/01/18
3.	Renewal of ISO certificate.	March 2018
4.	Change in library timing; book bank facility and increase in number of books issue.	Conveyed to library committee
5.	Extension activities bodies like YRC, KC wing of Rotract and NSS are proposed.	18/01/18
6.	Chairperson Award of excellence.	31/01/18
7.	Funds for IITB library membership.	Conveyed to library committee
8.	Review of criteria by use of ICT.	10/01/18