



EXCELSSIOR EDUCATION SOCIETY'S
K.C. College of Engineering & Management Studies & Research
MithBunder Road, Kopri, Thane (E)

Minutes of Meeting

Date: 22.09.17

Agendas:

1. Formation of department committee for data flow.
2. Discussion on Vision & Mission of existing statement.
3. Discussion on process of NAAC.
4. Discussion on enrichment of quality culture.

Attendees & Signature:

Sr. No.	Name	Designation	Signature
1	Dr. Hansraj Guhilot	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 (Faculty)	
6	A.P. Amarja Adgaonkar	Member (HOD)	
7	A.P. Asmita Deshmukh	HOD	
8	A.P. Poornima Mahesh	HOD	
9	A.P. Shirkes Poojari	Member (HOD)	
10	A.P. Vaishali Bhalerao	Member (Faculty)	
11	A.P. Ashwini Jayawant	Member (Faculty)	
12	A.P. Varsha Wangikar	Member (Faculty)	
13	A.P. Sonal Balpande	Member (HOD)	
14	Mr. Mahesh Dalvi	Member (Non-teaching)	
15	Ms. Nayna Khandekar	Member (Non-teaching)	
16	Mr. Anil Mourya	Member (Non-teaching)	
17	Mr. Riddhesh Vohra	Member (Student Representative)	
18	Mr. Harshad Bhoir	Member (Alumni)	

Points Discussed:

1. Committees at departmental level are formed for data collection at institute level.
2. Reading and detailed discussion on SSR as an initiation for NAAC process.
3. Discussion on Vision & Mission of existing statement by considering viewpoint of all stakeholders.
4. As a strategy for quality initiative, procurement of domain ID is proposed.

Action to be taken:

Sr. No.	Action to be taken	Target Date
1.	Formation of committees at departmental level and its intimation to IQAC.	29/9/17
2.	Finalization of vision and mission statements.	25/10/17
3.	Procurement of domain specific id.	30/11/17

Alabhat
IQAC-Co-ordinator
K. C. College of Engineering &
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