



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

**Minutes of Meeting**



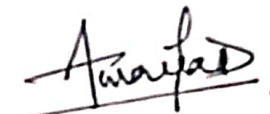

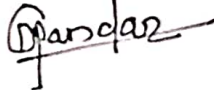

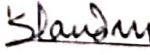

**Date: 06.01.2023**


**Agendas:**

1. Review of the previous meeting.
2. Review of SAR status and visit dates of the IT department.
3. Update on timeline for Springer associated International conference.
4. Final load distribution of higher semester for next academic year.
5. ISO certification status and NC discussion.
6. The academic planning for the even higher semester of A.Y. 2022-23.
7. Discussion on NEP points inclusion for AQAR of A.Y. 2021-22.
8. Preparation for the IT department for team visit.

**Attendees & Signature:**

Sr No	Name	Designation	Signature
1	Dr. Vilas Nitnaware	Chairman	
2	Dr. Arundhati Chakrabarti	IQAC Coordinator	

3	Dr. Rajiv Iyer	Member	
4	Dr. Shelley Oberoi	Member	
5	A. P. Amarja Adgaonkar	Member	
6	Dr. Baban U. Rindhe	Member	
7	A.P. Mandar Ganjapurkar	Member	
8	Dr. Avishek Ray	Member	
9	Dr. Poulami Das	Member	Poulami Das
10	Dr. Kiran Bhandari	Member	
11	Mr. Mahesh Dalvi	Office Superintendent	

12	Ms. Nayna Khandekar	Lab Assistant	

**Points Discussed:**

1. The review of the previous meeting was taken from all the Heads of department and responsible persons.
2. The proceedings of the conference are in the final editing phase and will be released soon as communicated by the conference.
3. The academic planning was requested to be submitted by the heads of the department.
4. Advanced Python was conducted under the Karma scheme from the month of December 2022.
5. The SAR of the IT department was successfully submitted on 19th December 2022.
6. There was a detailed discussion and brainstorming session for the NEP inclusive points in AQAR of 2021-22 in December.
7. The quantitative data filled by the criteria incharges was being finally verified before uploading.
8. The visit dates for NBA of IT department was finalised tentatively as per the portal.
9. The ISO certification from OTABU was received.

10. The suggestions given by the ISO auditors was shared and discussed with all for the necessary changes.
11. The suggestions given by NBA and NAAC were re-visited and strategies for improvement and implementation.
12. New faculties are being hired for the departments.
13. The I-file updations, P file updations timeline was decided and strategized.

**Action taken:**

Sr. No.	Action taken	Status or Target Date
1.	NBA SAR submission of IT	Submitted
2.	NEP points inclusion in AQAR 2021-22	Completed
3.	Publication process for proceedings of the conference	In process
4.	Visit dates for IT department	Completed

**Action to be taken:**

Sr. No.	Action to be taken	Target Date
1.	Strategy for I and P files updations	In process
2.	Hiring for new faculties	Ongoing
3..	Publication process for proceedings of the conference	In process

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