EXCELSSIOR EDUCATION SOCIETY'S

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

MithBunder Road, Kopri, Thane (E)

Minutes of Meeting

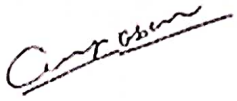
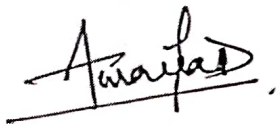
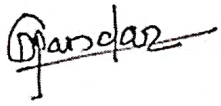
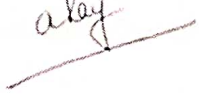
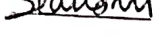
Date: 19.11.2022

Agendas:

1. Review of the previous meeting.
2. Review of NBA accreditation of IT department.
3. Update on timeline for Springer associated International conference.
4. Initiation of load distribution of higher semester for next academic year.
5. ISO certification change in certification body as per advisory of NAAC.
6. The academic planning for the even higher semester of A.Y. 2022-23.
7. Review on the retention of faculty members and hiring in the vacant positions for smooth transition.
8. Induction for first year students.

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 review of the process of publication was taken and it is in the correction phase as informed by the Convenor.
3. The admission of first year for the current academic year was full and DSE admissions are under process.
4. As planned the FE induction was being conducted. Also value added courses ws conducted for the FE students in phase wise manner.
5. Alumni were involved in the conduction of the value added courses. Also a soft skill session for their grooming was arranged.
6. As per the academic requirements, HoDs intimated that there were minor changes in the class test schedule.
7. The department Heads updated on the various guest lectures and courses conducted in their respective department.

8. The pre-qualifier of the IT department was filled in October and the final date for SAR uploading on the portal is 19th December 2022. The final review of the SAR was discussed.
9. The AQAR process for A.Y. 2021-22 was in process and will be placed in the next CDC for approval.
10. The faculty retention was a major issue in the previous semester. Hiring of new faculties to be done for the upcoming semester was suggested.
11. Honors and minor degree courses as directed by University of Mumbai was conducted from August 2022.

Action taken:

Sr. No.	Action taken	Status or Target Date
1.	NBA accreditation for IT pre qualifier	Submitted
2.	AQAR 2020-21	Submitted
3.	Event conduction in respective department	Completed
4.	Publication process for proceedings of the conference	In process

Action to be taken:

Sr. No.	Action to be taken	Target Date
1.	NBA accreditation for IT SAR	In process
2.	Hiring for new faculties	Next semester
3..	Publication process for proceedings of the conference	In process

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