



EXCELSSIOR EDUCATION SOCIETY'S
K.C. College of Engineering & Management Studies & Research
(Affiliated to the University of Mumbai)
Mith Bunder Road, Kopri, Thane (E)

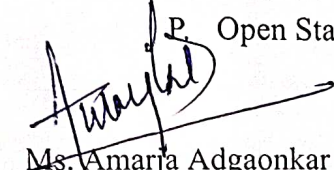
Minutes of Meeting

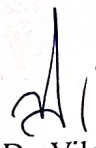
Date: 07/10/2024

Points Discussed:

1. Faculty I card data to be given to the admin Department if any.
2. In case of any appointment letters & extensions letters are required HoD are requested to forward data to IQAC by 08/10/2024.
3. For parents, Alumni & students interaction list should be ready & to be forwarded to IQAC by 11/10/2024. List of respective coordinator is already shared.
4. Faculty should keep ready their personal file along with FDP, Paper presentation awards & recognition details.
5. All heads are requested to take the orientation session for the students this week as per the availability of students. Following points should be discussed.
 - A. Common Facility
 - B. Time Table
 - C. Content Beyond syllabus activity
 - D. Rubrics
 - E. Placement activities
 - F. Grievance redressal mechanism
 - G. Academic Counseling & personal Counseling
 - H. Financial support given to students like scholarships etc. & Health Insurance.
 - I. Reason for choosing the course.
 - J. GAP in the syllabus
 - K. Others if any.
6. List of Central Facilities.
 - A. Library - Fourth Floor.
 - B. MMS Library - Fifth Floor.
 - C. Reading Area Outside - Fourth Floor.
 - D. Computer Centre - Common for all students (LAB X)
 - E. Lab next to Lab X - Computer Centre for all faculties.
 - F. E- Cell - Near FASB Lab

- G. NPTEL / MOOC Courses faculty - 301 (MMS Lab)
- H. Gymnasium - Ground Floor.
- I. Girls common room - Third Floor.
- J. Boys Common Room - Second Floor
- K. Medical Room - Ground Floor
- L. Seminar Hall - Small - Ground Floor
- M. Seminal Hall - Big - Third Floor.
- N. Canteen
- O. Cricket Pitch
- P. Open Stage


Ms. Amarja Adgaonkar
IQAC Coordinator


Dr. Vilas Nitaware
Principal