Cycle – 2 NAAC Accreditation 2024

Criteria 6: Governance, Leadership and Management

6.5.2 Quality assurance initiatives of the institution include:

Submitted to

National Assessment and Accreditation Council

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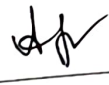
Minutes of Meeting

Date: 15.07.2023

Agendas:

1 Review of the previous meeting.
2. Planning for submission & status update of AQAR 2022-23.
3. Review of ongoing semester.
4. Preparation for NBA visit.
5. Planning for Value added courses for students.
6. Review of ongoing training.
7. Edu-skills internship and MOU
8. Planning of NAAC & NBA Second cycle preparation.

Attendees & Signature:

Sr No	Name	Designation	Signature
1	Dr. Vilas Nitnaware	Chairman	
2	Ms. Amarja Adgaonkar	IQAC Coordinator	
3	Dr. Rajiv Iyer	IQAC Co cordinator	
4	Dr. Shelley Oberoi	Member	
5	Dr. Baban U. Rindhe	Member	
6	A. P. Vaishali Gore	Member	
7	Dr. Avishek Ray	Member	
8	Ms. Keerti Kharatmol	Member	

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Principal
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Management Studies & Research.

9	Dr. Mahesh Mourya	Member	
10	Dr. Aarti Bakshi	Member	
11	Ms. Nilima Patil	Member	
12	Ms. Anupama Chaurasia	Member	
13	Dr. Pallavi Chopade	Member	
14	Mr. Mahesh Dalvi	Office Superintendent	
15	Ms. Shital Mahajan	Lab Assistant	

Points Discussed:

1 The review of the previous meeting was taken from all the Heads of department and responsible person.

2. The students training in form of guest lecturers & workshops are conducted and some are Scheduled.

3 Value added courses planning & implementation is discussed.

4. It was informed to all that the format of AQAR is updated for the A.Y. 2022-23. The proofs of all information are to be included in the updated format.

5. All the evidences will be scanned and link will be generated through our college domain id and shared.

6. The data will be compiled at the IQAC office and will be forwarded to the respective criteria in charges for verification and updation.

7. The QIMs will be summarized by the criteria in charges and shared with IQAC for final verification.

8. The discussion is done on strategic planning & Plan of action for NBA second cycle of computer & Electronics & Telecommunication Engineering Department.

9. The planning of various events under department in form of guest lectures, workshops and courses was submitted to IQAC, the confirmation of those will be mailed to the department after review.

Dr. Vilas N. Nitnaware
Principal
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10. Discussion on updated SSR report of NAAC is done.

Action taken:

Sr. No.	Action taken	Status or Target Date
1.	NBA accreditation review for IT	Completed
2.	Load distribution	Completed
3.	Event proposals	Completed

Action to be taken:

Sr. No.	Action to be taken	Target Date
1.	AQAR 22-23 Preparation	In Process

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Minutes of Meeting

Date: 1.11.2023

Agendas:
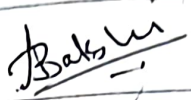
1 Review of the previous meeting.
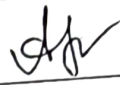2. Planning for submission & status update of AQAR 2022-23.
3. NBA expert team visit update.
4. Compliance preparation for NBA Second cycle Computer & EXTC Engg. Department.
5. Schedule of External ISO Audit.

Attendees & Signature:

Sr No	Name	Designation	Signature
1	Dr. Vilas Nitnaware	Chairman	
2	Ms. Amarja Adgaonkar	IQAC Coordinator	
3	Dr. Rajiv Iyer	IQAC Co cordinator	
4	Dr. Shelley Oberoi	Member	
5	Dr. Baban U. Rindhe	Member	
6	A. P. Vaishali Gore	Member	
7	Dr. Avishek Ray	Member	
8	Ms. Keerti Kharatmol	Member	
9	Dr. Mahesh Mourya	Member	

Dr. Vilas N. Nitnaware
Principal
K.C. College of Engineering &
Management Studies & Research.

10	Dr. Aarti Bakshi	Member	*(signature)*
11	Ms. Nilima Patil	Member	*(signature)*
12	Ms. Anupama Chaurasia	Member	*(signature)*
13	Dr. Pallavi Chopade	Member	*(signature)*
14	Mr. Mahesh Dalvi	Office Superintendent	*(signature)*
15	Ms. Shital Mahajan	Lab Assistant	*(signature)*

Points Discussed:

1 The review of the previous meeting was taken from all the Heads of department and responsible person.

2. The QnM data of AQAR is compiled and shared with all criteria in-charges for verification.

3. The NBA- IT visit is expected in the month of January 2024. So, the preparation for the team visit needs to be done both in offline mode.

4. Compliance report preparation for Computer and EXTC, Engineering is discussed.

5. The re-certification process of the ISO 9001:2015 in the month of December 2023 is planned..

Action taken:

Sr. No.	Action taken	Status or Target Date
		Completed
1.	AQAR 22-23 Preparation	

Action to be taken:

Sr. No.	Action to be taken	Target Date
		In process
1.	NBA expert team visit preparation for IT	In process
2	Compliance report preparation for computer & EXTC Department NBA Second cycle	

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Minutes of Meeting

Date: 03.06.2023

Agendas:
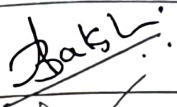
1. Review of the previous meeting.
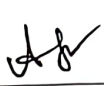2. Load distribution of higher semester for next academic year.
3. Academic calendar preparations for the next academic year.
4. Finalization of the committee list for the next academic year.
5. NBA IT Completion Work Report.

Attendees & Signature:

Sr No	Name	Designation	Signature
1	Dr. Vilas Nitnaware	Chairman	
2	Ms. Amarja Adgaonkar	IQAC Coordinator	
3	Dr. Rajiv Iyer	IQAC Co cordinator	
4	Dr. Shelley Oberoi	Member	
5	Dr. Baban U. Rindhe	Member	
6	A. P. Vaishali Gore	Member	
7	Dr. Avishek Ray	Member	
8	Ms. Keerti Kharatmol	Member	

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9	Dr. Mahesh Mourya	Member	
10	Dr. Aarti Bakshi	Member	
11	Ms. Nilima Pail	Member	
12	Ms. Anupama Chaurasia	Member	
13	Dr. Pallavi Chopade	Member	
14	Mr. Mahesh Dalvi	Office Superintendent	
15	Ms. Shital Mahajan	Lab Assistant	

Points Discussed:

1. The review of the previous meeting was taken from all the Heads of department and responsible person.
2. The review of all the events conducted in the previous semester was summarized and was briefed to all members of the committee.
3. The committee list for the A.Y. 2023-24 was finalized after discussion with all members in the meeting.
4. The academic calendar for institute was prepared as per the guidelines of University of Mumbai. Based on the institute calendar, every department was requested to create their department calendars, which should be inclusive of the tentative events and workshops.
5. The load distribution was finalized a 10 days prior and circulated among the faculty members for their semester commencement.
6. Training of new faculties for NBA accreditation at institute level.
7. The IT department preparation for NBA accreditation was discussed and criteria wise discussion were carried out in separate meetings.
8. The strategic plan was prepared for the suggestions to be implemented by NBA and NAAC expert team.
9. The next semester academic planning is to be submitted for final approval.

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Action taken:

Sr. No.	Action taken	Status or Target Date
1.	AQAR 2021-22	Completed

Action to be taken:

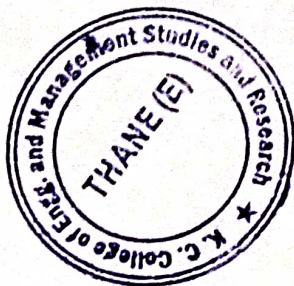| Sr. No.	Action to be taken	Target Date
1.	NBA accreditation review for IT	In next semester
2.	Load distribution	Second Week of June
3.	Event proposals	Third Week of June

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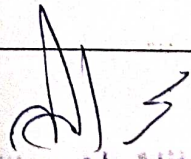Management Studies & Research.

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Institutional Perspective Plan

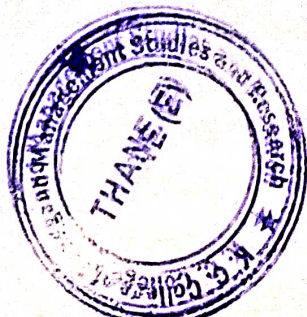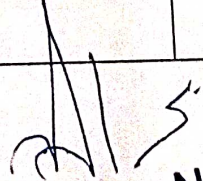| Year	Perspective plan/Strategic Plan	Deployment
2017-18	• Formation of IQAC • Adoption of a village under SAGY • NAAC first Cycle Accreditation planning	• IQAC formed. • Adoption of village Pimpri, Thane
2018-19	• NBA Accreditation Planning for Electronics and Telecommunication Engineering Department • Sponsored Research Planning	• NAAC First Cycle Accreditation Completed. B++ grade obtained.
2019-20	• NBA Accreditation Planning for Computer Engineering Department • Coursera Subscription for Online Courses • Tie up with Certified Training Companies for Students • Events Under Green Initiatives • Value added courses offered to students.	• Coursera Online Courses Subscription Initiated • Increased tie ups with certified training companies were deployed for hard skills and soft skills training by GTT, Anudip Foundation etc. • Events Under Green Initiatives were conducted. • Sponsored Minor Research Grant was given by University of Mumbai
2020-21	• NBA Accreditation Planning for Information Technology Department • Edu skill Virtual Training Program • Planning for Quality Research Publication	• Edu skill Virtual Training Program Implemented • Quality Research Publication was enhanced

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2021-22	• NAAC Second Cycle Accreditation Planning • Value Added course conduction in the emerging areas. • International Conference Planning • Increased Efforts for Faculties and Student's Holistic Development	• NBA First Cycle Accreditation Received for Electronics and Telecommunication and Computer Engineering • Value Added course started on IOT, CCNA, Cybersecurity, Blue Prism RPA, etc. • Faculties and Student's Holistic Development was effectively deployed through Yoga Sessions and Universal Human Values Courses and Certifications
2022-23	• Various Honor Courses Implementation from semester 5 as approved by University of Mumbai	• Honor Courses Implementation done in the emerging Areas like Cybersecurity, IOT, Block Chain, AIML, Data science. • International Conference Conducted
2023-24	• Expansion of Intake for Computer Engineering and Information Technology	• Process of Expansion of Intake for Computer Engineering and Information Technology initiated, and document submitted. • Awarded for accomplishments in Eduskills.
Short term Plan	• Product Development • Consultancy Services • Institute Collaboration for Research	Setting up of Vlab (IIT Nodal Centre), E-yantra Lab
Long Term Plan	• Industry Connected Lab • Enhancement of Intake • Autonomous status for institute	• AMT Lab set up initiated. • Process of Expansion of Intake for Computer Engineering and Information Technology initiated, and document submitted

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