



SHRI VILEPARLE KELAVANI MANDAL'S
DWARKADAS J. SANGHVI COLLEGE OF ENGINEERING

Approved by AICTE and Affiliated to the University of Mumbai

INTERNAL QUALITY ASSURANCE CELL (IQAC)



A.Y. 2017-18

Date: 11/6/2017

It has been decided to conduct the Internal Quality Assurance Cell (IQAC) meeting on 18th July 2017 at 11 AM in the Meeting room of Mechanical Engineering Department on 4th floor. All the members are requested to make it convenient to attend the meeting and actively participate.

Agenda for the meeting:

1	Organizing FDP and STTP under various departments.
2	Attendance entry of students in SAP.
3	Conduction of TEDx program.
4	Any other matter with the permission of the Chairman.

Thanking you,

Yours sincerely,

IQAC coordinator

Copy to: 1. Shri. Bharat M. Sanghvi, Chairman, GC & member from Management
2. Shri. Paresh Mehta, Member, GC & Nominee from local society
3. The Principal
4. Committee members, IQAC



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The minutes of IQAC meeting held on 18th July 2017 at 11 AM in the Meeting room of Mechanical Engineering Department on 4th floor

Sr. No.	Subject	Contents	Responsibility/ Follow up
1	Organizing FDP and STTP under various departments	<ul style="list-style-type: none">Committee members discussed various advanced and current topics like big data, robotics, automation and internet of things (IOT) and concluded that the same are to be conducted on priority basis.It was decided to organize different FDP/STTP in the current academic year on the above topics.	The Principal, Head of all Departments and Staff members
2	Attendance entry of students in SAP	It is recommended to enter the attendance on weekly basis in the ERP system (SAP).	The Principal, Head of all Departments and Staff members
3	Conduction of TEDx program	Students are to be encouraged to conduct TEDx programme in the college, as it would give a wider exposure to students.	The Principal, Head of all Departments and Staff members

As there was no other matter on agenda, the Chairman concluded the meeting with vote of thanks and it is decided that the next meeting is to be organised some time during the month of January 2018.

IQAC Co-ordinator

Chairperson



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INTERNAL QUALITY ASSURANCE CELL (IQAC)



A.Y. 2017-18

Date: 10/1/2018

It has been proposed to organise the Internal Quality Assurance Cell (IQAC) meeting on 19th Jan 2018 at 11 AM in the Staff lounge of Computer Engineering department on 5th floor. The members are requested to make it convenient to attend the meeting without fail.

Agenda will be:

- a) Mentoring system to be adopted.
- b) Organising Yoga sessions for our students.
- c) Appointment of a NAAC coordinator.
- d) Any other matter with the permission of the Chairman.

Thanking you,

Yours sincerely,

IQAC coordinator

- Copy to: 1. Shri. Bharat M. Sanghvi, Chairman, GC & member from Management
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The minutes of IQAC meeting held on 19th Jan 2018 at 11 AM in the Staff lounge of Computer Engineering department on 5th floor.

Sr. No.	Subject	Contents	Responsibility/ Follow up
1	Mentoring system to be adopted	<ul style="list-style-type: none">The mentoring system of college was explained to the committee members such that it could be worked upon and improvement made in the existing system.The committee members recommended counselling for slow learners and the conduct of remedial classes for lateral entry students in 2nd year.	The Principal and mentors
2	Organising Yoga sessions for the students	For the overall benefit of faculty members, the committee recommended that YOGA sessions may be conducted in the college.	The Principal, VP and HODs
3	Appointment of NAAC coordinator	It was proposed to appoint Dr. M. J. Godse, V.P. (Acad.) as the NAAC coordinator. It was also proposed to give charge to different criteria in charges at the Institute and at the Department levels.	The Principal and HODs.

As there was no other item on the agenda, the Chairman concluded the meeting with vote of thanks. The next meeting is proposed to be scheduled during the month of July 2018.

IQAC Co-ordinator

Chairperson