



Lagdu Singh Charitable Trust's (Regd.)

THAKUR SHYAMNARAYAN ENGINEERING COLLEGE

Affiliated to University of Mumbai, Approved by All India Council for Technical Education (AICTE), and Government of Maharashtra (GoM)

Thakur Complex, Kandivali (East), Mumbai - 400 101.

Mob. : 8828888840 / 9833463489 Tel.: 2854 2481 / 2854 3540 / 2854 7707 / 6675 6300 / 301 / 302 / 303 Email : tsec@thakureducation.org

Website : www.tsecmumbai.in

Date : 24th March 2026

Ref. No.-TSEC/NT/1220/25-26

NOTICE FOR IQAC MEETING

Respected Sir/Madam,

You are cordially invited to attend the IQAC meeting of Thakur Shyamnarayan Engineering College, scheduled on 27th March 2026 at 11.00 AM in the Board Room, Second Floor.

Agenda for meeting:

1. Welcome and Opening Remarks by the Chairperson.
2. Review of Previous Meeting Minutes and Action Taken Report.
3. Academic Planning for the Upcoming Year.
4. Faculty Development Initiatives for the Upcoming Year.
5. Research, Innovation, and Consultancy Activities.
6. ISO- Recertification Audit
7. Review of Feedback
8. Infrastructure and Learning Resources.
9. Review of Placement and Training Activities.
10. Budget and Resource Allocation.
11. Any Other Point with the Permission of the Chair.
12. Vote of Thanks.

Yours faithfully,


Dr. S. M. Ganeshari

(IQAC-Chairman)



Estd in 2024

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	Description	Names	Signature
A	Special invitee	Hon. Mr. Rajesh Singh, CEO, ZSCT's Thakur Shyamnarayan Engineering College	
1	Chairperson (Head of Institution) (Principal)	Dr. S. M. Ganachari	
2.	Teacher Representative (seven)		
2.1	Teacher Representative(1)	Mrs. Nehal Muchhala	
2.2	Teacher Representative(2)	Dr. Mily Jashank	
2.3	Teacher Representative (4)	Mrs. Nirmala Kamble	
2.4	Teacher Representative (6)	Mr. Ganesh Akoliya	
2.5	Teacher Representative (3)	Ms. Vaishali Rane	
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3	One member from the Management	Dr. B K Mishra (Principal-TCET)	
4	Two Senior Administrative officer		
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5	One Nominee each from local society		
5.1	Nominee from Society	Mr. Shankar Rane (Social Worker)	
5.2	Nominee from Student	Ms. Ishika Mehta (FECO)	
6	One nominee each from Employers/Industrialist/Stakeholders		
6.1	Nominee from Employers	Mr.Sandeep Raut Country Head-India, WD Bearing Group	
6.2	Nominee from Industrialists	Mr. B. A. Damahe. Larsen & Toubro Ltd.,	
6.3	Nominee from Stakeholders	Mr. Dhananjay Singh (Parent-ECE)	
7	One of the Senior teachers as the Coordinator/Director of the IQAC	Mrs. Pratibha Lotlikar	



Minutes of meeting

1. Welcome and Opening Remarks by the Chairperson.

The meeting commenced at 11.00am under the chairmanship of Dr. S. M. Ganechari, who extended a warm welcome to all members.

2. Review of Previous Meeting Minutes and Action Taken Report.

The IQAC Coordinator, Mrs. Pratibha Lotlikar read out the minutes of the previous meeting, which was held on 17th January 2026 at 2.30 pm

All IQAC members were present for the session.

The following key points were discussed, and the last meeting was reviewed.

- For the preparation of NEP 2020 syllabus of even semesters FDPs were organised.
- Incubation center activities have been initiated in the college premises, with startup-related initiatives have started.
- TPC activities are focused on improving student employability.
- Students Mentoring is done regularly.
- Various programmes were conducted under Co-curricular & Extra curricular Activities.
- Reviewed examination activities.

3. ESE TH, ESE PR and IAT 2 examination.

The Chairperson, Dr.S.M. Ganechari discussed about exam schedule of even semester . Academic coordinator Mrs. Nehal Muchhala madam informed to the committee about theory, practical exam schedule of even semester. The committee was also informed about appointment of Senior Supervisor for the Even Semester ESE. Mrs. Umita Gajjar madam is appointed for coordination of external practical exam of FE.

4. ERP status.

Academic coordinator Mrs. Nehal Muchhala informed the committee that the ERP status of odd semester is completed by all the faculties, and for current semester the data updating work is going on.

5. Academic Planning for the Upcoming Year.

The Chairperson, Dr.S.M.Ganechari initiated a discussion on Academic Planning for the Upcoming Year. The proposed academic calendar, including semester schedules and examinations, was presented and discussed. Curriculum enhancements, faculty allocation, and the integration of modern teaching methods were reviewed. Emphasis was placed on industry interaction, internships, and research activities. The plan was approved, and departments were instructed to submit detailed action plans.

6. Faculty Development Initiatives for the Upcoming Year

The Chairperson, Dr.S.M.Ganechari initiated a discussion on strategies to enhance Faculty Development Initiatives for the Upcoming Year. Academic Coordinaor, Mrs. Nehal Muchhala and IQAC Coordinator, Mrs. Pratibha Lotlikar discussed plans for



faculty development, including organizing training programs, workshops, and seminars to enhance teaching and research skills. Emphasis was placed on encouraging faculty to participate in conferences, pursue higher studies, and engage in research and publications. The need for industry exposure and collaboration was also highlighted. The proposed initiatives were approved, and departments were directed to prepare and implement faculty development plans.

7. Research, Innovation, and Consultancy Activities.

Faculty members were motivated to engage in research by publishing papers and seeking funded projects, under the guidance of Dr. Nirmala Kamble. Emphasis was also placed on the significance of innovation and consultancy activities. Additionally, the college has initiated incubation center activities on campus, with startup-oriented efforts already in progress to foster innovation, entrepreneurship, and student-driven ventures.

8. ISO- Recertification Audit.

The IQAC Coordinator, Mrs. Pratibha Lotlikar, informed the committee that the ISO 9001:2015 certificate is set to expire on 9th June 2026. The committee discussed the need to initiate the recertification process in a timely manner and emphasized completing all necessary documentation and internal audits. It was resolved to coordinate with the certifying agency, ensure compliance with updated standards, and schedule the external audit before the expiry date to maintain continuity of certification.

9. Review of Feedback

The Academic Coordinator, Mrs. Nehal Muchhala, initiated a discussion on reviewing the feedback collected from students, faculty, and other stakeholders. The committee analyzed the key observations and suggestions, highlighting areas of strength as well as aspects requiring improvement.

10. Infrastructure and Learning Resources.

In view of the increased intake of CSE(AIML) for the academic year 2026–27, the committee is prioritizing the expansion of classrooms, laboratories, and ICT-enabled resources to ensure quality teaching. The plan focuses on upgrading existing facilities, procuring new equipment, and enhancing digital library resources. They have committed to regular monitoring and timely implementation of these infrastructure improvements.

11. Review of Placement and Training Activities.

The Chairperson, Dr.S.M.Ganechari initiated a discussion on TPC.

The Training and Placement cell emphasized the need for systematic student development to bridge the gap between academic learning and industry expectations. To boost employability, the committee planned a series of technical and soft skills workshops led by industry professionals. They also reviewed the Campus Credential



program, noting positive trends in student engagement and measurable growth in both interpersonal and technical competencies.

12. Budget and Resource Allocation.

The Chairperson, Dr.S.M.Ganechari initiated a discussion on Budget and Resource Allocation for the next academic year.

The committee discussed the allocation of budget considering the increased intake for the year 2026–27. Priority was given to infrastructure development, learning resources, and faculty support. It was resolved to ensure effective utilization of funds and maintain transparency through regular monitoring.

13. Any Other Point with the Permission of the Chair.

There being no further points for discussion, the meeting was concluded on a positive and constructive note.

14. Vote of Thanks.

Academic Coordinator, Mrs. Nehal Muchhala thanked to all the committee members for valuable inputs.

Action Points :

1. Prepare and implement departmental academic plans.
2. Conduct ESE and IAT exams as per schedule.
3. Complete ERP data updating for the current semester.
4. Organize FDPs, workshops, and encourage research activities.
5. Promote research publications and funded projects; strengthen incubation activities.
6. Initiate ISO recertification process and complete audits.
7. Implement improvements based on feedback analysis.
8. Upgrade infrastructure and learning resources for increased intake.
9. Conduct training programs to improve student employability.
10. Ensure effective and transparent budget utilization.
11. Continue mentoring and co/extra-curricular activities.
12. Monitor progress and review implementation regularly.

Dr. S. M. Ganechari
Chairman
Internal Quality Assurance Cell



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Website : www.tsecmumbai.in

Date : 7th January 2026

Ref. No.-TSEC/NT/819-A/25-26

NOTICE FOR IQAC MEETING

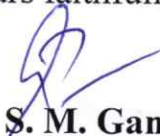
Respected Sir/Madam,

You are cordially invited to attend the IQAC meeting of Thakur Shyamnarayan Engineering College, scheduled to be held on 17th January 2026 at 02.30 PM in the Board Room, Second Floor.

Agenda for meeting:

1. Welcome and Opening Remarks by the Chairman..
2. Review of Previous Meeting Minutes and Action Taken Report.
3. Preparation of NEP 2020 syllabus for even semesters.
4. R & D progress.
5. TPC activities.
6. Students Mentoring.
7. Extra-curricular and Co-curricular activities.
8. Review of examination activities.
9. Any Other Point with the Permission of the Chair.
10. Vote of Thanks.

Yours faithfully,


Dr. S. M. Ganeshari
(IQAC-Chairman)



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Est'd in 2024

Minutes of meeting

1. Welcome and Opening Remarks by the Chairman.

The meeting commenced at 2.30 p.m. under the chairmanship of Dr. S. M. Ganachari, who extended a warm welcome to all members. The Chairman expressed appreciation for their presence and participation. In the opening remarks, Dr.S.M. Ganachari emphasized the importance of the meeting agenda and encouraged active participation and meaningful deliberations from all attendees.

2. Review of Previous Meeting Minutes and Action Taken Report.

The IQAC Coordinator, Mrs. Pratibha Lotlikar read out the minutes of the previous meeting, which was held on 15th October 2025 at 9:30 AM.

All IQAC members were present for the session.

The following key points were discussed, and the last meeting was reviewed.

- Establishment of laboratories as per syllabus requirement is done.
- R & D activities are in progress.
- The consistent efforts are taken for Collaborations establishing potential industry partners.
- Students participation in workshops, seminars, hackathons, training and Development programs are appreciable.
- Long-term plans for academic excellence, research, and overall institutional Development was reviewed.
- Teaching-learning practices and initiatives undertaken in the current academic year were reviewed and recommendations given for improvement.
- A detailed report on examination activities, assessment outcomes, and measures taken for quality enhancement etc was asked to submit by all departments and examination coordinators.

3. Preparation of NEP 2020 syllabus for even semesters.

The Chairman, Dr.S.M. Ganachari discussed about preparation of NEP 2020 syllabus for even semesters, readiness of classrooms, laboratories, and library facilities. All HODs have assured about the availability of all resources for the conduct of even semester syllabus.

Academic Coordinator Mrs. Nehal Muchhala madam mentioned that faculty Development Programs (FDPs) will be organized to train faculty on NEP implementation and innovative teaching-learning practices.

4. R & D progress.

The Chairman, Dr.S.M. Ganachari reviewed the R & D activities carried out across various engineering departments during the current academic period.

HODs presented department-wise progress, highlighting Research publications in reputed journals.

The committee emphasized on enhancing quality of publications over quantity,



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Promoting collaborative research with industries and reputed institutions,
Involving students in UG research projects and innovation activities.

Discussion was held on strengthening:
Institution Innovation Council (IIC) activities
Research incubation and start up ecosystem within the college.
Use of laboratories for product development and prototyping.

The committee has recommended establishing a Research Monitoring Committee to review progress on a quarterly basis. Set department-wise research targets for publications, patents, and funded projects.

Organize Faculty Development Programs (FDPs) and workshops on research methodology, and funding opportunities. Provide incentives and recognition for quality research contributions.

The committee appreciated the efforts of faculty members and resolved to further strengthen the research culture in alignment with institutional and national priorities.

5. Training and Placement Cell (TPC) activities.

The IQAC reviewed the functioning and performance of the Training and Placement Cell (TPC) for the current academic year.

The committee has been informed about TPC activities such as organization of training programs in aptitude, technical skills, and soft skills for the students.

The committee noted improvement in student participation in guest lectures and expert sessions arranged by TPC.

The committee has appreciated TPC for Pre-placement training initiatives.

It was discussed to further strengthen:

Industry–Institute Interaction (III) through MoUs and collaborations, and carry out Skill gap analysis and customized training modules.

6. Students Mentoring.

The Chairman, Dr.S.M.Ganechari appreciated all HODs for mentoring students and guiding them on academic and professional growth.

The IQAC Coordinator also appreciated all mentors for overall progress and guidance of the students in all respects.

7. Extra-curricular and Co-curricular activities.

The Chairman initiated a discussion on reviewing the Extra-curricular and Co-curricular activities.

Under the leadership of the Cultural In-charge, Dr. Anuradha Tyagi, the annual cultural function Goonj was conducted successfully on 9th January 2026. All committee members have appreciated cultural team for their highly commendable work. The Sports In-charge, Mrs. Isha Nair, planned the annual sports event Aventura. It was decided to conduct the sports activities from 12th January 2026. To 17th January 2026. The committee has appreciated the efforts taken by members of sports committee for Indoor and outdoor games.



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faculties and students in extra curricular activities.

The committee has reviewed planning for co-curricular activities such as Hackspark (24-hour hackathon), Fiesta, and Arohan (Technical Event).

These events aim to promote creativity, technical skills, and overall student engagement. The committee has appreciated the organisers of the above co-curricular activities.

8. Review of examination activities.

The IQAC conducted a comprehensive review of the examination processes for the odd semester across all engineering departments.

The Academic coordinator has informed about successful conduct of Internal Assessment Tests (IATs) and End Semester Examinations (ESE) of odd semester.

The Chairman, Dr.S.M. Ganeshari suggested timely declaration of results and grade submission and follow strict evaluation procedures and moderation practices.

The committee observed that examinations were conducted in a smooth and transparent manner, adhering to university norms and academic calendar schedules.

The committee appreciated the efforts of the Examination Cell and resolved to further enhance the quality, transparency, and efficiency of examination processes.

9. Any Other Point with the Permission of the Chair.

There being no further points for discussion, the meeting was concluded on a positive and constructive note.

10. Vote of Thanks.

Academic Coordinator, Mrs. Nehal Muchhala thanked to all the committee members for valuable inputs.

Action Points:

1. Review **NEP 2020 syllabus** for even semesters and ensure required infrastructure, conduct FDPs.
2. Strengthen **R & D activities** through research targets, funding proposals, industry collaboration.
3. Enhance **TPC activities** via skill training, industry interaction, and placement initiatives.
4. Continue effective **student mentoring** with proper tracking and guidance.
5. Organize and implement **extra-curricular and co-curricular activities** as per schedule.
6. Ensure **smooth examination processes**, timely results, and uniform evaluation practices.
7. Improve **industry collaborations, funding strategies, and documentation** for quality assurance.

Dr. S. M. Ganeshari
Chairman
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Agenda for meeting:

1. Welcome and Opening Remarks by the Chairperson..
2. Review of Previous Meeting Minutes and Action Taken Report.
3. Infrastructure Development and Enhancement.
4. Fundraising Strategies and Grant Opportunities.
5. Partnerships and Collaborations with Industry.
6. Student Growth, Training, and Development Initiatives
7. Review Institutional Strategy and Long-Term Planning
8. Overview of Teaching Learning process as per UGC and State Government guidelines.
9. Review of examination activities.
10. Any Other Point with the Permission of the Chair
11. Vote of Thanks.

Yours faithfully,


Dr. S. M. Ganechari
(IQAC-Chairman)



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Affiliated to University of Mumbai, Approved by All India Council for Technical Education (AICTE), and Government of Maharashtra (GoM)

Thakur Complex, Kandivali (East), Mumbai - 400 101.

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Website : www.tsecmumbai.in

Minutes of meeting

1. Welcome and Opening Remarks by the Chairperson.

The meeting commenced at 9.30 AM under the chairmanship of Dr. S. M. Ganachari, who extended a warm welcome to all members. The Chairperson expressed appreciation for their presence and participation. In the opening remarks, Dr. Ganachari emphasized the importance of the meeting agenda and encouraged active participation and meaningful deliberations from all attendees.

2. Review of Previous Meeting Minutes and Action Taken Report.

The IQAC Coordinator, Mrs. Pratibha Lotlikar read out the minutes of the previous meeting, which was held on 13th June 2025 at 3.00 PM

All IQAC members were present for the session.

The following key points were discussed, and the last meeting was reviewed.

- Academic calendar 2025-26 has been distributed to all departments.
- As per guidelines given by Principal sir, orientation program for First-Year Students of 2025-26 batch has been conducted on 16th September 2025 for all the disciplines.
- Departmental planning of FDPs, workshops, seminars have been submitted to Academic Coordinator.
- TPC has planned to arrange trainings for the students and signed MoUs with skill development organizations and training partners
- Systematic feedback mechanism is followed in all the departments.
- Upgradation of Infrastructure is done to meet the requirements of the Students for more conducive learning environment.
- Students are following waste segregation and recycling practices in the campus.
- ISO & IAMC Internal Audit of the Institute is planned on 27th October 2025.

3. Infrastructure Development and Enhancement.

The Chairperson, Dr.S.M. Ganachari discussed proposal for the completion of Phase-II of campus development, including classrooms, laboratories, and library facilities.

It was resolved to prioritize the establishment of advanced laboratories in accordance with AICTE and Mumbai University (MU) guidelines.

Additionally, a plan for the development of hostel facilities was proposed to enhance



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student accommodation and campus infrastructure.

4. Fundraising Strategies and Grant Opportunities.

The Chairperson, Dr.S.M. Ganechari initiated discussions on exploring effective fund raising strategies and identifying potential grant opportunities to support institutional development, research projects, and quality enhancement initiatives in the engineering college.

It was proposed to form a committee comprising faculty from various departments to identify funding sources, assist in proposal preparation, and monitor project implementation.

5. Partnerships and Collaborations with Industry.

The Chairperson, Dr.S.M.Ganechari initiated the discussion on establishing and strengthening partnerships and collaborations with industries to enhance the quality of academic programs, research, and student employability.

It was suggested to identify potential industry partners in core engineering sectors and emerging technology domains to create mutually beneficial collaboration opportunities.

Members also recommended maintaining a database of existing and potential industry partners to track engagement and outcomes.

6. Student Growth, Training, and Development Initiatives.

The Chairperson, Dr.S.M.Ganechari initiated a discussion on strategies to enhance student growth, skill development, and employability through effective training and development programs.

Members emphasized the importance of soft skills, technical skill enhancement, and career-oriented training programs. Suggestions included organizing workshops, seminars, hackathons, industry guest lectures, and certification courses to prepare students for the competitive engineering and technology sector.

It was proposed to strengthen the mentorship system, encouraging faculty to provide guidance on academic and professional growth. The IQAC Coordinator suggested implementing periodic skill assessment and feedback mechanisms to monitor student progress and effectiveness of training programs.

The Chairperson, Dr.S.M.Ganechari appreciated the suggestions and directed all departments to actively contribute to these initiatives and submit a comprehensive plan for student training and development programs.

7. Review Institutional Strategy and Long-Term Planning.

The Chairperson initiated a discussion on reviewing the college's existing strategies and formulating long-term plans for academic excellence, research, and overall institutional



development. All the departments have presented their strategic planning.

Members emphasized aligning departmental objectives with the institution's vision and mission, strengthening quality assurance mechanisms, and periodically assessing the effectiveness of on-going initiatives. Suggestions were made to develop a comprehensive roadmap covering academics, research, industry collaboration, infrastructure, and student support services for the next 3–5 years. Measurable outcomes and timelines were recommended to track progress efficiently.

The Chairperson, Dr.S.M.Ganechari appreciated the contributions of all the Department head.

8. Overview of Teaching Learning process.

The Chairperson, Dr.S.M.Ganechari initiated the discussion on reviewing and evaluating the effectiveness of the teaching-learning process across all departments.

Members highlighted the importance of adopting innovative pedagogical methods, incorporating ICT tools, blended learning, and outcome-based education, and ensuring alignment with the curriculum and program outcomes. It was suggested to monitor and evaluate teaching quality through student feedback, internal assessments, peer reviews, and academic audits.

The IQAC Coordinator, Mrs. Pratibha Lotlikar proposed conducting faculty development programs, workshops, and training sessions to enhance teaching effectiveness and introduce contemporary teaching methodologies. Members also emphasized the need for continuous improvement based on feedback and performance analysis.

The Chairperson, Dr.S.M.Ganechari appreciated the suggestions and directed all departments to submit a comprehensive report on teaching-learning practices and initiatives undertaken in the current academic year.

9. Review of examination activities.

The Academic Coordinator, Mrs. Nehal Muchhala initiated a discussion on reviewing the planning, conduct and effectiveness of the examination activities, including Internal Assessment Tests (IAT), End Semester Examinations, Practical Exams, and activities at the Local Assessment Center.

Members highlighted the importance of adhering to examination schedules, maintaining transparency, and ensuring smooth evaluation processes. Suggestions included strengthening the internal assessment system, and providing timely feedback to students to support academic improvement.

The IQAC Coordinator, Mrs. Pratibha Lotlikar proposed conducting a comprehensive review of past examination performance, including analysis of student results, exam-related grievances, and assessment patterns. Members emphasized documenting best practices and challenges to ensure continuous improvement in examination management.



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coordinators to submit a detailed report on examination activities, assessment outcomes, and measures taken for quality enhancement.

10. Any Other Point with the Permission of the Chair.

There being no further points for discussion, the meeting was concluded on a positive and constructive note.

11. Vote of Thanks.

Academic Coordinator, Mrs. Nehal Muchhala thanked to all the committee members for valuable inputs.

Action Points:

1. Establishment of advanced laboratories.
2. Formation of committee comprising faculty from various departments to identify funding sources institutional development, research projects etc.
3. To maintaining a database of existing and potential industry partners to track engagement and Outcomes.
4. Implement periodic skill assessment and feedback mechanisms to monitor student progress and effectiveness of training programs.
5. Develop a comprehensive roadmap covering academics, research, industry Collaboration, infrastructure, and student support services for the next 3–5 years.
6. Submission of a comprehensive report on teaching-learning practices to the Academic Coordinator.
7. Submission of a detailed report on examination activities, assessment outcomes, and measures taken for quality enhancement to the Academic Coordinator.

Dr. S. M. Ganachari
Chairman
Internal Quality Assurance Cell



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Date: 15/10/2025

List of IQAC Members (2025-26)

	Description	Names	Signature
A	Special invitee	Hon. Mr. Rajesh Singh, CEO, ZSCT's Thakur Shyamnarayan Engineering College	
1	Chairperson (Head of Institution) (Principal)	Dr. S. M. Ganachari	
2.	Teacher Representative (seven)		
2.1	Teacher Representative(1)	Mrs. Nehal Muchhala	
2.2	Teacher Representative(2)	Dr. Mily Jashank	
2.3	Teacher Representative (4)	Dr. Nirmala Kamble	
2.4	Teacher Representative (6)	Mr. Ganesh Akoliya	
2.5	Teacher Representative (3)	Ms. Vaishali Rane	
2.6	Teacher Representative (5)	Mrs. Suvarna Thakre	
2.7	Teacher Representative (7)	Mr. Sharad Yenkar	
3	One member from the Management	Dr. B K Mishra (Principal-TCET)	
4	Two Senior Administrative officer		
4.1	Senior Administrative officer (1)	Mrs. Sarita Singh	
4.2	Senior Administrative officer (2)	Mr. Akhilesh Singh	
5	One Nominee each from local society		
5.1	Nominee from Society	Mr. Shankar Rane (Social Worker)	
5.2	Nominee from Student	Ms. Ishika Mehta (FECO)	
6	One nominee each from Employers/Industrialist/Stakeholders		
6.1	Nominee from Employers	Mr. Sameer Rajadhyakx, India Business and Public Services, TCS	
6.2	Nominee from Industrialists	Mr. B. A. Damahe. Larsen & Toubro Ltd.,	
6.3	Nominee from Stakeholders	Mr. Dhananjay Singh (Parent-ECE)	
7	One of the Senior teachers as the Coordinator/Director of the IQAC	Mrs. Pratibha Lotlikar	



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Website : www.tsecmumbai.in

Date : 6th June 2025

Ref. No.-TSEC/NT/712-A/24-25

NOTICE FOR IQAC MEETING

Respected Sir/Madam,

You are cordially invited to attend the IQAC meeting of Thakur Shyamnarayan Engineering College, scheduled to be held on 13th June 2025 at 3:00 PM in the Board Room, Second Floor.

Agenda for meeting:

1. Welcome and Opening Remarks by the Chairperson.
2. Review of Previous Meeting Minutes and Action Taken Report
3. Academic Planning for the Upcoming Year
 - Academic calendar finalization
 - Teaching plans and workload distribution
4. Orientation Program for First-Year Students
5. Faculty Development Initiatives
 - Planning FDPs, workshops, seminars
 - Encouraging NPTEL, MOOCs, or other certifications
6. Student Support and Progression
 - Soft skills training and employability enhancement
7. Research, Innovation, and Consultancy
 - Faculty research publications and patent filing
 - Incentives for funded research projects
 - Collaboration with industry and academia
8. Quality Assurance and Benchmarking
 - Preparation for NAAC/NBA/ISO or other accreditations
 - Review of departmental quality objective analysis
 - Setting KPIs (Key Performance Indicators) for quality enhancement
9. Feedback Mechanisms
10. Infrastructure and Learning Resources
 - Lab, classroom, and library upgrades
 - ICT tools and LMS integration
11. Green and Sustainable Campus Initiatives (GC, E& S C)
 - Energy conservation, waste management
 - Green audit or initiatives promoting environmental responsibility
12. Institutional Social Responsibility (ISR) and Extension Activities(DLLE, NSS)
13. Placement and Training Activities
 - Planning for training sessions and company tie-ups
 - Alumni involvement in career mentoring
14. Preparation for Academic and Administrative Audits(IAMC)
15. Budget and Resource Allocation for Quality Initiatives.
16. Any Other Point with the Permission of the Chair.
17. Vote of Thanks.

Yours faithfully,


Dr. S. M. Ganachari

TSEC/ANNEX/MP-05/01/REV A
(IQAC-Chairman)



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Date : 6th June 2025

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6.1	Nominee from Employers	Mr. Sandeep Raut Country Head-India WD Bearing Group	
6.2	Nominee from Industrialists	Mr. B. A. Damahe. Larsen & Toubro Ltd.,	
6.3	Nominee from Stakeholders	Mr. Dhananjay Singh (Parent- ECE)	
7	One of the Senior teachers as the Coordinator/Director of the IQAC	Mrs. Pratibha Lotlikar	



Minutes of meeting

1. Welcome and Opening Remarks by the Chairperson.

The meeting commenced at 3.15 pm, with the Chairperson, Dr. S.M. Ganechari, extended a warm welcome to all attendees. The Chairperson expressed appreciation for everyone's presence and participation.

In the opening remarks, the Chairperson highlighted the importance of the meeting's agenda and encouraged active engagement throughout the session.

2. Review of Previous Meeting Minutes and Action Taken Report.

The IQAC Coordinator read out the minutes of the previous meeting, which was held on 3rd May 2025 at 2:00 PM. All IQAC members were present for the session. The following key points were discussed, and the last meeting was reviewed.

- Mrs. Umita Gajjar efficiently managed the First-Year practical examinations for the even semester.
- CBT and CBL records have been maintained and updated in a timely and consistent manner.
- Academic Coordinator, Mrs. Nehal Muchhala, coordinated with vendors and, after proper discussions and evaluation of quotations, successfully procured the ERP software.
- All HODs submitted their departmental budgets and other requirements to the Principal, Dr. S.M. Ganechari
- The Faculty Appraisal format (PBAS) has been implemented starting from the Academic Year 2025-26.
- All HODs submitted workload distribution and academic planning for the Academic Year 2025-26 to Academic Coordinator, Mrs. Nehal Muchhala

3. Academic Planning for the Upcoming Year

➤ Academic calendar finalization:

The committee examined the proposed academic calendar for the Academic Year 2025-26. Important dates such as the beginning and end of semesters, examination schedules, holidays, and other significant academic events were reviewed. After careful deliberation, the calendar was finalized with minor modifications to account for public holidays and internal events. The approved calendar will be distributed to all departments by the end of June (provided UoM calendar is published).

➤ Teaching plans and workload distribution:

The Chairperson, Dr. S.M. Ganechari, invited the Heads of Departments to present their preliminary teaching plans. The discussion focused on distributing faculty workload fairly to prevent overburdening while fulfilling curriculum requirements. It was agreed that assignments would be aligned with individual expertise and departmental needs. The finalized teaching schedules and assignments will be completed by the first week of July to ensure timely



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4. Orientation Program for First-Year Students.

The committee reviewed the plans for the upcoming orientation program for first-year students. The objectives were highlighted, including welcoming new students, familiarizing them with the institution's culture, academic expectations, facilities, and support services.

The Chairperson, Dr. S.M. Ganeshari, discussed the admission process and proposed scheduling the orientation during the first week of September 2025. Dr. Mily Jashank, FE Coordinator, was entrusted with overseeing the program. Planned sessions will include campus tours, faculty introductions, counsellor briefing, student support services, and information on extracurricular and co-curricular activities.

The Chairperson also emphasized the importance of informing students about various committees, such as the Anti-Ragging Committee and the Grievance Committee. Responsibilities were assigned to different departments to ensure smooth execution of the program. The finalized orientation schedule and program outline are to be prepared and circulated by the last week of August.

5. Faculty Development Initiatives

➤ Planning FDPs, workshops, seminars:

The committee deliberated on enhancing faculty development through structured initiatives such as Faculty Development Programs (FDPs), workshops, and seminars. It was decided that the institution will:

- Conduct at least one internal FDP annually, focusing on pedagogy, research skills, and the integration of technology in teaching
- Encourage departments to collaborate with external academic and industry partners to organize subject-specific workshops
- Promote interdepartmental seminars to provide faculty and students with cross-disciplinary exposure.

Departments are required to submit their event proposals by second week of July. The Academic Coordinator and R&D Coordinator will prepare a tentative calendar for these activities and circulate it to all departments by last week of July.

• Encouraging NPTEL, MOOCs, and Other Certifications

The committee highlighted the significance of continuous learning and skill enhancement through online platforms such as NPTEL, SWAYAM, Coursera and other similar MOOCs.



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Key decisions taken:

- Faculty will be encouraged to enroll in online certification courses relevant to their teaching or research areas.
- Departments will maintain records of faculty certifications and incorporate them into the performance appraisal process.
- Students will be motivated to pursue MOOCs, with academic credit granted where applicable under NEP guidelines.
- A mentor-mentee system will be established to guide students in selecting suitable courses.

An awareness session on the importance of MOOCs and guidance on selecting suitable courses is scheduled to be conducted next month.

6. Student Support and Progression

Soft skills training and employability enhancement:

The committee discussed organizing training sessions for FE and SE students covering topics such as interpersonal communication, presentation skills, interview techniques, emotional intelligence, and workplace etiquette. The Training and Placement Cell (TPC) will coordinate these sessions by inviting external trainers and industry experts, considering student availability.

The committee recommended that the TPC will arrange the following:

- Pre-placement training, including aptitude tests, resume writing, and group discussion practice, Career counselling sessions.
- Signing MoUs with skill development organizations and training partners to enhance student employability.

7. Research, Innovation, and Consultancy

- Faculty were encouraged to enhance research output through publication in reputed journals and conferences.
- Discussion held on promoting patent filing and providing support for documentation and process.
- Proposal to introduce incentives for faculty undertaking funded research projects was approved in principle.
- Members suggested strengthening collaboration with industries and academic institutions for joint research and consultancy assignments.
- It was decided that a Research Cell meeting will be organized to track ongoing projects and new proposals every quarter.



8. Quality Assurance and Benchmarking

- Preparatory work for NAAC/NBA/ISO accreditations to be initiated under the guidance of the Academic Coordinator, Mrs. Nehal Muchhala and IQAC Coordinator Mrs. Pratibha Lotlikar.
- Review of departmental quality objectives was taken and suggestions for improvement were noted.
- Members emphasized defining KPIs (Key Performance Indicators) for faculty and department-level activities to ensure measurable quality enhancement.
- A quarterly review mechanism was recommended to monitor KPI achievement.

9. Feedback Mechanisms

The committee discussed the importance of a systematic feedback mechanism to ensure continuous institutional improvement and alignment with stakeholder expectations.

It was agreed that:

Structured feedback forms will be circulated to students, parents, as per the decided schedule by the department.

- Feedback will cover areas such as teaching quality, curriculum relevance, infrastructure, student support services, and overall satisfaction.
- Digital tools (Google Forms, ERP systems, or institutional feedback portals) will be used to collect and organize responses efficiently.
- Parent-teacher meetings will include a formal feedback session to gather qualitative insights.

The Chairperson, Dr.S.M.Ganechari mentioned that the IQAC (Internal Quality Assurance Cell) will oversee the design and circulation of feedback instruments and ensure adequate participation from all stakeholder groups.

A summary of actions taken based on feedback will be submitted to the Principal.

10. Infrastructure and Learning Resources

• Lab, classroom, and library upgrades:

The committee reviewed the current status of physical infrastructure and identified areas requiring enhancement to support quality teaching and learning.

It was agreed to upgrade laboratory equipment to include modern instruments and ensure safety compliance.

- Classrooms will be upgraded to improve lighting, ventilation, and acoustics to create a more conducive learning environment.
- The library will be expanded with new reference materials, e-books, and subscription to academic journals and databases.



- **ICT tools integration:**

The importance of integrating Information and Communication Technology (ICT) to enhance teaching and administrative efficiency was emphasized.

- Training sessions for faculty and staff on effective use of ICT tools will be organized.
- Additional tools such as smartboards, projectors, and video conferencing equipment will be procured to support hybrid and online learning modes.
- The ICT & IT department will coordinate the rollout and ensure ongoing technical support.

11. Green and Sustainable Campus Initiatives (GC, E& S C)

- The committee reviewed the current energy conservation practices and recommended adopting sustainable energy measures in day-to-day operations.
- It was decided to strengthen waste segregation and recycling practices within the campus.
- Proposal for conducting a Green Audit this academic year was unanimously supported.
- Departments were encouraged to initiate student-driven activities promoting environmental awareness and sustainability.

12. Institutional Social Responsibility (ISR) and Extension Activities(DLLE, NSS)

- Review of ongoing DLLE and NSS activities was presented.
- Members appreciated the outreach programs and recommended scheduling at least two major community-oriented drives each semester.
- Collaboration with NGOs and local bodies for social awareness campaigns was proposed.
- It was agreed that documentation of ISR activities will be maintained department-wise for annual reporting.

13. Placement and Training Activities

- The Training and Placement Cell outlined a roadmap for skill development sessions and industry collaborations. It was also noted that the MoU with Campus Credentials has been extended to continue training in both technical and non-technical skill areas.
- Discussion held on introducing mock interviews, aptitude training, and soft skill workshops for pre-final year students.
- Alumni were proposed to be actively involved in career mentoring sessions and industry talks.
- The committee recommended maintaining a database of placed students for tracking and alumni engagement.

14. Preparation for Academic and Administrative Audits(IAMC)

The committee discussed the upcoming Academic and Administrative Audit scheduled by the Internal Audit and Monitoring Committee (IAMC). The objective is to ensure compliance with institutional policies, academic standards, and regulatory requirements.



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Key points discussed:

- Departments were reminded to update all academic records, including syllabus coverage, attendance, assessment records, and teaching plans.
- Administrative units were advised to organize documentation related to finance, human resources, procurement, and infrastructure maintenance.
- The Internal Quality Assurance Cell (IQAC) will coordinate the audit process, providing checklists and guidance to departments and offices.
- Mock audits will be conducted prior to the official IAMC visit to identify gaps and implement corrective actions.
- All faculty and staff are encouraged to cooperate fully and provide necessary documents promptly.

15. Budget and Resource Allocation for Quality Initiatives.

The committee discussed the budgetary requirements and resource allocation necessary to support quality initiatives.

Review of the proposed budget for various quality enhancement activities such as faculty development programs, infrastructure upgrades, research support, and student skill development initiatives.

16. Any Other Point with the Permission of the Chair.


There being no further points for discussion, the meeting was concluded on a positive and constructive note.

17. Vote of Thanks.

Academic Coordinator, Mrs. Nehal Muchhala thanked to all the committee members for valuable inputs and acknowledged the efforts of IQAC Coordinator.

Action Points:

1. The approved calendar will be distributed to all departments by the end of June.
2. The finalized teaching schedules and assignments will be completed by the first week of July to ensure timely preparation.
3. Research Cell to submit progress report by end of the semester.
4. IQAC to circulate KPI framework to all departments.
5. Green Audit proposal to be finalized within two months.
6. ISR units to plan upcoming semester drives.
7. Placement Cell to finalize annual training calendar.


Dr. S.M. Ganechari
Chairman
Internal Quality Assurance Cell



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Date: 13th June, 2025**List of IQAC Members present for the Meeting**

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