

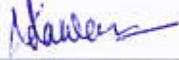
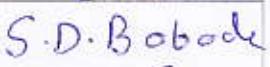
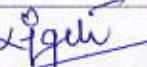
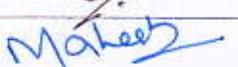
**Minutes of First Meeting of IQAC No- IQAC/01/2017**

**Meeting Agenda** : Formation of IQAC-ACPCE

**Schedule** : 05/06/2017, 02.30 pm - 04.00 pm, Principal's Cabin

**Meeting Facilitator:** Dr. V. N. Pawar, Professor and Head, Department of Electronics & Telecommunication Engineering.

**Meeting Attendance:** Following members attended IQAC/01/2017

Sr.No	Name	Department/Organization	Signature
1	Dr. D. G. Borse	Principal	
2	Dr. V. N. Pawar	Head EXTC Engg. Dept.	
3	Dr. M. M. Deshpande	Head Computer Engg. Dept.	
4	Dr. S. R. Deore	Head Electrical Engg. Dept.	
5	Dr. S. D. Bobade	Head Electronics Engg. Dept.	
6	Dr (Mrs.) S.S. Chaudhari	Head, I. T. Dept.	
7	Dr. Yogesh Padiya	Head Mechanical Engg. Dept.	
8	Dr. (Mrs.) Arpita Pal	Head Applied Science Dept.	
9	Dr. N. Mahesh	Head MMS Dept.	

**Minutes of Meeting:**

1. The meeting started with welcome note by Dr. D. G. Borse, Principal of ACPCE. He discussed and elaborated importance of IQAC formation.
2. Institute's SWOC aspect and eligibility for assessment by NAAC and NBA was discussed and it was unanimously decided to prepare and apply simultaneously for NAAC accreditation and NBA accreditation.
3. Dr. V. N. Pawar, Professor and Head, Department of Electronics & Telecommunication was, appointed as IQAC coordinator.
4. Dr. D. G. Borse, Principal of ACPCE, was appointed as IQAC chairperson.
5. Further members of IQAC representing Stakeholders including students, alumni and industry were suggested by Dr. M. M. Deshpande, Professor and Head, Department of Computer Engineering and Dr. S. R. Deore, Professor and Head, Department of Electrical Engineering and were approved by the chair.

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6. Heads of all departments were nominated as members of IQAC.

The structure and members of IQAC-ACPCE will be as follows :

Sr. No	Designation in IQAC-ACPCE	Name of the member	Designation &Organization
1	Chairperson (Head of the Institution )	Dr. D. G. Borse	Principal
2	Administrative officer ( Registrar)	Shri. C. L. Patil	Registrar
3	Administrator officer (Clerk)	Shri. Arun P. Gangurde	Clerk
4	Member from Teacher	Dr. M. M. Deshpande	Professor & HOD, Computer Engg. Dept.
5	Member from Teacher	Dr. S. R. Deore	Professor & HOD, Electrical Engg. Dept.
6	Member from Teacher	Dr. S. D. Bobade	Professor & HOD, Electronics Engg. Dept.
7	Member from Teacher	Dr. (Mrs.) S. S. Chaudhari	Professor & HOD, I.T. Dept.
8	Member from Teacher	Dr. (Mrs.) Arpita Pal	Professor & HOD First Year
9	Member from Teacher	Dr. (Mrs.) Aruna Deogire	Professor & HOD, Instrumentation Engg. Dept.
10	Member from Teacher	Dr. Yogesh Padiya	Professor & HOD, Mechanical Engg. Dept.
11	Member from Management	Shri. Vinay R. Patil	President, Jawahar Education Society
12	Nominee from local society	Shri. Sanjay Jadhav	Social Person
13	Nominee from Industries	Shri. Prathajeet Kulkarni	CEO, Gadson Electronics, Navi Mumbai
14	Nominee from Alumni	Mr. Sachin Mhatre	Alumni
15	Co-coordinator of the IQAC	Dr. V. N. Pawar	Professor & HOD, Electronics & Telecom. Engg. Dept.

7. It was decided to conduct IQAC-ACPCE meeting every quarterly.

8. The following objectives of IQAC-ACPCE and ways to implement were discussed and strategized,

- To develop an effective framework for conscious and consistent improvement in academics, teaching learning activities and infrastructure facilities in ACPCE.
- To assure all the stakeholders about the excellence in Engineering education provided by ACPCE.

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9. The following strategies of IQAC-ACPCE were discussed and agreed upon to evolve framework, policies and procedures for,
  - a) Time bounded effective and progressive performance of academic, administrative and financial tasks.
  - b) Assuring quality education of UG, PG, Diploma and other academic programs/activities in sync with Industry wants and trending technologies.
  - c) Equitable access to diverse engineering fields and affordability of academic programs for various section of society.
  - d) Innovation, optimization and integration of modern techniques and tools of teaching and learning to reach out effectively to the participating students in the various programs.
  - e) The adequacy, maintenance and proper allocation of support infrastructure and services
10. It was resolved IQAC-ACPCE will perform to following functions,
  - a) Setting and meeting up quality benchmarks and targets for the various academic, training , placements and administrative activities of the institutions
  - b) Broadcasting and working on fulfillment of Mission, Vision statements and incorporating various quality features for UG/PG/Diploma levels of education.
  - c) Regular conduction and setting up time table of workshops, seminars, expert talks on trending engineering themes and promotion of quality circles
  - d) Recording and maintaining complete documentation of the various programmes/activities leading to quality improvement.

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- e) Acting as the sole and supreme central quality assurance, promoting and monitoring agency of the institution.
- f) Responsible for preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

11. The constitution of IQAC-ACPCE will contribute,

- a) To focus on the institutional functioning towards quality enhancement and facilitate infusion of the quality culture in the stakeholders.
- b) To integrate best practices in the institute.
- c) To provide a sound basis for decision-making to improve institutional functioning.
- d) To establish better communication and co-ordination amongst stakeholders.
- e) To synchronize industry and academics relationship.

12. Meeting was adjourned at 04.00 pm with vote of thanks.



( Dr. D. G. Borse )  
Principal.