Jawahar Education Society's
A. C. Patil College of Engineering, Kharghar, Navi Mumbai
Internal Quality Assurance Cell (IQAC)
A. Y. 2023-2024

AC Patil
College of Engineering

Accredited by NAAC

CIRCULAR

July 12, 2023

The Internal Quality Assurance Cell (IQAC) was set up in the institute in 2017 to address and implement various quality related mechanisms and procedures in academic, administrative and financial tasks.

As a part of a regular meeting to discuss and plan new things a meeting is scheduled on Wednesday, July 19, 2023 at 2.00pm. Please make it convenient to attend in the IQAC office.

Agenda:

1. To welcome new IQAC committee and charge handover
2. To discuss Academic calendar for 2023-24
3. To discuss the lab development for new branches AI-DS and IoT
4. Review of the upgradation work of Smart Class rooms on first floor
5. Review of action taken reports submitted to IQAC
6. Compliance preparation of AQAR report and uploading
7. Review the preparation of upcoming NAAC Cycle 2 and finalize IIQA.
8. Allocation of optimal infrastructure to newly added branches
9. To discuss the plan and preparation for student participation in Avishkar, Smart India Hackathon (SIH)
10. To plan the international conference in April 2024.
11. Effective academic and administrative audit
12. Any other point with the permission of chair

Dr. S. R. Deore
(IQAC-Coordinator)

Dr. V. N. Pawar
(IQAC-Chairperson)

CC
1. IQAC office
2. Principal office
3. All the IQAC members

AC Patil
College of Engineering

Accredited by NAAC

Date: July 19, 2023
Time: 2:00 PM
Location: IQAC Office

Proceedings:

1. Welcome and Charge Handover
   - The meeting commenced with a warm welcome to the new IQAC committee members.
   - Dr. Deore took the charge as IQAC coordinator from Dr. Deshpande. The outgoing members handed over the responsibilities and shared insights on previous initiatives.
2. Academic Calendar for 2023-24
   - Discussion on the proposed academic calendar was held.
   - Key dates for exams and breaks were reviewed and agreed upon.
3. Lab Development for New Branches: AI-DS and IoT
   - Plans for the lab development were presented as the first batch reached its final year.
   - Approval was granted to proceed with the procurement of equipment and necessary resources.
4. Upgradation of Smart Classrooms
   - Updates on the Smart Classroom upgrade were reviewed.
   - The timeline for completion was confirmed for the end of the current semester.
5. Action Taken Reports
   - Reports submitted to IQAC were discussed.
   - Feedback on action points was noted for follow-up.
6. AQAR Report Compliance
   - The compliance process for the AQAR report was outlined.
   - Deadlines for data submission and responsibilities were assigned.
7. Preparation for NAAC Cycle 2
   - Preparations for the upcoming NAAC Cycle 2 were reviewed.
   - Finalization of the IIQA was achieved with input from all committee members.
8. Infrastructure Allocation
   - Discussion on optimal infrastructure allocation for the newly added branches took place.
   - A plan was developed to ensure adequate resources are available.
9. Student Participation in Competitions
   - Plans for student participation in Avishkar and Smart India Hackathon (SIH) were discussed.
   - Encouragement for faculty to mentor students was emphasized.
10. International Conference Planning
    - Initial discussions on the international conference scheduled for April 2024 were held.
    - Task allocation for organizing committee members was agreed upon.
11. Academic and Administrative Audit
    - Strategies for an effective audit process were discussed.
    - A timeline and framework for conducting audits was proposed.

Jawahar Education Society's
A. C. Patil College of Engineering, Kharghar, Navi Mumbai
Internal Quality Assurance Cell (IQAC)
A. Y. 2023-2024

ACPatil
College of Engineering

Accredited by NAAC

12. Any Other Points
   o Additional points raised by members included suggestions for enhancing faculty development programs.

Action Items:

- Members are to prepare reports and updates on assigned action items for the next meeting.

Adjournment:

The meeting concluded with thanks to all participants for their contributions.

Attendees:

- Dr. V. N. Pawar (IQAC Chairperson)
- Dr. S. R. Deore (IQAC Coordinator)
- Dr. M. M. Deshpande
- Dr. N. Mahesh
- Dr. D. S. Marathe
- Dr. Varsha Bhole
- Mr. Anurag Bhahadur
- Mr. C. L. Patil
- Mr. Hemant Patil
- Mr. Madan Kalbhor
- Ms. Unnati S. Patil
- Mr. Sagar Mohite
- Mr. Prathjeet Kulkarni