



**ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL**

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

AIKTC/IQAC/2018/802

Date: 31/05/18

NOTICE

The Second meeting of IQAC for School of Engineering and Technology a meeting is scheduled on 2nd June 2018 in the Director's office at 10:00 a.m.

Agenda: Item 1: To confirm the minutes of meeting held on 21/03/2018

Item 2: To review the status of NAAC related work and identifying points for further improvement.

(Dr. Rajendra Magar)
IQAC coordinator

(Dr. Abdul Razak Honnutagi)
Director

CC: All Concerned:



ANJUMAN-I-ISLAM'S

KALSEKAR TECHNICAL CAMPUS, NEW PANVEL

Approved by: All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by: Directorate of Technical Education, Govt. of Maharashtra, Affiliated to: University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

ATTENDANCE SHEET

Date: 02.06.2018

Time: 11:00AM.

Agenda: IQAC Meeting.

1. confirm the minutes of meeting held on 21/03/18 for IQAC formation
2. To review the status of NAAE related work

| Sr. No. | Name | Designation | Signature |
|---------|-------------------------|----------------------------------|-----------|
| ✓ 1. | Mr. Burnan Harris | Hon. Exe chairman BNIM | |
| ✓ 2. | Dr. Abdul Razak H. | Director & IQAC Chair person. | |
| ✓ 3. | Dr. Munir Sayyed | VP. Reliance Jio | |
| ✓ 4. | Mr. Abdul Latif. | Local society Representative | |
| ✓ 5. | Dr. Rajendra Nagar | IQAC coordinator | |
| ✓ 6. | Atul Meshram | Asst. Prof. | |
| ✓ 7. | Prof. SHAIKH AFZAL | Asst. Prof. | |
| ✓ 8. | Prof. Anif Iqbal Shaikh | Asst. Prof | |
| ✓ 9. | Prof. Syed Kaleem | JIC HOD. EE | |
| ✓ 10. | Prof. Tabrez Khan | JIC HOD, CD | |
| ✓ 11. | Prof. Rizwan. Ali | Exam Co-ordinator | |
| ✓ 12. | Prof. Zakir Ansari | JIC HOD, ME | |
| ✓ 13. | Muhammad Sayyad | ME-1 st | |
| ✓ 14. | Yashika Tunjekar | BE-ME. Student rep. | |
| ✓ 15. | S. Mansaf S.M. Q. | COE, AIKTC | |
| ✓ 16. | Prof Atfaq Jamadar | TPO | |



**ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL**

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

| | | | |
|----|-----------------------|-----------------------|-----------|
| 17 | Dr. Jamil Daud | Registrar | J/C |
| 18 | Mr. Hussain Honaytaji | Office Superintendent | Mueed |
| 19 | Mrs. Shabreen Ansari | Librarian | Gmail |
| 20 | Mr. Nazim Shamsi | Parent Representative | Zy. Talim |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |



ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

AIKTC/IQAC/2018 /004

02.06.2018

Sub: Internal Quality Assurance Committee (IQAC) meeting: reg...

Date: 02.06.2018
Office

Venue: Director's

MINUTES

A meeting was convened by IQAC Coordinator on 02/06/2018 in **Director's Office, at 10.00 AM**. The Agenda pre-communicated vide a *Notice Ref. AIKTCIQAC/Notice/2018/001, dated 31/05/2018* to all concerned.

The following members attended the meeting:

| Sr. No. | Name | Designation |
|---------|---------------------------|---|
| 1 | Mr. Burhan Harris | Management Representative (Hon. Exe. Chairman, BINM, Anjuman-I-Islam) |
| 2 | Dr. Abdul Razak Honnutagi | Director, & Chairperson, AIKTC |
| 3 | Dr. Munir Sayad | Industry Representative , Vice President, Reliance Jio |
| 4 | Dr. Rajendra Magar | IQAC Coordinator; Prof. & Head (Civil Engg.) |
| 5 | Prof. Tabrez Khan | HOD, Computer Engineering (Teacher) |
| 6 | Prof. Syed Kaleem | HOD, Electrical Engineering (Teacher) |
| 7 | Prof. Afzal Shaikh | HOD, Electronics and Telecommunication Engineering. (Teacher) |
| 8 | Prof. Zakir Ansari | HOD, Mechanical Engineering (Teacher) |
| 9 | Prof. Arif Iqbal | First Year Engineering Controller (Teacher) |
| 10 | Prof. Atul N. Meshram | Asst. Professor in Mech. Engg. (Teacher) |
| 11 | Prof. Maruf Quadri | Controller of Examinations, AIKTC |
| 12 | Prof. Afaqahmed Jamadar | Training & Placement Officer, AIKTC |
| 13 | Dr. Jamil Daud | Registrar, AIKTC |
| 14 | Mr. Hussain Honnutagi | Office Superintendent, AIKTC |
| 15 | Mrs. Shaheen Ansari | Librarian, AIKTC |
| 16 | Mr. Yusha Tungekar | Student Council Representative, AIKTC |
| 17 | Mr. Nazim Shamsi | Parent Representative |
| 18 | Mr. Mufeed Sayyed | Alumni Representative |
| 19 | Mr. Abdul Latif | Local Society Representative |



**ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL**

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

Dr. Abdul Razak Honnutagi welcomed Mr. Burhan Harris and all IQAC members and Dr. Rajendra Magar was requested to commence the meeting as per agenda circulated.

Item-1: To confirm the minutes of meeting held on 21/03/2018.

The minutes of the meeting held on March 21, 2018 were read and confirmed as having been recorded correctly.

Item-2: To review the status of NAAC related work and identifying points for further improvement.

Following points were discussed and appropriate decisions were taken:

- 1) Industry Advisor, Dr. Munir Sayed, emphasized on revision of SWOT (currently SWOC) analysis which was done earlier on priority basis.
- 2) IQAC Coordinator, Dr. Rajendra Magar, briefed about the responsibility of the various committees who will work on the various NAAC criteria's. Further he emphasized that preliminary description of Qualitative Metrics (Qlms) should be finished before 19th June 2018 and subsequently it should be submitted to identified faculty members of Communication Skills of Humanity and Applied Science (HAS) department for proof reading. It was decided that HAS faculties will do the needful on priority basis.
- 3) Prof. Tabrez Khan explained the necessity to increase the participation of Internships and field projects of students. Further he also added that participation of teachers in University activities/committees should be increased.
- 4) Dr. Rajendra Magar suggested to work upon the strategies to improve the teaching learning process as a whole. He further added that the academic audit formats needs to be revised and should be made more robust and scalable. He also mentioned that necessary measures need to be taken to increase the use of Information and Communication based Technology (ICT) based tools by faculty members.
- 5) Prof Sayed Kaleem suggested for effective implementation of mentoring of students.
- 6) Prof Zakir Ansari emphasized that more focus is required to be given on placement and higher studies. He also added that registration of Alumni association need to be done on priority basis.



**ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL**

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

- 7) Prof Afzal Shaikh mentioned to increase the participation of faculties to submit proposals for various minor research grants to University of Mumbai. He also said that PG Teachers approval shall be processed on priority basis.
- 8) Prof Arif Iqbal suggested for conducting necessary IPR and Patenting awareness seminars and workshops for industry-academia Innovation practices.
- 9) Dr. Abdul Razak Honnutagi suggested for conducting NAAC awareness program for all the faculty members by external resource persons. Further he requested that NAAC work should be taken on top priority as it sets quality benchmark at institution level. He also appealed that everyone should aspire to get A+ NAAC grade so as to get permanent affiliation of University of Mumbai.
- 10) Mr. Burhan Harris appreciated Dr. Rajendra Magar and entire team of AIKTC involved in preparing towards NAAC. He also mentioned that the Management will support in all the aspects for NAAC work.

Meeting was concluded by thanking each other.

Minutes of meeting was prepared and submitted for verification and approval.

(Date of submission: 05.06.2018).

Prepared by

(Dr. Rajendra Magar)

Co-ordinator, IQAC

(Approved / Not Approved/ Approved with minor corrections/ Approved with corrections
wherever necessary)

(Dr. Abdul Razak Honnutagi)

Director



**ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL**

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

AIKTC/IQAC/2018/ 005

08/06/2018

ACTION TAKEN REPORT (ATR)

Sub: Action taken report (ATR) on the IQAC meeting held on 02 June 2018: reg...

Ref.: Minutes of Meeting dated 02.06.2018 vide *SoEt/IQAC/MoM/2018/01* dated 02.06.2018.

| Sr. No. | Page No. | Expected action | Responsibility and Due Date | Status |
|---------|----------|---|--|--|
| 1 | 2 | SWOC analysis and its revision | Dr Zakir Ansari along with other HoD's (December 2018) | A SWOT analysis was done in the Academic year 2014. It will be revised as SWOC analysis. |
| 2 | 2 | Preparation of preliminary Qualitative Metrics (Qlms) | All coordinators/ HoDs before 19th June 2018 | Preliminary preparation of Qlms is going on. |
| 3 | 2 | Increasing Internship and Fields projects | Prof Afzal Shaikh along with other HoDs (December 2018) | Institute registered AICTE Internshala, few department s students registered MICA lab(Marine and Industrial Control Automation) Lab located at CBD Belapur. For Computer Department engineering students free of cost internship in DotNet, PHP, Java , Android is provided. |
| 4 | 2 | Revision in academic audit formats. | All HoDs (September 2018) | Revision in said formats done accordingly and same implemented among the departments. |
| 5 | 2 | Increase in use of ICT based tools for Teaching Learning process. | Dr. Shabimam (Dept. of Civil Engineering) August 2018. | Dr. Shabimam conducted seminar on ICT based Teaching & Learning. He introduced various techniques. |
| 6 | 2 | Submission of Minor research Proposals | All Departments(August | Some of faculty members submitted minor research proposal to University of |

Innovative Teaching - Exuberant Learning
Vision : To be the most sought after Technical campus that others would wish to emulate.



**ANJUMAN-I-ISLAM'S
KALSEKAR TECHNICAL CAMPUS, NEW PANVEL**

Approved by : All India Council for Technical Education, Council of Architecture, Pharmacy Council of India New Delhi,
Recognised by : Directorate of Technical Education, Govt. of Maharashtra, Affiliated to : University of Mumbai.

- SCHOOL OF ENGINEERING & TECHNOLOGY
- SCHOOL OF PHARMACY
- SCHOOL OF ARCHITECTURE

| Sr. No. | Page No. | Expected action | Responsibility and Due Date | Status |
|---------|----------|--|--|--|
| | | | 2018) | Mumbai. |
| 7 | 2 | Encouraging students for higher studies. | Training & Placement Officer (September 2018) | An awareness programme conducted on GATE preparation, admission to Greenwich-UK, |
| 8 | 2 | IPR and Patenting awareness | Dr. Rajendra. B Magar | Two programmes conducted: 1. Dr Rajendar Magar and Mrs Shahin: 26 th April 2018. 2. Adv. Anand Mahurkar: 1 st September, 2018. |
| 9 | 3 | NAAC awareness programme | Dr. Rajendra.B Magar (September 2018) | Two programmes conducted: 1. Dr. Vikram Patil, Principal SIES on 13 July 2018. 2. Dr. R.G. Karandikar, Professor, K. J. Somaiya: 18 August 2018. |

Dr. Rajendra .B Magar
IQAC Coordinator

Dr. Abdul Razak Honnutagi
Director- AIKTC

Innovative Teaching - Exuberant Learning

Vision : To be the most sought after Technical campus that others would wish to emulate.