



KJ's Educational Institute's

TRINITY ACADEMY OF ENGINEERING, Pune-48

(Approved by AICTE, New Delhi, Govt. of Maharashtra & affiliated to Savitribai Phule Pune University)



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC meeting held on 28/07/2018

AGENDA

1. Recomposition of Internal Quality Assurance Cell (IQAC) for the AY 2018-19 and 2019-20.
2. Felicitation and induction program for meritorious and newly admitted students

Agenda No. 1: Recomposition of IQAC

The Principal Dr. N. J. Uke offered warm welcome to everyone present.

As per the guidelines laid down by the NAAC for composition of IQAC he declared the names of the members of the IQAC for the AY 2018-19 and 2019-20 as follows,

Chairperson	Dr. N. J. Uke
Member from the Management	Mr. Vinod K. Jadhav, Treasurer KJEI.
Senior administrative officer	Dr. V. J. Kakhandki, Campus Director
Teachers	
Committee Member	Department
Mr. V. D. Kolate	Mechanical
Mr. S. N. Darade	Computer
Ms. D. D. Kulkarni	E & TC
Dr. H. G. Haloli	Engineering Science
Dr. M. C. Swami	Civil

Ms. S. N. Maitri	Computer
Mr. S. S. Kudale	Mechanical
Nominee from local society (external member)	Dr. Sunil Patil
Student	Ms. Poonam Chaudhry
Alumni	Mr. Harshal Jadhav
Parent	Mr. Jeevan M. Gote
One of the senior teachers as the coordinator of the IQAC	Mr. S. S. Deshmukh HOD, Civil

Following points were discussed,

Agenda No. 2: Felicitation and induction program for newly admitted students

Members decided to organize a welcome program for the newly admitted students and felicitate the meritorious students admitted in the institution.

Members Present

Chairperson

Dr. N. J. Uke, Principal

Committee members

Mr. V. D. Kolate	Mechanical
Mr. S. N. Darade	Computer
Ms. D. D. Kulkarni	E & TC
Dr. H. G. Haloli	Engineering science
Dr. M. C. Swami	Civil
Ms. S. N. Maitri	Computer
Mr. S. S. Kudale	Civil

External member

Dr. Sunil Patil

MD,


Members from Student and Alumni

Mr. Harshal Jadhav

Ms. Poonam Choudhry

IQAC Coordinator

Mr. S. S. Deshmukh


29/07/2018

IQAC Coordinator
Mr. S. S. Deshmukh
HOD Civil Engineering.





Chairperson
Dr. N. J. Uke
Principal

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INTERNAL QUALITY ASSURANCE CELL (IQAC)



Minutes of the IQAC meeting held on 31/07/2018

AGENDA

1. Training to the students of BE for Aptitude improvement.
2. Conduct the internal audit.
3. Establish NPTEL Local chapter
4. Promote Research and Development activity
5. AQAR submission

The following points were discussed.

1. In order to improve the employability of the students through competitive examinations members decided to provide aptitude training to the BE students and the expenses shall be borne by the institute.
2. A team comprising members from each department and office was formulated to conduct the internal audit.
3. Members agreed to establish NPTEL local chapter for introducing online certification courses for students and faculty for improving their skills and academic credentials.
4. For promoting research and development activities the Chairperson suggested for applying for the research funds through ASPIRE scheme of SPPU and AQIS schemes of AICTE.
5. Members decided to form committee for submission of first AQAR and ensure timely submission.

Members Present

Chairperson

Dr. N. J. Uke, Principal

Committee members

Mr. V. D. Kolate
Mr. S. N. Darade
Ms. D. D. Kulkarni
Dr. H. G. Haloli
Dr. M. C. Swami
Ms. S. N. Maitri
Mr. S. S. Kudale

Mechanical
Computer
E & TC
Engineering science
Civil
Computer
Civil

External member

Dr. Sunil Patil

MD,

Members from Parent

Mr. Jeevan M. Gote

Members from Student and Alumni

Mr. Harshal Jadhav

Ms. Poonam Choudhry

IQAC Coordinator

Mr. S. S. Deshmukh


11/08/2018

IQAC Coordinator

Mr. S. S. Deshmukh
HOD Civil Engineering.



Chairperson
Dr. N. J. Uke
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)



Minutes of the IQAC meeting held on 02/11/2018

AGENDA

1. Inclusion of newly joined HOD Mechanical in the IQAC committee
2. Results of Prelim exam and remedial classes for the slow learners
3. Planning for Academic activities in the next semester

The following points were discussed.

1. Chairperson proposed to include newly joined HOD Mechanical Prof. K. B. Gavali, in the IQAC committee.
2. Members decided to conduct remedial classes for the students who have performed low in the prelim exams.
3. For allotment of the subjects to the faculty for the next semester, members agreed to follow the old procedure of collecting subject choice slips from the individual faculty and HOD shall decide that which subject shall be assigned to the faculty. Course file of individual faculty and its contents were decided by the members. IQAC will monitor the course files and its content through the academic coordinators of each department. Members decided that the faculty members shall be asked to prepare a presentation of their academic planning for effective teaching learning and methods of execution of the same.

Members Present

Chairperson

Dr. N. J. Uke, Principal

Committee members

Mr. K. B. Gavali
Mr. S. N. Darade
Ms. D. D. Kulkarni
Dr. H. G. Haloli
Dr. M. C. Swami
Ms. S. N. Maitri
Mr. S. S. Kudale

Mechanical
Computer
E & TC
Engineering science
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Civil

External member

Dr. Sunil Patil
MD,

Members from Parent

Mr. Jeevan M. Gote

Members from Student and Alumni

Mr. Harshal Jadhav
Ms. Poonam Choudhry

IQAC Coordinator

Mr. S. S. Deshmukh

IQAC Coordinator

Mr. S. S. Deshmukh
HOD Civil Engineering.

5/11/2018



Chairperson
Dr. N. J. Uke
Principal