



SARASWATI Education Society's
SARASWATI College of Engineering

Learn Live Achieve and Contribute

Kharghar, Navi Mumbai - 410 210.

Internal Quality Assurance Cell (IQAC)
IQAC MEETING-I

DATE: 04/07/2023

MINUTES OF MEETING

IQAC meeting conducted on 04/07/2023 at 11:30am. The following members were present:

- 1) Chairperson: Dr. Manjusha Deshmukh, Principal
- 2) Dean Academics: Dr. Sunil Rangari
- 3) Dean Administration and Student Welfare: Prof. Sheetal Bukkawar
- 4) IQAC Coordinator : Prof. Sujata Bhairnallykar
- 5) HoD of Civil Engineering: Prof. Roshani John/Prof. Puja Somani
- 6) HoD of Automobile Engineering: Prof. T. Z. Qauzi
- 7) HoD of Mechanical Engineering: Prof. Baviskar D
- 8) HoD of I.T: Prof. Maahi Khemchandani
- 9) HoD of AIML & DS: Prof. Shraddha Subhedar
- 10) Head of TPO: Prof. Sunil Jankar
- 11) HoD of R&D: Dr. Saumya Singh

The IQAC Chairperson Dr. Manjusha Deshmukh, Principal SCOE Started with meeting agenda. The following points were discussed.

Minutes of Meeting:

- Mentorship system is followed the assigned faculty members monitor the performance of the students and maintain the record by the students.
- Organize Co-Curricular and extracurricular activities to enrich the outcome through different clubs.
- Organize social activities to understand social safety culture and legal issues through social clubs like NSS, Rotaract and YIN.
- Organize personality development courses to enhance communication skill.
- Institute have various student Clubs, Committees and associations to make them work and a member and leader of multidisciplinary team.
- Organize currier guidance programs to identify educational needs and engaged students in lifelong learning.
- Organize conferences project competition and technical workshop.
- Effectiveness of trainee provided by Institute for recruitment/ Placement for higher studies.



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- How far were the events and Co-Curricular activities conducted under the chapter by various professional bodies and different cells, useful to bridge the gap between the curriculum and industry requirement?
- How the internship, industrial visit and site visit helpful in placement/higher studies/ Entrepreneurship?
- Notice for reframing by Institute mission vision statement.
- Submission of 1st draft by mission vision of Institute on 10th Aug 2023.
- Provide honours and minor degree courses for interested students.

The meeting concluded with IQAC coordinator thanking the members for their suggestions and cooperation in implementing the IQAC activities for the institute.



Chairperson

Dr. Manjusha Deshmukh



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Internal Quality Assurance Cell (IQAC)
IQAC MEETING-I

DATE: 03/02/2024

MINUTES OF MEETING

IQAC meeting conducted on 03/02/2024 at 11:30am. The following members were present:

- 1) Chairperson: Dr. Manjusha Deshmukh, Principal
- 2) Dean Academics: Dr. Sunil Rangari
- 3) Dean Administration and Student Welfare: Prof. Sheetal Bukkawar
- 4) IQAC Coordinator : Prof. Sujata Bhairnallykar
- 5) HoD of Civil Engineering: Prof. Roshani John/Prof. Puja Somani
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The IQAC Chairperson Dr. Manjusha Deshmukh, Principal SCOE Started with meeting agenda. The following points were discussed.

Minutes of Meeting:

- Work on Improvement in NIRF Ranking.
- Motivate faculties to apply for patent examination.
- Sign MOU with Entrepreneurs.
- Conduct faculty development programs.
- Conduct Academic audit in May.
- Motivate faculties for research Paper publication in reputed international journals
- Suggest areas in which students have opportunity.
- Organization of international conference.



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The meeting concluded with IQAC coordinator thanking the members for their suggestions and cooperation in implementing the IQAC activities for the institute.

Chairperson

Dr. Manjusha Deshmukh