



Lokmanya Tilak Jankalyan Shikshan Sanstha's

Lokmanya Tilak College of Engineering

Sector-4, Vikas Nagar, Koparkhairane, Navi Mumbai

(Approved by AICTE, Affiliated to University of Mumbai, & Accredited by NAAC)



Date- 15/07/2020

Minutes of First Meeting of IQAC (2020-21)

No- IQAC/01/2020-21

Meeting Agenda: Discussion of IQAC activities for SH2020 and FH2021

Meeting Schedule: Wednesday, 15/07/2020, 02.00 pm - 04.00 pm

Meeting Convener: Dr. Vivek Sunnapwar

Meeting Facilitator: Dr. S. K. Shinde, Dr. Vivek Yakkundi

The term of the IQAC members continued this academic year too.

The year 2019-20 was vibrant for IQAC since many of the initiatives/activities were carried out during this year. But the outbreak of COVID 19 Pandemic abruptly stopped the normal teaching, learning and assessment process and we were shifted to Online teaching mode.

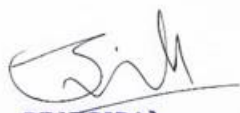
1. The meeting started with welcome note by Chairperson, Dr. Vivek Sunnapwar. He emphasised on the need of this paradigm shift from offline to online mode for teaching and administrative activities.
2. Dr. S. K. Shinde, IQAC Director / Coordinator, proposed the plan and strategies for the academic year. The emphasis was given on the online adaptation of the teaching-learning paradigm, due to the pandemic situation.
3. It was decided that the faculty members from various Departments in the Institute were given preliminary training to conduct online classes and promoted the teaching faculty to develop e-content. The institute adopted the G-suite platform for the e-classroom environment. The e-resources like google meet and google classrooms were planned to be utilized. Though not a substitute for classroom - centred pedagogical practices, guidelines to set measures for a continued academic dialogue, involving teaching and assessment, between students and faculty members was strategized.
4. As a regular practice, the academic calendar was proposed and the Institute level elective subjects were decided.
5. One of the major achievements of IQAC was the initiative in introducing the Online Oral and Theory examination, Annual Assessments etc, according to the guidelines of the University, when the COVID 19 pandemic stood as a barrier to conduct the normal procedure in this regard.
6. The institute started the new courses of Bachelor of Computer Science & Engineering with specialization in Data Sciences, Artificial Intelligence and Machine Learning and IoT & Cyber Security including Blockchain Technology from AY 2020-21.

7. Considering the outbreak of COVID 19 Pandemic, guidelines for the conduct of Seminars/ Workshops/ FDPs/Guest Lecturers/ Extension Lectures in Online mode organized by the Faculty Members/ Academic Departments/ Regional Campuses of the Institute were given.
8. With the visualization of setting a socially and environmentally sustainable campus, the IQAC took initiative to frame Green Policy through which action plans for environment education, management and conservation can be realized. Through this policy a committee will be empowered to address the key areas- Energy Management, Waste Management, Water Management and ensuring Bio Diversity.
9. It was decided that AQAR for the AY 2019-20 will be submitted in the month of December, and subsequently, all the Departments were directed to take the necessary steps to accomplish the task.
10. Meeting ended with formal vote of thanks by the IQAC Coordinator.

Following members were present for the meeting:

Sr. No.	Designation	Name
1	Chairperson	Dr. Vivek Sunnapwar
2	Director/Coordinator of IQAC	Dr. S. K. Shinde
3	Faculty Members	Dr. Vivek Yakkundi, Dr. Chandrababu, Dr. Chandrakant Wankhade, Dr. Ravindra Duche, Dr. Sheeba P. S., Dr S. D. Dalvi, Dr. Kavita Dhanawade, Prof. Priya Tilak, Prof. Dolly Boban, Dr. J J Dange, Dr. A D Sarode, Dr. Prerana Shrivastava, Dr. Nitin Jain, Ms. Preethakumari
4	Management Member	Smt Sheetal Dushyant Chaturvedi
5	Administrative Officers	Mr. Pradip Nangarepatil, Mrs. Snehal Sawant
6	Local society/students/alumni Member	Miss. Rasika Satpute, Mr. Ramkrishna Gaikwad, Mr. Nitesh Gupta
7	Industry Member	Mr. Vishal Matey (Manager, Engineering Services-HPCL), Mr. Kamlesh Harhare (DGMMEP, Oberoi Realty, Mr. K Jayrajan, (OS, Chairman- BARC Safety council)




PRINCIPAL
 Lokmanya Tilak College of Engineering
 Sector -4, Vikas Nagar, Koparkhairane,
 Navi Mumbai - 400 709.

Dr. S.K. Shinde
 Director, IQAC

Dr. Vivek Sunnapwar
 Chairperson



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Date- 23/01/2021

Minutes of Second Meeting of IQAC (2020-21)

No- IQAC/02/2020-21

Meeting Agenda: Planning for Even Semester

Meeting Schedule: Saturday, 23/01/2021, 02.00 pm - 04.00 pm

Meeting Convener: Dr. Vivek Sunnapwar

Meeting Facilitator: Dr. S K Shinde, Dr. Vivek Yakkundi

The meeting started with welcome note by Chairperson, Dr. Vivek Sunnapwar. He congratulated the Examination section and all the Departments for conduction of online examination smoothly. Further he communicated the agenda of the meeting as the planning for the Even semester.

Following points were discussed and decisions were taken:

1. Dr. S. K. Shinde, IQAC Director / Coordinator, proposed the plan and strategies for the academic year. He proposed to continue the usage of G-suite platform for the conduction of online classroom.
2. One of the major achievements of IQAC was the successful conduction of the Online Oral and Theory examination, Annual Assessments etc, according to the guidelines of the University, without any major glitches.
3. The AQAR for the AY 2019-20 was submitted in the month of December successfully. The continued OBE process was proposed to be continued as a regular practice.
4. Purchase of equipment & Laboratory development were planned. The efforts made by institution are appreciable in purchasing the new equipment for various laboratories of the newly formed departments.
5. The plan for the late admissions of Diploma students in the Direct second year was prepared to cope up with the lag. The strategies were proposed and discussed accordingly. It was decided that special attention will be given to the direct SE students, to cover the syllabus prescribed by the University. The plan for their examinations was also discussed.
6. It was acknowledged that the Solar power plant was adequately utilized as an efficient resource of power generation. It has significantly helped in lowering the funds expenditure on the electricity bill of the institute and thus contributes effectively in optimizing the resource utilization.

7. Meeting ended with formal vote of thanks by the IQAC Coordinator.

Following members were present for the meeting:

Sr. No.	Designation	Name
1	Chairperson	Dr. Vivek Sunnapwar
2	Director/Coordinator of IQAC	Dr. S. K. Shinde
3	Faculty Members	Dr. Vivek Yakkundi, Dr. Chandrababu, Dr. Chandrakant Wankhade, Dr. Ravindra Duche, Dr. Sheeba P. S., Dr S. D. Dalvi, Dr. Kavita Dhanawade, Prof. Priya Tilak, Prof. Dolly Boban, Dr. J J Dange, Dr. A D Sarode, Dr. Prerana Shrivastava, Dr. Nitin Jain, Ms. Preethakumari
4	Management Member	Smt Sheetal Dushyant Chaturvedi
5	Administrative Officers	Mr. Pradip Nangarepatil, Mrs. Snehal Sawant
6	Local society/students/alumni Member	Miss. Rasika Satpute, Mr. Ramkrishna Gaikwad, Mr. Nitesh Gupta
7	Industry Member	Mr. Vishal Matey (Manager, Engineering Services-HPCL), Mr. Kamlesh Harhare (DGMMEP, Oberoi Realty, Mr. K Jayrajan, (OS, Chairman- BARC Safety council)




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Dr. S.K. Shinde
Director, IQAC

Dr. Vivek Sunnapwar
Chairperson



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Date- 15/07/2020

Notification on Formation of IQAC (2020-21)

The term of the previous IQAC members continued this academic year too as per the NAAC guidelines.

List of Members:

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1	Chairperson	Dr. Vivek Sunnapwar
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3	Faculty Members	Dr. Vivek Yakkundi, Dr. Chandrababu, Dr. Chandrakant Wankhade, Dr. Ravindra Duche, Dr. Sheeba P. S., Dr S. D. Dalvi, Dr. Kavita Dhanawade, Prof. Priya Tilak, Prof. Dolly Boban, Dr. J J Dange, Dr. A D Sarode, Dr. Prerana Shrivastava, Dr. Nitin Jain, Ms. Preethakumari
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The concerned members of the committee are being informed accordingly and requested to kindly do the needful at the earliest.



PRINCIPAL

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Dr. S.K. Shinde
Director, IQAC

Dr. Vivek Sunnapwar
Chairperson