



**Samarth Samaj's**  
**Shivajirao S. Jondhale College of Engineering, Dombivli (E)**  
**(Affiliated to University of Mumbai, Approved by AICTE)**

IQAC Meeting – 4

No – IQAC / 2018 – 19 / 04

Date: 04 / 08 / 2018

Venue: Board Room.

List of Present Members:-

Sr. No.	Name of the Staff	Position	Designation
1	Dr. J. W. Bakal	Chairperson, IQAC	Principal
2	Mrs. Smita A. Lonkar	Coordinator, IQAC	HOD EXTC
3	Mr. Pramod R. Rodge	NAAC Coordinator	HOD Computer
4	Mr. A. M. Kulkarni	NAAC Co-coordinator	HOD Production
5	Mrs. Leelamani A. D.	Member	HOD Chemical
6	Mr. J. S. Poojary	Member	HOD FE
7	Mrs. Savita Sangam	Member	HOD IT
8	Mrs. Varsha Salunke	Member	HOD Mechanical
9	Dr. Sneha Mane	Member	Associate Professor, EXTC
10	Mr. Kishor Jondhale	Member from Management	
11	Mr. F. C. Shejul	Member from Administrative Office	Registrar
12	Mr. BaluKolhe	Member	Senior Clerk
13	Mr. Rushank Karlekar	Member	Student, BE IT
14	Mr. Adish Joshi	Member	Alumni, Jacob Engineering. Pvt. Ltd.
15	Mr. Manan Vora	Member	Industrialist, Sunrise Engineering, Dombivli
16	Mrs. Smita A. Raje	Member	Parent

List of Absent Members:-

Sr. No.	Name of the Staff	Position	Designation
1	Mamta Chawala	Member	Employer, HR Head, Zeus Learning, Lower Parel

## Minutes of IQAC Meeting – 4

Dr. J. W. Bakal, chairperson started the meeting and handed over the session to IQAC coordinator Prof. SmitaLonkar.

Item 1: Confirmation of minutes of 3<sup>rd</sup> IQAC meeting held on 20<sup>th</sup> January, 2018.

Prof. SmitaLonkar read the minutes of 3<sup>rd</sup> IQAC meeting held on 20<sup>th</sup> January, 2018 and briefed about agenda of 4<sup>th</sup> IQAC meeting.

Minutes were confirmed unanimously.

Item 2: Action taken on the previous minutes.

- 2.1 Department of EXTC, Chemical, Mechanical and Production Engineering conducted STTP'S as decided. All other programs for students were arranged as discussed.
- 2.2 Flooring replacement was done in Chemical Engineering, Mechanical Engineering Departments and machine shop.
- 2.3 Furniture was provided in Seminar hall, Computer centre, Language laboratories, Computer laboratories of Chemical Department and 4 laboratories of I.T. department.
- 2.4 Senior staff members were appointed as internal auditor.

Item 3: To introduce innovative practice in teaching & Learning.

It was decided to provide the necessary items for smart class rooms as innovative practice in teaching and learning. It was also suggested to prepare video lectures of staff members.

Item 4: To modify required items in Academic record book.

In order to simplify the record keeping, it was decided to make necessary modifications in academic record book.

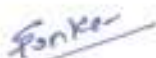
Item 5: To improve stakeholder feedback mechanism.

It was decided to changes the mode of stakeholder feedback mechanism from manual to online.

Item 6: Any other point, if any with permission of chair.

It was suggested by Mr. F.C. Shejul that advanced MIS system should be implemented.

The meeting was adjourned at 5 P.M. with thanks to chair.



Prof. SmitaLonkar  
IQAC Coordinator



Dr. J. W. Bakal  
Chairperson

Date: 04 / 08 / 2018

SSJCDE has constituted Internal Quality Assurance Cell (IQAC) to develop a quality system and to improve the academic and administrative performance of the college.

**IQAC comprising the following members for academic year 2018 - 19**

Sr. No.	Name of the Staff	Position	Designation	Signature
1	Dr. J. W. Bakal	Chairperson, IQAC	Principal	
2	Mrs. Smita A. Lonkar	Coordinator, IQAC	HOD EXTC	
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16	Mr. Manan Vora	Member	Industrialist, Sunrise Engineering, Dombivli	
17	Mrs. Smita A. Raje	Member	Parent	



**Dr. J. W. Bakal**  
Chairperson