



H. J. Thim Trust's

# Theem College of Engineering

Approved by AICTE (New Delhi), Government of Maharashtra & DTE  
Affiliated to University of Mumbai & MSBTE

"A NAAC Accredited Institute"

Success... through  
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Village Betegaon, Boisar Chilhar Road, Boisar (East), Tal. & Dist. Palghar - 401 501.

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Ref.: No: TCE/EST/2022-23/106-N

Date: 21/10/2022

## Institutes Quality Assurance initiatives

**Subject:** Institutes Quality Assurance initiatives

**Reference:** 6.5.3 The quality assurance initiatives are taken by the regular meetings of IQAC. The IQAC conducts the departmental audits to analyse and improve the short comings of the department if any.

### Enclosure

1) Minutes of meetings of IQAC



*[Signature]*  
Dr. S. Riyazoddin

PRINCIPAL  
THEEM COLLEGE OF ENGINEERING  
Boisar (East) Tal. & Dist. Palghar -401 501.

## IQAC Meeting

## Agenda of the meeting

Date : 26<sup>th</sup> October, 2021

Time : 11 am

Venue : Conference Room, New Building.

## Particulars :

Item no. 1: Confirmation of the minutes of meeting held on 6<sup>th</sup> May, 2021 virtually.

Item no. 2: To discuss about just concluded academic session.

Item no. 3: To review of AQAR 3 files and to finalize the submission.

Item no. 4: To discuss the preparation of academic calendar of next semester.

Item no. 5: To discuss about vaccination programs in the college for students and staff.

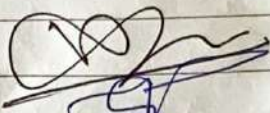
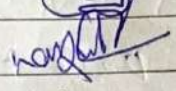
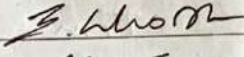
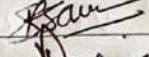
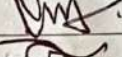
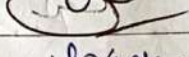
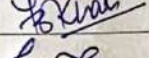
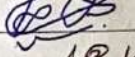
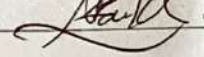
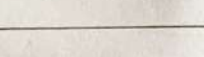
Item no. 6: To plan for quarter I and quarter II of TIC.

Item no. 7: To review the FDP held on July.

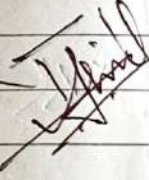
Item no. 8: To discuss about the vaccination programs in the college for student and staff.

Item no. 9: Any other discussion with the permission of the chair.



Sr. No.	Names of the Members	Signature
1.	Dr. N.K. Rana	
2.	Dr. Aqneel Ahmed Shah	
3.	Mr. M.A. Gulbarga	
4.	Dr. Emily Ghosh	
5.	Ms. Sneha Sankhe	
6.	Mr. K. N. Attarde	
7.	Mr. Warim Khan	
8.	Mr. Faiz Khan	
9.	Mr. Rahatulla Khan	
10.	Mr. Raees Ahmed	

### Management Representatives

1. Mr. Sharif Thim Vice Chairman 
2. Dr. N. K. Rana Director



## Minutes of line meeting

Minutes of line meeting of IQAC held on 26th October, 2021 at conference room.

Principal Dr. Aqueel Ahmed Shah welcomed all members of IQAC. The IQAC coordinator Dr. Emily Ahom presented the agenda of the meeting and they were further taken up for discussion.

Agenda 1: The minutes of the previous meeting was reviewed and approved.

Agenda 2: The academic activities of last academic session, like internal exams, NMC reports, academic monitoring was discussed. The preparation for upcoming university exam was also appraised of.

Agenda 3: The successful submission of AQAR 2 was appreciated by IQAC. The preparation, review and finalization of AQAR 3 were also discussed.

Agenda 4: Academic and other activities of the institute was planned and approved to include in the next semester academic calendar.

Agenda 5: It was proposed to arrange for vaccination programs for precaution and safety against corona virus for students and staff of the college.

Agenda 6: The activities of IIC for quarter I and quarter II were planned  
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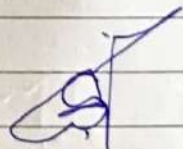
Agenda 7: Successful conclusion of Faculty Development Program and Student development program from 5th to 9th July, on "Recent Trends In AI & ML and its Applications" was appreciated by IQAC.

Agenda 8: With the permission of the chair, the planning and implementation of Superset platform for evaluation of students based on aptitude and technical programming was discussed.

The next meeting date was fixed on 20th January 2022. The meeting was concluded with vote of thanks.

E. Khosla  
IQAC Coordinator

Principal





# IQAC Meeting

## Agenda of the meeting

Date: 20th January, 2022

Time: 2 pm

Venue: Conference Room, New building

### Particulars:

Item no.1 To confirm the MOM of the previous IQAC meeting

Item no 2: To apprise of the finalization of AQAR III

Item no. 3: To discuss about reformation of IQAC committee

Item no. 4: To discuss about reformation of TIC committee

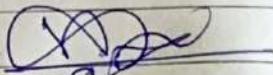
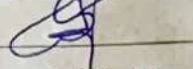
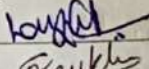
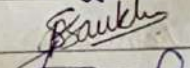
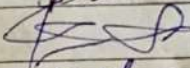
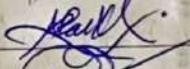

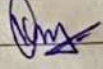
Item no. 5: To plan about the upcoming festival Jashn-e-Thum

Item no. 6: To discuss about the program of academic session.

Item no. 7: To discuss about NIRF

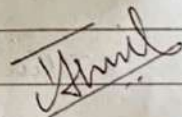
Item no. 8: Any other matter with the permission of the chairperson.



Sr.No.	Names of the Member	Signature
1.	Dr. N.K. Rana	
2.	Dr. Aqueel Shah Anjum	
3.	Dr. Emily Khan	E. Khan
4.	Mr. M.A. Gulbarga	
5.	Mrs. Sneha Sankhe	
6.	Mr. Rahatulla Khan	
7.	Mr. Rakesh	
	Mr. Warim Khan	
	Mr. K.N. Attarde	

### Management Representatives

Mr. Mohd Sharif Thim





### Minutes of the Meeting

Minutes of the meeting held on 20th January 2022 at 2 pm in conference room

The principal Dr. Aqueel Ahmed Shah welcomed the IQAC members. The IQAC co-ordinator Dr. Emily Akhosh presented an explanatory note about various agenda of the meeting and then the members discussed about the items and expressed their opinion.

Agenda 1: The minutes of the previous meeting was read and confirmed

Agenda 2: The compilation and finalization of data for AQAR III was discussed. It was decided to submit AQAR III within next few days since everything was ready.

Agenda 3: The need to reform the IQAC committee to include IIC co-ordinator was discussed and the proposal was passed by the committee.

Agenda 4: Also the construction, responsibilities and planning of IIC committee was discussed.

Agenda 5: The various programs of the upcoming festival Jashn-e-Theen to be held on 21-26 March, 2022 was planned. It was decided to form different committees for sports, cultural and technology festivals. Conduction of Freshers Welcome and convocation of final year students were also discussed.

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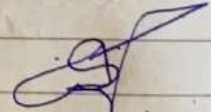


Agenda 6: The progress of academic session was also discussed. The following points were taken for follow up: TIME monitoring, attendance monitoring, requirements of lab developments, upcoming FE online university exams etc.

Agenda 7: Discussed about NIRF submission.

The date of the next meeting was fixed on 9th April, 2022. The meeting ended after the vote of thanks by the principal Dr. Aqueel Ahmed Shah.

S. Khorr  
IQAC coordinator

  
Principal



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## IQAC Meeting

### Agenda of the meeting

Date: 9<sup>th</sup> April, 2022

Time: 12 pm


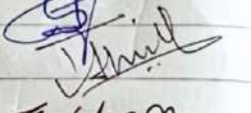
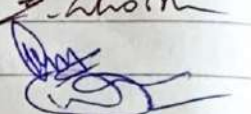
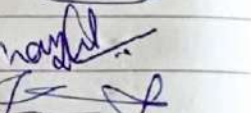
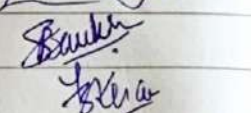
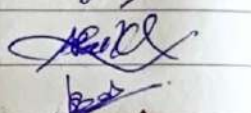
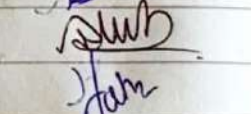
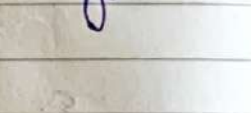
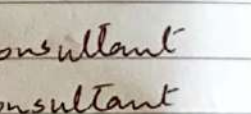
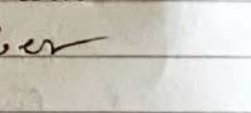
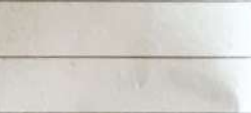
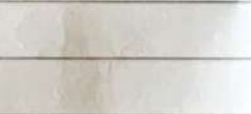
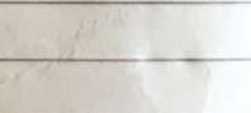
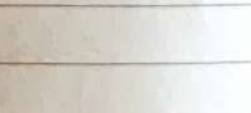
Venue: New conference hall

### Agenda points

1. Confirmation of the meeting dated 22.1.2022
2. Discussion on reformation of DAB
3. Discussion on various IIC activities executed and planning for future activities
4. Appraisal about progress of academic session and commencement of offline lectures. IIME Reports etc.
5. Appraisal about NIRF submission
6. planning for the upcoming conference to be held on 10<sup>th</sup>-11<sup>th</sup> June.
7. Any other matter with the permission of the chair.



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SR.No.	Names of the members	Sign
1.	Dr. N.K Rana	
2.	Dr. Shah Aqeel Ahmed	
3.	Mr. Mohd Sharif Thim	
4.	Dr. Emily Ghosh	
5.	Mr. K. N. Attarde	
6.	Mr. Wasim Khan	
7.	Mr. M.A. Gulbarga	
8.	Mr. Rahatullah Khan	
9.	Mrs. Sneha Sankhe	
10.	Mr. Faiz Mohd Khan	
11.	Mr. Rakesh Ahmed	
12.	Mr. M.S. Balasubramani	
13.	Dr. Akraf Shah	
14.	Mr. Rajesh Patil	

- Dr. Sankat Ali Shah Secretary
- Mr. Deepak Bhawe Industry consultant
- Mr. Valiyullah Shatki Industry consultant
- Mr. Kashif S Shah Alumni member



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# IQAC Meeting

## Minutes of Meeting

Minutes of the meeting held on 9th April, 2022 at 12 pm in new conference hall.

Principal and chairperson Dr. Aqeel Hameed Shah welcomed all the members. The agenda of the meeting were explained and discussed one by one.

Agenda 1: Minutes of the previous meeting held on 20th January, 2022 were reviewed and confirmed.

Agenda 2: The need to reframe the Departmental Advisory Board (DAB) were discussed. It was appraised that due to lockdown some members are not available anymore and a reformation was required.

Agenda 3: Various TIC activities under IQAC were reviewed. It was informed that 7 activities were already done and few more have been planned. It was decided to motivate students and faculty for research.

Agenda 4: Academic monitoring, syllabus coverage, attendance, the commencement of lectures in offline mode and also following hybrid mode whenever required were discussed.

Agenda 5: NIRF submission on OPI was appreciated.

Agenda 6: The detail planning of Theme 22, national conference, was discussed. Various committees were formed. The convenors, tracks and various dates were

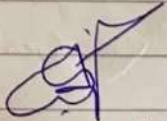
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fixed. The date of the conference was decided to be held on 9th-10th June.

The meeting concluded after fixing the date of the next meeting on 14th June 2022 with the vote of thanks by the IQAC coordinator Dr. Emily Whom.

E. Whom  
IQAC Coordinator

  
Principal



## IQAC Meeting

### Agenda of the meeting

Date : 14<sup>th</sup> June, 2022

Time: 10:30 am

Venue: Conference Room.

### particulars

Item No. 1: Confirmation of MOM of previous meeting

Item no. 2: Review of previous academic year's activity.

Item no. 3: Planning of next sem

Item no. 4: Review of national conference held on 9<sup>th</sup>-10<sup>th</sup> June, 2022.

Item no. 5: Review of Hackathon held on 12<sup>th</sup> April, 2022.


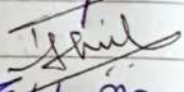
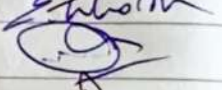
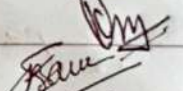
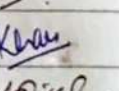

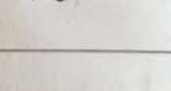
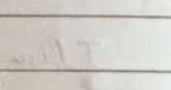
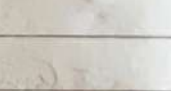
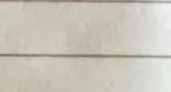
Item no. 6: Review and planning of IIC

Item no. 7: Planning for AQAR-IV submission

Item no. 8: Planning for international conference to be held during March, 23.

Item no. 9: Any other matter with the permission of the chair.



Sr. no.	Name of the Members	Sign
1.	Dr. N. K. Rana	
2.	Dr. Shah Aqueel Ahmed	
3.	Mr. Mohd Sharif Thim	
4.	Dr. Emily Ghosn	
5.	Mr. Warim Khan	
6.	Mr. K. N. Attarde	
7.	Mrs. Sneha Sankhe	
8.	Mr. Faiz Mohd. Khan	
9.	Mr. Raees Ahmed	
10.	Dr. Ashraf Shah	



### Minutes of the meeting

Minutes of the meeting held on 14th June, 2022

At first the principal Dr. Aqueel Shah welcomed all the members in his introductory address. Then the IQAC coordinator Dr. Emily Wilson placed explanatory notes about each agenda points. Then the following agenda items were taken for discussion.

Agenda 1: Mom of previous meeting held on 9th April 2022 were reviewed and confirmed.

Agenda 2: Academic activities of the previous year including students attendance, syllabus coverage, IAC reports were thoroughly discussed and reviewed.

Agenda 3: Planning and preparation of next semester to be started from July was also discussed.

Agenda 4: The successful conduction of the national conference "Theem-22" was admired by IQAC.

Agenda 5: The BE project competition "Theem Heckathon" 2022, which was held on 12th April 2022 was reviewed and appreciated. It was reported that about 50 teams and 190 students had taken part in it.

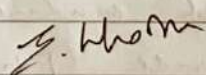
Agenda 6: Various activities under IIC were reviewed and future activities were planned.  
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Agenda 7: It was decided to start compiling data for AQAR IV to facilitate submission on time.

Agenda 8: IQAC discussed to plan and organize an international conference during March 2023. The tracks convenors and other things will be decided later.

The next meeting was decided to be held on 28th September, 2022. Later the principal thanked all the members present to conclude the meeting.



IQAC Coordinator

Dr. Emily Whorn



IQAC Chairperson

Dr. Aqueel A. Shah