



Success... through  
quality education !

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"

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

Tel.: 7769916109 ● Telefax : (02525) 284 927 ● Email : info@theemcoe.org ● Website : www.theemcoe.org

Ref.No: TCE/EST/2023-24/105/6-1.2

Date: 07/10/2023

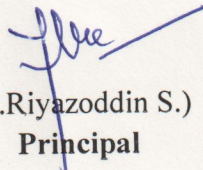
## Decentralization and Participative management

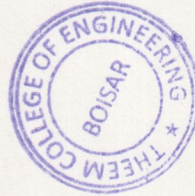
### 6.1.2: The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institute corroborate decentralization by devolving authority to various levels for participative management to have transparency in decision making which leads to good governance. The authority is localized from the top management to Principal then to HODs and faculty coordinators. Training and Placement Cell as well as Academic Monitoring Committee (AMC) are part of decentralized and participative management.

The documents enclosed here shows the same.

Detailed documents are available at the Institute.

  
(Dr.Riyazoddin S.)  
Principal



#### Enclosure:

- i) Academic Audit Circular
- ii) Academic Audit Report



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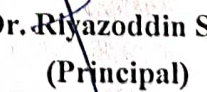
Date: -25/07/2022

## Circular

The department internal academic committee and Institute internal monitoring committee has been formulated to look after the Academic Activities of the departments and institute respectively. The schedule and list of IAM-members are attached with this notice. As per the schedule, all Degree engineering faculties as requested to get checked their course files and labs with IAMC members and respective department heads. Kindly complete all necessary documents (related to Course File and Laboratory) and show to IAMC member within planned schedule. The list of members and schedule is as listed.

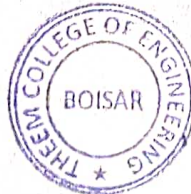
### List of Internal Academic Monitoring Member for AY 2022-23

Name of Staff	Designation	Dept.	Member Title
Prof. Raees Ahmed	Assistant Professor	HOD ELEC	Convenor.
Prof. Sneha Sankhe	Assistant professor	HOD IT	Coordinator.
Prof. Niraj Singh Yeotikar	Assistant professor	AIML	Member.
Dr. Minhaj Hasim	Assistant Professor	Mechanical	Member.
Dr. Anwar Ali	Assistant Professor	Auto	Member.
Prof. Harshad Ranadive	Assistant Professor	Civil	Member.
Prof. Payal Gadgil	Assistant Professor	Elect	Member.
Prof. Arbiya Shaikh	Assistant Professor	Science & Hum.	Member.
Prof. Sonali Kartik	Assistant Professor	IT	Member.

  
Dr. Riyazoddin S.  
(Principal)

Copy to

1. Director
2. All HOD'S





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Date: - 25/07/2022

## Internal Academic Monitoring (IAM)-Schedule

The following dates have been finalized for internal monitoring of academic works by faculty and departments.

Date of Monitoring	Level of Monitoring	Type of Monitoring	Members	Venue	Action
01/08/2022	Department	Faculty Course File Content as per check list	IAMC member with Department Head.	HOD Room	IAMC Member will submit report to IAMC Coordinator/Co-Coordinator by 10 <sup>th</sup> Aug.2022.
19/09/2022 (Group 1)	Institute	Faculty Course File Content as per check list	Institute Inter-departmental members, IAMC Coordinator/Co-Coordinator and Principal	HOD Room	IAMC Coordinator/Co-Coordinator will submit report to Principal by 26 <sup>th</sup> Sep.2022.
20/09/2022 (Group 2)	Institute	Faculty Course File Content as per check list	Institute Inter-departmental members, IAMC Coordinator/Co-Coordinator and Principal	HOD Room	IAMC Coordinator/Co-Coordinator will submit report to Principal by 27 <sup>th</sup> Sep.2022.
10/10/2022 (Group 1)	Institute	Faculty Course File Content as per check list	Institute Inter-departmental members, IAMC Coordinator/Co-Coordinator and Principal	HOD Room	IAMC Coordinator/Co-Coordinator will submit report to Principal by 17 <sup>th</sup> Oct.2022.
11/10/2022 (Group 2)	Institute	Final Monitoring	Institute Inter-departmental members, IAMC Coordinator/Co-Coordinator and Principal	HOD Room	IAMC Coordinator/Co-Coordinator will submit report to Principal by 18 <sup>th</sup> Oct.2022.



*Handwritten signature*



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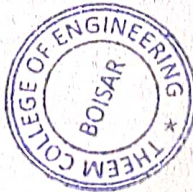
01/11/2022 (Group 1)	Institute	Final Monitoring	Institute Inter-departmental members, IAMC Coordinator/Co-Coordinator and Principal	HOD Room	Verification of Final IAMC Report submitted by HOD of Respective Dept. to IAMC Coordinator/Co-Coordinator through IAMC member by 29 <sup>th</sup> April 2022.  IAMC Coordinator/Co-Coordinator will Submit Final IAMC to principal by 9 <sup>th</sup> Nov. 2022.
02/11/2022 (Group 2)	Institute	Final Monitoring	Institute Inter-departmental members, IAMC Coordinator/Co-Coordinator and Principal	HOD Room	Verification of Final IAMC Report submitted by HOD of Respective Dept. to IAMC Coordinator/Co-Coordinator through IAMC member by 10 <sup>th</sup> Nov.2022.  IAMC Coordinator/Co-Coordinator will Submit Final IAMC to principal by 30 <sup>th</sup> Nov. 2022.

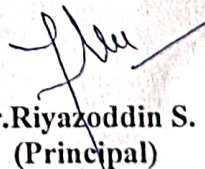
\*Group I : -Mechanical Engg, Civil Engg, Automobile Engg, F.E.

\*Group II :- Electrical Engg, Computer Engg, IT Engg, CSE (AIML)

\*A review meeting of all IAM members will be held on last week of every month (date will be communicated)

\*Any changes in schedule will be communicated



  
Dr. Riyazoddin S.  
(Principal)



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Name of Faculty: Shahegul Afroz

Department: Computer Engg.

Class: BE

Subject: Machine Learning

Sr.No	Document	01/08/2022	19/09/2022 20/09/2022	10/10/2022 11/10/2022	1/11/2022 2/11/2022
1	Institute Academic Calendar	✓	✓	✓	✓
2	Personal time table	✓	✓	✓	✓
3	Curriculum/Syllabus	✓	✓	✓	✓
4	Teaching plan & Monitoring	✓	✓	✓	✓
5	Course Outcomes	✓	✓	✓	✓
6	CO's with PO's Mapping	✓	✓	✓	✓
7	Attendance Register-TH	✓	✓	✓	✓
8	Practical plan & monitoring		✓	✓	✓
9	Practical Record book continuous Assessment		✓	✓	✓
10	Hand written notes *	✓	✓	✓	✓
11	PPT *	✓	✓	✓	✓
12	List of Assignment /Question Bank		✓	✓	✓
13	Lab Manual *	✓	✓	✓	✓
14	MCQ'S as per CO'S	✓	✓	✓	✓
15	Question Papers(MU)-05			✓	✓
16	Model Answers/ Last three solved papers *			✓	✓
17	Test Paper with solution	✓	✓	✓	✓
18	Extra Lecture Record			✓	✓
19	Department Responsibility-1		✓		✓
	Department Responsibility-2		✓		✓
20	Institute Responsibility-1		✓		✓
	Institute Responsibility-2		✓		✓
21	Remark by AMC Members				
22	Signature of AMC Members	<i>Paul</i> 01/08/22	<i>Ran</i> 20/09/22	<i>Paul</i> 15/10/22	<i>Ran</i> 02/11/22
23	Remark by H.O.D	<i>Satisfactory</i>	<i>Good</i>	<i>Awesome</i>	<i>Excellent</i>
24	Signature of H.O.D	<i>Om</i> 01/08/22	<i>Om</i> 20/09/22	<i>Om</i> 15/10/22	<i>Om</i> 02/11/22
25	Signature of Principal	<i>Flu</i> 02/08/22	<i>Flu</i> 24/09/22	<i>Flu</i> 15/10/22	<i>Flu</i> 05/11/22



Our performance found to be good.  
*Flu*  
05/11/22