MAHATMA GANDHI MISSION'S
COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY
Affiliated to University of Mumbai
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)
Tel :(022) 2743 3006 E-mail id :- mgmccsitkamothe@gmail.com Web site : www.mgmccsitcoc.org

Date: 13/01/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- The Principal appointed Dr Punit Bajpai as IQAC Coordinator.
- Copies of NAAC manuals were provided to all members for studying.
- Up gradation of Library resources, procurement of new reference books, Library Management Software, promote and encourage the usage of library resources among the students.
- Target is set to submit IIQA to be on or before March 30, 2023.

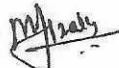The meeting ended with thanks to the Principal.

Prepared By

Principal

Signs of attendees

Dr Chaitali Gadekar (Principal)
Dr Punit Bajpai (HOD CS)
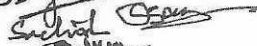Mrs Manisha Firake (HOD IT)
Mrs Swapna Gaikwad
Mrs Sushma Rabada
Mrs Sangita Kusumbe
Ms Nisha More
Ms Supriya Mokal
Ms Arpita Kulkarni
Ms Smita Sagre
Mr Sachin Lohar
Mrs Prachi Kulkarni
Mr Sumit Shinde

Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai

MAHATMA GANDHI MISSION'S
COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY
Affiliated to University of Mumbai
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)
Tel :(022) 2743 3006 **E-mail id :-** mgmccsitkamothe@gmail.com **Web site :** www.mgmccsitcoc.org

Date: 13/03/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.
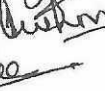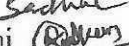
- The Principal Madam informed that the management has suggested to keep the IIQA submission date as June 30, 2023.
- A formal discussion was held over various criterion.
- Mrs Manisha Firake was assigned with criterion 1.
- Mrs Swapna Gaikwad was assigned with criterion 2. She will receive assistance from Dr Punit Bajpai.
- Dr Chaitali Gadekar madam has been assigned with criterion 3.
- Mr Sumit Shinde has been assigned with criterion 4.
- Mrs Sushma Rabada has been assigned criteria 5 and criteria 7
- Dr Punit Bajpai was assigned with criterion 6 and composing Executive Summary.
- Other staff members will support the above members in completion of various criterions and look after day to day work.
- It was decided to gather old photographs of MGM College of CS & IT from Hospital and Blood bank where our students participated in proving community services.

The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal

Signs of Attendees

Dr Chaitali Gadekar (Principal)
Dr Punit Bajpai (HOD CS)
Mrs Manisha Firake (HOD IT)
Mrs Swapna Gaikwad
Mrs Sushma Rabada
Mrs Sangita Kusumbe
Mr Sumit Shinde
Ms Nisha More
Ms Supriya Mokal
Ms Arpita Kulkarni
Ms Smita Sagre
Mr Sachin Lohar
Mrs Prachi Kulkarni

Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai - 410209

MAHATMA GANDHI MISSION'S

COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

Affiliated to University of Mumbai

M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)

Tel :(022) 2743 3006 E-mail id :- mgmccsitkamothe@gmail.com Web site : www.mgmccsitcoc.org

Date: 20/04/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- Criteria 1 was first taken and examined. Few suggestions were given to stakeholder.
- In criteria 2, it was found that the stakeholder required help in forming PO-PSO-CO and attainments. Criteria 2.6 would be taken up by Dr Punit Bajpai.
- In Criteria 4, the stakeholder needed help which would be supported by Mrs Sushma Rabada.
- Mrs Sushma Rabada needs additional staff member to fulfil both criterions. So criteria 7 was assigned to Mrs Sangita Kusumbe.
- Criteria 5 would remain with Mrs Sushma Rabada.

The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal

Signs of attendees

Dr Chaitali Gadekar (Principal)
Dr Punit Bajpai (HOD CS)
Mrs Manisha Firake (HOD IT)
Mrs Swapna Gaikwad
Mrs Sushma Rabada
Mr Sumit Shinde
Mrs Sangita Kusumbe

Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai - 410209

Date: 14/06/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- Criteria 1 was first taken and examined. The lacunas were addressed and few more suggestions were given to stakeholder.
- In criteria 2, the formation of PO-PSO-CO and attainments calculation sheets were presented to all by Dr Punit Bajpai. Hon Principal has given consent to implement same.
- The Principal initiated a discussion about the format of how data for uploading on NAAC site will be sent to our Website developer. The final format on nomenclature of files was accepted after discussing the same with the website developer.
- Stakeholder for Criteria 5 and 7 needed few clarifications on SOPs and Benchmarking of new NAAC manual. The same was addressed after discussion with the Principal.
- The Principal has suggested to collect the feedback from Alumni and students.

The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal

Signs of attendees

Dr Chaitali Gadekar (Principal)
Dr Punit Bajpai (HOD CS)
Mrs Manisha Firake (HOD IT)
Mrs Swapna Gaikwad
Mrs Sushma Rabada
Mr Sumit Shinde
Mrs Sangita Kusumbe

MAHATMA GANDHI MISSION'S

COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

Affiliated to University of Mumbai

M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)

Tel :(022) 2743 3006 E-mail id :- mgmccsitkamothe@gmail.com Web site : www.mgmccsitcoc.org

Date: 27/06/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- Academic & Administrative Audits report awaited. It is decided to call on the committee.
- In criteria 2, the formation of PO-PSO-CO and attainments evaluation were presented to all by Dr Punit Bajpai.
- It was observed that faculty and staff members have learnt how to answer question of SSR. A big thanks was given to NAAC Advisory committee.
- Stakeholder for Criteria 5 and 7 needed few clarifications on SOPs and Benchmarking of new NAAC manual. The same was addressed after discussion with the Principal.
- The Principal has suggested to collect the feedback from Alumni and students.

The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal

Signs of attendees

Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai - 410209.

- Dr Chaitali Gadekar (Principal)
- Dr Punit Bajpai (HOD CS)
- Mrs Manisha Firake (HOD IT)
- Mrs Swapna Gaikwad
- Mrs Sushma Rabada
- Mr Sumit Shinde
- Mrs Sangita Kusumbe
- Ms Swati Nakte
- Mr Rohan Ghosalkar

MAHATMA GANDHI MISSION'S
COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY
Affiliated to University of Mumbai
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)

Tel :(022) 2743 3006 **E-mail id :-** mgmccsitkamothe@gmail.com Web site : www.mgmccsitcoc.org

Date: 15/07/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- It was found that the institute should initiate for Green, Energy and Environment Audits. So this audit is assigned to GreenVio Solutions.
- It was observed that faculty and staff members have learnt how to answer question of SSR. A big thanks was given to NAAC Advisory committee.
- The Principal has suggested to collect the feedback from Alumni, students, teachers and Employers.
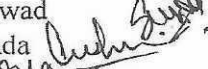
The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal

Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai - 410209.

Signs of attendees

- Dr Chaitali Gadekar (Principal)
- Dr Punit Bajpai (HOD CS)
- Mrs Manisha Firake (HOD IT)
- Mrs Swapna Gaikwad
- Mrs Sushma Rabada
- Mr Sumit Shinde
- Mrs Sangita Kusumbe
- Ms Swati Nakte
- Mr Rohan Ghosalkar

MAHATMA GANDHI MISSION'S
COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY
Affiliated to University of Mumbai
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)
Tel :(022) 2743 3006 E-mail id :- mgmccsitkamothe@gmail.com Web site : www.mgmccsitcoc.org

Date: 18/08/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- The progress of each criteria was monitored.
- It was decided to submit the SSR on Aug 30, 2023, a day prior to the last date.
- The links must be generated by by Aug 29, 2023.
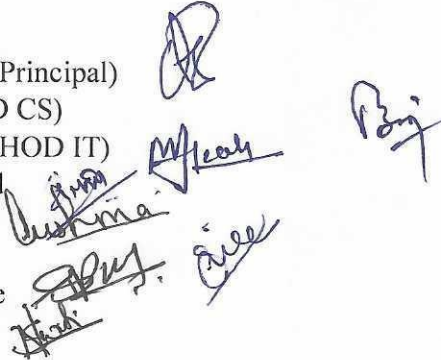- The clarification regarding Criterion 5 and 7 were discussed in NAAC advisory committee. The same were conveyed and approved by the Principal

The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal
Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai - 410209.

Signee

- Dr Chaitali Gadekar (Principal)
- Dr Punit Bajpai (HOD CS)
- Mrs Manisha Firake (HOD IT)
- Mrs Sushma Rabada
- Mr Sumit Shinde
- Mrs Sangita Kusumbe
- Ms Swati Nakte
- Mr Rohan Ghosalkar

MAHATMA GANDHI MISSION'S

COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

Affiliated to University of Mumbai

M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)

Tel :(022) 2743 3006 **E-mail id :-** mgmccsitkamothe@gmail.com **Web site :** www.mgmccsitcoc.org

Date: 21/09/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- Report and certificates received for Green, Energy and Environment Audit. It was suggested to be claimed in DVV.
- It was decided to submit the DVV by Sep 24, 2023, one day prior the last day.
- The links must be generated by Sep 23, 2023.

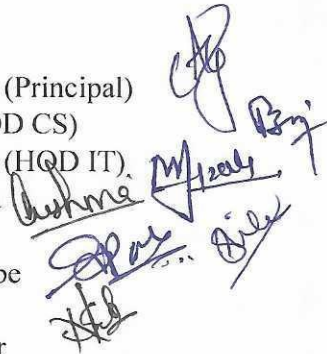The meeting ended with note of thanks by IQAC Coordinator.

Dr Punit Bajpai
IQAC Coordinator

Dr Chaitali Gadekar
Principal

Dr. Chaitali Gadekar
Principal
Mahatma Gandhi Mission's
College of Computer Science & Information Technology
Kamothe, Navi Mumbai - 410209.

Signee

- Dr Chaitali Gadekar (Principal)
- Dr Punit Bajpai (HOD CS)
- Mrs Manisha Firake (HOD IT)
- Mrs Swapna Gaikwad
- Mrs Sushma Rabada
- Mr Sumit Shinde
- Ms Swati Nakte
- Mr Rohan Ghosalkar

MAHATMA GANDHI MISSION'S

COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

Affiliated to University of Mumbai

M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)

Tel :(022) 2743 3006 **E-mail id :-** mgmccsitkamothe@gmail.com **Web site** : www.mgmccsitcoc.org

Date: 28/10/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- Report from AAA committee has been received. NAAC Advisory Committee advised to place the same when Peer Teams visits. It has been decided to place the same during their visit
- SIES (Nerul) College of Arts, Science and Commerce (Autonomous) in collaboration with MGM College of Computer Science & Information Technology presents Two Day Workshop on Intellectual Property Rights Organized by IQAC and Department of Computer Science Date: 01 & 02 November 2023.

The meeting ended with note of thanks by IQAC Coordinator.

Signee

- Dr Chaitali Gadekar (Principal)
- Dr Punit Bajpai (HOD CS)
- Mrs Manisha Firake (HOD IT)
- Mrs Swapna Gaikwad
- Mrs Sushma Rabada
- Mr Sumit Shinde
- Ms Swati Nakte
- Mr Rohan Ghosalkar

MAHATMA GANDHI MISSION'S

COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

Affiliated to University of Mumbai

M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410209. (M.S.)

Tel :(022) 2743 3006 E-mail id :- mgmccsitkamothe@gmail.com Web site : www.mgmccsitcoc.org

Date: 21/12/2023

Minutes of IQAC Meeting & ATR

Following points were decided after the discussion.

- As Suggested by NAAC Advisory Committee, the preparations of Principal, IQAC, and Departmental are to be started.
- Career counseling Program organized by Indo Scott Academy, collaboration with MGM College of Computer Science & IT, on 22-12-2023. Preparations to be monitored by IQAC.
- Documentation must be completed by today.

The meeting ended with note of thanks by IQAC Coordinator.

Signee

- Dr Chaitali Gadekar (Principal)
- Dr Punit Bajpai (HOD CS)
- Mrs Manisha Firake (HOD IT)
- Mrs Swapna Gaikwad
- Mrs Sushma Rabada
- Mr Sumit Shinde
- Ms Swati Nakte
- Mr Rohan Ghosalkar