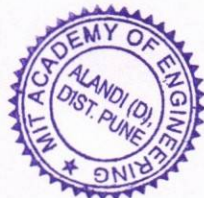


### **3.1.1 Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption**



**Dr. Mahesh D. Goudar**

**Director**

**MIT Academy of Engineering**

**Alandi (D)Pune -412105**

<b>MIT</b> (An Autonomous Institute)	Academy of Engineering		<b>MINUTES OF THE MEETING</b>	
	Alandi (D), Pune - 412 105			
COLLEGE DEVELOPMENT COMMITTEE MEETING			DATE	: 22 <sup>nd</sup> Sept. 2020
			MEETING NO.	: CDC/2019/04/09
<p>The Ninth meeting of the College Development Committee (CDC) was held on 22<sup>nd</sup> September 2020, at 11.00 am through Google Meet. Dr. Sanjay Dhande, Chairman, presided over the meeting and following members attended the meeting,</p> <ol style="list-style-type: none"> <li>1. Dr. Mahesh D. Goudar, Officiating Member Secretary</li> <li>2. Dr. B. B. Waphare, Local Member</li> <li>3. Shri. Kisan Maharaj Sakhare, Local Member</li> <li>4. Dr. Gauri Chaudhari, Local Member</li> <li>5. Mr. Manoj Bade, Registrar</li> <li>6. Ms. Maya Charde, Women Teacher</li> <li>7. Dr. Sunita Barve, Teacher</li> <li>8. Dr. Shitalkumar Jain, Coordinator IQAC</li> <li>9. Mrs. Usha Verma, Head of Department</li> <li>10. Mr. Amar More, Local Member (Alumni)</li> <li>11. Mr. Kapil Narwade, Non-Teaching Employee</li> <li>12. Mr. Vikas Biradar, Secretary-Student Council</li> <li>13. Ms. Soumya Mishra, Alumni Coordinator – Student Council</li> </ol> <p><b>The leave of absence was granted to following members,</b></p> <ol style="list-style-type: none"> <li>14. Dr. Anant Chakradeo, Secretary of the Management</li> <li>15. Mr. Amit Sonawane, Teacher</li> </ol>				
<b>Sr. No.</b>	<b>Minute</b>			
1.	Chairman, College Development Committee (CDC) welcomed all the members to the meeting CDC/2019/04/09 dated 22 <sup>nd</sup> September. 2020.			



2.	<p>The minutes of meeting no. CDC/2019/03/08 and action taken report, were read out and confirmed by all members of CDC.</p>
3.	<p>In the opening remarks, Chairman, College Development Committee (CDC) stated that in this pandemic situation, life has to go on, higher education has to move on and therefore we should keep on planning and executing the activities. He appreciated the efforts of the college in taking appropriate and effective steps. He mentioned that the online activities have been carried on quite well.</p> <p>Chairman was of the view that the lateral entry students are deficient in the mathematics background. He emphasized that both the 10<sup>th</sup> and 12<sup>th</sup> std. students need catching up on mathematics. The new subjects in the curriculum also are such that they have never come across. He stressed that these deficiencies need to be addressed. Detailed note needs to be prepared and action plan needs to be created particularly in the online mode to catch up on these aspects, He stated that the 10<sup>th</sup> board, 12<sup>th</sup> board and online education for the other students are the 3 actions that the college needs to take up in the future.</p> <p>Chairman mentioned about the National Education Policy (NEP 2020). As the college is an autonomous one, the messages coming out from the NEP should be clearly understood as to what approvals are required from University and what actions need to be taken at the college level. He stressed that the reading and re-reading and going through the entire details of the NEP document thoroughly by the whole college is essential.</p> <p>Chairman also talked about the Evaluations that the college may have to face like NAAC and NBA. The committee needs to look into how the preparations are being done for these accreditations. Director needs to brief the members from time to time.</p> <p>Chairman stated that converting the calamity into an opportunity should be the spirit as far as the epidemic is concerned. He stated that as the college is located in Alandi, some special measures will have to be taken and online education mode may be continued for some time and may be considered as the new normal. He opined that the college will have to get prepared very fast beyond the point that it has done so far.</p> <p><b>Responsibility: Dean QA, Dean Academics, Dean SHES</b></p>
4.	<p>Member Secretary presented the mark distribution curve for the IA, Mid-sem and End sem (Annexure I).</p> <p>Chairman suggested that the curves need to be prepared for every course. Teachers should be trained to plot the curve so that at the end of every exam the teachers themselves can plot the curve and understand what needs to be done.</p> <p><b>Action and Responsibility: Dean Academics, School deans, Faculty</b></p>





5.	<p>Member Secretary briefed about the actions taken towards the research activities (Annexure 2A)</p> <p>Chairman opined that there should be a clear distinction between the research faculty and development faculty. Outcome or the deliverables of the Development faculty is regarding the patents. Even faculty with no higher education can apply for patents and therefore they are different in nature from the research faculty. There should be quantitative goals for research faculty, quantitative goals for teaching faculty and quantitative goals for development faculty.</p> <p><b>Action and Responsibility: Dean R &amp; D, School Deans</b></p>
6.	<p>Member Secretary presented the statistics of the student activities and achievements (Annexure 3A).</p> <p>Chairman was of the view that the activities should be encouraged as per the impact on graduate outcomes (GOs). Analysis to be done regarding how the activities are essentially helping in terms of improving GOs. The importance of these activities should also be quantified in terms of GOs.</p> <p><b>Action and Responsibility: Dean SA, Dean QA</b></p>
7.	<p>Member Secretary presented the improvements in the T&amp;P activity. As per the graph, the total placement count is 374 in 2019 compared to the last year when it was 283. This is attributed to the autonomy curriculum which is more aligned to the industry requirements.</p> <p>Chairman appreciated the efforts of the entire placement team for the efforts in the enhancement of the placement. He stated that in order to improve the performance further, feedback of the industry has to be taken into consideration for improvement. He observed that the placement of the branches like Computer and Mechanical is good, for IT, E&amp;TC and Chemical Engineering the placement is average and for Civil and Electronics it is in a poor shape. The institute needs to plan for the branches where the placement performance is poor like Civil and Electronics branch which is lagging behind.</p> <p><b>Action and Responsibility: Dean CR, Director T&amp;P, School Deans</b></p>
8.	<p>Member Secretary briefed about the admission process through the admission portal and the LMS and Interactive Voice Responses. He stated that 6500 leads are generated and 500 leads are signed up and 95 students have signed up for Direct second year lateral entry.</p>
9.	<p>Member Secretary briefed about the Gender sensitization program that was conducted for faculty, staff and students. He informed that a web portal 'Your Dost' is established where the students, faculty and staff can get in touch with the counsellors and a statistical report is received. In the next meeting, the statistical improvements in the complaints received on the portal will be presented.</p> <p><b>Action and Responsibility: Dean FSA, Dean SA, HR</b></p>
10.	<p>Member Secretary informed that the institute had made a provision of bifurcating the 10<sup>th</sup> and 12<sup>th</sup> diploma students vide a diagnostic test. Separate mathematics course would be conducted for these students, but as students did not turn up it could not be processed this year.</p>

11.	As proposed by the Chairman in the previous meeting, Director stated that the hike in fees is invested towards the online teaching learning platform and the institute is ensuring that the students are comfortable in adapting to this new technology.
12.	<p>Director stated that the institute is in the process of enhancing the performance appraisal for faculty and staff. But due to the online platform, the requirements have changed, so the parameters of performance need to be re-worked and will be presented after the draft copy is prepared taking into consideration the strategic plan.</p> <p><b>Action and Responsibility: Dean SCET, Dean FSA, HR</b></p>
13.	Director sir highlighted about the estimated budget for 2020-21 and recommended to Governing Body.
14.	Audited financial statement for the 2018-19 was presented. No negative comments. Hence to be uploaded on the institutional website.
15.	<p>Chairman welcomed the student representatives to the committee.</p> <p>Student representative Mr. Vikas Biradar, current final year IT student and secretary of the college requested to develop the sports infrastructure. Chairman suggested Director to look into the same and make the provision of the amenities.</p> <p><b>Action By: Dean FSA</b></p>
16.	<p>Student Representative, Ms. Soumya Mishra, final year SCET student and Alumni coordinator of Student Council conveyed her token of appreciation to the teachers and the good internship programs. She expressed the concern over the new assessment program in the mid-sem of open-ended assignment. She stated that the students are not familiar with this and students need awareness of the same so that students can prepare and score well. Director sir stated to avoid the typical MCQ questions and to avoid copying this was implemented so as to generate higher level thinking. He assured that training will be provided to students and sufficient time will be provided for submission.</p> <p>Ms. Soumya suggested that to avoid cheating by students, the plagiarism report can be attached to the end of the submission so as to detect whether it has been copied.</p> <p>Chairman proposed the member secretary to see the practices of some of the universities who is following the honors code. He expressed that faculty should come up with different means of testing the students. He suggested to conduct oral exams related to what the students have submitted and record the oral examination.</p> <p>Another suggestion given by the Chairman is that student should have an index of ethical behaviour, When the placement companies visit, the institute should provide the name, roll number and ethical index of every student which will put a strong deterrent on the students.</p> <p><b>Action By: Dean Academics, Dean CR, Director T&amp;P</b></p>
17.	Dr. Gauri Chaudhari, Clinical Psychologist introduced herself and the chairman welcomed her to the committee.



18.	Shri Sakhare Maharaj briefed about the importance of mind, intellect and strength and blessed the forum.
19.	Member Secretary proposed the vote of thanks to the Chairman and Members by expressing gratitude for active participation in the entire proceedings of the meeting.

Prepared By	Verified By	Approved By
 Mrs. Kavita Menon Executive Assistant Mr. Manoj Bade Registrar	 Dr. Mahesh D Goudar Member secretary	 Dr. Sanjay Dhande Chairman, CDC





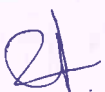

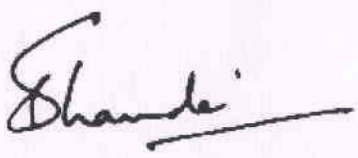
<b>MIT</b>   Academy of Engineering (An Autonomous Institute)	<b>MINUTES OF THE MEETING</b>	
	<b>Alandi (D), Pune - 412 105</b>	<b>ACADEMIC YEAR : 2020-2021</b>
<b>COLLEGE DEVELOPMENT COMMITTEE MEETING</b>	<b>DATE : 5<sup>th</sup> January, 2021</b>	<b>MEETING NO. : CDC/2021/01/10</b>
	<p>The tenth meeting of the College Development Committee (CDC) was held on 5<sup>th</sup> January 2021, at 11.00 am vide Google Meet. Dr. Sanjay Dhande, Chairman, presided the meeting and following members attended the meeting,</p> <ol style="list-style-type: none"> <li>1. Dr. Mahesh D. Goudar, Member Secretary</li> <li>2. Dr. B. B. Waphare, Local Member</li> <li>3. Shri. Kisan Maharaj Sakhare, Local Member</li> <li>4. Dr. Gauri Chaudhari, Local Member</li> <li>5. Mr. Manoj Bade, Registrar</li> <li>6. Ms. Maya Charde, Women Teacher</li> <li>7. Dr. Sunita Barve, Teacher</li> <li>8. Dr. Shitalkumar Jain, Coordinator IQAC</li> <li>9. Mrs. Usha Verma, Head of Department</li> <li>10. Mr. Amar More, Local Member (Alumni)</li> <li>11. Mr. Amit Sonawane, Teacher</li> <li>12. Mr. Vikas Biradar, Secretary-Student Council</li> <li>13. Ms. Soumya Mishra, Alumni Coordinator – Student Council</li> </ol> <p style="text-align: center;"><b>The leave of absence was granted to following members</b></p> <ol style="list-style-type: none"> <li>14. Dr. Anant Chakradeo, Secretary of the Management</li> <li>15. Mr. Kapil Narwade, Non-Teaching Employee</li> </ol>	
<b>Sr. No.</b>	<b>Minutes</b>	
1.	Dr. Mahesh Goudar, Member Secretary, College Development Committee welcomed all members to the meeting CDC/2021/01/10 dated 5 <sup>th</sup> January 2021.	



2.	The minutes of meeting no. CDC/2019/04/09 were confirmed by all members of CDC.
3.	<p>In the opening remark, Dr. Sanjay Dhande, Chairman stated that education is likely to undergo a drastic change in view of the Covid pandemic. A hybrid model of education will have to be implemented and the college has to gear up for a new normal. All the lectures, some lab sessions and some practice sessions will have to be done online. College should ensure that there is a reliable supply of power, power back-up availability, availability of reliable supply of power at the student end, availability of access device with every student like smart phone, laptop etc. and availability of a reliable internet connection.</p> <p>Chairman recommended to participate in the IUCEE conference.</p>
4.	<p>Dr. Mahesh Goudar, Member Secretary briefed about the Action taken report.</p> <p>Chairman was of the view that training / orientation should be provided to students every year before exercising the choice based credits. He suggested that for 2 credits, 2 hour orientation should be given, for 4 credits, half day orientation should be given, for 16- 20 credits, one day orientation should be provided. He stated that every student should undergo the orientation before exercising the choice.</p> <p><b>Action and Responsibility:</b> Dean Academics</p>
5.	<p>Chairman suggested to emphasize to the NAAC committee that each faculty is contributing to the research in some way in terms of publications, projects, sponsored research etc. He stated that Faculty should network with IITs, NIT's, DRDO Laboratories, CSIR Laboratories.</p> <p>At least 2-3 faculty should be connected to these institutes. Overall profile of the college has to be presented to the NAAC committee.</p> <p><b>Action and Responsibility:</b> Dean R and D.</p>
6.	<p>The role and responsibility of the clubs also needs to be emphasized to the committee so that due weightage is given for the club activities.</p> <p><b>Action and Responsibility:</b> Dean Student Affairs</p>
7.	<p>Chairman suggested to have some group activities related to the counselling so that experiences can be shared and the camaraderie can be increased. This will also help to encourage collaboration and relationships with each other.</p> <p><b>Action and Responsibility:</b> Dean Student Affairs</p>





Sr. No.	Minutes	
8	Chairman suggested to open the college for students physically in a phased manner. Opinion of all faculty to be taken before taking any action in re-opening of the college <b>Action and Responsibility:</b> Deputy Director (Administration)	
9	The revised organizational structure and the core areas of the strategic plan was presented. <b>Action and Responsibility:</b> Deputy Director (Administration)	
10	Member Secretary briefed about the Consultancy policy. The same was recommended by the Chairman.	
11	Chairman suggested to revisit the list of committees and have minimum number of committees for better functioning. The revised list to be presented in the next meeting. <b>Action and Responsibility:</b> Deputy Director (Administration)	
12	Member Secretary proposed the vote of thanks to the Chairman and Members by expressing gratitude for active participation in the entire proceedings of the meeting.	
Prepared By / Forwarded By	Verified By	Approved By
 Mrs. Kavita Menon Executive Assistant /	 Dr. Mahesh D Goudar Member secretary	 Dr. Sanjay Dhande Chairman, CDC



<b>MIT</b>   Academy of Engineering (An Autonomous Institute)	<b>MINUTES OF THE MEETING</b>	
	<b>Alandi (D), Pune - 412 105</b>	<b>ACADEMIC YEAR : 2020-2021</b>
<b>GOVERNING BODY MEETING</b>	<b>DATE : 18 DECEMBER 2020</b>	<b>MEETING NO. : GB/2020/02/10</b>

The tenth meeting of the Governing Body was held on 18<sup>th</sup> December, 2020, at 11.00 am through Google Meet. **Dr. Sanjay Dhande**, Chairman presided the meeting and following members attended the meeting,

1. Dr. Sunil Karad, Member
2. Prof. Anant Chakradeo, Member
3. Dr. Mahesh D Goudar, Member Secretary
4. Dr. B. B Ahuja, Member
5. Prof. B. P. Sabale, Member
6. Dr. Prashant Kumar, Member
7. Prof. H. K. Abhyankar, Member
8. Dr. Aditya Abhyankar, Member
9. Dr. Diptee Sakhare, Member - Faculty Representative
10. Mr. Amar More, Member - Faculty Representative

In addition to the above members, the following also attended the meeting,

11. Dr. Nitin Rane (Deputy Director, Admin)
12. Dr. Sunita Barve (Deputy Director, Academics)
13. Dr. Shitalkumar Jain (Deputy Director, Corporate Relations)
14. Dr. Arika Kotha (Controller of Examination)
15. Dr. Nachiket Thakur

The leave of absence was granted to the following members,

16. Dr. Mrs. Manju Singh, University Grants Commission Nominee
17. Dr. N. S. Umrani, Savitribai Phule Pune University Nominee

Sr. No.	Minutes
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1.	In the opening remark, Chairman congratulated the institute for the excellent performance in placement. He appreciated the improvement in placement and attributed the success to the autonomous curriculum. He praised the institute for the significant improvement in the placement performance inspite of the COVID situation and other barriers.
2.	<p>The Board suggested to prepare an analysis of backlog students. As, such students are not eligible for placement, a strong special activity needs to be organized for such students in the first year and second year, so that by third year the backlogs are cleared and they become eligible for placement. Special attention needs to be given towards the training of such students. They suggested to create two groups of the backlog students, one for the diploma batch and the other for the regular batch. Extra fees may be charged for training the backlog students.</p> <p><b>Responsibility:</b> Deputy Director Academics</p>
3.	Chairman welcomed the three Deputy Directors, Dr. Nitin Rane, Dr. Shitalkumar Jain and Dr. Sunita Barve.
4.	The minutes of the previous meeting GB/2020/01/09, dated May 11, 2020 were confirmed by all the members.
5.	<p>Dr. Mahesh Goudar presented the Action Taken Report.</p> <p>The Board was of the view that the peak of the end semester curve is down and the reason for the lowering of the curve needs to be looked into by the faculty. The performance of the end semester needs to be improved so that the curve of the end semester is improved. They suggested two strategies to improve the curve, one is to reduce the number of marks in the end semester and the other is to motivate the students for better performance in the end semester.</p> <p><b>Responsibility:</b> Deputy Director Academics</p>
6.	<p>The Board opined that the oral mode of examination may increase in the academic world in the coming days. However, the students coming from different backgrounds may not be equally capable of interacting in the oral mode as compared to the written mode. As the students are not proficient in the oral mode of examination, training needs to be provided to the students so as to overcome the stress of the oral examination.</p> <p><b>Responsibility:</b> Deputy Director, Academics, Deputy Director, CR</p>





7.	<p>Deputy Director, Academics presented and briefed about the Second Year sem IV courses. Board recommended to change the course name of 'Psychology' to 'Psychology for Engineers'.</p> <p>The Board approved the sem IV courses of Second Year.</p>
8.	<p>Deputy Director, Academics presented the revised specialization track of third year and final year.</p> <p>The following were the suggestions of the Board.</p> <ol style="list-style-type: none"><li>The Champions of the minor tracks should ensure that there are no pre-requisites for any of the minors so that it can be opened to all branches. The only pre requisite should be completion of the basic core common to all engineering students.</li><li>Skill Development Courses should be reviewed as it appears to be theoretical and should be more practical oriented. Skill Development courses should truly reflect the spirit of Skill Development.</li><li>The details of the skill Development courses and their relation with the minor tracks should be given in writing to the Board.</li><li>Board was of the opinion that at second year, students should be allowed to have the fundamentals of 2 tracks. Students, if possible, should be allowed to opt for 2 tracks simultaneously, so that they can choose the right track in the fifth semester.</li><li>Counselling should be provided to first year and second year for the right selection of the track.</li><li>Board suggested another option that at the end of second year students may be allowed to gain additional knowledge of any other track during the summer break. Students can pay the registration charges for the track and undergo one good course during the summer, so that students can change the track if required. Same can be applied for students who fail in the first and second year. Program can be run for students who have failed in their semester program during the summer break so that their teaching learning can be made up and they can clear the courses.</li><li>Dr. B. B. Ahuja was of the opinion that focus should be to build the foundation courses rather than the specializations. Focus should be on the foundation courses.</li><li>Chairman concluded that fundamentals are equally important as the specializations and the institute should take care of the fundamentals.</li></ol> <p><b>Responsibility:</b> Deputy Director Academics</p>



Sr. No.	Minutes
9.	<p>Deputy Director Academics presented and briefed about the Academic Calendar.</p> <p>Following were the suggestions:</p> <ol style="list-style-type: none"><li>Board suggested to increase the duration for the remedial term.</li><li>As per the new Government notification, the First year term commencement should be from 11<sup>th</sup> January 2020.</li><li>Board was of the view that for the first year and Direct second year, the term can be completed by 15<sup>th</sup> September 2021.</li><li>The Board tentatively approved the academic calendar as proposed. However the Board advised to attempt to change the calendar at a system level. Accordingly the revised calendar can be proposed and be put up for approval and can be ratified in the next meeting.</li></ol> <p><b>Responsibility:</b> Deputy Director Academics</p>
10.	<p>Member Secretary presented the Core Areas of the strategic plan. Discussion on the Strategic Plan will be scheduled in the next meeting.</p> <p><b>Responsibility:</b> Director</p>
11.	<p>Member Secretary briefed about the faculty and staff recruitment. The Board welcomed the new joinees.</p>
12.	<p>The revised organization chart was presented. Board proposed to mention the job description for each role for efficient execution of the responsibility .</p>
13.	<p>Member Secretary presented the learnings of the pandemic from the student, faculty, staff and leadership perspective. The Board suggested to indicate the instances of student satisfaction for the online mode of learning.</p>



Prepared By	Verified By	Approved By
 Mrs. Kavita Menon Executive Assistant	 Dr. Mahesh D Goudar Member Secretary and Director	 Dr. Sanjay Dhande Chairman, Governing Board





<b>MIT</b>   Academy of Engineering (An Autonomous Institute)	<b>MINUTES OF THE MEETING</b>	
	<b>Alandi (D), Pune - 412 105</b>	<b>ACADEMIC YEAR : 2021-2022</b>
<b>COLLEGE DEVELOPMENT COMMITTEE MEETING</b>	<b>DATE : 7<sup>th</sup> September, 2021</b>	
	<b>MEETING NO. : CDC/2021/03/12</b>	

The twelfth meeting of the College Development Committee (CDC) was held on 7<sup>th</sup> September 2021, at 11.00 am via Google Meet. Dr. Sanjay Dhande, Chairman, presided over the meeting and the following members attended the meeting,

1. Dr. Mahesh D. Goudar, Member Secretary
2. Dr. B. B. Waphare, Local Member (Education)
3. Shri. Yashodhan Sakhare Maharaj, Local Member (Social)
4. Ms. Maya Charde, Women Teacher
5. Dr. Nitin Rane, Teacher
6. Dr. Sunita Barve, Teacher
7. Dr. Shitalkumar Jain, Teacher
8. Dr. Prafulla Hatte, Head of Department
9. Mr. Amar More, Local Member (Alumni)
10. Dr. Sandeep Shewale, IQAC Coordinator
11. Mr. Sunilkumar Bhagat, Registrar
12. Mr. Kapil Narwade, Non-Teaching Employee
13. Mr. Atharv Ambavale, Executive member of Student Council
14. Ms. Simran Kaul, Alumni Coordinator and member of Student Council

**Other Invitees**

15. Dr. Abhijit Malge, Dean R&D
16. Mrs. Usha Verma, Dean FSA
17. Mr. Ashish Srivastava, ISO Coordinator

**The leave of absence was granted to following members**

18. Dr. Anant Chakradeo, Management Nominee
19. Dr. Gauri Chaudhari, Local Member (Research)

## 20. Mr. Pravin Pawar, Local Member (Industry)

Sr. No.	Minutes
1.	Dr. Mahesh Goudar, Member Secretary, College Development Committee welcomed all members to the meeting CDC/2021/03/12 dated 7 <sup>th</sup> September 2021.
2.	The minutes of meeting no. CDC/2021/02/11 were confirmed by all members of CDC.
3.	<p>In the opening remark, Dr. Sanjay Dhande, Chairman apprised the members of the Covid situation. He stated that Alandi being a religious place, the Management / administration needs to be very careful in the physical opening of the college. .</p> <p>He stated that UGC has issued a concept note on blended education. The faculty needs to deliberate about the new form of education at MITAOE. The administration needs to understand that students hesitate to express that they are not able to understand in the online mode of education. They have to be coaxed to become extroverts in the online mode. This leads to a change in the personality of the teachers and students. The change in the personality of teachers and students is at the heart of blended education.</p> <p>Action By: Deputy Director (Academics), Deputy Director (Administration)</p>
4.	<p>Deputy Director Academics briefed about the actions on the online education.</p> <p>MS Teams platform is being used for teaching w.e.f 2020-21. MS Teams was useful in conducting parallel sessions, improved virtual class scheduling, improved interaction with students, and better student engagement. Faculty were trained to improve the interaction through technical tools. Online lecture repository is created and shared with students. Support from the library is provided to students such as online books, journals etc. Online exam is conducted through the Aspiring Minds platform which is a comprehensive platform for conducting subjective and MCQ type of exams. Feedback is continuously being taken from students regarding the challenges faced by students in online education. Mentor interaction and orientations are planned for students. Deputy Director Academics also briefed about the digital infrastructure.</p> <p>Chairman suggested involving senior students for getting the feedback from the junior students or some students from the group may also be appointed to take the feedback as students will open up to students rather than teachers.</p>

	<b>Action and Responsibility:</b> Deputy Director Academics
5.	<p>Dean Student Affairs briefed about the student/club activities.</p> <p>Lots of digital activities were organized in spite of the pandemic. A national level equilibrium event was organized. Dean Student Affairs briefed about the achievement of students in the technical activities.</p> <p>Chairman appreciated the achievements of the students in the activities.</p>
6.	<p>Member Secretary briefed about the actions taken for the jury-based examination.</p> <p>He stated that faculty are being trained for the jury-based exams from the School of Design.</p> <p>Orientation will be conducted for the students after the admissions.</p> <p><b>Action and Responsibility:</b> Dean SHES</p>
7.	<p>Deputy Director CR briefed about the actions of the T&amp;P activities.</p> <p>a) In order to enhance the placement and as per feedback from the students and employers three courses have been added to curriculum 2.0 - English for Engineers in the first year, professional skills in the second year and employability skills in the third year.</p> <p>b) Career Assessment test is being conducted and it is divided into two parts – major and minor career assessment test. Two platforms are being used for the career assessment test, AMCAT and BTECH Guru. Major career assessment test is conducted on the AMCAT platform. Every student has to appear for one major test per semester which includes aptitude, English logical, technical, personality development, Mock AI etc. Minor career assessment test is conducted on the B TECH Guru platform in June / July.</p> <p>c) Students have to appear for the test every alternate day for 45 minutes so that they are prepared for the campus interviews which they will be facing in August. Emphasis is given on industrial internships for TY BTECH and B TECH entrants. 512 students have completed internships and 192 industries have supported for the internships. 100 companies have supported for SY B TECH internships. 249 students have completed the Semester Long Internship Program (SLIP) and 220 students have joined as regular employees after completion of internships.</p> <p>Chairman appreciated the progress of the placement activities.</p>



8.	<p>Deputy director Admin stated that the guidelines from Govt. of Maharashtra is awaited for the opening of college for the students.</p> <p>Chairman stated to be very careful while opening the college, as Alandi is a religious place and extra caution is required.</p> <p><b>Action and Responsibility:</b> Deputy Director Admin</p>
9.	<p>Deputy Director Admin briefed about the closure of certain programs</p> <ul style="list-style-type: none"><li>a) Extension of approval is received from AICTE for merger of IT into Computer.</li><li>b) NOC is awaited from SPPU for closure of UG and PG Electronics. Once the NOC is received, the institute will be applying to AICTE for the closure of UG and PG Electronics.</li><li>c) An increase in intake is planned for B.Des from 90 to 120. It is planned to introduce a course on B. Tech Artificial Intelligence and Data Science as a new course with an intake of 120.</li><li>d) The Chairman recommended all of the above to expedite the matter further.</li></ul> <p><b>Action and Responsibility:</b> Deputy Director Admin</p>
10.	<p>The new academic administrative responsibilities were highlighted by Deputy Director Admin.</p> <ul style="list-style-type: none"><li>a) Dr. Dipti Sakhare is appointed as Dean School of Electrical Engineering,</li><li>b) Dr. Manish Giri is appointed as Digital Campus Manager,</li><li>c) Prof. Dilip Panchal is appointed as E- learning officer</li><li>d) Prof. Mandar Bhalekar is appointed as Assistant Controller of Examination.</li><li>e) The new representatives to the CDC were proposed. As a replacement to the exiting student representatives, Mr. Atharva Ambavale Executive member of student council and Ms. Simran Kaul, Alumni coordinator and member of student council have been nominated as the student representatives.</li><li>f) As Prof. Amit Sonawane has resigned, Dr. Mahesh Joshi has been nominated as a replacement.</li><li>g) Chairman opined that a thank you note should be sent to all the existing members for their presence and contribution to CDC.</li></ul> <p><b>Action and Responsibility:</b> Deputy Director Admin</p>

Deputy Director CR briefed about the current placement status.




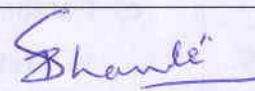
- a) 453 students out of 638 students are placed in the 2019-20 batch.
- b) 361 out of 635 students have been placed in the 2020-21 batch. Placement support to these students will be provided upto Dec 2021.
- c) 126 out of 623 students are placed from the 2021-22 batch. These students are placed in product based companies with good packages.
- d) The AMCAT result analysis for different sections like ELQ, Technical Section and Mock AI for 2021-22 batch is prepared and has been shared with students and concerned schools. As per analysis, in the mock AI, only 155 students have cleared. For this, help is being taken from industries and alumni. 30 alumni have given their valuable time and conducted mock GDPI for a batch of 20-25 students which is helping the students in the campus placement.
- e) The action plan for the analysis was also presented. Technical certification programs will be mandatory from the next batch for placement registration. 80 Good certification programs have been identified and informed to students.
11. f) Training is also being provided related to the certification programs. Two certification programs have been identified under centre of excellence with Paulo Alto Network and Zensar ESD programs.
- g) 100 students will enroll for Zensar and 80 students will enroll for Paulo Alto Security related certification.
- h) Students have to complete one certification in a year for placement registration. In order to improve the communication skills, Group discussion and Personal interview is planned for the first year on current affairs.
- i) For second year group discussion will be on technical affairs and for third year 30 alumni have conducted mock group discussion and personal interview and report has been shared with students and the faculty mentors.
- j) The weaknesses of the students are highlighted at the beginning of the semester so that they get a chance to improve upon themselves and overcome the weaknesses.

Chairman appreciated the analysis and the action plan for improvement.

12.	<p>Deputy Director Admin briefed about NBA and NAAC activities.</p> <ul style="list-style-type: none"><li>a) NAAC accreditation will expire in Dec 2021.</li><li>b) Pre qualifier will be submitted by the third week of October.</li><li>c) NBA eSAR has been submitted for B TECH E&amp;TC and five dates have been proposed for the visit.</li><li>d) Compliance for B TECH Mechanical has been submitted in April 2021 and result is awaited from NBA.</li><li>e) Accreditation for Chemical and Computer will expire in June 2022. Preparation is in process and will be applied for in the month of January 2022.</li><li>f) Civil Engineering will be eligible this year for NBA accreditation in Tier I mode.</li></ul> <p><b>Action and Responsibility:</b> Deputy Director Admin, IQAC Coordinator, School Deans</p>
13.	<p>IQAC Coordinator, Dr. Sandeep Shewale briefed about the IQAC activities.</p> <ul style="list-style-type: none"><li>a) Three IQAC meetings were held in 2020-21 as per the NAAC mandate.</li><li>b) Guest lecture and external audit was conducted by Prof. B. D. Bhole.</li><li>c) Energy, Environment, Green and Gender audit which is mandatory for NAAC accreditation is planned and expected to be completed by 30<sup>th</sup> September 2021.</li><li>d) Pre-qualifier for IAQA will be submitted in the third week of October.</li><li>e) Once approved, SSR will be submitted within 45 days. First IQAC meeting for 2021-22 will be conducted in the second week of September 2021.</li></ul> <p><b>Action and Responsibility:</b> IQAC Coordinator</p>
14.	<p>ISO Coordinator, Mr. Ashish Srivastava briefed about the ISO activities.</p> <ul style="list-style-type: none"><li>a) Both internal and external audits are conducted. Processes are audited at the end of every semester for the academic as well as non-academic sections.</li><li>b) Recertification audit will be conducted on 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> October 2021.</li><li>c) He highlighted the observations of the previous surveillance audit. As per the audit report, HR needs to work on the competency matrix of faculty and staff. The HR department has accordingly worked upon it and is ready with the competency matrix of all faculty and staff.</li></ul> <p><b>Action and Responsibility:</b> ISO Coordinator</p>



15.	<p>Dean R&amp;D, Dr. Abhijit Malge briefed about the R&amp;D activities.</p> <ul style="list-style-type: none"><li>a) Applications were invited for students for project funding. 9 projects were shortlisted and 4 students have taken the benefit. External funding was sanctioned for two proposals of Rs.2.86 lakhs and 1 lakh respectively.</li><li>b) There are a total of 99 research publications for 2020-21 (Journal publications – 23 and Conference publications – 76). All the publications are Scopus listed or SCI listed.</li><li>c) 10 patents were filed and 9 were published, one copyright was registered.</li><li>d) Funds generated from consultancy is Rs. 9.04 lakhs.</li><li>e) 28 proposals have been submitted for the year 2020-21. Results are awaited for some of the research proposals submitted.</li></ul>
16.	<p>Deputy Director, Academics briefed about the academic activities for 2020-21.</p> <ul style="list-style-type: none"><li>a) First semester for Second year, third year and final year started on 15<sup>th</sup> June 2020 and continued upto 31<sup>st</sup> Dec 2020.</li><li>b) Second semester started on 4<sup>th</sup> Jan 2021 and completed on 30<sup>th</sup> April 2021.</li><li>c) First year started on 21<sup>st</sup> Jan to 21<sup>st</sup> May 2021. Term II started on 24<sup>th</sup> May 2021 and continued upto 3<sup>rd</sup> September 2021 and the second year for these students will start immediately from 9<sup>th</sup> September 2021. DSE started on 27<sup>th</sup> Jan and ended on 28<sup>th</sup> July 2021 and now they are in third year.</li><li>d) First year M.Tech started on 18<sup>th</sup> Jan and will continue upto 30<sup>th</sup> October 2021.</li><li>e) For the academic year 2021-22 1<sup>st</sup> sem for second year will start from 9<sup>th</sup> September till 31<sup>st</sup> Jan 2021 and second sem will start from 1<sup>st</sup> Feb 2022.</li><li>f) Third year and final year began from 2<sup>nd</sup> August and will continue till 24<sup>th</sup> Dec 2021.</li><li>g) Second semester will begin from 3<sup>rd</sup> Jan 2022. Second year M Tech will start from 8<sup>th</sup> November, 2021.</li><li>h) First year, Direct Second Year and first year M TECH will be as per the admission process.</li><li>i) Support of Moodle is taken for continuous assessment. Committee is appointed for Academic session quality checks.</li><li>j) Actions for the outcomes of quality checks are taken immediately. Quality check for assessment is taken at school level, institute level and LMS.</li></ul>

	k) For student support, Orientations, Alumni Meet, Parent Teacher Meet, Farewell, Student Club Activities, Faculty Mentor interaction, Project Guidance sessions and expert talks, forefront research work awareness sessions are conducted. Few of the best practices were highlighted.		
17.	The code of Ethics for Research publication and Plagiarism was presented by Dean R&D. Chairman suggested that the panel appointed for investigation should look into the details of the complaint and the corresponding answers by the concerned accused and then the judgement should be pronounced. The procedure is written down and circulated to all members. The Code of Ethics for Research and Plagiarism Policy was finally approved by the Chairman. <b>Action and Responsibility:</b> Dean R&D		
18.	The achievements of the Entrepreneurship Cell were presented.		
19.	Mr. Yashodhan Sakhare suggested including a course with credits on spirituality / social activities. Chairman suggested reviewing how credits can be given and grades should be given. <b>Action and Responsibility:</b> Deputy Director Academics		
20.	Dr. Mahesh Goudar, Member Secretary proposed the vote of thanks to the Chairman and Members by expressing gratitude for their active participation in the entire proceedings of the meeting.		
	<b>Prepared By</b>	<b>Forwarded By</b>	<b>Verified By</b>
	 Mrs. Kavita Menon Executive Assistant	 Dr. N M Rane Deputy Director Admin	 Dr. Mahesh D Goudar Member secretary
			 Dr. Sanjay Dhande Chairman, CDC

**Outcomes:**

1. Senior students to be involved to take feedback from juniors
2. Review to be done to introduce a course on spirituality in the curriculum with credits and grading.
3. Extra caution to be taken for the physical opening of the college for students.

2021  
7th Sept

<b>MIT</b>   Academy of Engineering (An Autonomous Institute)	<b>MINUTES OF THE MEETING</b>	
	Alandi (D), Pune - 412 105	ACADEMIC YEAR : 2021-2022
COLLEGE DEVELOPMENT COMMITTEE MEETING	DATE : 15 <sup>th</sup> March, 2022	
	MEETING NO. : CDC/2022/01/14	
<p>The fourteenth meeting of the College Development Committee (CDC) was held on 15<sup>th</sup> March 2022, at 11.00 am via Google Meet. Dr. Sanjay Dhande, Chairman, presided over the meeting and the following members attended the meeting,</p> <ol style="list-style-type: none"> <li>1. Dr. Mahesh D. Goudar, Member Secretary</li> <li>2. Dr. B. B. Waphare, Local Member (Education)</li> <li>3. Mr. Pravin Pawar, Local Member (Industry)</li> <li>4. Mr. Kapil Narwade, Elected Non-Teaching Employee</li> <li>5. Ms. Maya Charde, Women Teacher</li> <li>6. Dr. Nitin Rane, Teacher</li> <li>7. Dr. Sunita Barve, Teacher</li> <li>8. Dr. Shitalkumar Jain, Teacher</li> <li>9. Dr. Mahesh Joshi, Teacher</li> <li>10. Dr. Prafulla Hatte, Head of Department</li> <li>11. Dr. Sandeep Shewale, IQAC Coordinator</li> <li>12. Mr. Sunilkumar Bhagat, Registrar</li> </ol> <p><b>Other Invitees</b></p> <ol style="list-style-type: none"> <li>13. Dr. Dipti Sakhare, Dean SEE</li> <li>14. Mrs. Ranjana Badre, Dean SCET</li> <li>15. Mrs. Prabha Kasliwal, Dean SHES</li> <li>16. Dr. Shyam Shukla, Dean Civil</li> <li>17. Dr. Vaishali Wangikar, Dean SA</li> <li>18. Dr. Abhijit Malge, Dean R&amp;D</li> <li>19. Mrs. Usha Verma, Dean FSA</li> <li>20. Mr. Ashish Srivastava, ISO Coordinator</li> </ol>		






21. Dr. Pramod Ganjewar, NBA coordinator  
 22. Dr. R. M. Goudar, AICTE Coordinator  
 23. Mr. Atif Shaikh, Faculty Civil  
 24. Mr. Tukaram Sonwane, CEO ED Cell

**The leave of absence was granted to following members**

25. Dr. Anant Chakradeo, Management Nominee  
 26. Dr. Gauri Chaudhary, Local Member  
 27. Shri. Yashodhan Sakhare Maharaj, Local Member (Social)  
 28. Mr. Amar More, Local Member (Alumni)  
 29. Ms. Dnyaneshwari Shriram Pacharane, President, Student Council  
 30. Mr. Atharv Sanjay Udawant, Secretary, Student Council  
 31. Ms. Shivali Gohad, Ladies Representative

Sr. No.	Minutes
1.	Dr. Mahesh Goudar, Member Secretary, College Development Committee welcomed all members to the meeting CDC/2022/01/14 dated 15 <sup>th</sup> March 2022.
2.	The minutes of meeting no. CDC/2021/04/13 were confirmed by all members of CDC.
3.	In the opening remark, Dr. Sanjay Dhande, Chairman welcomed all the members especially the member from the industry. He requested for the suggestions from the member of the industry, Mr. Pravin Pawar regarding the strategy to be taken by the institute in the current economically stressful situation.
4.	The actions taken for the previous meeting was presented. Chairman suggested to circulate the actions taken to all the CDC members.
5.	Deputy Director Academics briefed about the status of Academics <ul style="list-style-type: none"> <li>• Term I (2021-22) for regular SY, TY, BTech is completed. Term II has started.</li> <li>• FY and Direct Second Year Term I is currently going on. It will be completed in April and immediately the second term will start.</li> <li>• Physical Classes (Theory and Practical) are being conducted for all students from first year to final year. Initially practicals were conducted physically for the first 20 days and gradually theory classes were conducted physically after guidelines from</li> </ul>




	<p>Govt. of Maharashtra. Online support is also provided for the final year students who are unable to join physically.</p> <ul style="list-style-type: none"><li>• Continuation of Blended Learning Experience. Few courses are online and few are blended.</li><li>• Two reviews are conducted for project. First review of project progress of SY, TY and B.Tech Even Semester has been completed.</li><li>• Semester Long Internship - 325 internships are confirmed. Mid semester progress reviews is currently going on.</li><li>• Many Courses are conducted in collaboration with industry like Professional Skill, Employability and Career Development, etc for all the students of second year and third year. Core courses specific to departments like Red Hat Linux, Cloud Netted Applications, Strength of materials, Mechanical Simulations etc. are also being conducted in collaboration with industries.</li></ul> <p>Chairman suggested that in every course, faculty should convey to students as to what contents can be done online and what can be done face to face. Even though the students are physically present, some topics can be conducted in online mode and some in offline mode. Every course may have face to face and online education. He stressed that students should not lose the habit of learning online and faculty should not lose the habit of teaching online.</p> <p><b>Action and Responsibility:</b> Deputy Director Academics, School Deans</p>
6.	<p>Deputy Director CR briefed about the status of placement.</p> <ul style="list-style-type: none"><li>• 435 students have been placed out of 612 registrations. Average salary package is 5.5 lakhs per annum</li><li>• 212 recruiters have visited the campus. 30 drives are currently going on</li><li>• SLIP – 325 students have confirmed for SLIP and joined industries. 60% students are getting stipend varying from Rs.5000/- to Rs. 45000/-. 97 companies have supported for SLIP.</li><li>• 8 employability programs are conducted as follows:<ol style="list-style-type: none"><li>a. Zensar ESD program - 240 hrs course related to IT is being conducted by them.</li></ol></li></ul>



	<p>b. Palo Alto program Certification program - 150 students have enrolled and it is related to Network security.</p> <p>c. For Second year and Third year students Microsoft certification program is being conducted. 94 students have completed the training and will complete the certification through Microsoft in the next two weeks.</p> <p>d. Major career assessment test and minor career assessment is conducted on AMCAT platform.</p> <p>e. Major career assessment test and minor career assessment is conducted on B TECH guru platform.</p> <p>f. Two Eduskill programs, Robotic Process Automation and Cyber Security are conducted</p> <p>Chairman appreciated the good work.</p>
7.	<p>Dean R&amp;D presented the research statistics of 2019-20, 2020-21 and 2021-22.</p> <ul style="list-style-type: none"><li>• In 2021-22, institute has supported seed money for 17 projects, 30 research publications have been published, out of which 11 are journal papers and 19 are conference papers.</li><li>• 70 papers are in the process of publication.</li><li>• Funding of Rs.10000/- has been sanctioned by ICT, Mumbai for the current academic year.</li><li>• 4 patents have been filed, 3 are in the process of filing and another 3 will be submitted for filing.</li></ul> <p>Chairman hoped for improvement in the publications in 2021-22 as compared to 2020-21.</p> <p><b>Action and Responsibility:</b> Dean R&amp;D, School Deans</p>
8.	<p>Dean SA presented the student activities.</p> <ul style="list-style-type: none"><li>• The achievements of the students for co-curricular and extracurricular activities were presented.</li><li>• Due to the pandemic and uncertainties, the achievements / participation were less in the last semester of 2021-22. It is expected to improve in the next few months as many activities are scheduled in the coming months.</li></ul>





- The achievements are mainly for technical events. Students achieved bronze and silver medal at world Skill competition in Mobile Application Development. 6 different prizes were received for GoKart. At International Youth Olympiad competition, students received 3 silver and 6 bronze medals. 3 different prizes were received for Aegis Graham Bell award.
- Achievements were received for sports events like Arm wrestling, fencing, basketball and chess.
- Technical events will be conducted by 10 different technical clubs will be conducted in the forthcoming week. One of the event is Datathon which is based on AIML competition.
- Sponsorship is received from Bajaj Finserv in the form of internship, placement and they will also be providing problem statements for students.
- Annual Social Gathering is also planned in the next week.
- First elimination of Smart India Hackathon is completed. 25 teams have participated and few of them are shortlisted.

Chairman expressed that the pandemic has given a setback to the co-curricular and extracurricular activities. With the physical opening of the college, he hoped that these activities will get a boost. He emphasized on proper planning of the events for the future i.e. 2022-23 and 2023-24 so that the number of achievements will increase.

**Action and Responsibility:** Dean SA

9. IQAC coordinator briefed about status of NAAC accreditation.

- As per the NAAC requirement, 4 IQAC meetings need to be conducted. First and second meeting have been conducted. Second IQAC meeting of the academic year 2021-22 was conducted on 11 March 2022.
- Submission of Annual Quality Assurance Record (AQAR) 2020-21 is in process, last date for submission is 30<sup>th</sup> April 2022. Few documents are awaited from SPPU. Once received AQAR will be submitted.
- As per NAAC requirements Energy, Environment, Green & Gender equality audits have been completed.




	<ul style="list-style-type: none"> <li>• Pre-qualifier for NAAC - Institutional Information for Quality Assessment (IIQA) is submitted on 29 Nov 2021.</li> <li>• Once IIQA gets approved and accepted, the Self Study Report (SSR) shall be submitted when the relevant documents are received from SPPU.</li> </ul> <p><b>Action and Responsibility:</b> IQAC Coordinator</p>
10.	<p>NBA coordinator briefed about status of NBA accreditation.</p> <ul style="list-style-type: none"> <li>• NBA accreditation of Computer, Chemical and Mechanical will expire in June 2022. Pre-qualifier for these 3 departments will be submitted on 16.03.2022.</li> <li>• Committee visit for E&amp;TC is expected in April 2022.</li> </ul> <p><b>Action and Responsibility:</b> NBA Coordinator</p>
11.	<p>Deputy Director Academics briefed about the Autonomy Extension.</p> <ul style="list-style-type: none"> <li>• First cycle of autonomy will be completed in June 2022. The institute has applied to UGC for Extension of Autonomy.</li> <li>• Visit to UGC Delhi Office and NBA Delhi Office was done on 10<sup>th</sup> March 2022.</li> </ul> <p>Following points shall be reviewed prior to the Autonomy visit:</p> <ul style="list-style-type: none"> <li>• Compliance and Action Taken as per Previous Autonomy Committee Visit Report. The compliance as per previous visit and comparative analysis before and after autonomy will need to be presented.</li> <li>• Presentation by Head of Institution on Educational transformation after Autonomy, Controller of Examination on Examination reforms and School Deans on Best practices in various schools</li> <li>• Digital Transformation</li> <li>• Interaction with all stake holders - Students, Staff, Faculty, Alumni, Industry Representatives</li> <li>• Faculty Contribution, Faculty Qualification</li> <li>• Essential Requirement as per AICTE Handbook will be verified by the committee</li> <li>• Facilities available to students, staff and faculty</li> </ul> <p>Chairman stated that Director and Deputy Directors should ensure that compliances are met for the Autonomy requirements before the committee visits.</p>



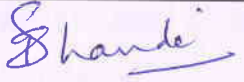
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	<b>Action and Responsibility:</b> Deputy Director AR, Deputy Director CR, Deputy Director Admin, Director
12.	<p>Dean SA updated about the new courses.</p> <ul style="list-style-type: none"> <li>Institute has applied for two new courses – B Tech. in Computer Science and Engineering (Artificial Intelligence and Machine Learning) and B Tech Computer Engineering (Software Engineering).</li> <li>The proposal has been submitted online on the SPPU portal on 9<sup>th</sup> March 2022.</li> <li>Hard copy has also been submitted.</li> <li>Response is awaited from SPPU.</li> </ul> <p><b>Action and Responsibility:</b> Dean SA, Dr. Manish Giri</p>
13.	<p>Audited report for 2020-21 was presented.</p> <p>Chairman suggested to present it in the Board meeting.</p> <p><b>Action and Responsibility:</b> Deputy Director Admin, Director</p>
14.	<p>Deputy Director Administration briefed about the faculty recruitments.</p> <ul style="list-style-type: none"> <li>Advertisement was published nationwide in Times of India, Ascent. Good response was received. However competent faculty applications are very less.</li> <li>Faculty positions were filled for Computer Engineering, B. Des and E&amp;TC.</li> <li>Total 8 faculty have been recruited in different schools.</li> <li>Still more faculty needs to be recruitment. Competent and good faculty will be recruited.</li> </ul> <p><b>Action and Responsibility:</b> Deputy Director Admin</p>
15.	<p>Director stated that the R&amp;D patent policy is being prepared as per NISP guidelines. The copy is shared with Chairman for review and approval.</p> <p><b>Action and Responsibility:</b> Dean R&amp;D</p>
16.	<p>In the concluding remark, Chairman appreciated the progress of the institute. He stated that as physical classes have started, extra-curricular and co-curricular activities should become stronger. Impressive gains in placement should continue. The R&amp;D activities of 2021-22 should also improve like the good record in 2020-21.</p>
17.	<p>Member Secretary proposed the vote of thanks to the Chairman and Members by expressing gratitude for their active participation in the entire proceedings of the meeting.</p>



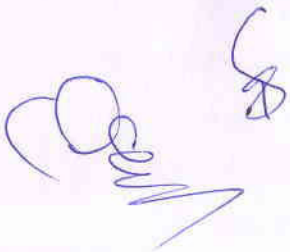



18.	Cyber security and IT Policy for the college prepared with compliance and reference from AICTE Cyber Security strategy for Higher Education and Ministry of Electronics was shared with Ghairman. The policy is recommended to the Board for approval.		
19.	In view of the resignation of Mr. Amar More, Dr. Nitin M. Rane is nominated as Member, Faculty representative to the College Development Committee.		
Prepared By	Forwarded By	Verified By	Approved By
 Mrs. Kavita Menon Executive Assistant	Dr. Nitin M Rane Deputy Director Admin	 Dr. Mahesh D Goudar Member secretary	 Dr. Sanjay Dhande Chairman, CDC



**Outcomes:**

1. Faculty to convey to students as to what contents can be done online and what can be done face to face.
2. Efforts to be done to enhance research publications in 2021-22.
3. Proper planning of students events to be done for 2021-22 so that the number of achievements will increase.
4. Director and Deputy Directors should ensure that compliance is met for the Autonomy requirements even before the committee visits.
5. Audit report for 2020-21 to be presented in the Board meeting



<b>MIT</b>   Academy of Engineering <b>(An Autonomous Institute)</b>	<b>MINUTES OF THE MEETING</b>	
	<b>Alandi (D), Pune - 412 105</b>	<b>ACADEMIC YEAR : 2021-2022</b>
<b>GOVERNING BODY MEETING</b>	<b>DATE : 13 DECEMBER 2021</b>	
	<b>MEETING NO. : GB/2021/02/12</b>	

The twelfth meeting of the Governing Body was held on 13<sup>th</sup> December, 2021, at 11.00 am through Google Meet. **Dr. Sanjay Dhande**, Chairman presided the meeting and following members attended the meeting,

1. Prof. Anant Chakradeo, Member
2. Dr. Mahesh D Goudar, Member Secretary
3. Dr. B. B Ahuja, Member
4. Prof. B. P. Sabale, Member
5. Dr. Prashant Kumar, Member
6. Prof. H. K. Abhyankar, Member
7. Dr. Aditya Abhyankar, Member
8. Prof. Prakash Jagtap
9. Dr. Diptee Sakhare, Member - Faculty Representative
10. Mr. Amar More, Member - Faculty Representative

In addition to the above members, the following also attended the meeting,

11. Dr. Niṭin Rane (Deputy Director, Admin)
12. Dr. Sunita Barve (Deputy Director, Academics)
13. Dr. Shitalkumar Jain (Deputy Director, Corporate Relations)
14. Dr. Arika Kotha (Controller of Examination)
15. Prof. M. Senthilkumar (Dean, SCE)
16. Prof. Ranjana Badre (Dean, SCET)
17. Dr. Prafulla Hatte (Dean, SMCE)
18. Dr. Shyam Shukla (Dean, Civil)

The leave of absence was granted to the following members,

19. Dr. Mrs. Manju Singh, University Grants Commission Nominee








20. Dr. N. S. Umrani, Savitribai Phule Pune University Nominee	
Sr. No.	Minutes
1.	In the opening remark, Chairman stated that under the collective leadership, MITAOE has done exceedingly well. He appreciated the good progress in recruitment. He also appreciated the strenuous effort taken by the institute in resuming the normal activities inspite of the covid situation and the efforts taken for the activities in academics and placement.
2.	The minutes of the previous meeting GB/2021/01/11, dated 16 <sup>th</sup> June 2021 were confirmed by all the members.
3.	<p>The Action Taken Report of the previous meeting was presented.</p> <p>Deputy Director Academics briefed about the actions taken related to the concept paper released by UGC on blended education. As suggested by the Board, a committee of 6 members has been formulated to study the concept paper released by UGC on blended education. The paper has been thoroughly studied and many suggestions have been implemented and few are in process of being implemented. The following measures have been taken</p> <ul style="list-style-type: none"> <li>• Pre-recorded videos, lecture notes, recorded lectures have been made available on Moodle LMS for students.</li> <li>• Synchronous and Asynchronous teaching support is provided to students.</li> <li>• The curriculum is made flexible.</li> <li>• The weaker students are being identified vide a diagnostic test.</li> <li>• Student Teacher engagement is enhanced through polls, chat boxes, google form and various activities.</li> <li>• To encourage self and continuous learning, 23 Technical clubs are formed.</li> <li>• Students have the flexibility to choose certification programs so as to enable them to be placement ready.</li> <li>• As role of learners is important in online education, feedback is continuously being taken and the students are motivated to understand the concept thoroughly.</li> <li>• Student interest is enhanced vide participating through polls and chat boxes.</li> <li>• Through continuous assessment, opportunity is provided to students to present themselves in various activities.</li> <li>• Blended face to face and online support is provided to students.</li> </ul>



	<ul style="list-style-type: none"> <li>• Flipped classroom, flexible MOOC courses, blended MOOC using technology, options of Swayam and NPTEL platforms are given to students.</li> </ul>
4.	<p>Deputy Director Academics briefed about the actions taken to provide orientation to students in taking decisions of elective courses.</p> <p>Orientation sessions were conducted for third year entrants regarding the tracks. All the 14 Open Elective tracks were explained at the institute level and School level. Seven orientation sessions were conducted. Web application was developed by a student for collecting the choices, allocating the choices as per merit and allocation of courses. Considering the limitations and the available seats, the courses have been allocated.</p> <p>Board suggested to make use of virtual lab platforms. Chairman suggested to take additional information regarding the same from Prof. Ahuja to understand the COEP practices.</p> <p><b>Responsibility:</b> Deputy Director, Academics</p>
5.	<p>Deputy Director Academics briefed about the actions taken for involvement of industry in the skill development courses.</p> <p>The participation of industry experts in the skill development courses has been enhanced. 100 expert sessions have been conducted by the industry experts. Skill courses have been increased from 15 to 20. Industry experts are involved in delivery of laboratory components.</p>
6.	<p>The actions taken for inclusion of industry defined problems in the projects was presented.</p> <p>While allocating the projects, all fore front areas of project were introduced to students. Inter-disciplinary projects and industry sponsored projects were encouraged. Project reviews were taken continuously and the reviews were scheduled in the academic planning itself. Students were evaluated periodically for project progress. Final evaluation was done through external industry experts. As suggested by industry experts, the project topics are as per the industry requirement.</p>
7.	<p>As suggested by the Board, the actions taken for inclusion of certain specializations in Mechanical and Civil Engineering was presented.</p> <p>Due to infrastructural limitations, the scope of Drone Technology is still being explored. However the Aero Club is providing the practical exposure to students to make aero models. The</p>




	<p>Automobile Engineering track is being upgraded to include contents related e vehicles. The course details are shared with industry experts for review.</p>
8.	<p>The actions taken for inclusion of Computer Aided Instrumentation in Mechanical Engineering was presented. The contents are covered in two courses Industrial Measurements &amp; Instrumentation and Engineering Informatics. The School of Mechanical Engineering is also proposing an elective course in the seventh semester on Mechanical control Systems alongwith the above two courses.</p> <p>As suggested by the Board, the track on Construction and Project Management in Civil Engineering has been changed to Project Management. The project Management track is offered to students with three subjects for semester V, VI and VII as Construction Planning and Management, Operation Research and Finance Management and is open to all the students.</p>
9.	<p>The actions taken were appreciated. Chairman suggested to highlight the challenges and difficulties faced by the institute in implementing the suggestions given by the Board so that the advice of experts can be taken to resolve the same.</p>
10.	<p>Deputy Director Academics briefed about the Academic Planning for 2021-22 and conduct of End semester exams physically.</p> <p>Third year and Final Year Term I began from 2<sup>nd</sup> August 2021 and will end on 31<sup>st</sup> December 2022. Second year Term I began from 13<sup>th</sup> September 2021 and will end on 31<sup>st</sup> Jan 2022. Second year Term II will begin from 1<sup>st</sup> February 2022 and will continue upto 15<sup>th</sup> June 2022. Third year and Final year Term II will commence from 3<sup>rd</sup> Jan 2022 and will end on 30<sup>th</sup> May 2022. Direct Second Year Term I &amp; II will begin from 27<sup>th</sup> December 2021 and will end on 22<sup>nd</sup> July 2022.</p> <p>End semester exam is being conducted physically in two slots from 13<sup>th</sup> December to 22<sup>nd</sup> December 2021 and from 12<sup>th</sup> January to 21<sup>st</sup> January 2022. Time-table is circulated to the students. The examination will be of 50 marks with duration of 2 hours. Practical examinations will also be conducted in two slots from 22<sup>nd</sup> December 2021 to 1<sup>st</sup> January 2022 and from 22<sup>nd</sup> January to 30<sup>th</sup> January 2022.</p> <p>Chairman expressed concern about the practice required for students before the physical conduct of practical examinations. Following were the suggestions of the Board related to examination.</p> <ul style="list-style-type: none"><li>• It was suggested to normalize / equate the marks in both the exams conducted in two slots.</li><li>• Board expressed that the process should be transparent and made known to the students. The details of the exam process of conducting the exams on different dates and</li></ul>





	<p>normalization of marks should be clearly defined. Students must be convinced that the process is fair and in case of any queries on the part of the students, it has to be answered.</p> <ul style="list-style-type: none"><li>• They suggested the Institute to have a backup plan to conduct the exams online in case of any government notification.</li><li>• If students are reporting physically, institute should ensure that they are fully vaccinated and consent of parents should be taken.</li><li>• Board was of the opinion to conduct the exam in one slot, as the students appearing for the examination in the second slot get extra preparation time.</li><li>• Board suggested that currently online exam can be taken for all the students and the offline exams can be taken in January and both results can be prorated. If offline exams are not held, the results should be based on the online exams.</li><li>• It was suggested that oral exams should be made part of the online examinations as has been the practice in COEP. The answer script can be kept in front of the teachers and questions can be asked on the basis of the student performance.</li><li>• Chairman suggested to involve students and take their inputs.</li><li>• Prof. Ahuja briefed about the exam process at COEP. The students at COEP are informed about the entire process of oral examination and recording is done and is accessible to all the students. There are two teachers who examine the students orally on the full subject and by keeping the answer script in front of them, questions are asked. Thus a fair and transparent method is followed and the students can have access to the recording.</li><li>• Chairman suggested to take the students and teachers into confidence and involve them in the decision making.</li><li>• Board recommended that alternative options should be kept ready by the management as the current situation is dynamic. Alternate plans should be kept ready and actions should be transparent to the students as well as teachers. If oral exams are planned, the teachers also have to be taken into confidence.</li></ul> <p><b>Responsibility : COE</b></p>
11.	<p>The courses of the VI<sup>th</sup> semester and the structure of VII<sup>th</sup> and VIII<sup>th</sup> semester was presented. The structure of the VI<sup>th</sup> and VII<sup>th</sup> semester was approved. The VIII<sup>th</sup> semester will be approved subsequently. The semester long internship for the VIII<sup>th</sup> semester was however discussed. It was suggested that Discipline core and Discipline Elective should be waived off for the students going for the semester long internship. Audit courses may be given to students without any credits. It was suggested to take feedback from students pursuing internship.</p> <p><b>Responsibility : Deputy Director Academics</b></p>






12.	<p>The courses of Mechanical Engineering for VI<sup>th</sup> semester were presented. The framework was approved. The specifics will be approved by the Board after review of the courses by Prof. Prashant Kumar and Mr.Prakash Jagtap.</p> <p><b>Responsibility</b> : Dean SMCE</p>
13.	<p>The courses of Computer Engineering and Information Technology, Civil, Electrical Engineering and Chemical Engineering for the VI<sup>th</sup> semester were presented.</p>
14.	<p>The courses of Design for Sem 1 and 2 (for the incoming batch), and Sem 3 &amp; 4 (for the existing batch) were presented. Chairman suggested Dean SoD to discuss regarding the courses with Prof. Chakradeo and Prof. Prashant Kumar. Board suggested to avoid using fancy course titles and stated that the title should reflect what the course is about.</p> <p><b>Responsibility:</b> Dean SoD</p>
15.	<p>Deputy Director Admin briefed about the status of new courses and closure process. The Board approved the proposals.</p>
16.	<p>The status of strategic plan for 2020-21 for student support and success was presented. The board congratulated the CR team for the progress in the CR activities.</p>
17.	<p>The status of strategic plan for 2020-21 for Research and Consultancy was presented. Chairman suggested that efforts should be done to improve research and consultancy.</p> <p><b>Responsibility</b> : Deputy Director Academics, Dean R&amp;D</p>
18.	<p>The status of NBA and NAAC Accreditation was presented.</p>
19.	<p>Detail discussion regarding the strategic plan will be done in the next meeting.</p> <p><b>Responsibility</b> : Deputy Director Academics, Deputy Director CR, Deputy Director Admin</p>
20.	<p>The details of recruitment and promotions was presented. Chairman was of the view that Director should have one to one interaction with all the Board members and seek their advice / guidance for recruitment. The presentation slides on recruitment to be circulated to the Board members.</p>

*[Handwritten signature]*



	<b>Responsibility : Director</b>
21.	Prof. Sabale highlighted on the UGC regulations of Academic Bank of Credits and Multi Entry, Multi Exit. Chairman suggested to take up the regulations with DTE and SPPU. The details to be shared in the next meeting. <b>Responsibility : Director</b>
22.	Dr. Mahesh Goudar, Member Secretary of Governing Body proposed the vote of thanks to the Chairman and Members by expressing gratitude for active participation in the entire proceedings of the meeting.

Prepared By	Verified By	Approved By
 Mrs. Kavita Menon Executive Assistant	 Dr. Mahesh D Goudar Member Secretary and Director	 Dr. Sanjay Dhande Sir Chairman, Governing Board

