Minutes of the 2nd Academic Council Meeting

The 2nd Academic Council Meeting (ACM) of Agnel Charities Fr. C. Rodrigues Institute of Technology (FCRIT), Vashi, occurred on Saturday, March 01, 2025, at 10 am. The venue was the AX405B, IQAC Cell, 4th Floor, Annex Building, FCRIT, Vashi. The meeting was conducted in a hybrid format.

The meeting was attended by the following Members.

Sr. No.	Name of the Member	Designation in the Academic Council	Designation in Profession
1	Dr. S. M. Khot	Chairman	Principal-FCRIT, Navi Mumbai
2	Dr. Sudhir Sawarkar (*Joined Online*)	Member	Principal, DMCE-Navi Mumbai
3	Dr. Vivek Sunnapwar (*Joined Online*)	Member	Principal, KJSIT, Mumbai
4	Dr. Satyanarayana Bheesette (*Joined Online*)	Member	Scientist, TIFR, Mumbai
5	Dr. Shashi Dugad (*Joined Online*)	Member	Professor, IISER-Mohali, Chandigarh
6	Dr. Ashwin Kothari (*Joined Online*)	Member	Professor, VNIT, Nagpur
7	Dr. M. Kiruthika	Member	HOD-Computer
8	Dr. Aqleem Siddiqui	Member	HOD-Mechanical
9	Dr. Megha Kolhekar	Member	HOD-EXTC
10	Dr. Bindu S.	Member	HOD-Electrical
11	Dr. Shubhangi Vaikole	Member	HOD-IT
12	Dr. Lata Ragha	Member	Professor & Dean – Student and Alumni
13	Dr. Sushil Thale	Member	Professor & Dean-R&D and Industry Liasoning
14	Dr. Nilaj Deshmukh	Member	Professor & Dean – Admin and Faculty
15	Dr. Mini Rajeev	Member	Associate Professor
16	Dr. Pranali Choudhari	Member	Associate Professor
17	Dr. Krishnan S.	Member	Associate Professor
18	Dr. Chhaya Pawar	Member	Associate Professor
19	Dr. Sanjay Rukhande	Member	Controller of Examination-FCRIT
20	Dr. Milind Shah	Member Secretary	Dean-Academics-FCRIT
Leave of absence was granted to the following Member.			
01	Dr. Bhavesh Patel	Member	Principal, SAKEC, Mumbai
02	Mr. Dinesh Latkar	Member	CEO & MD, Kaizen Industry, Pune
03	Dr. Christu Nesam	Member	HOD-Basic Science and Humanities

The Agenda for the ACM was as below:

Item Number-1	Confirmation of the minutes of the 1st ACM meeting held on 29-04-2024.
Item Number-2	Action taken on the 1st ACM.
Item Number-3	Amendments in the existing scheme to incorporate the MDM track as per the circular from DTE dated 4th June 2024.
Item Number-4	Approval of Minor Correction in Syllabus of Mini Project-1A, 1B, 2A, and 2B.
Item Number-5	Approval of the detailed third-year syllabus forwarded by the BoS Chairpersons.
Item Number-6	Approval of the third-year syllabus for Honours/Minor courses forwarded by the BoS Chairpersons.
Item Number-7	Approval of the third-year syllabus for MDM courses forwarded by the BoS Chairpersons.
Item Number-8	Approval of minor corrections in the Academic Handbook describing Rules and Regulations for Academics and Examinations.
Item Number-9	Any other point with the permission of the Chair.

Dr. Milind Shah, Dean-Academics, welcomed all the external and internal Academic Council members. Following this, Dr. Khot formally declared the meeting open and directed Dr. Milind to proceed with presenting the agenda.

The Academic Council duly recorded the following transactions:

Item Number-1	Confirmation of the minutes of the 1st ACM meeting held on 29-04-2024. The Dean (Academics) informed all members that the minutes of the 1st ACM had already been circulated and requested their confirmation. All members confirmed the minutes. The resolution was proposed by Dr. M. Kiruthika and seconded by Dr. Vivek Sunnapwar.
Item Number-2	Action taken on the 1st ACM. The Dean (Academics) presented the actions taken based on suggestions from the 1st ACM, including the nomenclature change from BE/ME to BTech/MTech, shifting the Research Methodology course to a lower semester, finalizing the modality for the Honours in Research degree program, and incorporating suggestions into the Rules and Regulations for Academics and Examinations handbook. It was informed that the modality for the Honours in Research degree was finalized after discussions with Dr. Shashi. A discussion followed on the presented modality for the Honours in Research degree program. Dr. Satyanarayana sought clarification regarding the 2-hour lecture in the scheme. Dr. Ashwin emphasized the need to differentiate the expected outcomes of research project work under the Honours in Research degree from regular final-year project work. It was also suggested that

	coursework on advanced and specialized topics could be undertaken through the Swayam platform. Based on the suggestions, it was decided to: a) Add a Note clarifying that the required coursework shall be domain-specific and can be selected from the Swayam platform for specialized topics. b) Define appropriate expected outcomes for the Honours in Research degree. The resolution was proposed by Dr. Aqleem Siddiqui and seconded by Dr. Shashi Dugad.
Item Number-3	Amendments in the existing scheme to incorporate the MDM track as per the circular from DTE dated 4th June 2024. The Dean (Academics) presented proposed amendments to the Multidisciplinary Minor (MDM) schemes for all five departments, incorporating guidelines from the DTE circular dated 04-06-2024. The amendments included an increase in total MDM credits from 12 to 14, an increase in credit for one of the four theory courses from 3 to 4, and the introduction of an MDM laboratory course. The Principal addressed and clarified queries raised by the members. The committee members unanimously endorsed the amendments to the existing MDM scheme for all UG programs, which had already been approved by the respective Boards of Studies. This resolution was proposed by the HODs of the respective departments and seconded by Dr. Sudhir Sawarkar. 3.1: Approved the amended MDM Scheme of Computer Engineering 3.2: Approved the amended MDM Scheme of Mechanical Engineering 3.3: Approved the amended MDM Scheme of Electronics and Telecommunication Engineering 3.4: Approved the amended MDM Scheme of Electrical Engineering 3.5: Approved the amended MDM Scheme of Information Technology.
Item Number-4	Approval of Minor Correction in Syllabus of Mini Project-1A, 1B, 2A, and 2B. The Dean (Academics) presented minor corrections proposed in the rubric for evaluating Mini-Projects 1A, 1B, 2A, and 2B. For SY and TY Mini Projects, it was proposed to add 5 marks in the rubric for students' regularity and active participation while carrying out mini projects. To compensate for these added marks, the marks for topic approval in semesters 3 and 5 and for participation in TPP/PC in semesters 4 and 6 were reduced from 10 to 5. The proposed corrections in the rubric for evaluating Mini-Projects 1A, 1B, 2A, and 2B were approved. The resolution for approval was proposed by Dr. Megha Kolhekar and seconded by Dr. Satyanarayana Bheesette.

Item Number-5	Approval of the detailed Third-Year syllabus forwarded by the BoS Chairpersons. The Dean (Academics) presented the detailed TY syllabus for all programs, which had already been approved in the respective department's Board of Studies meetings. The Dean also explained the corrections made to the syllabus template used for designing the TY syllabus. Committee members unanimously approved the TY syllabus: 5.1: Approved the TY Computer Engineering Syllabus 5.2: Approved the TY Mechanical Engineering Syllabus 5.3: Approved the TY Electronics and Telecommunication Engineering Syllabus 5.4: Approved the TY Electrical Engineering Syllabus 5.5: Approved the TY Information Technology Syllabus. The resolution was proposed by the HODs of the respective departments and seconded by Dr. Shashi Dugad.
Item Number-6	Approval of the Third-Year syllabus for Honours/Minor courses forwarded by the BoS Chairpersons. The Dean (Academics) presented the detailed third-year syllabus for Honours/Minor programs offered by all departments, which had already been approved in the respective department's Board of Studies meetings. Committee members unanimously approved the third-year Honours/Minor syllabus: 6.1: Approved the third-year Honours/Minor syllabus offered by Computer Engineering 6.2: Approved the third-year Honours/Minor syllabus offered by Mechanical Engineering 6.3: Approved the third-year Honours/Minor syllabus offered by Electronics and Telecommunication Engineering 6.4: Approved the third-year Honours/Minor syllabus offered by Electrical Engineering 6.5: Approved the third-year Honours/Minor syllabus offered by Information Technology. The resolution was proposed by the HODs of the respective departments and seconded by Dr. Ashwin Kothari.
Item Number-7	Approval of the Third-Year syllabus for MDM courses forwarded by the BoS Chairpersons.

	The Dean (Academics) presented the detailed third-year syllabus for the Multidisciplinary Minor (MDM) programs offered by all the departments, which had already been approved in the respective department's Board of Studies meetings. Committee members unanimously approved the third-year syllabus for the Multidisciplinary Minor (MDM): 7.1: Approved the third-year syllabus for the Multidisciplinary Minor (MDM) offered by Computer Engineering 7.2: Approved the third-year syllabus for the Multidisciplinary Minor (MDM) offered by Mechanical Engineering 7.3: Approved the third-year syllabus for the Multidisciplinary Minor (MDM) syllabus offered by Electronics and Telecommunication Engineering 7.4: Approved the third-year syllabus for the Multidisciplinary Minor (MDM) syllabus offered by Electrical Engineering 7.5: Approved the third-year syllabus for the Multidisciplinary Minor (MDM) syllabus offered by Information Technology. The resolution was proposed by the HODs of the respective departments and seconded by Dr. Satyanarayana Bheesette.
Item Number-8	Approval of minor corrections in the Academic Handbook describing Rules and Regulations for Academics and Examinations. The Dean (Academics) presented minor corrections in the handbook outlining the rules and regulations for Academics and Examinations, including RE2404.3, related to grace marks for obtaining an AA grade; RA2405.1, related to passing criteria; and revisions in remuneration for examination work. The Principal clarified that the corrections in RA2405.1 were made to provide greater clarity on the existing passing criteria. Academic Council members unanimously approved minor corrections in the Academic Handbook describing Rules and Regulations for Academics and Examinations. The above resolution was proposed by Dr. Bindu S. and seconded by Dr. Ashwin Kothari.
Item Number-9	Any other point with the permission of the Chair. The Principal shared insights from the completion of the first semester under autonomy, highlighting the following points: • Teachers are gradually improving their understanding of syllabus content delivery for both theory and laboratory courses, as well as assessment methodologies, due to the process of mapping module-

	wise learning outcomes to PIs and subsequently defining COs while designing the syllabus. • At the beginning of the semester, there was some confusion among students regarding continuous internal assessment, as well as among teachers regarding its frequency, which was resolved over time. • In some courses, the percentage of students receiving 'AA' grades is relatively high. • The Open Day initiative is functioning effectively. • Dr. Ashwin suggested conducting a detailed academic audit for courses with a higher number of 'AA' grades. In response, the Dean (Academics) stated that the academic and course audit forms are currently under revision. The meeting concluded at 11.45 am.

Dr. Chhaya Pawar Member-Academic Council Associate Dean (Academics)	12-03-2025 Dr. Milind Shah Member Secretary-Academic Council Dean (Academics)	Dr. S. M. Khot Chairman-Academic Council Principal-FCRIT