Minutes of the 3rd Academic Council Meeting

The 3rd Academic Council Meeting (ACM) of Agnel Charities Fr. C. Rodrigues Institute of Technology (FCRIT), Vashi, took place on Monday, September 22, 2025, at 10:00 a.m. The venue was the CIBA Seminar Hall, located on the 6th Floor of the Annex Building at FCRIT, Vashi. The meeting was conducted in a hybrid format.

The following Members attended the meeting.

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. Bhavesh Patel (*Joined Online*)	Member	Principal, SAKEC, Mumbai
5	Dr. Satyanarayana Bheesette (*Joined Online*)	Member	Scientist, TIFR, Mumbai
6	Dr. Shashi Dugad (*Joined Online*)	Member	Professor, IISER-Mohali, Chandigarh
7	Dr. Ashwin Kothari	Member	Professor, VNIT, Nagpur
8	Dr. M. Kiruthika	Member	HOD-Computer
9	Dr. Aqleem Siddiqui	Member	HOD-Mechanical
10	Dr. Megha Kolhekar (*Joined Online*)	Member	HOD-EXTC
11	Dr. Mini Rajeev	Member	HOD-Electrical
12	Dr. Shubhangi Vaikole	Member	HOD-IT
13	Dr. Bindu S.	Member	Professor & Dean – Student and Alumni
14	Dr. Sushil Thale	Member	Professor & Dean-R&D and Industry Liasoning
15	Dr. Nilaj Deshmukh	Member	Professor & Dean – Admin and Faculty
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	Mr. Dinesh Latkar	Member	CEO & MD, Kaizen Industry, Pune
02	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 2nd ACM meeting held on 01-03-2025.
Item Number-2	Action taken on the 2nd ACM.
Item Number-3	Approval of minor corrections in the FY Syllabus.
Item Number-4	Approval of minor corrections in the Academic Handbook describing Rules and Regulations for Academics and Examinations.
Item Number-5	Any other point with the permission of the Chair.

Dr. S. M. Khot welcomed all the external and internal Academic Council members and 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 2nd ACM meeting held on 01-03-2025. The Dean (Academics) informed all members that the minutes of the 2nd ACM had already been circulated and requested their confirmation. All members confirmed the minutes. The resolution was proposed by Dr. Bindu S. and seconded by Dr. Vivek Sunnapwar.
Item Number-2	Action taken on the 2nd ACM. The Dean (Academics) presented the actions taken based on the suggestions discussed under Agenda Items 02 and 09 of the 2nd ACM. The summary is as follows: 2.1-Agenda Item 02: In the handbook containing Rules, Regulations for Honours in Research, a few paragraphs have now been added to bring clarity about (a) the coursework to be taken by the student for the Honours in Research degree; and (b) expected outcomes for the same. 2.2 – Agenda Item 09: To assess the extent to which the Outcome-Based Education (OBE) philosophy is understood and implemented by faculty across various stages—syllabus design, content delivery, and evaluation—the academic audit templates for theory and laboratory courses have been revised effective from AY 2024–25. A detailed discussion followed, during which several queries were clarified by the Principal and members. The new academic audit forms were appreciated by Dr. Kothari. Suggestions from the Members: a) Implementation of the academic audit using the revised formats should not be treated as a mere formality.

	b) It was suggested to allocate a few subjects to each auditor (e.g., 2 Core + 2 Professional Electives + 1 Open Elective) to ensure effective auditing. c) The guidelines for theory courses should explicitly allow partial course delivery by industry experts. The resolution was proposed by Dr. Aqleem Siddiqui and seconded by Dr. Shashi Dugad.
Item Number-3	Approval of minor corrections in the FY Syllabus. The Dean (Academics) presented the following minor corrections in the First-Year (FY) syllabus: (a) inclusion of Learning Outcomes (LOs) within the Course Outcome (CO) statements, and (b) addition of the CO–PO mapping table in the syllabus. The committee members unanimously endorsed these minor corrections, 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.
Item Number-4	Approval of minor corrections in the Academic Handbook describing Rules and Regulations for Academics and Examinations. 4.1 Academic and Examination-Related Revisions 4.1.1 Credit Definitions: Based on the revised NBA Tier-1 Self-Assessment Report (SAR) requirements, it was noted that the credit assigned to each course must include self-learning hours by students. Accordingly, minor corrections in the credit definitions for theory, tutorial, internship, and project components were presented. 4.1.2 Summer Special Examination: It was proposed to replace the Summer Special Examination—conducted after additional teaching for students who had failed in previous semester re-examinations—with a Special Term Examination (STE). The STE will be conducted in the following semester with teaching assistance for the first attempt. Students who fail in the STE will have to reappear in the subsequent semester's STE without teaching assistance. It was resolved that the proposed corrections under Items 4.1.1 and 4.1.2 be approved. 4.1.3 Regulations for the Audit Course: Since no specific regulations for audit courses currently exist in the Academic Handbook, the proposed regulations were presented for consideration. The members suggested that, at the start of each semester, the course coordinator should obtain prior approval regarding the evaluation mode to

	be adopted—with ESE or without ESE—in addition to the Continuous Internal Assessment (CIA) component. It was resolved that the proposal under Item 4.1.3 be approved after incorporating the suggestions provided by the members. 4.2 Approval of Minor Corrections in RE 2404.3 and RE 2404.6 To provide greater clarity regarding examination-related regulations, particularly those concerning grace marks and condonation, minor corrections in the existing clauses RE 2404.3 and RE 2404.6 were proposed and approved. It was resolved that the proposed corrections under Item 4.2 be approved. 4.3 Changes in the Semester VIII Scheme and Handbook (in view of Internship) Considering the semester-long internship in the 8th semester, changes in the scheme and handbook were proposed to clarify: • the quantum of project work to be completed before the internship begins, and • the merging of Mid-Semester Examination (MSE) marks with CIA for 8th-semester courses. The members opined that the quality and coverage of the project work can be best ensured by the individual guides rather than by including a note in the syllabus. They also recommended not merging MSE marks with CIA, suggesting instead that an online MSE examination be conducted. It was resolved that the proposal under Item 4.3 be approved after incorporating the suggestions provided by the members. The resolution for all the above approvals was proposed by Dr. Nilaj Deshmukh and seconded by Dr. Satyanarayana Bheesette.
Item Number-5	Any other point with the permission of the Chair. 5. Departmental Proposals and Approvals The Principal informed the members about the MoU signed with Wipro Ltd., which operates on a "Train the Trainer" model for certification courses to be offered in upcoming technology domains. In this context, the following departmental proposals were presented for approval: 5.1 Department of Electronics and Telecommunication Engineering:

	Approval was sought to introduce a new course titled "Data Science with Python" under the Program Elective (PE) basket of Semester VI, which has already been approved by the Department's Board of Studies (BoS). 5.2 Department of Computer Engineering: The department proposed the following changes: • Replacement of the existing System Security Laboratory with a new Data Science with Python Laboratory in Semester VI; and • Replacement of the existing Data Engineering Laboratory with an Advanced Security Laboratory in Semester VII. These proposed changes have been communicated to their department BoS for approval. 5.3 Department of Computer Science and Engineering: Approval was sought for the First-Year (FY) to B.Tech scheme of the Computer Science and Engineering program (earlier titled Information Technology), which has already been approved by their BoS. The external members of the Academic Council congratulated the FCRIT team on successfully completing one year of autonomy and extended heartfelt appreciation to all team members for their collective efforts. The resolutions for the above proposals were moved by the Heads of the respective Departments and seconded by Dr. Shashi Dugad. The meeting concluded at 11:45 a.m. with a vote of thanks delivered by the Dean (Academics).

17-10-2025

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

Agnel Charities'

Fr. C. Rodrigues Institute of Technology, Vashi

(An Autonomous Institute affiliated to University of Mumbai)

3rd Academic Council Meeting

22nd September, 2025 at 10.00 am

6th Floor, CIBA, Annex. Building

Sr.No.	Member Name	Designation in Council	Signature
1	Dr.S.M.Khot	Chairman	
2	Dr.Sudhir Sawarkar	Member	P (online)
3	Dr.Vivek Sunnapwar	Member	P (online)
4	Dr.Bhavesh Patel	Member	P (online)
5	Dr.Satyanarayan	Member	P (online)
6	Dr.Shashi Dugad	Member	P (online)
7	Dr.Ashwin Kothari	Member	
8	Dr.Dinesh Latkar	Member	ABSENT
9	Dr.M.Kiruthika	Member	M.Kiruthika
10	Dr.Aqleem Siddiqui	Member	
11	Dr.Megha Kolhekar	Member	P (online)
12	Dr.Mini Rajeev	Member	
13	Dr.Shubhangi Vaikole	Member	
14	Dr.Christu Nesam	Member	ABSENT
15	Dr.Bindu S.	Member	Bindu
16	Dr.Sushil Thale	Member	
17	Dr.Nilaj Deshmukh	Member	

18	Dr.Pranali Chaudhari	Member	
19	Dr.Krishnan S.	Member	
20	Dr.Chhaya Pawar	Member	
21	Mr.Sanjay Rukhande	Member	
22	Dr.Milind Shah	Member Secretary	

02-09-2025

Agenda for the 3rd Academic Council Meeting

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Dr. S. M. Khot
Chairman-Academic Council
Principal-FCRIT