

**MINUTES OF THE 19TH MEETING OF THE GOVERNING COUNCIL HELD ON
24TH APRIL 2018 AT 11.00 AM IN THE SEMINAR HALL OF CIBA**

Members Present :

1. Rev.Fr.Carvalho	-	Chairman
2. Rev.Fr.S.Almeida	-	Member
3. Rev.Fr.Valerian D'Souza	-	Member
4. Mr.Vishal Mehrotra	-	Member
5. Dr.B.A.Metri	-	Member
6. Dr.A.G.Kothari	-	AICTE Nominee
7. Dr.Srija Unnikrishnan	-	Member
8. Dr.Milind Shah	-	Member
9. Ms.Laxmi G.	-	Member
10. Mr.Prakash Vaithilingam	-	Member
11. Mr.Prasad Menon	-	Member
12. Ms.Saly Antony	-	Member
13. Dr.S.M.Khot	-	Principal / Secretary

Dr.Mohanbhai Patel, Fr.Ivon D'Almeida, Dr.R.K.Shevgaonkar, Dr.B.Ahuja, Prof.Ramanath Gavankar, Dr.S.K.Mahajan could not be present and they were granted the leave of absence.

Principal greeted the members and started the meeting with the approval of the Chairman.

Dr.Khot started with itemwise presentation of the report.

ITEM NO. 1 : Confirmation of the minutes of the previous meeting held on 7th March 2017.

As the report was already circulated to all members, Dr. Khot requested members to have a quick look over the previous minutes and resolved to confirm the minutes.

ITEM No.2 : Discussion on the action taken on the decisions made in the XVIIIth meeting of Governing Council.

Principal appraised the members on the action taken on the previous meeting.

As suggested by Dr.Kothari, we have modified the Role and Responsibility of Dean Faculty. As desired by the committee, we have also made changes in Department level Quality Assurance Cell (DQAC).

The Institute has applied for NBA and have submitted the Pre-Qualifier for all the courses.

The Institute has also started taking feedback from Parents.

As suggested by Dr.Ahuja and Dr.Kothari, we have initiated the roadmap for the next 5 years.

Arising out of discussion, Fr.Valerian wanted to know the intention of roadmap. The Principal explained that, roadmap will assist in the process of faculty development which in turn may assist overall progress of the Institute.

Dr.Kothari appreciated the progress made by the Institute and implementation of the suggestions given during the previous Governing Council Meeting.

ITEM No.3 : Progress Report for the Academic Year 2017-18 :

(I) Approval from Regulating Authorities :

The Principal presented the progress of the Institute. He informed the council members that we have got all the approvals from the various authorities like University and AICTE.

He informed the members about the final fee approved by the Fee Regulating Authority for the A.Y.2017-18 is Rs.1,33,500/- for UG and Rs.1,23,000/- for PG. He mentioned that for the A.Y.2018-19 the institute has requested through official letter to Fee Regulating Authority to retain the same fee sanctioned for 2017-18.

(II) Admission 2017-18 :

The Principal presented to the committee that Institute gets best score students as compared to other Institutes of Navi Mumbai. He also mentioned that, though Computer is a branch in demand, we got few highest CET score student in all the programs.

Dr.Kothari also mentioned that few branches have a very good score students.

Mr.Mehrotra wanted to know, whether we have any structure for bringing minority students upward academically.

The Principal informed the committee that remedial classes are conducted for the weaker section of the students, also through the help of the academic counsellor, they are motivated towards studies. He also mentioned that most students have problem with mathematics.

Dr.Kothari suggested to include the column indicating above average and below average student level.

Fr.Valerian wanted to know how the Institute manage the finance part in case of low admissions in PG.

Dr.Khot presented that the institute do not have separate faculty for PG. We have common faculty for UG & PG.

(III) Academic Performance :

a) Results :

The Principal presented First Year and Final Years result. He also mentioned that the Institute has implemented the Academic Performance Monitoring System.

Dr Khot presented the first year results and was happy to announce that first year results are very good as compared to other Institutes.

Fr.Carvalho, pointed that though we get good students at the entry level but the students securing distinction in the final year are less.

Dr.Metri suggested to appoint best teachers for final year. Dr.Khot commented that senior teachers are appointed for final year.

Dr.Kothari also mentioned that if University allows for more elective, try and bring more electives. Students should be able to select their own elective subject, it should not be made compulsory for the students to select a particular subject.

Fr.Carvalho mentioned that faculty should be flexible wherein both student and faculty learns. If faculty is available try to bring in more electives.

b) Placement :

Principal presented the Placement statistics. He mentioned that there is difficulty in getting good placement for Mechanical & Electrical. Companies like L & T, Toyo were our major recruiters but due to their business problem recruitment from them is not happening. He also mentioned that overall placement across all branches is best among other Institutes.

Fr.Carvalho wanted to know, what happens to the students who are not placed?

Dr.Khot mentioned that these days many students go for higher studies.

Mr.Mehrotra suggested to give branchwise statistics showing percentage of students going for higher studies and going into entrepreneurship.

Fr.Valerian suggested that the gap between eligible and non-eligible students for placement should be reduced.

To this Dr.Khot replied that we have started awareness for the students regarding placement. CGPA is also one of the major issue.

Fr.Valerian also mentioned that the institute have to bring in companies offering good packages.

Dr.Kothari wanted to know whether placement grade matches with the intake capacity?

Dr.Khot replied that bulk recruitment is not happening as before.

Mr.Mehrotra suggested to focus on new start-ups for better placement.

Principal informed that the institute has already implemented the same.

Dr.Kothari wanted to know the actual functioning of the placement cell. The Principal briefed the council members the placement procedure followed by the Institute.

Dr.Kothari suggested few steps to be followed by the Institute for better placement like, printing brochure for placement, call companies during fest, also good marketing person is required.

Dr.Khot assured to take-up this issue positively.

c) Students Applied for Higher Studies Abroad :

Dr.Khot presented three years higher studies statistics.

Dr.Kothari suggested to add the data of the students appearing for GATE examination.

Mr.Mehrotra wanted to know whether the students going for higher studies are allowed for campus placement.

Dr.Khot replied that only TCS has given the freedom for the same.

(IV) R & D Activities :

The Principal presented various R & D activities that are being carried out. Ten faculty members had applied for Mumbai University Minor Research Grant and an amount of Rs.3,43,000/- was approved by the University of Mumbai for the A.Y.2017-18.

The Institute has also received a grant of £ 50,000 (equivalent to INR 50,00,000) from The Royal Academy of Engineering, UK. The Principal was happy to inform the committee that he and Dr.Milind Shah visited Leeds, UK. Some additional inputs were received where the institute can develop the academic curriculum.

Institute has also received various projects from TIFR. These projects are done by students and guided by faculty. These projects offers opportunity of good learning for students.

The Institute has also received many projects from industry where graduate students are helping in completing this projects.

Dr.Khot also informed the council that many of our staff members and students specially computer and IT are involved in developing the need based projects. These projects are developed in-house as per the need of the Institute. We have streamlined the exam cell work and now the entire system is automatic.

Mr.Mehrotra suggested to ensure security of all the projects.

Dr.Khot was pleased to announce faculty publication list which is 112 papers for the A.Y.2017-18.

Dr.Kothari appreciated the efforts put in by the faculty members but suggested to encourage faculty members to publish in Scopus index journals. He also suggested to give statistics as per the no. of papers published in ACM, Scopus & International Conference, Web of science.

Dr.Kothari also wanted to know whether the institute is availing for any AICTE schemes like AQIS / MODROB.

Dr.Khot replied that we have already applied under various schemes of AQIS like MODROB, RPS, Travel Grants etc.

Dr.Kothari suggested to show all efforts taken under R&D. Also to develop awareness among the faculty about lot of government schemes.

Mr.Mehrotra wanted to know whether quality of the paper is checked by the Institute.

Dr.Khot replied that HOD's go through the quality of paper.

Dr.Kothari suggested to put video recording of faculty lectures on the website and encourage students to register for online courses.

(V) Faculty Achievements :

Dr.Khot appraised the council about various awards / prizes received by many faculty members.

The Principal also mentioned that many of the faculty members are invited by other Institutes to deliver an expert lectures, as external examiners, as paper reviewer etc.

He also updated about the Short Term Training Programs, Conferences, Faculty Development Programs organized by the Departments / Faculty Members.

Dr.Khot also presented the faculty and students achievements to the council.

(VI) Students Activities & Achievement :

The Principal informed the council about the various students' activities like formation of the student council, students achievements at the University level, paper presentations, participation in various technical and cultural events. The Institute has also started a certified course for students in collaboration with TISS.

ITEM No.4 : Staff Structure & Position :

The Principal presented the council the staff structure and position.

In the year 2017-18, USSC interviews were conducted wherein three Professors, one Associate Professor and six Assistant Professors were selected and University approval is received.

The Principal presented the details of the seven faculty appointed on Adhoc basis.

ITEM No.5 : Upgradation of Laboratory :

The Principal updated the council about the upgradation and renovation of various laboratories.

ITEM No.6 : For Information & Approval of Internally developed Academic Performance Monitoring System :

The Principal presented the module of Academic Performance Monitoring System. He asked the members to go through the module and give suggestions / feedback.

Dr.Kothari suggested that the faculty can be motivated by giving financial assistance for developing various systems.

After lot of discussions, members approved the module and also suggested to have a security check.

ITEM No.7 : To Consider the proposed Budget for 2018-19 :

The Principal presented the proposed Capital expenditure on laboratories and recurring expenditure to the council, which after detailed discussion was approved.

ITEM No.8 : Any other point with the permission of the Chairman :

- 1.) Mr.Prasad Menon updated the council about the progress of CIBA. He mentioned that lot of start-ups / interns are joining. Some students even work during night.
- 2.) Dr.Kothari appreciated the progress of the Institute, congratulated the Management, Principal and all the stakeholders.
- 3.) Dr.Kothari suggested that faculty can be motivated so that they can motivate students.
- 4.) To create environment for the faculty to grow.

Fr.Almeida thanked the members and the meeting was adjourned at 1.00 pm


Chairman


Principal / Secretary