



Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering
Sector No. 26, Pradhikaran,
Nigdi, Pune – 411 044



Minutes of Meeting – College Development Committee (CDC)
On Wednesday, 6th Feb 2019 at 12:15 PM

Second Meeting of 'College Development Committee (CDC)' for the Academic Year 2018 – 19 was held on Wednesday, 6th Feb 2019 at 12:15 PM in the Conference Hall.

Following Members were present –

Sr. No.	Name	Designation
1	Shri. D.P. Landge – Chairman, PCET	Chairman
2	Shri. V.S. Kalbhor – Secretary, PCET	Nominee
3	Smt. Padmatai Bhosale – Vice Chairperson PCET	Special Invitee
4	Shri. S.D. Garade – Treasurer PCET	Special Invitee
5	Shri. Bhaijan Kazi – Trustee PCET	Special Invitee
6	Shri. G.M. Desai – Executive Director, PCET	Special Invitee
7	Mr. S.K. Bhoite Faculty, Mechanical Engineering Department, PCCoE	Member Faculty Representative
8	Mrs. S.S. Moteagaonkar Faculty, Civil Engineering Department, PCCoE	Member Faculty Representative
9	Mr. S.R. Wankhede Faculty, Mechanical Engineering Department, PCCoE	Member Faculty Representative
10	Mr. N.B. Landge , Assistant Rector, Boys' Hostel (New), PCCoE	Member, Non – teaching Representative
11	Dr. A.M. Fulambarkar Principal, PCCoE	Member, Secretary

Principal, Dr. A.M. Fulambarkar welcomed Hon'ble Chairman and all Members present for the second College Development Committee Meeting of Academic Year 2018 – 19. Meeting started with permission of the Chair.

Following points were discussed as per the Agenda –

1) To read and confirm the Minutes of the last Meeting held on 22/09/2018.

Regarding indigenous development of ERP for the Institute it was mentioned that Amazon instance is registered in the name of the Institute.

Receiving of the Source Code information from M/S. Cloud Vision Systems, it is in progress under the guidance of Prof. Ramkrishna Vadali (Head Systems and IT Support). Once this activity with all related aspects is completed we can start our working indigenously as discussed and proposed earlier. Suitable Technical Staff having expertise in this field shall be appointed for coding, design, operation and maintenance of the System.

Minutes of the last Meeting were read and confirmed.

Proposed by – Dr. A.M. Fulambarkar
Seconded by – Shri. V. S. Kalbhor

2) To read and confirm Action Taken Report of the last Meeting.

Regarding creation of 'Reserve Fund' it was mentioned that initially to start with we have created a Fund of Rs. Fifty Lacs and kept it aside as a Fixed Deposit with bank. It is proposed to make yearly additions into this Fund so as to have a substantial amount as Reserve Fund in the years to come.

Regarding applying for additional intake for UG Programs (Computer Engineering and Information Technology, 60 each) and **new PG Course in Construction Management** under Civil Engineering (18 Intake); it was informed that Proposals are submitted. AICTE Verification would be there as per the process.

For the said additional intake in Computer and Information Technology; necessary arrangements are being made. For ME Construction Management, one Ph.D. Faculty would be needed to be appointed as per guidelines as Associate Professor / Professor.

Regarding PCCoE Logo it was mentioned that, after receiving approval the PCCoE Logo is now used for all official documents and other information dissemination requirements.

Regarding concession in Fees for children of the Employees, Prof. S.K. Bhoite and other Faculty, Staff Representatives put up a request for 50% concession in the Fees and keeping 3 seats reserved purely on the merit basis for these children.

It was suggested to submit a detailed proposal again to the Management for further discussions and possible consideration in the due course of time.

Proposed by – Prof. S.K. Bhoite
Seconded by – Shri. S.D. Garade

3) To review Expenses from September 2018 to December 2018.

It was informed that **Electricity expenses** are higher due to increase in rates, additional usage due to construction of the Architecture building and non availability of the subsidy.

It was suggested to ensure further diligent vigilance for judicious use and other measures like Solar Roof on the top floors of the buildings. This would tremendously help in saving the energy costs in addition to providing space which can be used for various activities.

It was informed that provision for separate Electricity Meters for individual Institutes in the Campus is already approved and would be done accordingly.

Regarding expenses towards Salary it was informed that these are around 68% and provision of Salary till March 2019 is made in the Budget for 2018 – 19.

Payments to be made as mandatory fees to DTE, AICTE are considered in the Budget. All other expensed are within the predefined Budget. Effective utilization of the Budget is stringently monitored and ensured by the respective HODs.

Proposed by – Dr. A.M. Fulambarkar
Seconded by – Shri. S.D. Garade

4) Review of NBA Compliance Report submitted for NBA Third Cycle.

Information was shared regarding the NBA Compliance Report submitted for the Third Cycle of NBA Accreditation.

Earlier two Cycles were – 1) first Cycle for two years and 2) second Cycle for two years with additional one year accreditation till 30th June 2019 for which pre-qualifier was submitted as per guidelines.

It was informed that as per the suggestions given by the Experts Committee, Departments and Sections have taken actions accordingly. All related processes are being ensured for timely compliances for the expected Committee Visit.

As decided earlier, SAR of Civil Engineering UG Program is being prepared to be submitted before 30th June 2019. Prof. S.K. Bhoite (NBA Coordinator) and Dr. S.T. Mali (HOD Civil Engineering Department) to ensure related timely compliances.

Regarding submitting SAR of ME Programs it was informed that the pre-qualifier norms are very stringent and we need to invest further enhanced efforts accordingly. ME Programs satisfying the pre-qualifier norms may also submit SAR up to 30th June 2019.

It was shared that in order to receive accreditation for six years; the Students Teacher Ratio (STR) is required to be 1:15 in addition to significant outcomes in the Research domain.

Proposed by – Prof. S.K. Bhoite
Seconded by – Shri. V.S. Kalbhor

5) Review of NAAC Compliance Report for 2017 – 18.

Annual Quality Assurance Report (AQAR) is submitted to NAAC. The NAAC Accreditation is valid till 26th Nov 2022 and hence this Progress Report is required to be submitted annually for next four years.

It was informed that in order to achieve the expected outcomes individual Departments are investing target based efforts in line with the requirements of the seven Criteria. All these efforts are based on the recommendations of the Experts Committee.

Proposed by – Dr. A.M. Fulambarkar
Seconded by – Shri. Bhaijan Kazi

6) Review of Autonomy Application submitted to SPPU and UGC.

Autonomy Application submitted to SPPU on 17th Jan 2019. After recommendation and NOC from SPPU on 25th January 2019, copy of the Application is submitted to UGC. Experts Committee Visit is awaited.

It was informed that all related preparations are in progress and respective HODs are ensuring diligent timely compliances as per the expectations and guidelines for receiving 'Autonomous status'.

Proposed by – Dr. A.M. Fulambarkar
Seconded by – Smt. Padmatai Bhosale

7) To take review of Infrastructure and other requirements in view of Autonomous Status for Academic Year 2019 – 20.

Immediate Infrastructure and Faculty requirements for Academic Year 2019 – 20 were put forth for consideration. Details of the progressive requirements for Class rooms, Labs, Tutorial Rooms etc were also shared.

Internal venue adjustments / relocations proposed in order to suffice the Academic commitments were put forth and discussed. It was suggested to put up a proposal accordingly.

Immediate requirement for creation of 'Examinations and Evaluation Department venue' was put up and it was informed that it is proposed to initiate the functioning from existing GDPI set up or any other appropriate existing location.

Proposed by – Prof. S.K. Bhoite

Seconded by – Smt. Padmatai Bhosale

8) Any other point with permission of the Chairman.

- Regarding **MBA Program** it was mentioned that considering the overall admissions scenario under SPPU, application for closure of MBA Program can be submitted.
- Information was shared regarding the **mandatory requirement of E-books as per AICTE guidelines** and investment of approximately Rs. Two Lacs for the same. The request is agreed.
- Information was also shared about the **AICTE Approval Process** and all related activities in progress for the same as per requirements and guidelines.

It was informed that being ready with **important documents** such as Building Plan, Fire NOC, Completion Certificate etc to be ensured for such Approval processes and various other Committee Visits.

- In order to further strengthen our Brand PCCoE, improve the Institute standing and **emerge as a quality Autonomous Institute** in the time to come, Dr. G. M. Desai suggested that as per AICTE 75% for the Courses need to have received accreditation. It is also desired that NIRF Ranking of the Institute is between 100 – 150 and Faculty are working with a target based Action Plan to achieve all this in next two years.
- **Nominations** of Academicians, Industry Representatives **on the College Development Committee (CDC) and Board of Governors (BoG)** were put up and considered.

Meeting ended with a vote of thanks.


Dr. A.M. Fulambarkar
Principal

