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) – Saturday, 24th March 2018

Meeting of Local Managing Committee reformed as **'College Development Committee (CDC)'** for the **Academic Year 2017 – 18** was held on **Saturday, 24th March 2018** at 11:30 AM 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. Motegaonkar** 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 College Development Committee Meeting of Academic Year 2017 – 18. Meeting started with permission of the Chair.

Following points were discussed as per the Agenda –

1) To welcome newly elected Teaching and Non-teaching representative on CDC

Information was shared regarding the Election Process carried out as per guidelines for the 'College Development Committee (CDC)' and the new Candidates elected as per the details mentioned in the Table above.

Dr. A.M. Fulambarkar welcomed these Members and shared the expectations as Faculty and Staff Representatives for the development of the Students, Staff and Institute at large. A quick round of introduction followed.

Mr. S.K. Bhoite (Associate Professor and Workshop Superintendent, Mechanical Engineering Department), Mrs. S.S. Motegaonkar (Associate Professor, Civil Engineering Department), Mr. S.R. Wankhede (Assistant Professor, Mechanical Engineering Department) introduced themselves as Representatives of Teaching Faculty and Mr. N.B. Landge (Assistant Rector, Boys' Hostel) as Representative of Non-teaching Staff; and assured their wholehearted contributions towards the development of the Institute.

On behalf of the Management Shri. S.D. Garade welcomed all Members and expressed that these Members are required to contribute their best efforts for the development of the Institute.

Proposed by – Dr. A.M. Fulambarkar

Seconded By – Shri. S.D. Garade

2) **To read and confirm the Minutes of the last Meeting held on 27/10/2017**

Minutes of Meeting appended (hardcopy in the File and Softcopy in the Presentation) were read and discussed.

All Trustees congratulated 'Team PCCoE' on receipt of 'NAAC Accreditation' with 'A Grade (3.20 CGPA)' and it was mentioned that such committed efforts which impart confidence would guide 'Team PCCoE' to march further on the path of 'Excellence'.

Recommended to GB for approval.

Proposed by – Dr. A.M. Fulambarkar

Seconded by – Shri. V.S. Kalbhor

3) **To read and confirm the Action Taken Report of the last Meeting**

ATR was discussed and following points were mentioned –

- **Indigenous development of ERP for PCET** – further critical reviews to be taken before submitting the Proposal and simultaneously other Agencies should be identified who can offer cost effective solutions, Services as per our requirements and Budgets.

- Information was shared regarding **approval of Roster from Magas Vargiya Kaksha** (Mavak) and accordingly subsequent Advertisement published in the leading Newspapers (on 22/03/2018 in Indian Express and Loksatta, and on 24/03/2018 in Lokmat). Efforts and continuous follow up of Mr. P.S. Patil (Registrar) and 'Team Admin.' are acknowledged and appreciated.

- AICTE guidelines regarding **1:20 Teacher to Students Ratio** was discussed and it was mentioned that we would have to follow suit as per the required norms, timelines and budget provisions. This is required to be implemented with an objective of adding effectiveness in the entire process.

- Regarding making provision of **Ambulance** in the Institute, it was mentioned that it is not possible presently. We can continue with the existing tie up with Sterling Hospital and other resources.

- Information was shared regarding the **'Ph. D. Research Centre'**, related activities in process, 21 Candidates registered, first Review in progress, Research Guides involved and the Fees of Rs. 50,000/-

ATR was read and recommended to GB.

Proposed by – Dr. A.M. Fulambarkar

Seconded by – Shri. V.S. Kalbhor

4) To Review Expenses from October 2017 to February 2018

It was informed that almost all Expenses are within the predefined Budget however it is becoming challenging to maintain the Salary component upto 65%.

It was suggested to control the Housekeeping expenses, exploring ways of saving, receiving exemption on Property Tax via implementation of Green Campus and receiving the related Certificate from the concerned Authority.

It was also suggested to create a 'Reserve Fund' and maintain a separate Bank Account of the same. Related possibilities can be reviewed and a detailed Proposal can be submitted.

Expenses were reviewed and recommended to GB for approval.

Proposed by – Dr. A.M. Fulambarkar

Seconded by – Shri. S.D. Garade

5) To discuss & recommend Budget for Financial Year 2018 – 19

Budget was discussed and reviewed. It was mentioned that now it's the time everybody understands that Salary is directly related to the Fees Receipts and our present Financial Status requires us to maintain the Salary component at 65%.

We need to explore various avenues for generating Revenue in the time to come which only would allow flexibility of offering increased Salaries.

With these suggestions Budget was recommended to GB for approval.

Proposed by – Dr. A.M. Fulambarkar

Seconded by – Shri. S.D. Garade

6) To take review of requirements of Faculty & Admin. Staff for Academic Year 2018 – 19

Details were shared however those are to be reviewed in accordance with the AICTE guidelines of 1:20 Teacher to Students Ratio.

However considering the enormous Administrative activities and related processes including documentation, submissions etc for important processes like Scholarship; need of appointing Admin. Staff was strongly mentioned. This was discussed and recommended to GB for approval.

Proposed by – Dr. A.M. Fulambarkar

Seconded by – Smt. Padmatai Bhosale

7) **Any other point with permission of the Chairman.**

Regarding applying for **'Autonomy'** is was reiterated that we need to be convinced of 100% preparations from our side which demands a very strong commitment from each and every member of 'Team PCCoE'.

We cannot afford to have even a small amount of deviation from our Vision. Once this is ensured positively by all Members; we would definitely march ahead with full confidence as always. And for sure all are aware of the various advantages as well as the challenges; the 'Autonomy' would bring us.

Proposed by – Dr. A.M. Fulambarkar

Seconded by – Shri. Bhaijan Kazi

Dr. A.M. Fulambarkar thanked the Management for continuous motivation and support which is the guiding force for 'Team PCCoE' to scale new heights and overcome new challenges. Recent achievements including NBA Accreditation (second time) and NAAC Accreditation are the examples of Team PCCoE's commitment and support of the Management. We would continue with similar zest to march ahead.

All Trustees expressed that efforts of 'Team PCCoE' are on the right track under the able guidance of Dr. A.M. Fulambarkar and it is required that this Team remains strong always. Management support is assured with best wishes.

Meeting ended with a vote of thanks.

Dr. A.M. Fulambarkar
Principal

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