



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



**MINUTES OF THE
COLLEGE DEVELOPMENT COMMITTEE (CDC) MEETING
HELD ON TUESDAY, 10 AUGUST 2021**

Meeting of 'College Development Committee (CDC)' was held on Tuesday, 10 August 2021 at 11:00 AM in the PCET Conference Hall and following Members were present –

Sr.	Name	Designation	Details
1	Shri D. P. Landge	Chairman	Chairman, PCET
2	Smt. Padmatai Bhosale	Member	Nominee, PCET
3	Shri V.S. Kalbhor	Member	Nominee, PCET
4	Shri S.D. Garade	Member	Nominee, PCET
5	Dr. G.M. Desai	Member	Nominee, PCET
6	Dr. Mrs. K. Rajeswari	Member	Nominee, Professor
7	Prof. S.K. Bhoite	Member	Teaching Staff Representative
8	Mrs. S.S. Motegaonkar	Member	Teaching Staff Representative
9	Mr. S.R. Wankhede	Member	Teaching Staff Representative
10	#	Member	Non-Teaching Staff Representative
11	Dr. S.N. Sapali	Member	Nominee from Academia *
12	Mr. C.S. Dhamankar	Member	Nominee from Industry
13	Mr. Vijay Phuge	Member	Nominee from Industry
14	#	Member	Nominee Alumni Representative
15	Dr. S.D. Thepade	Member	Nominee Coordinator IQAC
16	#	Member	Nominee Student Representative
17	Dr. Govind N. Kulkarni	Member	Principal, PCCoE

* Attended in Video Conferencing (VC) Mode

Fresh Nominations put up in the Meeting for consideration and approval.

Leave of absence – Mr. Abhijat Vichare (Nominee from Research)

In view of the Covid 19 scenario, related SOP and guidelines, Members were requested to join the Meeting in Video Conferencing (VC) Mode.

The Chairman confirmed from all whether the proceedings, being transacted, were audible and visible and that everyone was seated alone in the room and after their conformation the Meeting was called to order. At the outset the Chairman warmly welcomed all the Members.

All Members congratulated 'Team PCCoE' on being the first Institute in Maharashtra permitted to offer B.Tech. Computer Engineering Course in Vernacular Local Language (Marathi) from Academic Year 2021 – 22.

Item No.	Description
1	To congratulate and felicitate Shri D.P. Landge and all Trustee Members of PCET for conferment of ' Bharat Leadership Award 2021 ' for providing Quality Education from KG to Ph.D. at the hands of Honorable Governor of Maharashtra Shri Bhagat Singh Koshiyari on 17 July 2021

On behalf of the College Development Committee (CDC) heartiest congratulations and best wishes were extended to Chairman and Trustee Members of PCET for conferment of this prestigious Award.

It was assured that all Members of 'Team PCCoE' are committed to invest their best efforts as always for further strengthening Brand 'PCET'.

Information noted by CDC. (Annexure 1)

Statutory matters

A. To confirm **Minutes** of last CDC Meeting (dated **26/03/2021**)

Minutes were read and confirmed. (Annexure 2 – A)

B. To consider **Action Taken Report**

✓ Agenda 2 (B)

Regarding 50% Salary held up

Balance 50% Salaries released up to March 2021

✓ Agenda 7

Faculty, Staff and Infrastructure requirement for Academic Year 2021 – 22

Recruitment details till date are –

Professor – 01

Assistant Professor – 07

Assistant TPO – 01

Adjunct Faculty – 05

Teaching Assistant – 01

Visiting – 03

Total – 18

Total Faculty for Academic Year 2021 – 22 is 211

(196 Faculty + 8 Adjunct + 6 Visiting + 1 Tech. Asst.)

✓ Agenda 8

To review and recommend Revised Budget for Academic Year 2020 – 21

All expenses made as per budgeted provisions but amount of Rs. 12,31,10,191/- is still receivable from State Government (Samaj Kalyan).

Accordingly expenses on few heads like equipment, Staff and Students development etc are not incurred in full.

Purchase Order/s for Computers, equipments etc are on hold due to pending amount of Scholarship from State Government as mentioned above.

Procurement would be made after funds are received.

✓ Agenda 9

To discuss regarding applying for new UG / PG Programs from Academic Year 2021 – 22, closure of M. Tech. IT, change of Nomenclature of M. Tech. Heat Power

Application submitted as per AICTE guidelines and accordingly approval received from AICTE as mentioned below –

✓ Computer Science and Engineering (AI & ML) – 60.

✓ Computer Engineering (Regional) – 60.

✓ B. Voc. Courses: Internet of Things (IOT) – 30, Mechatronics Engineering – 30, Industrial Refrigeration and Air Conditioner – 30, Solar System – 30

✓ NRI and PIO Quota Approval received.

✓ Change in Nomenclature is not recommended by AICTE Scrutiny Committee.

Action Taken Report was read discussed and confirmed. (Annexure 2 – B)

Academics – I:

- A. Updates in Structure of B. Tech Program
- B. Syllabus for FY B. Tech Computer Engineering (Marathi) and Computer Science and Engineering(AI-ML)
- C. Syllabus for SY B. Tech Courses (For 5 B. Tech Programs)
- D. Syllabus for SY M. Tech Courses (For 6 M. Tech. Programs)
- E. Syllabus for SY MCA Courses
- F. Updates in Academic and Examination Rules and Regulations for B. Tech, M. Tech and MCA

Information was shared regarding –

- ✓ completion of one Academic Year under Autonomy structure
- ✓ Syllabus detailing carried out through internal Presentations and Meetings
- ✓ Changes made before the final draft of Syllabus
- ✓ Meetings of Board of Studies (BoS), Board of Examinations (BoE), Academic Standing Committee (ASC), Academic Council (AC)
- ✓ Minutes of Meeting of Academic Council tabled with respect to related approvals
- ✓ Updates in the Academic and Examination Rules and Regulations for B. Tech, M. Tech and MCA

Information shared under Academics – I, was noted by CDC. (Annexure 3 – I)

Academics – II:

- A. Preparation for Computer Engineering (Marathi)
- B. Academic and Examination Reforms (co-teaching, Relative grading),
- C. Honors and Minor courses
- D. Separate Department of HSMC

3

Information was shared regarding –

- A. Formation of Task Force 'Sukanu Samiti', proposed blended mode of Teaching using Marathi and English, Challenges (requirement of Translation Experts, Reviewers and Financial Resources, Admissions, acceptance by Students and Industry) and Help available (AICTE, Marathi Vidnyan Parishad, Achyut Godble), activities in progress for Computer Engineering (Marathi) including Syllabus translation, Learning Material, Video Lectures
- B. Academic and Examination Reforms, Open Book Assessment
 - ✓ Formation of Departmental Undergraduate Program Committee (DUPC) and Departmental Postgraduate Program Committee (DPPC), readiness of other related aspects including documentation
 - ✓ Formation of Academic Audit Cell with preparation of Questionnaire and Audit executed for Semester I (proposed once per Semester)
 - ✓ Co teaching (only for 1/6 of the total Syllabus considering depth of Subject and desired outcomes, specified hours / 1 Unit per Year) with Industry Experts, Alumni Students and as per guidelines
 - ✓ Existing Absolute Grading System and inclinations to implement Relative Grading System with groundwork in progress
- C. Honors and Minor Courses – Preparations for Honors and Minor Courses under Autonomous structure are in progress, to be submitted to SPPU for appropriately be added on the Graduation Certificate.
- D. No separate Department needed for HSMC, activities can be clubbed under Department of AS & H with addition in number of Faculty.

This being the very first time B. Tech. Computer Engineering Course is being offered in Marathi, all Members were requested to extend help and share related Professional contacts for effective execution of the Course and for making the Students globally competent.

It was expressed that use of English can be increased in a gradual manner with pragmatic approach considering real time feedback, suggestions and field reports. Courses such as Communication Skills, Soft Skills and Personality development would play a vital role as discussed earlier.

Suggestions –

- ✓ Academic Audit appears more appropriate once the Teaching Learning Process in physical mode commences with presence of Students on the Campus. Or alternatively two separate Questionnaires can be prepared (with specifically defined parameters) for Online and Offline Modes.
- ✓ Enhanced focus should be made on Laboratory Assignments to achieve Learning Objectives
- ✓ Detailed document needs to be reviewed for expressing further views and suggestions (Dean Academics – FNA)
- ✓ Co teaching appears to be a good initiative and can prove to be a value addition with inclusion of site visits, actual case studies.
- ✓ Technical knowledge with use of English and not losing the local language with open and flexible execution practices with diligent focus on development of Students would definitely lead to preparing the Students as Global Citizens. Measures including Role Plays, Debates and others related efforts would help in consolidation of concepts.

Information shared under Academics – II was discussed and few suggestions were made. **(Annexure 3 – II)**

Initiatives, Activities and Achievements of Semester II of Academic Year 2020 – 21

- ✓ **Student Intake** – 900 from Academic Year 2021 – 22
- ✓ **PCCoE Samvaad** – monthly Newsletter consolidating important activities, achievements, Guest Column etc. It was suggested to circulate copies to CDC and BoG Members.
- ✓ Formation and activities of **'Task Force' for Covid 19**, State Level Workshop conducted about 'Covid 19'.
- ✓ **Online Symposium** on 'National Education Policy 2020' on 8 June 2021
- ✓ **Thanks giving Campaign (Runanirdesh** – expressing gratitude) on Institute website to Covid 19 warriors (Doctors, Police, PCMC workers) from 1 July 2021 to 12 July 2021
- ✓ **Nation Level Workshop** to create awareness about Human Values among people and to motivate people to live stress free life during this Covid 19 pandemic, during 5 July 2021 to 9 July 2021.
- ✓ **Special Interest Groups (SIG)** – Total 26 SIGs with 28 Industrial Mentors, SIG Workshops with inquiries for participation from across the Country and other Countries also.
- ✓ **Darpan Fellowship** (Rs. 6000/- for development and maintenance of Faculty Websites) – total 45 Fellowships declared.
- ✓ **International Research Symposium** jointly organized by PCCoE and Can Tho University (CTU), Vietnam from 28 June 2021 to 30 June 2021
- ✓ **MoU** signed with **Aethertec Innovative Solutions**, Pune
- ✓ PCCoE among 50 Institutes selected for **'AICTE LITE'** out of total 475 Institutes

	✓ PCCoE selected for grant of Rs. 40 Lacs (in two years) by TIFAC ✓ Students Team 'Red Barron' among 'Top Ten' in the World ✓ PCCoE one of the Nodal Centers in India for 'Toycathon 2021' ✓ PCCoE Manthan – efforts planned towards getting associated with 200 Industries for exploring various avenues for collaboration, Letter for approaching Industries in this context is ready for review. ✓ Placements – 74 Final Year Students (2022 Batch) placed with package 7 LPA, 914 offers for 2021 Batch ✓ Rankings – NIRF, Data quest, Outlook, India Today from 2017 onwards, The Week – result awaited Noted and appreciated. Recommended to BoG for approval. (Annexure 4)
5	Policies and Manuals: A) R & D Manual B) Procurement Manual C) Topper Felicitation / prizes D) Rotation policy (3 years of Administrative positions) A) R & D Manual is prepared as a comprehensive document. B) Procurement Manual accommodating suggestions of the last Meeting is made ready with provision for inviting External Experts for the Process. C) Provision of Funds (Rs. 7 Lacs) is made for Prizes and Felicitation of Academic Toppers as per SPPU Merit positions. It was suggested to identify Branch Toppers in addition to the Institute Topper. D) It is proposed to have a Policy in place for reappointments of Deputy Director, Deans, Program Heads and Section In charges – on Rotation basis in three years and by review of Performance – with well defined Objectives, to provide growth opportunities for eligible Members and avoid complacency; in the interest of development of the Institute. ✓ On similar lines transfer of Non-teaching and Assisting Staff in three years is proposed to avoid sentiment of stagnancy followed by complacency (based on domain knowledge and areas of expertise). ✓ Transfer of Lab Assistants can be Department and Technology specific. Recommended to BoG for approval. (Annexure 5)
6	Administrative – A. To review Expenses of March 2021 and April 2021 to July 2021 B. Review of approval of new UG / PG Courses from Academic Year 2021 – 22 C. Infrastructure and Human Resource requirement for Academic Year 2021 – 22 A. Details of Budget versus Expenses were presented, balance Budget attributed to Covid 19 scenarios. ✓ No updates regarding reduction in Fees. ✓ Outstanding from Social Welfare – 12 Crores. ✓ 50% Salary paid from April 2021 onward owing to the Funds position. ✓ Completion of Admission process only 20% till now; and hence rigorous follow up for Fee recovery in progress. Suggested reviewing liquidity status.

In this context was mentioned that –

- PCCoE being a Private Self Financed Institute, Students' Fees is the only source of income and with such a scenario it would be difficult to sustain and to execute day-to-day working of the Institute. Program Heads to ensure necessary diligent actions for the same.
- Department initiatives for completion of Admission Process in addition to continuous follow up with Department of Social Welfare; would aid in collection of funds.
- Improvements in the Fund collection would enable –
 - a. Payment of Balance 50% Salaries from April 2021 onwards
 - b. Consideration of DA and Increment as per Norms
 - c. Consideration of implementation of Seventh Pay as applicable in near future

B. Intake – 900, Total Students – 3342

Approval received from AICTE for new UG / PG Courses from Academic Year 2021 – 22. Details as follows –

I. Computer Science and Engineering (AI & ML) – 60

II. Computer Engineering (Regional) – 60

III. B. Voc. Courses:

Internet of Things (IOT) – 30

Mechatronics Engineering – 30

Industrial Refrigeration and Air Conditioner – 30

Solar System – 30

IV. NRI and PIO Quota Approval received.

V. Change in Nomenclature is not recommended by AICTE Scrutiny Committee.

C. Faculty – 168 + 12 = 180, immediate Faculty required – 28.

Suggested reviewing – SFR 15:1 or 20:1 as per AICTE Norms and Teaching load and then put up a Note. Considered in principle for recommendation.

- ✓ Shifting of IT Department to Administrative Building, said available space allotted to Computer Engineering Department – in progress.
- ✓ Separate Infrastructure needed for B.Tech. Computer Engineering (Marathi).
- ✓ Being a separate Department independent infrastructure needed for Department of Computer Science and Engineering.
- ✓ Location allotment for CIIL (Section 8 Company) is made.

Recommended to BoG for approval. **(Annexure 6)**

To review Nominations for Vacant Positions in CDC

Details of Nominations –

Sr. No.	Details	Name
1	Non-teaching Staff Representative Mobile No. – 9822769565	Mr. Tushar J. Landge Sr. Clerk, PCCoE
2	Nominee, Alumni Representative Mobile No. – 9822746874	Mr. Suryakant Jadhav Mechanical Engineering (2005 Batch) Kedar Engineers
3	Nominee, Student Representative Mobile No. – 9307541724	Ms. Nikita Patil TE, Civil Engineering

Considered and approved by CDC Members. **(Annexure 7)**

8	Review of NBA preparation of IT and Civil Engineering ✓ Pre qualifier and SAR submitted. ✓ Mock Experts Committee Visit planned in 2nd Week of September 2021. ✓ Related preparations in progress and readiness being ensured by Program Heads and NBA Coordinators. Updates noted. (Annexure 8)
9	Any other point with permission of the Chair Next NBA Cycle for UG – Mechanical, E & TC and Computer Engineering Courses falls due in Jan 2022. Related activities in progress as per requirements and guidelines. Updates noted. (Annexure 9)

It was mentioned that all Members of 'Team PCCoE' are investing sincere efforts which are evident through various milestones. Marching ahead with this level of commitment would definitely help 'Team PCCoE' to create a niche on National and International levels in the time to come.

The Meeting concluded with a vote of thanks to the Chair.


Dr. Govind N. Kulkarni
 Member Secretary

