



**Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
(Govt. Aided Autonomous Institute Affiliated to Mumbai
University)
Bhavan's Campus, Munshi Nagar, Andheri (West), Mumbai –
400058.**



**Minute of Board of Governors Meeting held online on 10th Aug 2020
at 2.30 pm via Google Meet Platform**

The following members were present for the meeting:

1. Dr. R. Sessa Iyer,
2. Dr. S. S. Mantha,
3. Mr. Suresh Mhatre,
4. Adv. Asif Mulla,
5. Mr. Dinesh Deshpande,
6. Prof. Dr. B. N. Choudhary,
7. Prof. Dr. Yogesh Desai,
8. Mrs. Vaishali Koparkar,
9. Dr. A. A. Bage,
10. Prof. Remadevi,
11. Prof. Dr. M. M. Murudi

Invitees:

1. Dr. B. K. Agrawal, Principal, REC Rewa (Principal of Mentee Institute in TEQIP-III Project as per NPIU norms)
2. Dr. N. C. Shivaprakash, IISC Bangalore (for feedback regarding Academic Board Meeting and TEQIP-III Progress)

Dr. Ranjan Banerjee, Dr. Shivajirao Kadam, Dr. Arvind Ankalikar, were granted leave of absence.

Agenda Items:

1. **To approve the minutes of previous BoG Meeting held on 10th April 2019**

The minutes of the Board of Governors meeting held on 10th April 2019, were placed.

Action taken: The minutes were approved.

2. **Introduction of new external members in BoG**

The Member Secretary informed that the tenure of following BoG Members is over:

- a. Prin. S. G. Chitale,
- b. Prof. Dr. M. C. Deo,
- c. Mr. Sanjeev Nadkarni,
- d. Mrs. Seema Ghanekar,

I/c. Principal

- e. Dr. Mrs. Prachi Gharpure,
- f. Prof. Dr. R. B. Buktar,
- g. Prof. Dr. Nilesh Raykar

The Member Secretary also informed that the State Govt. Nominee, Dr. Kiran Patil, is transferred to other department. Therefore, the Institute has written to the State Govt. requesting to nominate their representative on BoG SPCE.

On behalf of the Institution, the Member Secretary, thanked all the outgoing members of BoG for their contribution and guidance during their tenure.

The Member Secretary informed that following are the new member in the BoG:

- a. Mr. Suresh Mhatre – Industry Personnel and Distinguished Alumnus
- b. Mrs. Vaishali Koparkar – Industry Personnel
- c. Prof. Dr. Yogesh Desai – Renowned Educationist
- d. Dr. A. A. Bage – Faculty representative
- e. Prof. Remadevi – Faculty representative

The Member Secretary introduced all the new members and on behalf of the Institution. Hon' Chairman BoG welcomed all the new members on the BoG.

Action taken: The information was noted.

3. Lien of Dr. P. H. Sawant and his relieving

The Member Secretary informed that as per the letter from Hon' Executive Secretary, Bharatiya Vidya Bhavan, dt. 11th Feb 2020/280, Dr. P. H. Sawant, Principal, SPCE, is permitted to keep lien for a period of 5 years and was relieved to join as Director, Walchand College of Engineering, Sangli w.e.f. 12th Feb 2020.

The Chairman, BoG informed that Dr. P. H. Sawant was given permission to apply for the post of Director, Walchand College of Engineering, Sangli and is granted lien with an oral agreement and mutual understanding that, if he joins back during the period of completion of his lien period (5 years), he would be considered for the post of Professor in Civil Engineering Department.

Action taken: The information was noted. It was resolved that the information shared by Chairman, BoG may be communicated to Hon' Executive Secretary, Bharatiya Vidya Bhavan for information and necessary action.

4. Ratification of appointment of Dr. M. M. Murudi as In-charge Principal of SPCE

The Chairman, BoG informed that subsequent to relieving of Dr. P. H. Sawant, Dr. M. M. Murudi, Vice-Principal of BVB's Sardar Patel College of Engineering, Andheri (W), Mumbai, is appointed as the In-Charge Principal of SPCE, w.e.f. 12th Feb 2020 (a.n.) wide letter PO/2020/08 dated 11th Feb 2020.



The BoG accorded the appointment of Dr. M. M. Murudi as In-Charge Principal of SPCE and wished him all the best for his future endeavours.

Action taken: The information was noted and the appointment of Dr. M. M. Murudi as In-Charge Principal of SPCE was approved by the BoG.

5. Appointment of Principal in the lien period as per Govt. of Maharashtra Resolution dtd. 23.08.2010.

The Member Secretary informed that as per the Govt. of Maharashtra Resolution dtd. 23.08.2010, the Institute can appoint a Principal in the lien period of Dr. P. H. Sawant, subject to the terms and conditions mentioned the above referred GR.

Action taken: The information was noted. The Chairman, BoG asked the In-Charge Principal, Dr. M. M. Murudi to initiate the process of appointment of Principal as per the procedure and terms and conditions mentioned the Govt. of Maharashtra Resolution dtd. 23.08.2010.

6. Appointment of Registrar

The Member Secretary informed that the post of Registrar is vacant in SPCE w.e.f. 1st Nov 2018. The vacancy is already intimated to the DTE and the permission to fill the post is sought. The DTE-RO has forwarded our letter to DTE Head Office.

Action taken: The information was noted. The Member Secretary was asked to follow up with DTE to obtain the permission for the appointment of the Registrar.

7. Work from home, vacation and other administrative guidelines received from DTE, Mumbai University and Govt. of Maharashtra during lockdown period

The Member Secretary informed that the institute is closed w.e.f. 16th March 2020, due to lockdown announced by the State Govt. and the Central Govt. on account of COVID-19 pandemic. In this duration, the institute has implemented the work from home, vacation and other administrative guidelines issued by DTE, Mumbai University and Govt. of Maharashtra from time to time.

The Member Secretary further informed that:

- (a) Work from Home and vacation as per Mumbai University guidelines:**
During the lockdown period, the Mumbai University, has declared interim summer vacation for all the affiliated colleges as follows:



I/c. Principal
Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
(Government Aided Autonomous Institute)
Munshi Nagar, Andheri (W), Mumbai - 58.

Sr. No.	Duration (From – To)	No. of Days	Mumbai University Circular Reference
1.	01.04.2020 to 14.04.2020	14	REC/ICC/2019-20/35, dated 31.03.2020
2.	15.04.2020 to 03.05.2020	19	REC/ICC/2020-21/1, dated 15.04.2020
3.	11.06.2020 to 19.06.2020	09	REC/ICC/2020-21-22, dated 10.06.2020
4.	20.06.2020 to 30.06.2020	11	REC/ICC/2020-21-01, dated 19.06.2020
	Total vacation (days)	53	

However, currently the teaching faculty members are eligible for the summer vacation of 35 days and the non-teaching staff members are eligible for the summer vacation of 42 days. Thus the teaching faculty members have got 18 days and the non-teaching staff members have got 11 days extra summer vacation. The Institute will adjust these extra days of vacation as per the guidelines from DTE / Mumbai University in this regard. In case of absence of any guidelines from DTE / Mumbai University in this regard, the total vacation in the subsequent academic years will be appropriately reduced.

(b) Attendance as per DTE and Govt. of Maharashtra guidelines: Govt. of Maharashtra vide circular No. संकीर्ण १०२०२०/प्र. क्र. ०१/सचिव(व्यय) dtd. 05.06.2020 issued guidelines regarding attendance of the employees during the lockdown period and authorized use of e-mail and WhatsApp for official communication vide Govt. circular समय २०२०/प्र. क्र. ३५/१८ (र. व का.) dtd. 05.06.2020. With reference to these circulars, Institute issued a circular dtd. 08.06.2020 informing all the employees regarding the attendance requirements and authorizing use of e-mail and WhatsApp for official communication.

Dr. Ms. Swati Lavand, Asst. Prof. Electrical Engineering, protested against implementation of above referred Govt. circulars and asked to withdraw the college circular dtd. 08.06.2020 by writing an email to Principal with a copy to Hon' Secretary, Higher & Technical Education, Hon' Vice Chancellor, Mumbai University, MCGM and all the faculty members of SPCE, using Institutional e-mail ID, without intimation to Chairman, BoG, SPCE. The overall tone and tenor of her email was inappropriate. She also falsely accused the Institute of mental harassment and threatening of penal action by complaining to higher authorities, if the Institute circular is not withdrawn.

The Institute issued a letter to Dr. Ms. Swati Lavand, that such behavior intends to stop Principal from implementing Govt. orders, is liable for disciplinary action and does not befit her position as a faculty member. The matter is reported to the Chairman, BoG, SPCE, Mumbai University, DTE and Dept. of Higher & Technical Education.



I/c. Principal
Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
 (Government Aided Autonomous Institute)
 Munshi Nagar, Andheri (W), Mumbai - 58.

The Regional Office, DTE, Maharashtra State, vide their letter (क्र. ३/विकामुं/तंशि/लेखा-३/२०२०/२१२१ dtd. 25.06.2020), have instructed that while submitting the salary bills from the month of June-2020, the Head of the Institute gives an undertaking that the employees are paid the salary only for the present days strictly in accordance with the attendance guidelines mentioned in the government order dtd.05.06.2020.

Dr. Ms. Swati has given letter to Institute on 20.07.2020 asking whether SPCE employees are State Govt. employees and whether the State Govt. orders are applicable to SPCE employees and has asked for supporting document, so that she can file her reply. However, since the Institute has not asked for any reply, her letter is filed.

Action taken: The information in (a) and (b) above were noted. The decision of the Institute in (a) and the action taken in (b) was endorsed by the BoG.

8. Brief about Academic activities

a. Teaching learning during lockdown period: The Member Secretary informed that the, Test-2 examination for even semester of Academic Year 2019-20 was scheduled from 16th March 2020. Therefore, by the time the lockdown was declared w.e.f. 16th March 2020, by the State Govt. on account of COVID-19 pandemic, the Institute has completed the syllabus upto Test-2 examination (approx. 75%) in regular classroom-teaching mode. After the lockdown the teaching-learning process continued through the online mode. The Institute has also participated in the free Campus Membership Program of the world-wide online learning platform, Coursera to augment the online learning of the students and faculty members.

The faculty members have also registered on the DTE portal developed for monitoring & evaluation of the academic and administrative activities completed by the faculty members during Work from Home period. This portal captures details of the online courses developed, learning audio / video sessions recorded, use of third party learning resources, live streaming of classes, virtual lab sessions, and contribution in the academic and administrative activities of the Institution by the faculty members. The online teaching continued till 31st May 2020 and the syllabus of most of the courses was completed.

b. Training & Placement activities during lockdown period: The Member Secretary informed that the T & P activities also continued during the lockdown period. The mock placement tests were conducted for 2021 batch students. The webinars on career opportunities in various streams of engineering were organized with the help of Alumni. The higher education counseling sessions were also organized with the help of consultants from USIEF. The counseling sessions were also organized with the help of SPCE student counsellors and professional psychological counsellors to cope up with the anxiety and stress during the lockdown period.



I/c. Principal

Bharatiya Vidya Bhavan's

Sardar Patel College of Engineering

(Government Aided Autonomous Institute)

Munshi Nagar, Andheri (W), Mumbai - 58.

- c. **Status of NBA, NAAC Accreditation, NIRF Ranking:** The Member Secretary informed that the Institute has submitted the compliance report to the NBA for the consideration of the extension of Accreditation to the UG Programs accredited earlier (Civil and Mechanical Engineering) and has paid the requisite fee for the same. Subsequently, the NBA have extended the accreditation to these two UG programs, for the period of one year, i.e. upto 30th June 2021, in Tier-I Category.

The Member Secretary also informed that institute has applied for NAAC Accreditation for the first time in Academic Year 2019-20. The NAAC accreditation fee is paid on 12th Dec 2019. The Institutional Information for Quality Assessment is approved NAAC on 3rd Jan 2020.

The Member Secretary informed that institute is ranked by MHRD in the band of 201 to 250 in the National Institutional Ranking Framework (NIRF) 2020.

- d. **The end semester evaluation and results for the Academic Year 2020-21 in the wake of COVID-19:** The Member Secretary informed that in the wake of COVID-19, the evaluation of the performance of the students from First Year, Second Year and Third Year classes of B Tech Civil, Electrical and Mechanical Engineering and M Tech First Year, for the end semester of Academic Year 2019-20, is done considering the guidelines of Mumbai University and as per the rules framed by the Academic Board of SPCE during the Academic Board Meeting held on 1st July 2020. The results of these students are declared in accordance with the guidelines framed by the Academic Board of SPCE. The detailed analysis of results for academic year 2020-21 was placed before the BoG.

The decision regarding procedure for evaluation and result declaration of the Final Year B Tech Civil, Electrical and Mechanical Engineering students for the Academic Year 2019-20, will be taken as per the guidelines from Mumbai University / Govt. of Maharashtra as and when they are issued.

- e. **Subject Board Meetings for AY 2020-21:** The Member Secretary informed that the Subject Board Meetings for academic year 2020-21, of all the UG and PG Programs were held in the month of July 2020. The credit system and course contents for all UG and PG Programs for Academic Year 2020-21 were prepared and finalized in these meetings.

Action taken: The information in (a) and (b) above was noted and appreciated by the BoG. The information in (c) above was noted by the BoG. The members expressed concern over NIRF Ranking of the Institute and informed the Member Secretary to take necessary action to improve the ranking in NIRF 2021. The information in points (d) and (e) above was noted by the BoG.



9. Academic Board Meeting for Academic Year 2020-21:

The Member Secretary informed the BoG that the Academic Board Meetings for academic year 2020-21 were held on 1st August 2020 and 8th August 2020. The Academic Board finalized the credit system and course contents for academic year 2020-21. Following are the highlights of the same:

- i. Reduction of total credits in UG Programs from 172 to 165 from academic year 2020-21
- ii. Provision of obtaining 20% of the total credits from SWAYAM.
- iii. Inclusion of the technical and non-technical value added courses, open electives in-line with UMA and UBA project, track-based and Industry-offered electives, in the curriculum.
- iv. Project-based learning and assessment of termwork with the help of mini-project or industry visit.
- v. Proposal of B. Tech. (Honors) degree

The Member Secretary also presented the proposed academic calendar for year 2020-21 and informed BoG that the academic sessions for year 2020-21 will be tentatively starting from 12th Aug 2020 in online mode.

Action taken: The information was noted and the credit system and course contents were finalized by the Academic Board for academic year 2020-21, were accorded by the BoG.

10. Interaction with Academic Advisor, Dr. N C Shivaprakash, IISc Bangalore:

The Academic Advisor of SPCE, Dr. N C Shivaprakash from IISc Bangalore, joined the BoG Meeting as a Special Invitee. He briefed the BoG about academic activities at SPCE and brought attention of BoG to the following points:

- i. Preparing a roadmap for getting a good ranking for the Institution in NIRF 2021
- ii. Preparations for NBA Accreditation of UG and PG Programs in Electrical Engineering. These programs are not eligible to fill the Pre-qualifier since the post of Professor is vacant. He suggested to the BoG to consider appointing a Professor for a period of 3 to 5 years so that the UG and PG Programs in Electrical Engineering become eligible applying to the NBA accreditation.
- iii. Preparing a roadmap and strategy for A++ grade in NAAC accreditation
- iv. Designing exclusive Self Appraisal System for SPCE faculty members takes into consideration the performance of the faculty members with respect to, Teaching, Research, Consultancy, R & D funding and Outreach, etc.
- v. Conducting comprehensive academic audit of all the UG and PG programs.
- vi. Preparing vision document for Diamond Jubilee of the Institute due in 2022
- vii. Preparing a Strategic Plan for the Institute for next 5 years for enhancement in Research, Innovation, Start-up and Entrepreneurship (RISE) activities.



I/c. Principal

Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
(Government Aided Autonomous Institute)
Munshi Nagar, Andheri (W), Mumbai - 58.

Since Dr. N C Shivaprakash is also TEQIP-III Performance Auditor of the Institute, he appraised the BoG about the excellent performance of the Institute in TEQIP-III Project in Academic Years 2017-18, 2018-19 and 2019-20. He informed BoG that SPCE is also identified as high performing institute by the NPIU and may receive additional funding of 10% of the PLA, i.e. Rs. 70.0 lakhs subject to utilization of 85% of the total funds by 30th Sept, 2020. He also praised the efforts of the TEQIP Coordinator and the TEQIP Team of the Institute.

Action taken: The information was noted by the BoG and the Member Secretary was asked to take necessary action on the suggestions given by Dr. N C Shivaprakash. The Chairman, BoG thanked Dr. N C Shivaprakash for his guidance to the Institute for achieving excellence in academics and TEQIP-III Project.

11. Updates regarding Finance Committee Meeting for Financial Year 2020-21:

The Member Secretary briefed the BoG that the Finance Committee Meeting for Financial Year 2020-21 was held on 3rd August 2020. The Finance Committee has noted the financial position, audit report for year 2017-18, 2018-19 and the fees received from UG, PG and Ph. D. Programs. The Finance Committee has approved the fee structure for UG, PG and Ph. D. Programs and the budget of all sections / departments for academic year 2020-21.

The Member Secretary informed that the Social Welfare Department does not sanction certain portion of the total fees payable by the reserved category students. Therefore, there is a gap between fees received and actual fees receivable to the Institute. He also informed that from year 2016, the DTE is not giving the block salary grant to the Institute. Instead, the DTE sanctions the grant of 90% of the total salary bill submitted by the Institute every month. The deficit of the 10% is borne by the Institute from IRG. For financial year 2019-20 this deficit is of Rs. 60.82 lacs. The Member Secretary also informed BoG that there are few points discussed during the Finance Committee Meeting regarding procedures of approval and bill payments.

Action taken: The information was noted by the BoG. The BoG asked the Member Secretary to present details regarding income expenditure statement (balance sheet) of the Institute, total outstanding fees from Social Welfare Department, deficit in salary grant from DTE, etc. in the next BoG meeting. The BoG also advised to follow up with the Social Welfare Department regarding outstanding fees and with the Higher & Technical Education Department regarding the fee retention and 100% salary grant, with the help of Senior BoG Members. The Chairman, BoG suggested that to avoid any confusion, the responsibilities and financial powers of Section Heads, HoDs, Dean Finance, etc. should be defined and the rules and procedures for approvals and bill payments, etc. should be framed and documented as early as possible. Till then the Institute may continue with the current practice of

Section Heads / HoDs approving the expenditure from the budget approved by the Finance Committee for the specific budgeted head / activity.

12. Updates regarding R & D activities in Academic Year 2019-20:

The Member Secretary briefed the BoG about progress of R & D activities during the academic year 2019-20 and placed a detailed statistics with of number of Ph. D students, publications in national / international journals / conferences, patents filed and awarded, book chapters published, research grants received through various funding agencies and research projects undertaken under TEQIP-III, before the BoG.

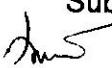
Action taken: The information in was noted by the BoG.

13. Letters received from MasterSoft ERP

The Member Secretary, briefed the BoG that in TEQIP-II Project, on 15th Nov 2016, the Institute issued RFQ for ERP. By following the TEQIP-II Procurement Procedures, the Institute shortlisted the ERP of M/s. MasterSoft and issued 3 different Purchase Orders (PO) to them worth Rs. 49.10 lac. These POs were accepted by M/s. MasterSoft on 21st Dec 2016. As per the progress of the implementation of ERP, the Institute paid Rs. 11.15 lac and Rs. 15.00 lac to M/s. MasterSoft on 11th April 2017 and 17th July 2017, respectively. As the implementation was ongoing, on 31st Oct 2017, M/s. MasterSoft asked to pay the balance payment of Rs. 22.95 lac or informed to stop the on-site support for ERP Implementation. The Institute requested M/s. MasterSoft to complete the implementation to release the balance full and final payment. M/s. MasterSoft withdrew the on-site support by 6th Nov 2017. M/s. MasterSoft submitted the last progress report on 10th Nov 2017 and blocked the access of the SPCE Staff and faculty to the ERP. Subsequent requests by the Institute to M/s. MasterSoft to reinstate the access and complete the implementation of the ERP were ignored. On 20th Feb 2019, M/s. MasterSoft sent a letter demanding release of full and final payment of Rs. 22.95 lac. Again the requests from the Institute to complete the implementation were not paid attention by M/s. MasterSoft. On 30th Aug 2019, M/s. MasterSoft sent a letter through their legal advisors demanding payment of Rs. 63.18 lac including AMC, manpower charges, etc. Further to this, in Jan 2020 during telephonic conversation with legal advisor of M/s. MastterSoft, SPCE proposed M/s. MasterSoft to settle the matter amicably through arbitration. In consultation with Chairman, BoG, SPCE has requested Mr. Suresh Mhatre to help the Institute in this matter.

Action taken: The information was noted by the BoG. The BoG accorded nomination of Mr. Suresh Mhatre as the Institute representative to settle the matter amicably with M/s. MasterSoft.

To avoid similar problems in future, the BoG suggested that the future POs should have information about the detailed scope of the work, key deliverables, milestones, delivery and payment schedules, etc. The POs beyond certain threshold value should be vetted and pre-audited by the Subject Matter Experts.


I/c. Principal

Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
(Government Aided Autonomous Institute)
Munshi Nagar, Andheri (W), Mumbai - 58.

14. SAMARTH ERP to be received from NPIU under TEQIP-III

The Member Secretary, informed the BoG that as a part of TEQIP-III Project, SPCE is selected by NPIU for implementation of NoN-SaaS SAMARTH ERP System as Self-Hosted and Self-Managed Model. This SAMARTH ERP will be provided at free of cost to the Institute by MHRD. The SAMARTH ERP has all the necessary modules such as, Student Services, Academics, Administration, Establishment, HR, Accounts and Finance, Knowledge Management and Governance. He further informed BoG that the Institute has submitted its preliminary willingness to NPIU for implementation of SAMARTH ERP, subject to permission from BoG for the same. In consultation with Chairman, BoG, Institute has requested Mr. Suresh Mhatre to be a Mentor for this project. Mr. Mhatre has confirmed that the current IT Infrastructure (servers, SAN storage and networking infrastructure) available at the Institute is adequate for implementation of the SAMARTH ERP at SPCE, however the Institute would need to have a backup solution for implementation of the ERP.

He also informed that before the MoU for implementation of SAMARTH ERP is signed with NPIU, it is necessary for the Institute to nominate a Nodal Officer to look after the implementation of the project and for overall coordination between the development team at NPIU and the Institute. The Institute proposes to nominate Dr. Nilesh Raykar, Professor–Mechanical Engineering, as a Nodal Officer for implementation of SAMARTH ERP.

Action taken: The information was noted by the BoG. The BoG permitted implementation of SAMARTH ERP at the Institute and also accorded nomination of Mr. Suresh Mhatre as a Mentor and Prof. Nilesh Raykar as a Nodal Officer for this Project.

15. Updates about TEQIP-III Project

TEQIP-III Coordinator placed the updates regarding implementation of TEQIP-III Project at the Institute before BoG. He informed that the Institute is allocated total funds of Rs. 7.00 Crore in TEQIP-III and till 31st July 2020, Institute has utilized Rs. 5.78 Crore (82.57%) as follows:

↓ Procurement (Rs. 348.49 lacs)

Learning Resources (e-books, Print books, software, etc.): Rs. 35.79 lacs

Equipment in the laboratories: Rs. 97.67 lacs

Furniture: Rs. 58.30 lacs

Minor Civil Works: Rs. 30.60 lacs

Classroom modernization: Rs. 3.13 lacs

Strengthening IT Infrastructure: Rs. 123 lacs

↓ Academic Processes (Rs. 177.33 lacs)

↓ Incremental Operating Costs (Rs. 52.60 lacs)

TEQIP-III Coordinator further informed that SPCE is shortlisted by the NPIU for the *Operation Digital Board* Project of the NPIU and has received 12 Digital Boards from NPIU, over and above the PLA of Rs. 7.00 Crore, to be used in the classrooms. He further briefed BoG that GATE and Employability Skills training programs of 200 hrs. and 50 hrs. duration, respectively, were conducted under TEQIP-III for 2020 batch students. From 2020 batch, 127 students appeared for GATE 2020 and 34 students have qualified GATE 2020.

TEQIP-III Coordinator informed that in the Performance Audit of TEQIP-III Project for academic year 2018–19 the Institute has achieved overall score of 1.20 and Twinning Score of 1.00. This grading is on a 3 point scale (1 to 3), where score of 1 (lowest score) means best performance.

TEQIP-III Coordinator informed BoG that there are following 05 employees working in the TEQIP-III Office on contractual basis: Administrative Officer (01), MIS Officer (01) (with additional responsibility of System Analyst), Clercum-Typist (01), Jr. Clerk (01), Peon (01) (through external manpower service provider). These employees are appointed with approval from the Principal by following proper procedures of contractual appointment. The approximate expenditure of Rs. 1.00 lac, towards the salary of these employees is permissible under scheme component 1.3.3.7 of TEQIP-III.

Action taken: The information in was noted and the appointment of the contractual staff in TEQIP Office was accorded by the BoG.

16. **Correspondence from DTE regarding Caste Validity Certificate of Mr. S. M. Shetkar, Carpentry Instructor, MED and action to be taken by the Institute.**
17. **Regarding absenteeism of Prof. M. M. Maniyar, Lecturer, Structural Engg. Dept. and his subsequent resignation.**
18. **Correspondence from DTE regarding Caste validity certificate of ST Category staff in the Institute**

As the meeting was extended for more than 3.5 hrs, due to shortage of time, the BoG postponed the discussion on Agenda Points 16, 17 and 18 to the next meeting.

Action taken: The BoG postponed the discussion on Agenda Points 16, 17 and 18 to the next meeting.

19. Any other matter with the permission of Chair

The BoG Members gave following suggestions:

- a) *For improving NIRF Ranking:*
 - i. List of all the parameters of NIRF Ranking to be prepared and see how is the performance of the Institute on each parameter. Identify the gaps



and decide an action plan for improving performance on each of the parameter.

- ii. Encouraging fulltime Ph. D. for better quality of Research.
- b) Considering subscription of MOOCs like Coursera, edX, Udemy, etc. for access to quality academic courses and contents to the students and faculty members.
 - c) Start *SPCE-online* initiative to facilitate connect with the Industry and provide value added courses to the working professionals. This will also augment the online learning of the students during the lockdown period.
 - d) To avoid any problems in future, follow best practices like signing an SRS document, define and account for the level of customization, etc. at the beginning of the projects like ERP.

Action taken: The Member Secretary noted the points and assured BoG that the Institute will take necessary action regarding all the points.

The meeting concluded with votes of thanks by the Member Secretary.

Place: Mumbai

Date: 10th Aug 2020



I/c. Principal
Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
(Government Aided Autonomous Institute)
Munshi Nagar, Andheri (W), Mumbai - 58.

APPROVED



(Dr. Seshu Iyer)
Chairman
Board of Governors,
SPCE