

AGENDA OF BOARD OF GOVERNOR'S MEETING

Agenda items for the Board of Governors meeting to be held on 24th December at 11.00 a. m., in the Committee Room.


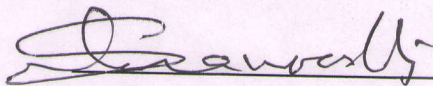
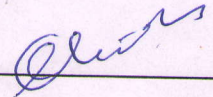
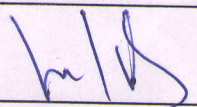
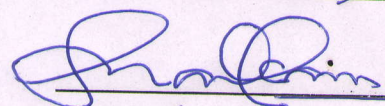

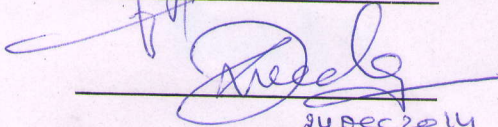
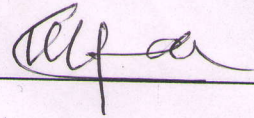
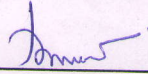
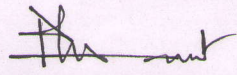
Agenda Items:

1. To confirm the minutes of meeting held on 21st June 2014.
2. To welcome new member and induction of new member.
3. Status of faculty and staff recruitment
4. To appraise about students results, other development activities.
5. Student's campus placement details.
6. To appraise about departmental activities.
7. To brief about new memorandum of Understanding signed with other institute.
8. New PG courses proposed (Electrical and Mechanical).
9. Financial status of the institute
10. To brief Status of UG & PG Accreditation.
11. To brief Status of Autonomy
12. To brief about infrastructural development - Proposal for construction of new hostel building.
13. To elaborate the progress of various activities under TEQIP :-
 - KPI
 - Financial, FMR, Grants, Received & Utilization
 - Procurement Status
 - Faculty & Staff Development
 - Good Governance activities
 - Finishing School activities.
 - R& D activities (Seed Money)

Any other matter with the permission of Chair.

ATTENDANCE SHEET

Board of Governors meeting of Sardar Patel College of Engineering held on Wednesday the 24th December 2014 at 11.00 a.m., in the committee room of the College.

- | | | | |
|-----|----------------------------|-----------------------------------|--|
| 1. | Dr. Sesa Iyer | ☞ Chairman |  |
| 2. | _____ | ☞ Member | _____ |
| 3. | Dr. S. Krishnamoorthy | ☞ Member |  |
| 4. | Prin. S. G. Chitale | ☞ Member |  |
| 5. | Shri Asif Mulla | ☞ Member | _____ |
| 6. | Dr. M. C. Deo | ☞ Member |  |
| 7. | Shri Sanjeev C. Nadkarni | ☞ Member |  |
| 8. | Prof. M. G. Krishnan | ☞ Member |  |
| 9. | Dr. M. K. Hada | ☞ Member
(AICTE Nominee) | 
24 Dec 2014 |
| 10. | Dr. Abhay Wagh | ☞ Member
(State Govt. Nominee) | _____ |
| 11. | Prin. (Dr.) S. K. Ukarande | ☞ Member
(University Nominee) |  |
| 12. | Dr. M. M. Murudi | ☞ Member |  |
| 13. | Dr. P. P. Nagrale | ☞ Member | _____ |
| 14. | Dr. P. H. Sawant | ☞ Principal & Member
Secretary |  |



BVB's Sardar Patel College of Engineering



Minutes of Board Of Governors Meeting held on 24th December 2014 at 11.00 a.m. in the Committee Room.

The following members were present:


1. Dr. Seshal Iyer
2. Dr. S. Krishnamoorthy
3. Prin. S. G. Chitale
4. Dr. M. C. Deo
5. Shri. Sanjeev C. Nadkarni
6. Prof. M. G. Krishnan
7. Dr. M.K. Hada
8. Dr. S. K. Ukarande
9. Dr. M. M. Murudi
10. Dr. P. H. Sawant

Dr. Abhay Wagh, Shri Asif Mulla and Dr. P. P. Nagrale were granted leave of absence.

Items:

- 1. To Confirm minutes of earlier BOG meeting held on 21st June, 2014.**
Minutes of the Board of Governors meeting held on 21st June, 2014 were circulated and the minutes were confirmed.
- 2. Introduction of new member**
The Member Secretary welcomed and introduced new member Dr. S. K. Ukarande, University Nominee to the Board. The member secretary informed the board that Dr. M.K. Hada, Member Secretary, AICTE, has been nominated as AICTE member. He was to attend the meeting morning, however due to bad weather, his flight got delayed and he reached the institute by 2.30 PM.

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

3. Faculty and Staff recruitment

The Member Secretary informed the board that interviews for the 21 teaching posts were held in last week of November and the selection procedure is completed. Out of 21 vacant posts 15 posts were filled. List of the candidates selected are sent to DTE and University for their approval. Appointment letters will be issued only after getting approval from DTE. Chairman told the member secretary to inform the selected candidates about their selection and appointment letters will be issued after DTE's approval. The same was accepted by all members.

Further member secretary informed the board that till the selected faculty joins, the vacant posts will be filled up by appointing ad-hoc faculty. As per the DTE norms, the salary of ad-hoc faculty is not attractive, in order to attract good faculty it is proposed to pay additional salary from PG Fund as done the previous semester. Further, as there are no sanctioned posts for PG programmes, it is proposed to appoint ad-hoc faculty for PG programmes with the aid of PG Fund.

In this regard the chairman informed member secretary to work out the faculty members required from accreditation point of view (Both UG and PG) and the according the fill up the post.

Further, Dr. Krishnamurthy suggested increasing the fees for PG programs and appointing good faculty for PG courses by paying more salary.

Finally, the Board approved the proposal for paying additional salary to UG ad-hoc faculty and appointing ad-hoc faculty for PG programmes from PG Fund.

The member secretary informed the board that the advertisement for filling vacant supporting staff is approved by DTE and the advertisement is published in the news paper. Further process is in progress.

4. To appraise about students results and other development activities.

The Member Secretary presented before the BOG the results of UG & PG programs for the odd semester for year 2014-15 and the results are very good. Further he informed the board that from this time end semester answer books were shown to the students. All the members appreciated this action taken to make the system transparent. Dr. Krishnamurthy suggested to monitor the performance of physically challenged students and also to conduct special coaching for 2nd year direct admission students. The suggestions were accepted.

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(Dr. Seshal)
Chairman
Board of Governors,
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5. Placement details

The Member Secretary presented before the BOG summary of campus placement till the 1st half for the academic year 2014-15. The UG students the campus placement rate is about 74% with average salary of 5.25 lacks. Still the placement for the academic year 2014-15 is in progress. Some members suggested to present the detailed report with statistics from next time.

6. Departmental Activities

The Member Secretary elaborated various activities conducted by all the departments. Further, Dr. R.B. Buktar In charge Head, Mechanical engineering department presented the departmental activities and similarly, Prof. V. P Joshi in charge Head of Electrical Engineering Department presented the departmental activities. The board members appreciated the effort taken by the all Heads of Department in conducting various development activities.

7. MoU signed and Industry Institute Interaction

The Member Secretary informed the BOG that Institute has 8 MoUs with different reputed institutes and industries and it is proposed to sign many more MOUs with reputed institutes and industries. Several joint activities like guest lectures, workshops, student internships etc. have been already initiated. Further in continuation with industry institute interaction program, the Institute signed the 9th MOU with Walchand College of Engineering, Sangli on 11th December, 2014.

8. New PG Courses proposed

The Member Secretary proudly informed the Board Members that Electrical Engineering department has started PG programme in Power Electronics and Power System Specialization from the academic year 2014-15. This is the first PG programme started by Electrical Engineering department. Further, the institute as submitted the proposal to start the following two new PG programs to the Mumbai University:

- (i) Computer Integrated Manufacturing in Mechanical Engineering
- (ii) Electronics in Electrical Engineering.

9. Budget and Financial status of the institute

The Member Secretary presented the audited statement for the year 2013-2014.

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

The member secretary presented the audited statement for the year 2013-14 and the budget estimate for the year 2014-15 for U.G., P.G. and hostel was approved in the finance committee meeting held on 1st April 2014.

The DTE assessment for the year 2012-13 has been completed and the same has been sent for the approval of DTE.

- i. The member secretary informed the Board that the institute has to receive outstanding fees from the students and social welfare department is Rs.218.6 Lakhs.
- ii. The member secretary informed the Board that the GATE qualified PG students are getting Scholarship from AICTE directly.
- iii. Maintenance of Records relating Dead Stock items. The work of maintaining Department wise Dead Stock Register as per instructions AG Audit is in progress.
- iv. Depreciation on fixed assets:
Provision of depreciation of fixed assets in a proper manner has been accounted.
- v. Maintenance of Accounts on accrual basis:
Member Secretary informed that special efforts are being taken to maintain the accounts on accrual basis.
- vi. Preparation of Receipts and Payments Accounts:
Member Secretary informed that efforts will be taken to maintain the Receipts and Payments Accounts as per AG.
- vii. Contingency Expenditure:
Efforts are made to reduce the contingency expenditure.
- viii. Summary of financial position was presented before the Board.
- ix. Statement showing fixed deposits was presented before the Board.
- x. ERP system (Tally 9) is used for accounting as per instruction from BVB's Head office.

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Chairman
Board of Governors,
SPCE



10. Status of Accreditation

The Member Secretary informed the Board that institute has applied for accreditation of all the three UG programs in November 2011. The institute has prepared the documents for accreditation however as per the letter from NBA the institute has to apply under TIER-I category for accreditation. Due to change in the process and procedure the institute is preparing for the same and will submit the fresh proposal to NBA shortly. Further he informed that institute has completed Phase-I of registration process. As per the requirement of TEQIP, the institute has also applied for accreditation of four PG Programs.

11. Status of Autonomy

The Member Secretary informed the BOG that institute has received autonomous status from UGC and Mumbai University from 2010-11. The UG has granted autonomy for the period of 6 years while the Mumbai University has granted autonomy for the period of five years only and it expires in 2014-15. Therefore, the institute has written to University for extension of autonomy for one more year so that renewal of autonomy from UGC and University can be done together.

12. Infrastructural Development

The member secretary briefed the board about the maintenance/renovation works carried under building and works committee,
Proposal for New Hostel: The member secretary informed the board that the existing hostel facility is not adequate due to which institute is losing top ranking students. Therefore there is an immediate need for enhanced hostel facility. In this connection, there was meeting with chairman. After discussion with the chairman, the proposal for new hostel building in the campus to accommodate at least 1000 students of SPCE (700) and SPIT (300) was submitted to Shri. H. N. Dastur, Executive Secretary, Bharatiya Vidya Bhavan, Mumbai along with all financial details. The board appreciated the need for new hostel and in principle accepted the proposal.

13. Progress of TEQIP Activities

The Member Secretary briefed the progress of TEQIP Activities to the BOG.

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Board of Governors,
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- i. Key Performance Indicators:**
NPIU has set up 12 key performance indicators to measure the performance of institute using TEQIP fund. The TEQIP Co-ordinator Dr. M.M.Murudi, proudly informed the board that institute has achieved all 12 key performance indicators and is among the few institutes which have achieved all 12 KPI. All members expressed their happiness for the institute's achievement.
- ii. Financial, FMR, Grants received and utilized.**
The Financial Monitoring Report (FMR) for the month of November 2014 was presented before the BOG. The statutory audit report by S K Patodia and Associates, Chartered Accountants appointed by NPIU for the year 2013-14 was presented. There are no adverse remarks in the audit report. The institute has completely spent the first installment of Rs.2.0 crore grant. Further the second installment grant of 4.0 crore has been received on 2nd May 2014. As of 16th June the institute has spent Rs.4.7 crores under nine different heads as mentioned in FMR.
- iii. Procurement Status:**
As on 16th December, 2014, the institute has spent Rs. 2.17 Crores on procurement and procurement of equipment of value 1.62 crores is in progress.
- iv. Faculty and Staff development**
The Member Secretary appraised the Board about Faculty and Staff development. The faculty and staff have been sponsored to attend Seminars, Workshops, Training programmes etc. Number of workshop/short courses/training programs has been organized in the college. Under TEQIP, 3 faculties have been sent abroad for attending seminar/workshop.
- v. Good Governance Activates:**
As per TEQIP, it is necessary to develop Good Governance. In this regard, the institute has initiated some activities. Self Review of good governance program and initial development plan have been prepared. Recently, the Member Secretary and board member Shri Sanjeev Nadakarni have attended workshop on Good Governance at Delhi, which was organized by NPIU.

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Chairman
Board of Governors,
SPCE

vi. Performance and Data Audits:

The Member Secretary informed the BOG that as per the TEQIP norms, the third Performance and Data Audits of the Institute were held from 7th to 9th August 2014. In the 3rd audit, institute has scored 2.333 grades out of 3.

vii. Finishing School Activities:

The Member Secretary informed the BOG that several training programmes for the students like soft skill training, hands on training, pre placement post placement training and workshops were organized for the students. The Diagnosis Test was also conducted for the students. The details of the training programmes conducted were presented before the BOG.

viii. TEQIP Performance assessment

The Member Secretary informed the BOG that the institute has satisfied all the 10 key performance indices and obtained 10 points of 10. Dr. Abhay Wagh also appreciated the institute's performance with regards to TEQIP activities

ix. R & D Activities (SEED Money):

For R&D activities, Rs. 30/- Lakhs has been set apart. UG, PG and PhD students are using this fund for their project works. The proposal from students are scrutinized by Senior Research Advisor and approved projects are funded by TEQIP.

14. Any other matter

1. Sharing of IRG.: At present, sharing of IRG is 50% to institute and 50% to the staff involved. However, IRG sharing in other institutes like IIT, NIT, VJTI is 20-30% to the Institute and 80 to 70 % to the staff involved. The chairman, informed the Member secretary to get the relevant documents of IRG sharing of other institutes and IRG sharing will be decided on a case to case basis.
2. Disposal of old and out of syllabus, absolute books from library: The member secretary informed the board that there are many old and out of syllabus books which have become absolute, in torn & beyond binding condition. The library Committee has recommended to dispose these books due to space constraint. The board accepted the suggestion.

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Chairman
Board of Governors,
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3. The member secretary informed the board that there are some associate professors without PhD qualification. Also many faculties are pursuing their PhD work since more than 5-6 years. Dr. Krishnamurthy asked Member secretary that what action has been taken in this regard. He suggested to check with DTE that what action can be taken in this regard and write to DTE about the faculties who have not completed their Phd since more than 5-6 years.

The meeting concluded with votes of thanks by Member Secretary.

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Chairman
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Approved

CHAIRMAN
Board of Governing
Council

