

Date: 04th April, 2020

Minutes of the meeting of the Governing body of Pillai HOC College of Engineering and Technology, Rasayani held on 4th April, 2020 at 11.00 am to 01.00 p m. on Zoom / Google meet platform.

The following members were present

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| 1. Dr. K. M. Vasudevan Pillai
Chairman, Mahatma Education Society | - | Chairman |
| 2. Dr. Daphne Pillai
Secretary, MES & Chairperson Management Board | - | Member |
| 3. Dr. Priam V. Pillai
Chief Operating Officer, MES & Member Management Board | - | Member |
| 4. Dr. Franav V. Pillai
Member, Management Board | - | Member |
| 5. Dr. M. Sasikumar
Director, C-DAC Mumbai | - | Member |
| 6. Dr. Bernard Manezes
Scientist & Educationist, IIT-Bombay | - | Member |
| 7. Dr. Pramod Sadarjoshi
Sr. Director, APACHEM, Strategy & Transformation. | - | Member |
| 8. Mr. Tushar Pradhan
Chief Investment Officer, HSBC, Fort, Mumbai.. | - | Member |
| 9. Mr. Kamlesh Bafna
Vice President, JP Morgan, Mumbai | - | Member |
| 10. Mr. Satish Shetty
President, Taloja Industrial Assn. | - | Member |
| 11. Mr. Maruti Pawar
MD, Amtronics P. Ltd. | - | Member |
| 12. Mr. Hitesh Modi
Director, Jaydee Electronics P. Ltd. | - | Member |
| 13. Mr. Sanjay Bishnoi
Vice President, JSW Steels Ltd. | - | Member |
| 14. Dr. Nivedita Shreyans
Member, Chief PRO, MES | - | Member |
| 15. Mr. Pragnesh Shah
Member, Director, Administration, MES. | - | Member |
| 16. Dr. (Mrs.) Madhumita Chatterjee
Principal, PHCET, Rasayani | - | Member - Secretary |

AICTE, Director of Technical Education, University of Mumbai, Prof. Munavira Pillai, Mr. Pramod Jadhav informed their inability to attend the meeting due to their prior commitments and the Chairman approved their leave.

Dr. K.M. Vasudevan Pillai was in the Chair. He welcomed all the members and requested them to introduce themselves to the committee. Then the members introduced themselves to the Committee.

Agenda 1: To review and approve the minutes of the previous meeting held on 21.09.2019.

Dr. (Mrs.) Madhumita Chatterjee, Principal and member Secretary presented and read the minutes of the previous meeting held on 21.09.2019. The minutes were found to be in order and the same were confirmed and signed by the Chairman.

Resolution No. GB/RSNL/01:01/2020: Resolved that the minutes of the Governing body meeting held on 21.09.2019 is approved.

Agenda 2: To review the action taken on the suggestions of the previous meeting. (ATR)

The members discussed, agreed and unanimously approved the same. (Attached separately)

Resolution No. GB/RSNL/01:02/2020: Resolved that the Action Taken Report of the meeting held on 21.09.2019 is approved.

Agenda 3: To discuss academic, administrative matters:-

1. Presentation of the Financial Budget for the Year 2020-21:-

Prof. Pragnesh Shah presented the financial budget for Rs. 16.81 Crore for the Year 2020-21 to the committee.

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/01:03/2020: Resolved that the financial budget for the Year 2020-21 is approved.

2. Delegation of powers to sanction amount to the HoDs and Principal:-

Prof. Pragnesh Shah explained the need to delegate powers to sanction amount for the office / department use purpose to the Heads of Departments (HoDs) and the Principal. Accordingly, he proposed to delegate powers to sanction amount of Rs. 75,000.00 to all the HoDs and Rs. 2,50,000.00 to the Principal to be utilized judiciously for the office / department use and to mitigate the urgent requirements.

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/01:04/2020: Resolved that financial powers are delegated to sanction amount of Rs. 75,000.00 to all the HoDs and Rs. 2,50,000.00 to the Principal for the office use.

Dr. Madhumita Chatterjee, Principal and Member Secretary informed the committee that they have applied for getting ranking in Atal Ranking of Institutions on Innovative Achievements (ARIIA) and National Institutional Ranking Framework (NIRF).

Dr. Madhumita Chatterjee informed the committee that NBA has given further accreditation to PHCET based on the compliance report of the program Tier II from AY 2020-21 up to 30.06.2023.

Dr. K.M.Vasudevan Pillai, Chairman and CEO-MES informed the committee that MES has done all the preparations for the grand celebrations of the 50th Anniversary by conducting Mega Alumni meet and other various programs at BKC, Bandra (East) Mumbai under the leadership of Mr. Franav Pillai.

Mr. Franav Pillai, Member of the Management Board confirmed that they have made all the preparations for the 50th Anniversary by conducting Mega Alumni meet and other various programs at BKC, Bandra (East) Mumbai and requested for the support and participation of all the members in the event.

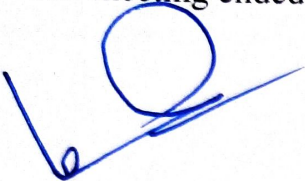
Dr. K.M.Vasudevan Pillai cautioned the members of the committee that they should be aware of the deadly virus of Covid-19 and the colossal loss of human life all over the world and requested all of them to take utmost care of their and their family health by following all the advisories issued by the Govt. from time to time. He also asked the members to gather maximum scientific data about the situation so that strategies may be planned to overcome the ill effects of it and if the situation becomes worse how to protect and safeguard all the faculty members, staff and the students of MES family and the academic activities according to the situation and asked everybody to follow the measures in that regard scrupulously.

Agenda 4: Any other matters with the permission of the Chair

There was no matter for the consideration of the Chair.

Dr. K.M. Vasudevan Pillai thanked the members for attending this meeting and also for giving their valuable suggestions for the development of institutions under MES fold.

The meeting ended with a vote of thanks to the Chair.

A handwritten signature in blue ink, consisting of a large circle and several sweeping lines.

Chairman

Date: 28th November, 2020.

Minutes of the meeting of the Governing body of Pillai HOC College of Engineering and Technology, Rasayani held on 28th November, 2020 at 3.00 p m. on Zoom / Google meet platform.

The following members were present

1. Dr. K. M. Vasudevan Pillai Chairman, Mahatma Education Society	-	Chairman
2. Dr. Daphne Pillai Secretary, MES & Chairperson Management Board	-	Member
3. Dr. Priam V. Pillai Chief Operating Officer, MES & Member Management Board	-	Member
4. Dr. Franav V. Pillai Member, Management Board	-	Member
5. Prof. Munavira Pillai Member, Management Board	-	Member
6. Dr. M. Sasikumar Director, C-DAC Mumbai	-	Member
7. Dr. Bernard Menezes Scientist & Educationist, IIT-Bombay	-	Member
8. Mr. Pramod Jadhav Chief Social Service Officer, CIDCO, CBD Belapur	-	Member
9. Dr. Pramod Sadarjoshi Sr. Director, APACHEM, Strategy & Transformation.	-	Member
10. Mr. Tushar Pradhan Chief Investment Officer, HSBC, Fort, Mumbai.	-	Member
11. Mr. Kamlesh Bafna Vice-President, JP Morgan, Mumbai	-	Member
12. Mr. Satish Shetty President, Taloja Industrial Association, Taloja, Navi Mumbai	-	Member
13. Mr. Sanjay Bishnoi Vice President, HR, JSW Steels Ltd	-	Member
14. Mr. Maruti Pawar MD, Amtronics Techno Pvt. Ltd.	-	Member
15. Hitesh Modi Director, Jaydee Electyronics Pvt. Ltd.	-	Member
16. Dr. Nivedita Shreyans Member, Chief PRO, MES	-	Member
17. Mr. Pragnesh Shah Member, Director, Administration, MES.	-	Member
18. Dr. T. J. Mathew In-charge Principal, PHCET, Rasayani	-	Member – Secretary

AICTE, DTE and UoM nominees and some members informed their inability to attend the meeting due to their prior commitments and the Chairman approved their leave. Dr. K.M. Vasudevan Pillai was in the Chair.

Dr. K.M. Vasudevan Pillai informed the sad news of untimely death of Late Dr. (Mrs.) Madhumita Chatterjee, the former Principal, PHCET, Rasayani who expired due to Covid -19 on 06.10.2020. He recounted her leadership qualities which brought laurels to the institution and paid rich tributes to her. He expressed his heartfelt condolences to the family members of Dr. (Mrs.) Madhumita Chatterjee. He then requested all the members to stand up and observe two minutes silence to pay homage to the departed soul.

All the members of the committee stood up and paid homage to the departed soul.

Dr. K.M. Vasudevan Pillai informed the members that Dr. Mathew Thomas has been appointed as In Charge-Principal of Pillai HOC College of Engineering and Technology, Rasayani due to vacancy created by sudden demise of Late Dr. (Mrs.) Madhumita Chatterjee. He informed that he is appointed as In-Charge Principal till new incumbent in the post of Principal is inducted by selection procedure laid down by the University of Mumbai

Dr. K.M. Vasudevan Pillai then welcomed Dr. T. J. Mathew in the Governing board as In Charge Principal member Secretary as he appointed as In charge Principal w.e.f. 07.10.2020. The intimation, in this regard, has been sent to Director of Technical Education and Jt. Director of Technical Education, Mumbai vide letter 16.10.2020.

Agenda 1: To review and approve the minutes of the previous meeting held on 04.04.2020.

Dr. T. J. Mathew presented and read the minutes of the previous meeting held on 04.04.2020. The minutes were found to be in order and the same were confirmed and signed by the Chairman.

Resolution No. GB/RSNL/02:01/2020: Resolved that the minutes of the Governing body meeting held on 04.04.2020 is approved.

Agenda 2: To review the action taken on the suggestions of the previous meeting. (ATR)

The members discussed, agreed and unanimously approved the same. (Attached separately)

Resolution No. GB/RSNL/02:02/2020: Resolved that the Action Taken Report of the meeting held on 04.04.2020 is approved.

Agenda 3: To discuss academic, administrative matters:-

1. Presentation of Audited Balance Sheet:-

Prof. Pragnesh presented the audited balance sheet of Financial Year 2019-20 to the committee.

The committee discussed and approved the audited balance sheet.

Resolution No. GB/RSNL/02:03/2020: Resolved that the audited Balance sheet of Financial Year 2019-20 is approved.

Other matters:-

Dr. Priam Pillai has suggested the up-dation of following Policies:

1. Innovation and Startup Policy (for Students and Faculty) covering following points:
2. Strategies and Governance,
3. Startups Enabling Institutional Infrastructure ,
4. Nurturing Innovations and Startups.-
5. Product Ownership Rights for Technologies Developed at Institute,
6. Organizational Capacity, Human Resources and Incentives,
7. Creating Innovation Pipeline and Pathways for Entrepreneurs at Institute Level, Norms for Faculty Start-ups.
8. Pedagogy and Learning Interventions for Entrepreneurship Development , Collaboration, Co-creation, Business Relationships and Knowledge Exchange, Entrepreneurial Impact Assessment,

The members discussed all the suggestions, agreed and unanimously approved the same.

Resolution No. GB/RSNL/02:04/2020: Resolved that all the above policies framed from Sl. No.1 to 8 shall be implemented in PHCET are approved.

Prof. Pragnesh Shah informed the committee that the admission process is getting delayed due to Covid-19 pandemic and the schedule of admission is not yet announced. He informed that this year admission process will be online and that the college is waiting for the further guidelines in that regard from the Admission authorities.

Prof. Pragnesh Shah informed that there have been low admissions enquiries and therefore he proposed the following changes in the extension of approvals from the Academic Year 2021-22.

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| 1. B.E. Automobile Engineering | : Closure of the course |
| 2. B.E. Mechanical Engineering | : Reduction in intake from 120 to 90 |
| 3. M.E. Mechanical Engineering | : Reduction in intake from 18 to 12 |
| 4. M.E. Computer Engineering | : Reduction in intake from 18 to 12 |
| 5. M.E. EXTC Engineering | : Reduction in intake from 18 to 12 |
| 6. Change in nomenclature from BE: EXTC | : To B.E. Electronics & Computer Science |

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/02:05/2020: Resolved to apply to AICTE for the Course closure of BE Automobile, reduction in B.E. Mechanical (from 120 to 90) , ME Mechanical, ME Computer, ME EXTC (all from 18 to 12) and Change in course nomenclature from BE: EXTC to BE: E & CS from the AY 2021-22 and to apply for NOC from UoM is approved.

Prof. Pragnesh Shah informed that the Pillai HOC Polytechnic (Child institute) to be merged with Pillai HOC College of Engineering and Technology, Rasayani (Parent institute) from the Academic Year 2021-22 for better use of institutional synergies and optimum utilization of resources to achieve economies of scale. He therefore proposed the merger of child institute with the parent institute.

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/02:06/2020: Resolved to apply for the permission for the merger of Pillai HOC Polytechnic with Pillai HOC College of Engineering and Technology from the AY 2021-22 and inform all the concerned authorities is approved.

Dr. T. J. Mathew informed the committee that Pillai HOC College of Engineering and Technology, Rasayani (ARI -C-34105) has gained All India Rank in Band C (rank above 50) (Private or Self Financed Colleges) in Atal Ranking of Institutions on Innovations Achievements (ARIIA) 2020.

Dr. Priam Pillai informed that PHCET has signed MoUs with different industry-institute interaction initiatives and employability enhancement initiatives.

Prof. Pragnesh Shah informed the committee that Govt. of India have announced prolonged lockdown for the prevention of Covid-19 pandemic and hence there was less expenditure by the institute departments against the allocated budgets.

He further informed that all the students were informed that the regular classes are conducted through online mode as per Govt. guidelines. Taking into consideration of the pandemic situation and in order to take preventive measures for Covid-19 management has already spent for the improvement of the online teaching learning process for the purchase of Hardware and Software. To help the police, doctors, other medical related staff by distributing masks, sanitizers and face shields and also food to the people who were migrating to their native places.

Dr. Franav Pillai informed that due to Covid-19 pandemic, the big event planned at BKC, Mumbai for celebration of 50th Anniversary of MES has been cancelled.

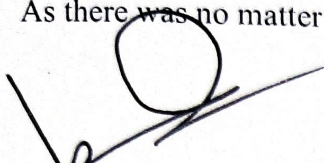
Dr. T. J. Mathew informed the committee that the institute has followed all the guidelines regarding Covid-19 to make Campus safe by installing sign board wherever required, notice board with precautionary measures, installed foot valves for all wash basins, installed adequate sanitizer stands in the campus, sanitization of the areas frequently touched by the people at regular intervals, arrangement of keeping a safe distance among the employees and with the students/parents, distributed the face masks and wearing made compulsory, encouraging the staff to take the vaccination at the earliest by arranging registration and transportation at the institute level.

Agenda 4: Any other matter with the permission of the Chair

There was no matter for the consideration of the Chair.

Dr. K.M. Vasudevan Pillai thanked the members for attending this meeting and also for giving their valuable suggestions for the development of institutions under MES fold.

As there was no matter to be discussed further, the meeting ended with a vote of thanks to the Chair.



Chairman