

Date: 03rd April, 2021.

Minutes of the meeting of the board of Governance of Mahatma Education Society's Pillai HOC College of Engineering and Technology, Rasayani held on 03.04.2021 at 11.00 a.m. online made via Google meet.

The following members were present:-

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| 1. Dr. K. M. Vasudevan Pillai | - | Chairman |
| Chairman, Mahatma Education Society | | |
| 2. Dr. Daphne Pillai | - | Member |
| Secretary, Mahatma Education Society | | |
| 3. Dr. Priam V. Pillai | - | Member |
| Chief Operating Officer, MES & Member Management Board | | |
| 4. Dr. Franav V. Pillai | - | Member |
| Member, management Board | | |
| 5. Dr. M. Sasikumar | - | Member |
| Director, C_DAC, Mumbai | | |
| 6. Dr. Bernard Menezes | - | Member |
| Scientist & educationist, IIT-Bombay | | |
| 7. Mr. Pramod Sadarjoshi | - | Member |
| Sr. Director, APAC-HCM Strategy & Transformation, Oracle India Pvt. Ltd. | | |
| 8. Mr. Tushar Pradhan | - | Member |
| Chief Investment Officer, HSBC, Fort, Mumbai | | |
| 9. Mr. Satish Shetty | - | Member |
| President, Taloja Industrial Association, Taloja, Navi Mumbai | | |
| 10. Mr. Maruti Pawar | - | Member |
| MD, Amtronics Techno Pvt. Ltd. | | |
| 11. Mr. Hitesh Modi | - | Member |
| Director, Jaydee Electyronics Pvt. Ltd. | | |
| 12. Dr. Nivedita Shreyans | - | Member |
| Chief PRO, MES. | | |
| 13. Prof. Pragnesh N. Shah | - | Member |
| Member, Management Representative | | |
| 14. Dr. T. J. Mathew | - | Member Secretary |
| In-charge Principal, PHCET, Rasayani. | | |

Dr. K.M. Vasudevan Pillai was in the Chair,

AICTE, Director of Technical Education, Govt. of Maharashtra, University of Mumbai nominees, Prof. Mumnavira Pillai and Mr. Sanjay Bishnoi informed their inability to attend the meeting due to their prior commitments and the Chairman approved their leave.

Dr. K.M. Vasudevan Pillai welcomed all the members and requested them to introduce themselves to the Committee. Afterwards, the members introduced themselves to the Committee.

Agenda 1: To review and approve the minutes of the previous meeting held on 28.11.2020.

Dr. T. J. Mathew, In-charge Principal and member Secretary presented and read the minutes of the previous meeting held on 28.11.2020. The minutes were found to be in order and the same were confirmed and signed by the Chairman.

Resolution No. GB/RSNL/01:01/2021: Resolved that the minutes of the Governing body meeting held on 28.11.2020 are 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/01:02/2021: Resolved that the Action Taken Report of the meeting held on 28.11.2020 is approved.

Agenda 3: To discuss academic, administrative & financial matters:-

1. Presentation of the Financial Budget for the Year 2021-22:-

Prof. Pragnesh Shah presented the financial budget for Rs. 14.85 Crores for the Year 2021-22 to the committee.

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/01:03/2021: Resolved that the financial budget for the Year 2021-22 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/01:04/2021: 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. T. J. Mathew, Principal informed that the proposal has been put for the closure of the following courses namely:-Automobile Engineering [B.E. Automobile] Course, B.E. Mech. Engg. [Second shift], DSE Computer Engg., M.E. [Computer Network & information Security & Cyber Warfare] and It is decided to inform the concerned authorities accordingly for their permission.

Dr. T.J. Mathew, Principal informed that the proposal has been put for the reduction of intake in B.E. Mechanical [intake 90], M.E. Mechanical Engg., [intake 12], M.E., Computer Engg. [intake 12] & M.E. Electronics and Telecommunication Engg. [intake 12] and It is decided to inform the concerned authorities accordingly for their permission.

Dr. T. J. Mathew, Principal informed that the proposal has been put for B.E. Electrical [intake of 60] and B.E. Computer [intake of 120], B.E. IT [intake 60], B.E. Civil Engg. [intake 120] & M.E. Construction Engg. & Management [intake 24] - EOA is awaited.

Dr. T.J. Mathew, Principal informed that the proposal has been put to change the nomenclature of Electronics and Communication Engineering to Electronics and Computer Science as per the provisions laid down by AICTE for granting permission from the academic year 2021-22.

Dr. Bernard Menezes informed the committee that the students who are interested to work in the field of industry are not seeking admission to P.G. courses and the students who are interested to become teachers are seeking admission to P.G. Engineering Courses, as the AICTE has recommend that passing of P.G. Courses in the respective field /branch is essential for the teachers.

Mr. Pramod Sadarjoshi has opined that that the admission process should be tough like in IIT/NIT so that high standard of education shall be maintained. Infrastructure development like modernisation of labs should be looked into and strict monitoring of passing percentage i.e. quality of output be maintained.

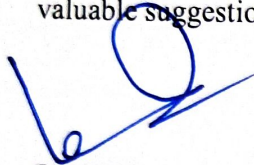
Mr. Kamlesh Bafna has opined that a Centre of Excellence with industry should be made. This can be extended model of the collaborative one with Capegemini.

Mr. Maruti Pawar opined that a person must be skilled labour first then only he can become a skilled Engineer and thereafter a successful Engineer. That means the engineering student must be thorough with the basis engineering skills.

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

No other matter was for the consideration of chair.

Dr. Vasudevan Pillai thanked all the members attended the Governing body meeting and giving valuable suggestions for the development of MES institutions.



Chairman

Date: 23rd October, 2021

Minutes of the meeting of the Governing Body of Mahatma Education Society's Pillai HOC College of Engineering and Technology, Rasayani conducted online at 2.00 p.m. on 23th October, 2021 via Google Meet platform.

Following members were present at the meeting:-

1. Dr. K. M. Vasudevan Pillai	-	Chairman
Chairman, Mahatma Education Society		
2. Dr. Daphne Pillai	-	Member
Secretary, MES & Chairperson Management Board		
3. Dr. Priam V. Pillai	-	Member
Chief Operating Officer, MES & Member Management Board		
4. Dr. Franav V. Pillai	-	Member
Member, management Board		
5. Prof. Munavira Pillai	-	Member
Member, Management Board		
6. Dr. Lata Menon	-	Member
Dy. CEO, Pillai HOCL Edu. Camous, Rasayani		
7. Dr. M. Sasikumar	-	Member
Director, C-DAC Mumbai		
8. Dr. Bernard Manezes	-	Member
Scientist & educationist, IIT-Bombay		
9. Dr. Pramod Sadarjoshi	-	Member
Sr. Director, APACHEM, Strategy & Transformation.		
10. Mr. Tushar Pradhan	-	Member
Chief Investment Officer, HSBC, Fort, Mumbai..		
11. Mr. Sanjay Bishnoi	-	Member
Vice President, HR, JSW Steels Ltd.		
12. Mr. Satish Shetty	-	Member
President, Taloja Industrial Association, Taloja, Navi Mumbai.		
13. Mr. Maruti Pawar	-	Member
MD, Amptronics Techno Private. Ltd.		
14. Mr. Hitesh Modi	-	Member
Director, Jaydee Electronics Pvt. Ltd.		
15. Dr. Nivedita Shreyans	-	Member
Member, Chief PRO, MES		
16. Mr. Pragnesh Shah	-	Member
Member, Director, Administration, MES.		
17. Mr. Amar Mange	-	Member
Co-ordinator, Diploma Programme.		
18. Dr. Jagdish W. Bakal	-	Secretary
Member, Principal, PHCET, Rasayani		

Three members namely AICTE representative, DTE representative and University of Mumbai representative informed the Chairman their inability to attend the meeting due to their pre-occupation which the Chairman approved. Thereafter the Chairman confirmed the availability of quorum and started the meeting.

Dr. K.M. Vasudevan Pillai was in the Chair.

Dr. K.M. Vasudevan Pillai welcomed all the members.

Dr. K.M. Vasudevan Pillai informed the sad news of demise of Dr. Mathew Joseph who expired due to illness on 30.06.2021 and expressed his heartfelt condolences to the family members of Late Dr. Mathew Joseph, the Former Principal, PHCET, Rasayani. 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.

Agenda 1: To read and confirm the minutes of the previous meeting held on 03.04.2021.

Dr. Priam Pillai, COO_MES read the minutes of the previous meeting held on 03.04.2021. The minutes were found to be in order and the same were confirmed and signed by the Chairman.

Resolution No. GB/RSNL/02:01/2021: Resolved that the minutes of the Governing body meeting held on 03.04.2021 are 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/02:02/2021: Resolved that the Action Taken Report of the meeting held on 03.04.2021 is approved.

Agenda 3: To discuss the academic, administrative matters:

1. Appointment of Dr. J.W. Bakal as Principal of the Institute.

Dr. K.M. Vasudevan Pillai, Chairman informed the members that Dr. J.W. Bakal, M.Tech (Computer), Ph.D. with 26 years of teaching experience and 15 years as Principals of earlier colleges, University approved Ph.D. guide and having worked in industry brings with him rich teaching as well as industrial practical experience. He has been appointed on several committees of the University of Mumbai and he has been President, President at The Institution of Electronics and Telecommunication Engineers (IETE) and he was Principal at Shivajirao S Jondhale College of Engineering, Dombivli, a Director In-charge of School of Engineering and Applied Sciences, University of Mumbai. He has to his credit more than 100 publications papers in International Journals. He already has 7 patents to his credit. He has guided several Ph.D. Students and Mentored more than 50 M. Tech students. Dr Bakal is transformational leader. Our institute will benefit with his vast and varied experience and take this great institution to still greater heights. He has been appointed as Principal of Pillai HOC College of Engineering and Technology [PHCET] on the recommendations of Selection Committee for the Post of Principal and he joined the institute on 30.09.2021. We all welcome him as Principal and to this General body as Member Secretary.

The members discussed, agreed and unanimously approved his appointment as Principal to PHCET and the Member Secretary to the Governing Body.

Resolution No. GB/RSNL/02:03/2021: Resolved that the appointment of Dr. J. W. Bakal as Principal of PHCET and member Secretary to the Governing Body is approved.

2. Presentation of the Audited Balance Sheet for the FY 2020-21:-

Prof. Pragnesh Shah presented the Audited Balance sheet for the Financial Year 2020-21 to the committee.

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/02:04/2021: Resolved that the audited Balance sheet of Financial Year 2020-21 is approved.

3. Maintaining the existing college fees without increase:

Dr. Priam Pillai, COO, MES suggested NOT to increase the college fees for the AY 2022-23 in view of the fact that the college is situated in the rural area and majority students come from the nearby rural areas and that family incomes of students' parents had been severely impacted by the Covid pandemic. Also he suggested considering granting of instalments for the college fee payment on a case to case basis in the deserving cases.

The members discussed, agreed and unanimously approved the suggestion.

Resolution No. GB/RSNL/02:05/2021: Resolved to maintain the existing college fees without increase for the AY 2022-23.

4. Formulation of Innovation and Start-up Policy:-

Dr. J. W. Bakal, Principal briefed about the formulation and adoption of Innovation and Start-up Policy. He stated that Innovation and Entrepreneurship are two words that are uttered almost in one breath and will continue to be the life blood of the evolution of human society. If innovation and entrepreneurship is such an integral part of societal development then it must be inculcated in the young and be part of the academics. In pursuit of this and in accordance with the guidelines of MoE Govt. of India, PHCET has endeavoured to create this innovation and start-up policy. This policy is more aspirational and spells out how PHCET would pursue, encourage and promote entrepreneurial and start up efforts. With the hope that this policy will be guiding document for sustaining the innovation, start-up and entrepreneurial efforts of the students and faculty of PHCET and is made available and amenable for the improvement.

The members discussed, agreed and unanimously approved the adoption of Innovation and Start up policy

Resolution No. GB/RSNL/02:06/2021: Resolved to formulate and adopt the Innovation and Start up policy.

5. Provision of financial assistance for patents filing and research work

Dr. J. W. Bakal, informed that it was recommended in IQAC committee meeting that college management should provide financial help for patents filing and research work so that more faculty members come forward with their innovative ideas.

The members discussed, agreed and unanimously approved whereupon the Chairman permitted provision of the reasonable financial help.

Resolution No. GB/RSNL/02:07/2021: Resolved to provide reasonable financial help for the patents filing and research work by the faculty members.

6. Switching of existing digital library software to latest Moodle software: -

Dr. J. W. Bakal, informed that since our existing digital library software is old one and he recommended it to be switched to latest Moodle software due to it's many advantages over the existing library software.

The members discussed, agreed and unanimously approved whereupon the Chairman permitted shifting to new library software.

Resolution No. GB/RSNL/02:08/2021: Resolved to shift the existing digital library software to the latest Moodle software.

7. Conducting various placement drives to improve the placement record: -

Prof. Pragnesh Shah explained that the prospective students seeking admissions to the college always ensure better placement record of the college. It is placement record that is one of the factors contributing to admission counts. He therefore recommended for conducting various placement drives with a view to secure better placements to the students.

The members discussed, agreed and unanimously approved the same.

Resolution No. GB/RSNL/02:09/2021: Resolved to conduct various placement drives with a view to improve placement record.

8. ISO Audit: Certification of Surveillance Review ISO 9001:2015

Prof. Pragnesh Shah has informed the members that institute has received confirmation of Surveillance Review ISO Audit ISO 9001:2015 from URS Certification Ltd., ISO auditor and they have completed independent office review for the continuation of institute certification issued in March, 2019. As the validity of certification expires in March 2022, he recommended for the Re-Certification of ISO audit. The members discussed, agreed and unanimously approved the renewal of ISO Audit.

Resolution No. GB/RSNL/02:10/2021: Resolved to permit the institute to go for renewal of ISO Audit Certification.

Other Matters:

Dr. J.W. Bakal informed the members that Women Development Council is constituted with 1 chairman and 9 members to ensure that the students understand the social construction of gender thus strengthening the status of women.

Prof. Pragnesh Shah informed the members that institute has received the following Certifications:

- i. Green Audit Report dated 08.09.2021 from M/s. RB Energy Consultancy for the AY 2021-22.
- ii. Energy Audit Report dated 08.09.2021 from M/s. RB Energy Consultancy for the AY 2021-22.
- iii. Electrical Safety Audit Report dated 09.09.2021 from M/s. RB Energy for the AY 2021-22.

Dr. J.W. Bakal, Principal further informed the members about the college admission (against the permitted intake / Vacancies) status details for AY 2021-22 as follows:-

1. Fresh Admission in FE (All branches) : 273 (510)
2. Fresh Admission under Special PMSSS quota : 06 (006)
3. Direct Second Year (DSE) (All branches) : 207 (478)
4. First Year Diploma : 143 (270)
5. Direct Second Year Diploma (Vacancy) : 58 (168)
6. Post Graduation (M.E.) (All branches) : 19 (060)
7. Ph.D. (in Computer) : 05 (010)

He further informed the members that college has received Extension of Approval from All India Council of Technical Education (AICTE) for the admissions during AY 2021-22. Also affiliation granted for AY 2021-22 by University of Mumbai vide their letter dated 27.08.2021.

Achievements:-

1. EXTC Student Mr. Omkar Bobade has won a GOLD medal in 4th National Championship 2021-22 in Throwball Game, Youth Asian Games Federation (INDIA), Govt. of India from 4th to 8th August at D.A.V Complex Amritsar.
2. Computer Engineering student, Mr. Aakash Rathod is a founder / Owner of Dead of Writes Publication. He is the youngest person in India who has started a Publishing House at the very

young age of 18 years. He has a record on his name in India Book of Records as “Youngest Indian Entrepreneur” in Publishing Industry. He has also been awarded with a business award as Youngest Indian Publisher by India Prime Icon Awards 2021.

3. Computer Engineering student, Mr. Rishabh Mehta was selected as Google Developer Student Club Lead 2021-22. He was invited by Ahmedabad University to be the Judge and Mentor for their Annual Tech Fest & Hackathon Ingenium.

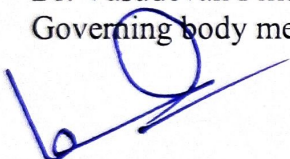
5. Any other matter with the permission of the Chair

No other matter was for the consideration of chair.

Dr. Vasudevan Pillai made the following suggestions in view of reduction in admissions and many seats going vacant.

1. All the faculty members should actively involve in bringing students in the coming academic year spreading word about the Institute’s achievements and NAAC and NBA accreditations.
2. Marketing team shall be formed with an aim to devise strategies and implement same to increase the college admissions.
3. All the nearby schools heads shall be contacted personally to ensure to divert their passed out students for new admissions in PHCET.
4. Our passed out students participating in college Alumina meet be tasked to become ambassadors for spreading a word of college which could help in bringing new admissions.

Dr. Vasudevan Pillai, Chairman & CEO, MES thanked all the committee members attended the Governing body meeting and giving valuable suggestions for the development of MES institutions.



Chairman