

Minutes of Meeting

Year-2024

Date: 08/04/2024

Notice of Urgent Governing Body Meeting

To,

All the Members of Governing Body,

All the Members of Governing Body are hereby informed that, the Members of Governing Body Meeting of Saraswati College of Engineering is scheduled on 10/04/2024 at Plot No. 46, Sector No. 5, behind M.S.E.B. substation, Kharghar, Navi Mumbai- 410 210 at 11.30 a.m.

In the said meeting subjects as mentioned on the agenda provided herewith shall be discussed and the necessary decisions shall be taken thereon.

You are requested to remain present and participate in the said meeting.

AGENDA

1. To read and confirm the minutes of last Governing Body Meeting.
2. To discuss and decide about UGC letter received from University Grants Commission, New Delhi and to take necessary decision about the authorization of person to sign and submission of Indemnity Bond and other document to the office of University Grants Commission, New Delhi for seeking permission for inclusion of college under section 2(f)/ 12B of the UGC Act, 1956.
3. Any other subject with the permission of the chair.



Dr. Manjusha Deshmukh

Principal

Note: - 2/3rd Trustees of the Board of Trust personally present in meeting shall form quorum. However, if there are less than 2/3rd trustees, then it will be necessary to adjourn meeting to some other date as the Board of Trustees may think fit and proper in the circumstances, and in such case 5 days' notice shall be deemed to be sufficient.

PROCEEDINGS OF THE URGENT MEETING OF GOVERNING BODY OF SARASWATI COLLEGE OF ENGINEERING HELD ON 10/04/2024 AT PLOT NO. 46, SECTOR NO. 5, KHARGHAR, NAVI-MUMBAI- 410210 AT 4.30 P.M.

After ascertaining the required quorum for holding the Governing Body Urgent meeting is available, Secretary requested to the President to preside over the meeting. The President accepted the request and presided over the meeting. Accordingly, meeting commenced under the President-ship of Mr. Raviraj Deshmukh. The Member present for the said meeting noted their attendance in the attendance book.

The Principal Dr. Manjusha Deshmukh with the permission of the Chair took the subjects on the agenda for discussion.

Subject No. 1: To read and confirm the minutes of last Governing body meeting.

The Principal read out the minutes of the last Governing Body meeting of Saraswati College of Engineering and asked the members whether they have any suggestion or modification regarding the said minutes. No member raised any objection or suggestion regarding the said minutes. Principal further requested the members to consider and confirm the same.

After discussion Mr. Prithviraj Deshmukh proposed that, the minutes of the last Governing Body meeting are confirmed without any change Dr. Manjusha Deshmukh seconded the proposal. The member considered the said proposal and passed the following resolution,

Resolution: - It is hereby resolved that; the minutes of the last Governing Body meeting of the Saraswati College of Engineering are confirmed without any change.

Subject No. 2:- To discuss and decide about UGC letter received from University Grants Commission, New Delhi and to take necessary decision about the authorization of person to sign and submission of Indemnity Bond and other document to the office of University Grants Commission, New Delhi for seeking permission for inclusion of college under section 2(f)/ 12B of the UGC Act, 1956.

Secretary with the permission of the chair took this subject for discussion and informed the members present for the meeting that, college has applied to the University Grants Commission for seeking permission for inclusion of college under section 2(f) / 12B of the UGC Act, 1956.

The Authorities of UGC by considering the request of the college, directed to submit indemnity bond and respective documents mentioned in the UGC letter. Principal further placed the UGC letter before the members and made it clear that, Considering the genuine and bonafide need of the college, all the member therein agreed to give the Indemnity Bond and other relevant documents for inclusion of college under section 2(f) / 12B of the UGC Act, 1956.

Thereafter Governing Body emphasized that, it will be in the interest of the college to submit the Indemnity Bond and other document to UGC, New Delhi.

During discussion, Mr. Prithviraj S. Deshmukh proposed that, the Indemnity Bond and respective documents be submitted to the UGC, New Delhi, and the authority for signing the Indemnity Bond and application be given to the Mr. Raviraj Deshmukh, President, of the Saraswati Education Society. Mrs. Roshni John seconded the said proposal. All the member considered the said proposal at length and passed the following resolution,

Resolution:- It is hereby resolved that, the consent of the Governing Body of the Saraswati College of Engineering is hereby accorded to authorised Mr. Raviraj Deshmukh, President, of the Saraswati Education Society for signing the Indemnity Bond and the necessary documents. for inclusion under section 2(F)/12B of UGC Act 1956. to the University Grants Commission,

New Delhi to get permission for inclusion of College under Section 2(f)/ 12B of the UGC Act 1956.

Resolution passed unanimously.

Subject No. 03: Any other subject with the permission of the chair.

President of the meeting informed the members present at the meeting that no additional subject has been referred to him for discussions under this agenda item and hence, he directed the secretary that the meeting be ended



President



Secretary



Member

Member

Date: 19/01/2024

Notice of Governing Body Meeting

To,
All the Members of Governing Body,

All the Members of Governing Body are hereby informed that, the Members of Governing Body Meeting of Saraswati College of Engineering is scheduled on 03/02/2024 at Plot No. 46, Sector No. 5, behind M.S.E.B. substation, Kharghar, Navi Mumbai- 410 210 at 11.30 a.m.

In the said meeting subjects as mentioned on the agenda provided herewith shall be discussed and the necessary decisions shall be taken thereon.

You are requested to remain present and participate in the said meeting.

AGENDA

1. To read and confirm the minutes of last Governing Body Meeting.
2. To review of previous meeting minutes & action taken
3. To approve revised mission and vision statements of the institute
4. To review of UG & PG admissions & addition of intake in computer engineering from academic year 2023-24.
5. To review of NBA accreditation process of four departments.
6. To discuss R&D activities
7. To discuss and take decision about submitting application for increase intake of Information Technology and Computer Science & Engineering (AIML) and Reduction of Automobile intake from 60 to 30 and Civil from 180 to 90 in Saraswati College of Engineering and pay the necessary charges as applicable.

8. To review information regarding the faculty appointments
9. To discuss University result analysis & suggestions.
10. To review of Placement activities & suggestions
11. Any other subject with the permission of the chair.



Dr. Manjusha Deshmukh
Principal

Note: - 2/3rd Trustees of the Board of Trust personally present in meeting shall form quorum. However, if there are less than 2/3rd trustees, then it will be necessary to adjourn meeting to some other date as the Board of Trustees may think fit and proper in the circumstances, and in such case 5 days' notice shall be deemed to be sufficient.

**PROCEEDINGS OF THE MEETING OF GOVERNING BODY OF
SARASWATI COLLEGE OF ENGINEERING HELD ON
03/02/2024 AT PLOT NO. 46, SECTOR NO. 5, KHARGHAR,
NAVI MUMBAI- 410210 AT 10.00 A.M.**

The members present for the said meeting marked their attendance. After ascertaining the required quorum for holding the Governing body meeting is available, Principal requested to the President to preside over the meeting. The President accepted the request and presided over the meeting.

The Secretary Dr. Manjusha Deshmukh with the permission of the Chair took the subjects on the agenda for discussion, one by one.

Subject No. 1: To read and confirm the minutes of last Governing body meeting.

The Principal read out the minutes of the last Governing Body meeting of Saraswati College of Engineering and asked the members whether they have any suggestion or modification regarding the said minutes. No member raised any objection or suggestion regarding the said minutes. Principal further requested the members to consider and confirm the same.

After discussion Mr. Prithviraj Deshmukh proposed that, the minutes of the last Governing Body meeting are confirmed without any change Dr. Manjusha Deshmukh seconded the proposal. The member considered the said proposal and passed the following resolution,

Resolution: - It is hereby resolved that; the minutes of the last Governing Body meeting of the Saraswati College of Engineering are confirmed without any change.

Subject No. 2: To review of previous meeting minutes & action taken.

1. Structural repair work and audit completed
2. List of Faculty Appointments
3. R&D activities & MoUs
4. Placements details of 2022

Subject No. 3: To approve revised mission and vision statements of the institute.

Secretary suggested to revise the Vision and mission statement of institute. The governing body read and discussed the statements. All members agreed and approved the revised vision and mission statements. Revised vision and mission statements will be implemented from 1st May 2024.

Governing Body resolved the Institute's Vision and Mission statements as follows:

VISION AND MISSION OF INSTITUTE

Vision:

To be globally recognized as an autonomous institute in engineering education with an emphasis on academics, research and skills enhancement to create innovators and future leaders for industry and societal needs.

Mission:

M1: To provide theoretical and practical knowledge through quality teaching learning to develop competent engineers

M2: To create an ambience that facilitates research, entrepreneurship and collaborations leading to emergence of innovators and future leaders.

M3: To develop a student-centric approach that inculcates moral, ethical values and leadership skills for holistic development.

Subject No. 4: To review of UG & PG admissions & addition of intake in computer engineering from academic year 2023-24.

Members were circulated with details of admissions during the period. Chairman detailed on the admissions during the period.

Review of UG admission we realized that demand for computer is continually increasing more placement opportunity for computer engineering. So that we try for increase other Computer branches intake.

Subject No. 5: - To review of NBA accreditation process of four departments.

Principal informed the Governing Body members that college submitted prequalified for NBA accreditation process on 6th September 2022.

Self-assessment report submitted on 4th November 2022 for four departments i.e. Computer Engineering, Information Technology, and Automobile Engineering & Civil Engineering.

NBA Committee visited on 21st to 23rd July 2023 for accreditation.

On 5th October 2023 Received NBA accreditation of Civil Engg. With score of 668 and Information Technology with score 648. Computer and Automobile are applied for appeal and status is awaited.

Subject No. 6: Review of Research & Development activities.

Governing body member suggested that faculty should improve the research activities. It will help for up gradation of faculty. Mrs. Vrushali P. Deshmukh suggested that faculties should submit research proposals to funding agencies or DST.

Subject No. 7:-To discuss and take decision about submitting application for increase intake of Information Technology and Computer Science & Engineering (AIML) and Reduction of Automobile intake from 60 to 30 and Civil from 180 to 90 in Saraswati College of Engineering and pay the necessary charges as applicable.

Secretary took up this subject for discussion and tabled the figure of total intake in all branches in Saraswati College of Engineering. She further informed the members present that, there is an increase in intake in Information Technology from 60 to 120. And for Computer Science & Engineering (AIML) from 60 to 120. Further after long decisions among the members decided to reduce the intake of Automobile Engineering branch from 60 to 30 and Civil Engineering branch from 180 to 90. Therefore it is necessary to submit application with respect to increase in intake and reduction intake of both the branches to the AICTE, New Delhi. Members present discussed the same in detail.

Thereafter, Mr. Udaysingh Shinde proposed that, the application be submitted to the AICTE, New Delhi for increase intake of Information Technology and Computer Science & Engineering (AIML) branch and reduce the intake of Automobile Engineering branch from 60 to 30 and Civil Engineering branch from 180 to 90. of Saraswati College of Engineering and necessary charges be paid as applicable. Mr. Raviraj Deshmukh seconded the said proposal. Members present at the meeting considered the said proposal and passed the following resolution,

Subject No. 6: Review of Research & Development activities.

Governing body member suggested that faculty should improve the research activities. It will help for up gradation of faculty. Mrs. Vrushali P. Deshmukh suggested that faculties should submit research proposals to funding agencies or DST.

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Resolution:- It is hereby resolved that, application shall be submitted to the AICTE, New Delhi for increase intake of Information Technology branch from 60 to 120 and Computer Science & Engineering (AIML) branch from 60 to 120 . Reduce the intake of Automobile Engineering branch from 60 to 30 and Civil Engineering branch from 180 to 90 of Saraswati College of Engineering and necessary charges should be paid as applicable.

Resolution passed unanimously.

Subject No. 8: To review information regarding the faculty appointments

Members were circulated with details of new staff appointments during the periods. Committee decided to appoint more Ph.D holders to improve quality of teaching and research.

Subject No. 9: University Result analysis and suggestions.

Members were circulated with details of academic performance of students in Mumbai university examination during the period. Members expressed their concern over less results and instructed to include remedial lectures and put extra efforts to improve results. Ready to refer notes to be shared with slow learning students for easy reference.

Chairman discussed the significance of parents' feedback and conveyed plan to continue conducting parent meeting regularly to get the feedback and also advice to follow the unique counseling process. He further said that by conducting parents teaching meeting frequently, parents will be free and more comfortable to interact with faculty and discuss the issues related to students

Subject No. 10: To review of Placement & suggestions.

Members were circulated with placement details during the year 2022. Compared to previous year, placements are better this year. Special software trainings were provided by college to students

before placement drive. Aptitude trainings and practice sessions were provided. More students are getting shortlisted and selected in companies with better packages.

Subject No. 11: Any other subject with the permission of the chair.

President of the meeting informed the members present at the meeting that no additional subject has been referred to him for discussions under this agenda item and hence, he directed the secretary that the meeting be ended.

The secretary accordingly expressed vote of thanks to the president of the meeting and members present. Meeting ended with vote of thanks.



Prepared by Principal



Approved by President

Minutes of Meeting Year-2023

Date: 10/01/2023

Notice of Governing Body Meeting

To,

All the Members of Governing Body,

All the Members of Governing Body are hereby informed that, the Members of Governing Body Meeting of Saraswati College of Engineering is scheduled on 27/01/2023 at Plot No. 46, Sector No. 5, behind M.S.E.B. substation, Kharghar, Navi Mumbai- 410 210 at 11.30 a.m.

In the said meeting subjects as mentioned on the agenda provided herewith shall be discussed and the necessary decisions shall be taken thereon.

You are requested to remain present and participate in the said meeting.

AGENDA

1. To read and confirm the minutes of last Governing Body Meeting.
2. To review of previous meeting minutes & action taken
3. To review of lab development & updating of systems.
4. To review of UG & PG admissions & addition of intake in computer engineering from academic year 2023-24.
5. To review of NAAC accreditation peer team visit
6. To review of NBA accreditation process of four departments.
7. To discuss R&D activities
8. To review information regarding the faculty appointments
9. To discuss University result analysis & suggestions.
10. To review of Placement activities & suggestions
11. Any other subject with the permission of the chair.


Dr. Manjusha Deshmukh
Principal

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PROCEEDINGS OF THE MEETING OF GOVERNING BODY OF SARASWATI COLLEGE OF ENGINEERING HELD ON 27/01/2023 AT PLOT NO. 46, SECTOR NO. 5, KHARGHAR, NAVI MUMBAI- 410210 AT 10.00 A.M.

The members present for the said meeting marked their attendance. After ascertaining the required quorum for holding the Governing body meeting is available, Principal requested to the President to preside over the meeting. The President accepted the request and presided over the meeting.

The Secretary Dr. Manjusha Deshmukh with the permission of the Chair took the subjects on the agenda for discussion, one by one.

Subject No. 1: To read and confirm the minutes of last Governing body meeting.

The Principal read out the minutes of the last Governing Body meeting of Saraswati College of Engineering and asked the members whether they have any suggestion or modification regarding the said minutes. No member raised any objection or suggestion regarding the said minutes. Principal further requested the members to consider and confirm the same.

After discussion Mr. Prithviraj Deshmukh proposed that, the minutes of the last Governing Body meeting are confirmed without any change Dr. Manjusha Deshmukh seconded the proposal. The member considered the said proposal and passed the following resolution,

Resolution: - It is hereby resolved that; the minutes of the last Governing Body meeting of the Saraswati College of Engineering are confirmed without any change.

Subject No. 2: To review of previous meeting minutes & action taken.

1. Structural repair work and audit completed
2. List of Faculty Appointments
3. R&D activities & MoUs
4. Placements details of 2022

Subject No. 3: To review of lab development & updating of system.

Considering that CS- AIML & CS- Data Science final year classes are starting in the next academic year 2023-24. Lab development is required. The budget estimated is Rs. 50.00 lacs for the is approved. Further computer labs will be updated as per requirement and budget will be arranged according to requirement.

Subject No. 4: To review of UG & PG admissions & addition of intake in computer engineering from academic year 2023-24.

Members were circulated with details of admissions during the period. Chairman detailed on the admissions during the period. Review of UG admission we realized that demand for computer is continually increasing more placement opportunity for computer engineering. So that we try for increase one division of computer.

Subject No. 5: - To review of NAAC accreditation peer team visit

Result of NAAC visit committee informed to college is A+ grade with CGPA of 3.46. with collective efforts we jumped three steps from B grade in previous visit to A+ in current visit.

Governing body member congratulated principal & Management & faculty & staff members of college their dedication & hard work.

NAAC peer team visited college on 19th & 20th January 2023. Peer team members appreciated the efforts taken by management & faculty in overall development of college.

Suggestion is given to improve R & D activities, faculty research activities and consistent faculty updating in teaching learning process.

Subject No. 6: - To review of NBA accreditation process of four departments.

Principal informed the Governing Body members that college submitted prequalified for NBA accreditation process on 6th September 2022.

Self-assessment report submitted on 4th November 2022 for four departments i.e. Computer Engineering, Information Technology, Automobile Engineering & Civil Engineering.

Subject No. 07: Review of Research & Development activities.

Governing body member suggested that faculty should improve the research activities. It will help for up gradation of faculty. Mrs. Vrushali P. Deshmukh suggested that faculties should submit research proposals to funding agencies or DST.

Subject No. 8: To review information regarding the faculty appointments

Members were circulated with details of new staff appointments during the periods. Committee decided to appoint more Ph.D holders to improve quality of teaching and research.

Subject No. 9: University Result analysis and suggestions.

Members were circulated with details of academic performance of students in Mumbai university examination during the period. Members expressed their concern over less results and instructed to include remedial lectures and put extra efforts to improve results. Ready to refer notes to be shared with slow learning students for easy reference.

Chairman discussed the significance of parents' feedback and conveyed plan to continue conducting parent meeting regularly to get the feedback and also advice to follow the unique counseling process. He further said that by conducting parents teaching meeting frequently, parents will be free and more comfortable to interact with faculty and discuss the issues related to students

Subject No. 10: To review of Placement & suggestions.

Members were circulated with placement details during the year 2022.

Compared to previous year, placements are better this year. Special software trainings were provided by college to students before placement drive. Aptitude trainings and practice sessions were provided. More students are getting shortlisted and selected in companies with better packages.

Subject No. 11: Any other subject with the permission of the chair.











Prepared by Principal











Approved by President

Received the notice of the Governing Body Meeting of
Saraswati College of Engineering scheduled on 10/01/2023

Sr. No.	Name	Signature
1.	Mr. Prithviraj Deshmukh	
2.	Mrs. Vrushali Deshmukh	
3.	Mr. Raviraj Deshmukh	
4.	Mr. Udaysingh Shinde	
5.	Dr. Ajit Singh	
6.	Mr. Pramod Naik	
7.	Mr. Amar Shinde	
8.	Dr. Manjusha Deshmukh	
9.	Dr. Sheetal Bukkavar	
10.	Mrs. Roshni John	

Attendance of the Governing Body Meeting of Saraswati
college of Engineering held on 27/01/2023

Sr. No.	Name	Signature
1.	Mr. Prithviraj Deshmukh	
2.	Mrs. Vrushali Deshmukh	
3.	Mr. Raviraj Deshmukh	
4.	Mr. Udaysingh Shinde	
5.	Dr. Ajit Singh	
6.	Mr. Pramod Naik	
7.	Mr. Amar Shinde	
8.	Dr. Manjusha Deshmukh	
9.	Dr. Sheetal Bukkavar	
10.	Mrs. Roshni John	

Minutes of Meeting Year-2022

Date: 16th December 2021

Notice of Governing Body Meeting

To,

All the Members of Governing Body,

All the Members of Governing Body are hereby informed that, the Meeting of Governing Body Members of Saraswati College of Engineering is scheduled on **08th January** 2022 at Plot No. 46, Sector No. 5, behind M.S.E.B. substation, Kharghar, Navi Mumbai-410 210 at 02.30 p.m.

In the said meeting subjects as mentioned on the agenda provided herewith shall be discussed and the necessary decisions shall be taken thereon.

You are requested to remain present and participate in the said meeting.

AGENDA

1. To read and confirm the minutes of last Governing Body Meeting.
2. To consider and approve the budget of the College for the academic year 2022-23
3. To review of repair work of college building No.1
4. To review of information regarding the faculty appointments.
5. To review of UG & PG admissions and fees collection of 2021-22.



6. To review functioning of various cells within college.
7. To review University result analysis & suggestions.
8. To review NAAC & NBA accreditation application progress.
9. To enhance staff development.
10. To enhance interaction with the industry.
11. Academic support for academically weak students.
12. To review of Research & Development activities.
13. Entrepreneurship development cell activities.
14. To enhance College MOU & Institute Industry Interaction.
15. To review students' Placement & suggestions
16. Any other subject with the permission of the chair.


Dr. Manjusha Deshmukh

Principal

Note: - 2/3rd members of the Board of Trustees personally present in meeting shall form quorum. However, if there are less than 2/3rd trustees, then it will be necessary to adjourn meeting to some other date as the Board of Trustees may think fit and proper in the circumstances, and in such case 5 days' notice shall be deemed to be sufficient.

PROCEEDINGS OF THE MEETING OF GOVERNING BODY OF SARASWATI COLLEGE OF ENGINEERING HELD ON 08/01/2022 AT PLOT NO. 46/46-A, SECTOR NO. 5, KHARGHAR, NAVI MUMBAI- 410210 AT 2.30 p.m.

The members present for the said meeting marked their attendance in the attendance book. After ensuring that the required quorum for holding the Governing body meeting is available, Principal requested to the President to preside over the meeting. The President accepted the request and chaired the meeting.

The Principal Dr. Manjusha Deshmukh with the permission of the Chair took the subjects on the agenda for discussion, one by one.

Subject No. 1: To read and confirm the minutes of last Governing Body Meeting.

The Principal read out the minutes of the last Governing Body meeting of Saraswati College of Engineering and asked the members whether they have any suggestions or modifications regarding the said minutes. No member raised any objection or suggestion regarding the said minutes. Principal further requested the members to consider and confirm the same.

After discussion Mr. Prithviraj Deshmukh proposed that, the minutes of the last Governing Body meeting are confirmed without any change. Mr. Uday Singh Shinde seconded the proposal. The members considered the said proposal and passed the following resolution,

Resolution: - It is hereby resolved that; the minutes of the last Governing Body meeting of the Saraswati College of Engineering are confirmed without any change.



Subject No. 2: To consider and approve the budget of the College for the academic year.

The Governing Body resolved to approve the audited statement of accounts for the period 01-04-2021 to 31-03-2022. Proposed the budget for the academic year 2022-23.

Also, members expressed their satisfaction on current financial status of the college.

Subject No.3: To review of repair work of college building No.1

Secretary Mrs. Vrushali Deshmukh with the permission of the chair took up the subject of repair works of Building No. 1 of college for the information of the governing body. The construction work is allotted to Quality Construction services at a fair and reasonable quotation. The structural repair work is in progress.

Subject No. 4: To review of information regarding the faculty appointments.

Members were circulated with details of new staff appointments during the periods. Prof. Maahi Khemchandani was temporarily appointed as Head of Information Technology department by Principal after relieving Prof. Diksha Kumar. For the new Departments, CS(AIML) and CS(DS), Prof. Shraddha Subedar was appointed as Head by the Principal. These two appointments were also approved by governing body members.



Subject No. 5: To review UG & PG admissions and fee collection of 2020-21.

The Governing Body members discussed about delayed admission process of 2021-22, details of admissions in UG & PG program, and online counseling to engineering aspirants.

ADMISSION OF YEAR 2021-22.								
Academic Year	Comp	IT	DS	AIML	Civil	Auto	Mech	Total
2021-22 FE	63	61	60	54	16	14	10	278
2021-22 DSE	12	29	31	31	179	35	116	433
2021-22 ME	--	-	-	-	18	-	-	18

The members of BOG suggested taking special initiatives to improve the admissions in both UG & PG. The members also noted reduction of intake for Mechanical from 180 to 120.

President further informed that Govt. is planning to remove the lock down, step by step, and higher educational institutes will reopen shortly.

Subject No. 5: To review functioning of various cells.

The principal presented a report of activities of the year 2021-22 before the Governing Body.

Sr. No.	Deliverables	Achieved at the end of year 2020-21.	Achieved at the year 2021-22.
1	Research Publications in Journals & Conferences	136	51

(Handwritten signature)

	(National & International)		
2	Patent application published	14	6
3	MoU (National & International)	10	1
4	Research & Consultancy Funds received	-	-
5	Number of Placement of student	428	238
6	Soft skill training for student.	9	8
7	Technical training for student	8	9
8	Aptitude training for students	4	4

Subject No. 6: University Result analysis and suggestions.

Members were circulated with details of academic performance of students in Mumbai university examination during the AY 2020-21.

Sr. No.	Academic Year	Total Numbers of Students appeared	Total Numbers of student passed	Passing percentage
1	First year Engineering	254	252	99.21%
2	Second year Engineering	610	605	99.18%
3	Third Year Engineering	709	707	99.72%
4	Final Year Engineering	759	757	99.73%

Members appreciated the results and motivated the departments to keep up the results for the next academic years also

Members discussed the result analysis of each semester of each department and approved the same. BOG suggested to conduct special coaching classes for slow learning students.

Subject No. 7: Review of NAAC & NBA application progress.

The principal of the college explained the Governing Body that college will submit Accreditation proposal to NAAC, Bangalore for accreditation. And also, informed that college will be ready to submit of Accreditation proposal to NBA, New Delhi for existing 4 UG programmes.

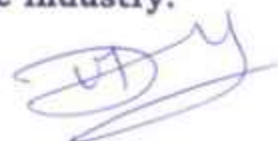
Mrs. Sujata B. NAAC Coordinator and & Mrs. Sheetal B. NBA Coordinator presented detailed about Progress. BOG appreciated and suggested completing all the procurements and other activities. BOG also expressed satisfaction and appreciated the efforts made by the team.

Subject No. 8: Enhancing staff development.

It is approved to organize in house training programme for Technical & Administrative staff.

It is resolved to approve to pay the course fee, travel expenses, boarding, lodging and sundry expenses as per approval rates when the technical / support / administrative staff are deputed outstation to another institution / organization for training in their specialized areas, operation and routing maintenance of new and existing equipments.

Subject No. 9: Enhanced interaction with the industry:



It is resolved to approve to pay the travel cost, hospitality and honorarium as per approved rates for industry experts, training the students for specialized skills and soft skills as required by specific industries.

Subject No. 10: Academic support for academically weak students.

It is resolved to conduct the following programmes to academically weak students for the academic support.

To improve academic performance of academically weak, students following programs are proposed.

Bridge courses – Entry into first year, lateral entry into second year. Remedial Teaching Classes for First year students

It is resolved to approve to pay Rs. 1000/- per hour for conducting bridge course, remedial teaching classes, soft skill development and finishing schools if the training is by in-house faculty.

It is resolved to approve to pay Rs. 1000/- as honorarium per hour to experts.

Subject No. 11: To review Research & Development activities.

Principal expressed her happiness over R & D and consultancy activities undertaken by departments. She detailed out the consultancy activities carried out by the professors of departments.

BOG expressed satisfaction about present progress and suggested to send the faculty to IIT's/NITs for training and also improve R & D activities, External Funding and Consultancy in each Department.



Mrs. Vrushali Deshmukh expressed her opinion on R & D and consultancy activities and encouraged to apply for more numbers of Minor and Major university R & D project by faculties who are having Ph.D. qualifications. She said that the college should conduct workshops/seminars/conferences regularly in each semester. which is continuously developing the advanced skills.

Subject No. 12: Entrepreneurship development cell activities

Principal detailed the business idea contest & entrepreneurship awareness camp sponsored by National Science & Technology Entrepreneurship development board organized by ED cell during the period.

President expressed his opinion on startup companies. He said 8 students should be motivated on technology startups to provide with hands on experience to start & grow technical startups. He further said that faculty members should discuss case studies on topics of first-generation entrepreneurs. He further conveyed the plan to conduct workshops on startups.

Subject No. 13: To review College MOU & Institute Industry Interaction.

Principal detailed on MOU conveyed by the departments & mentioned signing of MOU for enhanced Industry Institute interaction

Members expressed their satisfaction on these activities. Chairman discussed the student's internship practices in foreign Universities and colleges and conveyed the plan to have student's internship with foreign Universities.



Subject No. 14: To review Students' Placement & suggestions.

Principal presented the student placement record of all programmes for the year 2021-22. Members were circulated with placement details during the period.

PLACEMENT DATA OF YEAR 2021-22							
Academic Year	Comp	IT	EXTC	Civil	Auto	Mech	Total
2021-22	57	51	7	68	24	31	238

Principal elaborated the significance of placement & conveyed the plan to make necessary steps to get the placement for the remaining eligible & opted student who are not getting jobs in campus placements. Identify the reasons, and find out gap existing for them to develop the required skills, and put focus on the issue. He advised at least 6 months of internship is required for UG students

Members discussed briefly the placement track record of the outgoing students and appreciated the efforts taken by all in improving the placement and suggested to take further appropriate steps to increase the placement activities.

Members suggested the need of improving self-confidence among the students to make them ready for placement activities and interviews.

Subject No. 15: Any other subject with the permission of the chair.

Principal proposed to continue the following industry experts:



1. Dr. Sanjay Koyande, M.D., CCRT Materials Pvt. Ltd.
Thane, Mumbai
2. Shree. P. V. Manjure, Director, Fressyinet Prestressed
Concrete Company Ltd.

As co-opted members of Governing Body as per the recommendation of the standing committee subject to the approval of Governing Body.

Governing Body approved proposal of the principal for inducting the above expert as co-opted member of the Governing Body of the present term.

Secretary of governing body expressed her sincere thanks to the President of the meeting and all the members present. Meeting ended with vote of thanks.

Resolution passed unanimously.




Prepared by Principal




Approved by President


Received the notice of the Governing Body Meeting of
Saraswati College of Engineering scheduled on 08/01/2022

Sr. No. Name Signature

1. Mr. Prithviraj Deshmukh 

2. Mrs. Vrushali Deshmukh 

3. Mr. Raviraj Deshmukh 

4. Mr. Udaysingh Shinde 


5. Dr. Ajit Singh (AICTE Representative)


6. Mr. Pramod Naik (DTE Representative)

7. University Representative









8. Mr. Amar Shinde 

9. Dr. Manjusha Deshmukh 

10. Dr. Sheetal Bukkavar 

11. Mrs. Roshni John 

**Attendance of the Governing Body Meeting of Saraswati
College of Engineering scheduled on 08/01/2022**

Sr. No.	Name	Signature
1.	Mr. Prithviraj Deshmukh	
2.	Mrs. Vrushali Deshmukh	
3.	Mr. Raviraj Deshmukh	
4.	Mr. Udaysingh Shinde	
5.	Dr. Ajit Singh (AICTE Representative)	
6.	Mr. Pramod Naik (DTE Representative)	
7.	University Representative	
8.	Mr. Amar Shinde	
9.	Dr. Manjusha Deshmukh	
10.	Dr. Sheetal Bukkavar	
11.	Mrs. Roshni John	

Minutes of Meeting

Year-2021

Date: 28th December 2020

Notice of Governing Body Meeting

To,

All the Members of Governing Body,

All the Members of Governing Body are hereby informed that, the Meeting of Governing Body of Saraswati College of Engineering is scheduled on 09th January 2021 at Plot No. 46, Sector No. 5, Kharghar, Navi Mumbai- 410 210 at 2.30 p.m.

Agenda provided herewith will be discussed and suitable decisions shall be taken in the meeting.

Your presence and active participation are solicited.

AGENDA

1. To read and confirm the minutes of last Governing Body Meeting.
2. To consider and approve the budget of the College for the next financial year.
3. To review UG & PG admissions and fee collection of AY 2020-21.
4. To review faculty and supporting staff appointments.
5. To discuss University result analysis & suggestions.
6. To review NAAC & NBA accreditation preparation & process.
7. To review R &D activities



8. To discuss functioning of various cells
9. To review Placement & suggestions
10. To review College MOU & Institute Industry Interaction.
11. To discuss the repairing work of building of SCOE
12. Any other subject with the permission of the chair.


Dr. Manjusha Deshmukh

Principal

Note: - 2/3rd Trustees of the Board of Trust personally present in meeting shall form quorum. However, if there are less than 2/3rd trustees, then it will be necessary to adjourn meeting to some other date as the Board of Trustees may think fit and proper in the circumstances, and in such case 5 days' notice shall be deemed to be sufficient.

PROCEEDINGS OF THE MEETING OF GOVERNING BODY OF SARASWATI COLLEGE OF ENGINEERING HELD ON 09/01/2021 AT PLOT NO. 46, SECTOR NO. 5, BEHIND M.S.E.B. SUB STATION, KHARGHAR, NAVI MUMBAI- 410210 AT 2.30 P.M.

The members present for the said meeting noted their attendance in the attendance book. After confirming the required quorum for holding the Governing body meeting is available, the President was requested to preside over the meeting by the Principal. The President accepted the request and presided over the meeting.

The Secretary Dr. Manjusha Deshmukh with the approval of the Chair took the subjects on the agenda for discussion, one by one.

Subject No. 1: To read and confirm the minutes of last Governing Body Meeting.

The Principal read out the minutes of the last Governing Body meeting of Saraswati College of Engineering and asked the members whether they have any opinion or modifications regarding the said minutes. No member raised any objection or suggestion regarding the said minutes. Principal further requested the members to consider and confirm the same.

After discussion President proposed that, the minutes of the last Governing Body meeting be confirmed without any change. Mr. Uday Singh Shinde seconded the proposal. The members considered the said proposal and passed the following resolution.



Resolution: - It is hereby resolved that; the minutes of the last Governing Body meeting of the Saraswati College of Engineering are confirmed without any change.

Subject No. 2: To consider and approve the budget of the College for the next financial year.

Members approved the audited account statements for the financial year 2019-20 and proposed the budget for the academic year 2020-21. Also, members expressed their satisfaction on current financial status of the college

Subject No. 3: To review UG & PG admissions and fee collection of AY 2020-21.

Members were circulated with details of admissions during the period. Principal detailed on activities undertaken to improve the admissions during the period.

ADMISSION OF YEAR 2020-21.									
Academic Year	Comp	IT	EXT C	Civil	Auto	Mech	DS	AIML	Total
2020-21 FE	63	48	-	34	19	05	46	45	260
2020-21 DSE	17	26	08	172	26	133	-	-	382
2020-21 ME	-	-	-	18	-	-			18

Members discussed about delayed admission process of 2020-21.

Members noted and appreciated conducting online awareness program on engineering education and online counselling to engineering aspirants.

President commented to enhance online teaching quality to survive in long run.

President said that there are job opportunities in IT Industries and recommended to prepare all students for IT industries.

It is also discussed about the lesser admissions in Mechanical Engineering. Mrs. Vrushali Deshmukh suggested to reduce 60 intakes due to poor admission scenario for Mechanical Engineering and try to apply for another branch. It is resolved to reduce the intake of Mechanical Engg. from 180 seats to 120 seats.

Subject No. 4: To review information regarding the faculty appointments

Members were circulated with details of new staff appointments during the periods. Members noted and appreciated management for having adequate numbers of Assistant Professor in all departments.

After long discussions, the chairman of the governing body recommended to appoint Prof. Devikant Baviskar as HOD of Mechanical Engg Division 1 and Prof Sunil Jankar as the HOD of Mechanical Engg Division II w.e.f. February 2021. Prof. Diksha Kumar will look after CS (AIML) Department and Prof. Sujata Bhairnallykar will look after CS (Data Science) Department.



Subject No. 5: To review University Result analysis and suggestions.

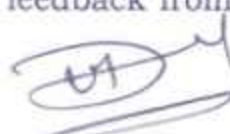
Members were circulated with details of academic performance of student in Mumbai university examination during the period.

Sr. No.	Academic Year	Total Numbers of Students appeared	Total Numbers of students passed	Passing percentage
1	First year Engineering	182	175	96.15%
2	Second year Engineering	609	592	97.21%
3	Third Year Engineering	677	656	96.90%
4	Final Year Engineering	736	731	99.32%

Members appreciated Principal and faculty members for their dedicated efforts and suggested to conduct special coaching classes for slow learning students.

President discussed the significance of parents' feedback and conveyed plan to continue conducting parent meeting regularly to get the feedback and also advice to follow the unique counseling process. He further said that by conducting parents meeting the class advisor build a positive relationship with parents.

Principal commented on engineering education, she said that engineering education must be based on methodologies and strategies that consider new challenges of the modern engineering which must meet the demands of the market. She further advised faculty members to undertake more numbers of case studies and simulation exercise that give the basic knowledge of research to the student and also advised to collect feedback from stakeholders on curriculum implementation.



Subject No. 6: To review NAAC & NBA accreditation preparation & process

Principal mentioned submission Self-Study Report (SSR) during the period members appreciated and suggested expedite the work of NBA accreditations, IQAC and Academic council.

Subject No. 7: Review of Research & Development activities.

Principal expressed her happiness over R & D and consultancy activities undertaken by departments. She detailed out the consultancy activities carried out by the professor of Mechanical Department & computer science department. Dr. Ajit Singh said that the need for engineering consultancy is demanding with the new technologies developing and the resource crunch across the industries.

Secretary expressed her opinion on R & D and consultancy activities. She said that the college can get maximum gain with faculty consulting by retaining the talent pool which is continuously developing the advanced skill & sharing the knowledge with the students.

The governing body has approved the budget for two international conferences to held in the month of April 2021

Subject No. 8: To review functioning of various cells within college.

The principal presented a report of activities of the year 2020-21 before the Governing Body.



Sr. No.	Deliverables	Achieved at the end of year 2019-20.	Achieved at the end of year 2020-21.
1	Research Publications in Journals & Conferences (National & International)	199	136
2	Patent application published	3	14
3	MoU (National & International)	7	10
4	Research & Consultancy Funds received	14.50 lakhs	-
5	Number of Placement of students	383	428
6	Numbers of collaboration programme with industry		
7	Soft skill training for student.	8	9
8	Technical training for student	8	8
9	Aptitude training for students	4	4

Subject No. 9: To review Students' Placement & suggestions.

Principal presented the student placement record of all programmes for the year 2020-21. Members were circulated with placement details during the period. Total placement was 428.

PLACEMENT DATA OF YEAR 2020-21							
Academic Year	Comp	IT	EXTC	Civil	Auto	Mech	Total
2020-21	46	60	45	122	35	120	428

President elaborated the significance of placement & conveyed the plan to make necessary steps to get the placement for the remaining student who are not getting jobs in campus placements.

(Signature)

He advised at least 6 months of internship is required for UG students, and efforts need to be put in the direction.

Skills and insufficient knowledge are the major gaps identified for less placement opportunities.

President detailed the need of training programs to be provided to students and advised principal to conduct more number of skill development and awareness programs to the students.

Principal mentioned the career guidance program conducted during the period. He also mentioned the career guidance seminar program organized for the first- and second-year students during the period.

Subject No. 10: To review College MOUs & Institute Industry Interaction.

Principal listed out the MOUs by the departments & mentioned significance of signing of MOU with various industries.

Members expressed their satisfaction on these activities. internship with foreign Universities & guidance for higher education.

Subject No. 11: To discuss and take decision about repairing of Building No. 1, Saraswati College of Engineering

Secretary SES, Mrs. Vrushali Deshmukh with the permission of the chair took up the subject for discussion and information. The building of Engineering College is quite old and it is necessary to repair the same as early as possible. All the governing body members discussed the details of repairs for the college building. During the discussions Chairman Mr. Prithviraj Deshmukh suggested that considering all the above facts, this is in the interest of the society, it is necessary to take urgent action

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regarding repair work of the same, such as structural work, plastering, coloring etc. Required fund need to be allocated for the same. It is also resolved that quotations shall be called for the repair work of the same.

Subject No. 12: Any other subject with the permission of the chair.

It is planned to install Air conditioners in the library to provide comfortable environment to students for enhanced learning experience.

Principal proposed the following industry expert:

1. Dr. Sanjay Koyande, M.D., CCRT Materials Pvt. Ltd. Thane, Mumbai
2. Shree. P. V. Manjure, Director, Fressynet Prestressed Concrete Company Ltd.

as co-opted members of Governing Body as per the recommendation of the standing committee subject to the approval of Governing Body.

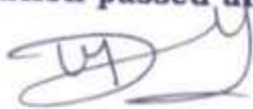
Governing Body approved the proposal by the principal for inducting the above experts as co-opted member of the Governing Body of the present term.

Secretary of governing body expressed her gratitude to the President of the meeting and all the members present. Meeting ended with vote of thanks.



Prepared by Principal

Resolution passed unanimously.

A handwritten signature in blue ink, appearing to be 'UJ' followed by a flourish.

Prepaid by Principal

A handwritten signature in blue ink, appearing to be 'J.P.' followed by a flourish.

Approved by President

Received the notice of the Board of Trustees Meeting of
Saraswati Education Society scheduled on 09/01/2021

Sr. No. Name Signature

1. Mr. Prithviraj Deshmukh
2. Mrs. Vrushali Deshmukh
3. Mr. Raviraj Deshmukh
4. Mr. Udaysingh Shinde
5. Dr. Ajit Singh (AICTE Representative)
6. Mr. Pramod Naik (DTE Representative)
7. University Representative
8. Mr. Amar Shinde
9. Dr. Manjusha Deshmukh
10. Dr. Sheetal Bukkavar
11. Mrs. Roshni John

Prithviraj Deshmukh

Vrushali Deshmukh

Udaysingh Shinde








Amar Shinde

Manjusha Deshmukh

Sheetal Bukkavar

Roshni John

Attendance of the Board of Trustees Meeting of Saraswati
Education Society held on 09/01/2021

Sr. No.	Name	Signature
1.	Mr. Prithviraj Deshmukh	
2.	Mrs. Vrushali Deshmukh	
3.	Mr. Raviraj Deshmukh	
4.	Mr. Udaysingh Shinde	
5.	Dr. Ajit Singh (AICTE Representative)	
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