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**MINUTES OF THE
NINTH (9th) MEETING OF THE BOARD OF GOVERNORS
HELD ON THURSDAY, 3rd MAY 2007**

The ninth meeting of the Board of Governors of the Institute was held on Thursday, 03.05.2007 at 9.30 am in the Conference Room of COE, Pune and the following members were present.

1.	Dr. F. C. Kohli	Chairman
2.	Shri. Prataprao Pawar	Member
3.	Shri. Atul Kirloskar	Member
4.	Prof. B. S. Sonde	Member
5.	Commodore Anand Khandekar	Member
7.	Dr. G. B. Pant	Member
8.	Prof. Uday Salunkhe	Member
9.	Prof. N. B. Pasalkar	Member
10.	Mr. Kantilal Umap	Member
11.	Prof. A. D. Sahasrabudhe	Member - Secretary
12.	Prof. B. B. Ahuja	Invitee
13.	Prof. S. R. Sathe	Invitee
14.	Prof. S. R. Kajale	Invitee
15.	Prof. (Mrs.) P. P. Rege	Invitee
16.	Mr. D. K. Jadiye	Invitee

Dr. (Mrs.) Joyce Shankaran, Principal Secretary, Higher & Technical Education Department, Government of Maharashtra and Dr. S.G. Dhande could not attend the meeting owing to their prior commitments and were granted leave of absence.

Dr. F. C. Kohli, Chairman, Board of Governors of the Institute welcomed the members.

The Board decided to start with the presentation by Mr. Christopher Benninger, Architect, regarding his views on the Vision Document and the related Master plan of the Institute before taking up formal agenda items.

Presentation by Mr. Christopher Benninger

Mr. Khushroo Irani and Mr. Christopher Benninger, presented the preliminary ideas about the Master Plan based on COEP's Mission and Vision and in light of this suggested urgent upgrades on sewage system, water supply system and electrical system. On the development front he suggested two approaches, a radical approach to demolish the existing structures and rebuild new ones with highway plaza, shifting of all residences to major campus and setting up of research centre at present hostel site. The other ameliorative approach proposed was to redevelop incrementally and connecting the different parts of the campus via under-passes and an over-pass on railway line.

In either case, based on the approach decided by the Board, Mr. Irani projected development priorities spread over 0-5 years and 5-10 years.

Mr. Benninger sought Board's guidance on the two approaches and requested the Board for establishment of Project Management Cell.

The Board after deliberations and inputs from all Board members felt that Heritage Buildings be preserved with minimum usage and that the radical approach with few modifications be adopted. The Board also felt that although the concept of Plaza could be considered as an option along with highway underpass, immediate need still existed for an under-pass across the highway for safety reasons. The Board decided to retain the hostel campus at its existing site and that the research centre be established in the main campus itself. However, all Board members strongly felt that 0-5 years and 5-10 years development priority be reduced to 0-2 years and 2-5 years, respectively.

The Board also sought from Mr. Benninger the cost of the project, based on the discussions and the approach recommended. Mr. Benninger agreed to provide the same in due course of time along with the views/pictures of the plaza connecting the two sides of campuses on the lines of some reputed universities like MIT and Harvard in USA.

The Board also expressed concern over the occupation of COEP's land by slums and stressed that efforts be put in for re-acquiring this land.

The Board also deliberated on the need to start the construction and building of infrastructure without the PWD's hindrance. The Board was assured by Prof. Pasalkar and Mr. Umap, that with the grant of autonomous status to COEP, the Board had the complete authority to add buildings in the existing land, although ownership of property both created and existing, will continue to remain with the Government of Maharashtra. The Chairman requested that a letter to this effect be given by the Government so that construction work can be taken up.

The Board also discussed the need to look into the issue of the river which inundates the land on campus and strongly felt that something be done about it. After deliberations it was decided that the Civil Engineering Department look into the matter and provide alternatives for consideration by BWC.

The Board decided that the Building Works Committee meet as often as required, finalise the master plan and look into all the issues related to construction.

Mr. Christopher Benninger and his team left thereafter.

Presentation by Prof. A.D. Sahasrabudhe

Prof. Sahasrabudhe made a brief presentation on the progress made by the institution after his joining as Director, COEP, in August 2006. The Gap Analysis between COEP and IITs as it existed in August 2006 and steps taken to bridge the gap in phases was acknowledged by the Board and the Board applauded Prof. Sahasrabudhe's efforts in this direction. The steps taken for the disposal of old Boiler

in the Mechanical Engineering Department and in return securing on gratis a new compact Boiler and the entire steam laboratory set up from M/S. Forbes Marshall, Pune was appreciated. Board felt that this gesture be extended to other departments who possess similar obsolete equipment. The Board directed that the relevant industries and knowledgeable alumni be contacted for identifying state-of-the-art equipment and willing donors for setting up new labs in exchange of obsolete equipment.

Commodore Anand Khandekar, offered to set-up NVIDIA's GPU Lab at COEP in the next 3 to 4 months. The Board appreciated his noteworthy contribution to COEP.

The Board, on being informed about the improvements in the hostel facilities both in terms of infrastructure (repair and painting of buildings and provision of cots, tables, fans etc in all rooms) and outsourcing of security, cleaning and medical services, Dr. Pant, mentioned that the conditions in the hostels were pathetic when he visited last a year ago. He suggested that he is willing to spend time at the hostels and have a re-look at the enhanced facilities and give his report to the Board.

On being told of the success of on-line live lectures from IITB to COEP, the Board appreciated Dr. Kohli's contribution in this regard and observed that this was the first experiment of its kind advocated by him in the country, which has captured the attention of administrators of institutes of higher learning, who are willing to extend this model to other institutes countrywide. Dr. Kohli suggested that efforts be put in by COEP to not only increase the number of live courses availed from IIT Bombay, but also have live lectures from IIT, Kanpur for some of the courses not being offered by IIT, Bombay.

On the academic front, the Board noted the changes being made in streamlining the academic calendar on the lines of IITs, seriousness in the conduct of classes and exams by all faculty, changes in the evaluation system, transparency in showing the answer books to students and discussing the solutions in the class and appreciated these changes. Board further felt the need to strengthen Science and Mathematics departments and their courses and also need to introduce Biology as a mandatory subject in undergraduate studies. The Board noted the increased hours of library timings and deliberated on having world class library which would be available to students round the clock.

Board was informed about the regular motivational lectures arranged in the institute which has helped in submitting more and more sponsored research projects by the faculty.

On the motivational front, the incentives that need to be offered to the faculty, Dr. Kohli said that he would give his inputs on the same. Dr. Kohli informed the Board that Prof. Sahasrabudhe and Prof. Sawant would be visiting COEP-USA Alumni foundation in June 2007, with a view to get an endowment of at least Rs. 20 crores from the alumni which would be used to attract and retain excellent faculty.

The Board was apprised of the TEQIP progress and the auditors report in this regard. The Board was appreciative of the efforts of the institute and congratulated the institute for the enhanced performance.

The Board also during the course of its deliberations approved that application be processed for acquiring university status by COEP.

Presentation by Prof. S.R. Sathe – Dean (Academics)

Prof. Sathe presented his plans for achieving academic excellence by COEP. Prof. Sathe also informed that the B.Tech and M.Tech ordinances for COEP are being prepared on the lines of IITs in consultation with Prof. Sonde and Prof. Dhande. The Board appreciated his efforts and stated that plan of action with concrete deliverables in phases be prepared. The Board also suggested that institute explore possibilities of starting MSc programmes in Mathematics and Science.

Presentation by Prof. S.R. Kajale – Dean (R&D)

Prof. Kajale presented the status of R&D efforts in COEP and how he would like to motivate faculty members to write more and more proposals. He informed that he would collect the formats and rules governing the funding by different Govt. agencies and make them available to faculty members. The Board appreciated his efforts and felt that a brochure be brought out indicating the facilities available in each department and make the industry know about COEP's strengths so that many consultancy projects start flowing in. It was also suggested by the Board that all project proposals be reviewed by an in-house committee before sending to funding agencies.

Presentation by Prof. (Mrs.) P.P. Rege – Dean (Student Affairs)

Prof. Rege informed about various student welfare measures undertaken in COEP. In addition to giving support to students in their co-curricular and extra curricular activities like sports, debate, dramatics, music, literary work, a number of new clubs like environmental club, an entrepreneurship cell have started during the last year. Information about new schemes planned by the institute like earn while learn and permitting students to attend conferences was presented. A system of faculty advisors for counseling the students has been put in place. A regular medical service for hostel residents has started. The Board appreciated the efforts made in enriching the lives of students and suggested that clubs like photography club may also be started.

Presentation by Mrs. Rohini Kondvikar of Accountancy Academy, Pune

Mrs. Rohini Kondvikar was invited to make her presentation.

Mrs. Rohini made a brief presentation on the double entry method of keeping books of account and accounting procedures undertaken by her for the accounts of the financial year 2003-04 onwards.

She stressed that her objective was that each department be a profit center and that profit-loss of each department be considered as cost center. She also explained to

the Board, the customization she will undertake in Tally Accounting Package, which will facilitate the Board in obtaining the required information.

The Board while acknowledging her efforts stressed that the presentation of Accounts be made more understandable and more meaningful.

Mrs. Rohini assured the Board that she would provide for the same.

Mrs. Rohini left thereafter.

The agenda items for the day were taken up as below:

Item No.1: Confirmation of the Minutes of the 8th Meeting of the Board of Governors of the Institute held on 10.01.2007

The Board **CONSIDERED** the Minutes of the 8th meeting of the BOG held on 10.01.2007.

R 9/1/2007: The Board **RESOLVED** that the minutes of the Eighth meeting of the Board of Governors of the Institute held on 10.01.2007 be **CONFIRMED** as enclosed (**ANNEXURE – 1**).

Item No. 2: Actions taken on the decisions of the Eighth meeting of the Board of Governors held on 10.01.2007.

The Board was appreciative of the efforts made and action taken in implementing the issues discussed in the eighth Board meeting.

2.1 Appointment of Architect for Master Plan: Presentation by Mr. Christopher Benninger to the Board was made on the proposed Master Plan keeping in view the Institutes Mission and Vision.

2.2 TEQIP: The Board noted auditor's and mentor's reports and were appreciative of the progress made by COEP in this regard.

2.3 Construction of class room complex: Mr. Kantilal Umap informed the Board that Rs. One crore sanctioned for the classroom complex could not be released by the Finance Department, though the PWD had conveyed its willingness to let COEP undertake the construction work, as the proposal was tabled on the last working day of the financial year, i.e. 31st March 2007 and that the Finance Department felt it was too late for the amount to have been fully spent by the end of financial year 2006-07.

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Mr. Umap assured the Board that by curtailing grant to other technical institutes in the state, he would try to accommodate release of Rs. One crore from his department's budget during re-appropriation of budget.

2.4 **Recruitment Rules and Service Conditions:** The Board noted that since no comments were received on the Recruitment Rules and Service Conditions proposed by Prof. Sonde during the last meeting, the same were adopted by the Board (**ANNEXURE-II**) and the Board decided to implement them with immediate effect to take care of faculty shortage.

2.5 **Appointment of Deputy Director, Deans, General Manager (Admin):** The Board noted the same.

2.6 **Up to date Accounts of the Institute:** Presentation by Mrs. Rohini on the accounting procedures adopted by COEP were made. The Board noted the same and requested for more simplified and more meaningful presentation of accounts of the institute.

2.7 **Transfer of Rs. 13.56 crores from ED/PLA and PD/PLA Accounts to Institute Accounts:** The Board noted the progress made in this regard and requested Mr. Umap to assist in the matter. Board's attention was also drawn to the assurance given by the Finance Minister of the State to release Rs. 4.0 crores for the preservation of heritage buildings of the institute. The Board once again requested Mr. Umap to look into the matter and expedite the release of these funds from the Government of Maharashtra.

Citing the example of University of Mumbai, the Board dwelt on getting financial assistance from University Grants Commission, New Delhi, as COEP had also completed over 150 years of existence.

2.8 **Introducing five day week at COEP:** The Board noted that institute has implemented the concept of flexible timings ensuring a minimum of 40 hours of work per week by all employees.

2.9 **Leave entitlement for Contract Staff:** The Board noted the implementation of the Board's decision of 21 days of non-encashable leave per year for all contract employees in addition to 8 days of casual leave.

2.10 **Establishment of Estate Office:** The Board noted the same.

2.11 Proposal for revision in Tuition Fees: The Board noted that there was no change made in tuition fees in the absence of complete information about the status of institute's expenses as decided by the Board. The Board was informed about the recommendation of the four autonomous institutes of Maharashtra and the DTE to raise the development fees from Rs. 5000/- to Rs. 8000/- for the year 2007-08. The Board approved the recommendation of all four autonomous institutes to raise the development fees from Rs. 5000/- to Rs. 8000/- for the year 2007-08.

2.12 Proposal for revision in Library Fees/Internet Fees/T&P Fees for M.Tech and Ph.D students: The Board noted the implementation of the decision of the Board.

2.13 Committees for sanctioning senior scale, selection scale and promotion through CAS: The Board noted the implementation of the decision of the Board.

2.14 Delegation of Financial Powers up to Rs. 5.0 lakhs to the Director / Chairman BWC: The Board noted the implementation of the decision of the Board.

2.15 Renaming of Metallurgy Department as Department of Metallurgy and Materials Science: The Board after deliberations decided not to further change the name of the department and to retain the name as Department of Metallurgy and Materials Science and requested the Director to communicate the same to the Head of the Department.

2.16 Change in the grading system: The Board noted that practice of awarding class has been withdrawn as decided in the 8th meeting of the Board. The Board further noted that practice of awarding relative grades as in IITs will take effect from next semester.

2.17 Contribution towards four funds: The Board noted the contribution made to the four funds. Prof. Pasalkar informed the Board that the contribution to Corpus fund was inadequate and that as per TEQIP norms the institute needs to contribute more towards Corpus fund. The Board decided to transfer Rs. 50 lakhs from development fee account to Corpus fund.

2.18 Institution of Gold Medals for Toppers in various disciplines: The Board noted the same and approved holding of a

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special convocation of COEP in COEP auditorium in August 2007. The Board advised that the auditorium be refurbished including a coat of paint and good chairs so that the first convocation of COEP may be held with proper ambience.

2.19 Institution of Chair Professors in different Departments of COEP: The Board noted that COEP Foundation has been informed about the Board's decision to initiate Chair Professors simultaneously in most departments.

R 9/2(a)/2007 : The Board **NOTED** the actions taken on the decisions of the 8th meeting of the Board held on 10.01.2007 as stated above.

R 9/2(b)/2007 : The Board **RESOLVED** to raise the development fees from Rs. 5000/- to Rs. 8000/- for the year 2007-08.

R 9/2(c)/2007 : The Board **RESOLVED** to retain the name of Metallurgy Department as Department of Metallurgy and Materials Science.

R 9/2(d)/2007 : The Board **RESOLVED** to transfer Rs. 50 lakhs from development fee account to Corpus fund.

R 9/2(e)/2007 : The Board **RESOLVED** to hold special convocation of COEP in the COEP auditorium in August 2007 after refurbishing the auditorium suitably.

Item No. 3: Faculty recruitment

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From the discussions on the subject matter, it emerged that the Government may be informed of the difficulties in getting quality faculty and need to fill the vacant posts on contract.

R 9/3/2007: The Board **RESOLVED** that faculty roster be approved and the vacant faculty positions be filled on contract.

Item No. 4: Presentation by Architect Mr. Christopher Benninger

The item was taken up first prior to the discussion of the agenda items.

R 9/4/2007: The Board appreciated Mr. Benninger's presentation and **RESOLVED** to adopt the institute master plan with radical approach with some modifications.

Item No. 5: Presentation of Institute Accounts by outsourced accountancy firm

This item was taken up prior to the discussion of the agenda items.

R 9/5/2007: The Board **RESOLVED** that the presentation of Accounts be made more understandable and more meaningful.

Item No. 6: Budget Estimates for 2007-08

The Board noted the budget estimates and Dr. Kohli informed the Board that he had requested for a simplified budget presentation which may be circulated over e-mail and approved.

R 9/6/2007: The Board **RESOLVED** that budget estimates be re-circulated incorporating suggested changes and approved by circulation.

Item No. 7: Merging of Departments of Civil Engineering and Applied Mechanics

The Board was apprised of the need for merging the department of Applied Mechanics with Civil Engineering at UG level. After deliberations it was decided that decision in this regard be taken after the Chairman has had a counselling session with the faculty of both these departments.

R 9/7/2007: The Board **RESOLVED** that the decision of merging the department of Applied Mechanics with the department of Civil Engineering be taken after a counselling session with the faculty of two departments.

Item No. 8: Items for reporting to the Board

- a) Visit of NBA team of experts for accreditation of all UG programs
- b) List of Faculty deputed for training, participation in conferences abroad
- c) List of MoUs with Academia/Industry
- d) Proposed visit of Director and Head of Computer/IT Department to USA from June 3rd to June 19th on the invitation of COEP Foundation

R 9/8/2007: The Board **RESOLVED** that the items reported on the agenda as stated above be **NOTED** as reported.

Item No. 9: Presentation by Deans

This item was taken up prior to the discussion of the agenda items.

R 9/9/2007: The Board **RESOLVED** that the items reported on the agenda as stated above be **NOTED** as reported.

Item No. 10: Visit to Electrical Engineering Department

The members of the Board visited the Department of Electrical Engineering after the meeting and appreciated the efforts made by the department in modernizing the laboratories through TEQIP grants. The Board suggested that many of the laboratories needed refurbishment of floors, walls, electric wiring and fittings from the institute funds so that proper academic ambience is created.

Item No. 11: Any other item with the permission of the Chair

The Board was reminded of a letter from the Principal of College of Architecture in Pune requesting the Board of COEP to take over the college. The Board after discussion resolved not to consider this request.

R 9/11/2007: The Board **RESOLVED** not to consider the request of College of Architecture in Pune.

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



(A. D. Sahasrabudhe)
Member- Secretary
Board of Governors, COEP