

Minutes of 37th Senate Meeting

Date: 27th April 2016, 3:00 pm onward

Venue : Mini Auditorium

Agenda:

Item. No.	Item
1	Confirmation of <u>Minutes of 36th Senate meeting</u> dated 15th Dec. 2015 & 29th Feb. 2016.
2	<u>Actions taken Report (ATR)</u> on the Resolutions/Decisions of the 36 th Senate meeting held on 15th Dec. 2015 & 29th Feb. 2016.
3	Appreciation/Felicitation of Students for their Academic Accomplishments in GATE/CAT/GMAT examinations and PhD admissions in reputed Universities.
4	Presentation and Deliberations on <u>Academic Calendar of the AY 2016-17.</u>
5	Presentation on the Report of Senate-Sub-Committee on <u>"Honors and Minor Certification Schemes at COEP (UG): Implementation Details"</u> .
6	Presentations by Heads of the Departments on "Curriculum Structure and Syllabus draft of SY-B.Tech", (to be implemented from AY 2016-17), in light of Reduced Credits for UG Programs.
7	Any Other Point with Permission of the Chair

KW

SP

Prof. M. S. Sutaone, Dean Academics welcomed the Chairman, Prof. B. B. Ahuja and all other members of the Senate and requested the chairman to declare the meeting open. The chairman welcomed all and announced the commencement of the meeting to discuss various points as per the agenda. He also congratulated all faculty, staff and students, Program coordinators for following two major achievements of COEP.

1. COEP being ranked 21st amongst top 100 institutes in India as per the NIRF.
2. NBA Award of FIVE Years Accreditation for all Six PG Programs of the Department of E&TC, Electrical and Computer Engineering.

Attendance of all the members present was recorded in the proceeding book.

Sen-01: Confirmation of Minutes of 36th Senate meeting dated 15th Dec. 2015 & 29th Feb. 2016.

The Minutes of meeting of 36th Senate meeting held on **15th Dec. 2015 & 29th Feb. 2016** were already circulated to all the members a priori by Dean Academics which were once again discussed and after due deliberation the members unanimously confirmed the minutes.

Resolution R-37-01: The Senate confirmed the minutes of meeting of 36th Senate meeting unanimously.

Sen-02: Actions taken Report (ATR) on the Resolutions/Decisions of the 36th Senate meeting held on 15th Dec. 2015 & 29th Feb. 2016.

1: Item Confirmation of Minutes of 35th Senate meeting dated 9th July 2015.

Resolution-R-36-01: The Senate confirmed the minutes of meeting of 35th Senate meeting unanimously.

Action Taken: Confirmed and Signed Document Uploaded on Institute's Website.

2: Item Actions taken on the decisions of the 35th Senate meeting held on 9th July 2015.

Resolution-R-36-02: Appreciating the Result analysis on the lines OBA guidelines, it was resolved that departments and the institute will initiate some corrective measures to improve the current results. Also the Exam cell team



would undertake a more detailed Result Analysis for inferential inputs to academic system as a whole

Action Taken: Attached as Annexure with MoM of 35th Senate Meeting.

3: Item Minor Changes in Academic Calendar of the AY 2015-16.

Resolution-R-36-03: It was resolved by the senate that:

a: The slotted dates of T1/T2 exams will be declared by the exam cell. However, the exams will be conducted and managed by the individual department/ faculty.

b: Dean QA will update the present feedback questionnaire towards inclusion of questions on evaluation techniques & quality, OBE based CO attainment etc.

Action Taken: Changes announced, approved and executed for Centralized slot for T1 & T2, new dates for Annual Regatta and Social Gathering.

4:Item Review of B.Tech and M.Tech Academic Rules & Regulations towards inclusion of articles on:

i. Honors Degree and Minor Degree schemes (UG)

Resolution-R-36-04:

a. It was resolved to include the information about Honors/Minor scheme in the Institute's 'BTech Academic Rules and Regulations'. Also a senate sub-committee be formed comprising of members viz. Prof. D.N. Malkhede, Prof. B.G. Birajdar, Prof. Ms. N.R. Rajhans, Dr. Ms. S.N. Madhekar and Dr. MS. S.R. Kurode with Dean-Academics as Convener, to spell out implementation and logistic details to be deployed w.e.f. AY 2016-17.

Action Taken:

i. Senate Sub-committee constituted, its Report being submitted for deliberations in 37th Senate meeting.

ii. Guidelines for Evaluation of Audit courses (UG & PG)

Resolution R-36-04:

b: It was resolved to approve the guidelines given by Dean-Academics towards evaluation of Audit courses with immediate effect from even term of



AY 2015-16.

Action Taken: Guidelines Approved and will be executed from AY 2016-17 Term-I.

iii. Effective Implementation of CGPA improvement scheme (UG & PG)

Resolution-R-36-04

c: It was resolved to undertake aggressive dissemination of the CGPA Improvement scheme/facility at Institute/Department level, with the conditions therein highlighted, amongst the Students towards end effect of improvement in API.

Action Taken: iii. Heads, faculty advisors, Dean-SA/Acad., are requested to promote the facility amongst poor performers.

iv. Conversion Table for Grades to Marks (UG)

Resolution-R-36-04

d: The senate approved the conversion expressions of CGPA to percentage of marks $[(CGPA - 05 \times 10)]$, presented by Dean Academics. However, on request of Student representative and Dean-Students Affairs, the conversion formula was decided to be printed on the back side of the grade sheet for the batch admitted in AY 2015-16. For students on roll and thus passing out in year 2015-16, 2016-17, and 2017-18, the letter will be issued by Controller of Examinations on demand from recruiter or by the student or otherwise, stating that "The Institute does not express the conversion between grades and % marks and does not declare the CLASS based on acquired CGPA. The recruiter or the agencies requesting declaration on such conversion may refer to the AICTE or appropriate guidelines in this regard".

Action Taken: iv. Conversion Formula proposed by Dean Academics was Approved by the Senate, however its implementation was deferred until the batch passing out in 2018-19.

v. Short-term Gap in the Program (PG)

Resolution-R-36-04

e: The senate partially agreed with the guidelines proposed by Dean



Academics, in this regard and resolved that the concerned student be asked to produce the GAP certificate when he/she resumes program and be permitted towards completion of program, provided the GAP and REPORTING fall in FOUR Years period of the program. However such candidates will not be entitled for any scholarship/stipend during the remaining is period of his program.

- 5:Item **Action Taken:** v. The Heads and faculty advisors are appealed to keep the resolution, in mind while dealing with such cases.

PhD Rules and Regulations at COEP: A New In-house Circular.

Resolution-R-36-05:

The senate approved the internal circular for Ph. D rules and Guidelines and appealed Heads of the Departments to accomplish the task of preparing the list of standard journals and conferences as guidelines to this effect.

- 6:Item **Action Taken:** Approved. The Process Handbook is under preparation; will be submitted in Next Senate meeting.

Academically Weaker Students: A Special Case from Metallurgy department.

Resolution-R-36-06:

The senate approved the committee of DeanQA-Prof. R.R. Joshi, Prof. Dhokey, Prof. Ms. Rege, Prof. Dambhare and Dr. Vahida Attar, to investigate the issue of academically weaker students in general and that of Metallurgy department in particular, to suggest inclusive solution towards improvement in overall results.

- 7:Item **Action Taken:** Senate sub-committee constituted; Issue to be discussed with Certain Solutions in 37th Senate meeting.

Rethinking on Structure/Composition of DUPC, DPPC, Industry Advisory Board.

Resolution-R-36-07:

The senate approved the guidelines given by Dean Academics on composition of IAB, DPPC and DUPC, their concurrent term with Head of the Department and appealed the Heads to reorganize these academic bodies with immediate effect seeking approval from Dean-Academics.



Action Taken: Heads were requested to re-constitute these Academic Bodies; Accomplished in all the Departments. Heads presented the constituted committees. [Lists Annexed].

- 8:Item A report on Analysis of "COEP Admissions at UG/PG/PhD programs: AY 2015-16" by Dean-QA.

Deferred until Next Senate Meeting.

- 9:Item A report on MoUs with Academic Institutions by Dean-Academics and MoUs with Industries by Dean-R & D.

Resolution-R-36-08:

The senate noted and appreciated the spectrum of organizations and industries with whom COEP has signed MoUs for mutual benefits and resolved to continue the practice with emphasis on accomplishment of objectives/deliverables.

Action Taken: The updated List of ALL Live MoUs with Academia and Institutes will be uploaded on our website under "Information -> Collaborations" link, before next Senate meeting.

- 10:Item Appreciation of Faculty Colleagues for "Best In-Sem Evaluation Practice" and "Best End-Sem Question Paper" (TWO each).

Resolution-R-36-09:

The Senate appreciated the Best In-Sem Evaluation practice exerted by Mr. Abhijit, Dr. Shilpa and Ms. Rashmika and resolved that the task related to scrutiny of end-sem question papers will be coordinated by Dean-QA towards declaration of Best question paper/s, in Senate meeting.

Action Taken: The faculty colleagues following Best In-Sem Evaluation Practice were felicitated by the Senate Chairman-Director, Prof. Ahuja, after a brief narration on the practice.



- 11:Item Institution of New PG programs/Change in Nomenclature of Existing PG programs.

Resolution-R-36-10:

The Senate approved the changes in titles of the programs & institution of new programs and resolved to proceed with applications to AICTE, DTE and SPPU authorities immediately, so that the effects are implemented from AY 2016-17. that the respective heads can submit their proposals to AICTE for the change in proposals except for M. Tech Town and Country Planning.

New Programs:

MTech-Power Electronics, Machines & Drives at Dept. of Electrical Engg.
MTech- Information Security at Dept. of Electrical Engg.

Changes in Nomenclature:

MTech-Power Systems as MTech Power Electronics & Power Systems
MTech -Control Systems as MTech- Embedded Control Systems
BTech Planning as B.Planning

Action Taken: Communication with regulatory authorities such as AICTE, DTE, SPPU are initiated with follow up.

- 12:Item A cursory presentation by Heads on "Detailed syllabus draft of SY-B.Tech", (to be implemented from AY 2016-17) and "Course Dependency/Prerequisite Chart" for the New UG Structure.

Resolution-R-36-11:

The senate resolved to defer the HODs' presentations on SY B.Tech syllabi and 'Course Dependency Chart' until extended meeting of the 36th Senate, to be scheduled soon.

Resolution-R-36-12:

- a. The Senate approved the titles and contents of the Courses in SY B.Tech curriculum, department-wise, and instructed the Heads of the Departments to provide the curriculum/syllabus, as a whole, in Institute's standard template, in ready-to-print format.
- b. The Senate decided that Dean-Academics would provide the template for 'Course Dependency Chart' to the Heads towards inclusion in



Curriculum draft.

- c. While consenting on shifting the 'Applied Biology' course to the desired semester for Computer & IT department, the Senate turned down the proposal of verbatim same curriculum for Computer & Information Technology as TWO distinct streams of studies.
- d. The Senate decided to consider the possibility of adding one more 'Mathematics' course at TY odd term, after studying its implications with stakeholders. The course could be on "Probability & Statistics", to be floated by Mathematics department OR engineering departments can float domain specific Maths courses relevant to them and a choice may be given to Students to choose between such options.

Action Taken: All the HoDs presented the Structure and Syllabi drafts of SY BTech, to be implemented from AY 2016-17.

13:Item Any other point with the permission of the Chair.

Suggestion by Prof. Ahuja to introduce and accommodate the one credit courses on "Innovation" and "Entrepreneurship" at SY BTech level.

Resolution-R-36-13:

The senate resolved to introduce the one credit courses on "Innovation and "Entrepreneurship" and respectively accommodating them at even/odd semesters of SY on swapping basis for [E] and [M] group of branches. Also it was decided to continue with present intake capacity of 18 for all our PG programs for the time being.

Action Taken: Heads are requested to make a suitable room in modified SY BTech curriculum structure to accommodate the single credit courses on "Innovation" and "Entrepreneurship", as per need of time and aspirations of learners.

Resolution R-37-02: Actions taken on various academic resolutions, suggestions, issues, concerns, best practices & initiatives for students and teachers were all noted by the Senate, with expression of recognition and appreciation.



Sen-03: Appreciation/ Felicitation of Students for their Academic Accomplishments in GATE/CAT/GMAT examinations and PhD admissions in reputed Universities.

A new initiative of acknowledging and felicitating the students who performed extraordinarily on their career track, gaining higher all India ranks in the competitive examinations, is started from the 37th senate meeting by the institute which will be continued every year. (List of students who were felicitated for their extra ordinary achievements is enclosed as Annexure-2). The college has signed an MOU with TCS which was renewed and signed in the meeting in presence of the Senate members and TCS officials. The MoU signing ceremony was followed by distribution of the TCS Best Students and Best Project awards.

Resolution R-37-03: The senate appreciated the new initiative and resolved to continue the practice in future too.

Sen-04: Presentation and Deliberations on Academic Calendar of the AY 2016-17.

Dean-Academics presented the new Academic Calendar for AY 2016-17 before the Senate. He mentioned that the academic calendar is exhaustive with all dates of all major and minor curricular/ non curricular activities mentioned in the same. He also added that having uniform slot for T1/T2 on institute level has worked successfully lowering the rate of mass bunking and absentee of the students and the institute will therefore follow the same practice in future too. Dean-Academics informed that it is for the first time that, in Academic calendar, there is proposed mention of compensation of lost academics due to public holidays on working days. In 14 weeks of anticipated availability for conducting teaching learning process, it is expected to get 14 working Mondays- through-Fridays, and loss due to public holidays falling on any such day, has been proposed to be compensated on few Saturdays. Prof. C.Y. Patil-HoD-Instrumentation suggested to have a separate mention of the dates of "Instruction Begins" for FY-B.Tech and FY M.Tech, in accordance with notification by DTE on admission process completion for both of these programs. The suggestion was accepted.

Dean-Academics expressed his deep concern on the observation that, the status of students' feedback on courses is not satisfactory and only 40% of the students have submitted their feedbacks and considering the importance of students feedback in the attainment of PO's and CO's it is high time that the institute should take some corrective measures for encouraging the students to give feedback. It was suggested by the senate members to also have specific days for respective classes for giving feedback and the process should be conducted twice a year during end of the Midterm and End



semester. Both the student as well as faculty members of the Senate felt the need of having some kind of disciplinary actions taken against the students failing to participate in this activity. Dr. Ahuja added that one of the most important reason for the lack of students participation in the feedback activity is because the departments fails to make the students feel that their feedbacks are valuable and are taken into considerations. Also necessary measures for improvements are initiated by the departments. He also suggested that every head to visit the classes and interact with the students making them understand the importance of the feedbacks, assuring them about the confidentiality of their identity, thanking them after the feedbacks are received and assuring the necessary improvements based on their suggestions/ feedbacks. To improve the feedback status for even term of AY 2015-16, it was decided to announce class-wise time slots on stipulated days (by Dean-Academics) and Heads to instruct their respective faculty advisors to actually look into the activity responsibly.

Resolution R-37-04: It was resolved that-

a: The day-wise slots for rendering the course feedback, program and class-wise, would be declared by the Dean Academics.

b: Minor disciplinary actions will be taken against students failing to register their feedbacks.

Sen-05: Presentation on the Report of Senate-Sub-Committee on "Honors and Minor Certification Schemes at COEP (UG): Implementation Details" .

The Schemes were proposed in 34th Senate Meeting held on 7th March 2015 and were in principle, 'APPROVED'. In 36th Senate meeting (14th Dec. 2015), it was resolved to constitute a Sub-committee of Professors: Dr. Malkhede, Dr. Mrs. Rajhans, Birajdar, Dr. Mrs. Madhekar, Dr. Mrs. Kurode, with Prof. B. N. Chaudhari as special invitee and Dean-Acad. as Convener towards Exploration of Implementation issues. The first meeting of Senate subcommittee was held on 22nd March 2016 to discuss various issues, concerns, limitations, benefits, pros/cons related to the Schemes. The conclusive proposal was presented by Prof. Sutaone on behalf of the committee towards Senate's approval. The salient features of the proposal are as follows:

- Aspiring student has to register for additional FOUR THEORY courses and acquire a additional (minimum) 12 credits (3 credits/course) for any ONE of BOTH the Schemes.
- Honors Certificate for Vertical in his/her OWN Branch for Research orientation; Minor in any OTHER Branch for Improving Employability.



- **For MINOR scheme:**

- Every Department to develop and submit 'Minor-Courses-List' of 5-6 Theory courses with Titles and detailed syllabi, separately.
 - e.g. E & TC dept.: Linear & Digital ICs, DSP, Embedded Processors, Digital Communication, Communication Networks.
- Student from ANY department is ELIGIBLE to apply for Minor from ANY OTHER DEPARTMENT.
- The Scheme would start from 5th Semester of UG program and applicant must have a minimum CGPA of 6.0 (up to 4th Sem).
- Host Department to float a SINGLE course from Minor-List, ONE in EVERY Semester starting from 5th Semester (Four courses in Four Semesters viz. 5, 6, 7, 8).
- NO Lab course/Internship/Mini-project/MOOC permitted in Minor Scheme.
- All Minor Courses to be designed and delivered by Departments only.

- **For HONORS Scheme:**

- Every Department to develop and submit a 'Honors-Courses-List' of 5-6 Theory courses with Titles and detailed syllabi. MOOCs are permitted to be part of the list, so also a few PG courses. Multiple Verticals are encouraged. (e.g. Digital Communication/Signal Processing/Communication Networks/VLSI Design/Embedded Systems/ etc.)
- Student from Host Department to undertake the Honors scheme for his/her own branch.
- Scheme would begin from 5th Semester of UG program.
- Applicant should have CGPA score of 6.0 (up to 4th Semester)
- Host Department to float the courses from Honors-List as ONE in each Semester (viz. 5th, 6th, 7th, 8th Sem, of which preferably the SECOND course could be a MOOC from NPTEL/edX/Coursera/Udacity//PurdueNext/Khan Academy/QEEE etc. with examination given by the Department.

- **Implementation:**

- 01 Minor & 01 Honors each = 02 Courses in every Semester beginning from 5th Sem. upto 8th Sem. Total: 08 Courses.
- A Student opting for 'Honors' will NOT be ENTITLED to register for 'Minor'.
- Allotment of SLOT in Time table on the line of ILOE (e.g. Mon-Wed: 9 to 10 am).
- Department to identify and appoint a faculty member as 'Honors/Minor Coordinator' for guiding the aspirants.

- **Concluding Remarks:**

- Our UG program needs to be made of **reduced credits, (Proposed: 170 credits across Eight semesters).**
- Advantage: Mediocre learner would find it bit easier to complete the program with good scores, with such reduced credits.



- So, for Brighter Students opting Honors/Minor scheme, the UG program would be of $170 + 12 = 182$ credits.
- Average learners can receive B.Tech degree with normal 170 credits.
- The remedial assessment schemes such as Re-examination or Summer term will NOT be applicable for Minor or Honors schemes. Student failing in any of the Minor or Honors courses, at any stage will be discontinued from the Scheme.
- The schemes shall also be open for Second Year Direct Admitted Diploma Students, with CGPA of Second Year at COEP exceeding 6.0.
- Our MIS would need to accommodate the schemes, for Registrations & marks entry and Exam-cell to provide additional (9th) Grade sheet.
- The schemes are to be floated in right spirit, as an 'Academic Experiment' and aggressive Dissemination to be initiated amongst the students.
- AICTE/DTE/SPPU need to be informed ONLY, since its CERTIFICATION and NOT the DEGREE.

Senate members appreciated the proposal and approved the same with remark that more intricate studies need to be undertaken with regards to implementation, availability of common time slot, classrooms and faculty to exercise the experiment. Director suggested to remove the CGPA criterion for eligibility to enroll for both schemes so that any aspiring learner independent of his/her scores can avail the opportunity Also it was decided that the schemes be percolated/propagated to end-beneficiaries i.e. students by the functionaries such as Dean-Academics, Dean-Student Affairs and Heads of the Departments, before the execution starts next academic year (AY 2017-18).

Resolution R-37-05: The proposal on the Implementation details of Honors/Minor Schemes, (with $170 + 12 = 182$ credits) was appreciated and approved by the Senate with the remark to explore intricate execution issues and need to disseminate the schemes aggressively among the students, both normal and second year direct admitted diploma ones.

Sen-06: Presentations by Heads of the Departments on "Curriculum Structure and Syllabus draft of SY-B.Tech", (to be implemented from AY 2016-17), in light of Reduced Credits for UG Programs.

In view of reduced credits for all UG programs to 170, Dean Academics emphasized on reorganization of Curriculum structure of department-wise UG programs considering the suggested and approved introduction of one credit course on 'Innovation' at SY BTech. He then invited Heads of the departments in a sequence and requested them to present incrementally changed curriculum structure of SY BTech. (to be implemented from AY 2016-17).

Honoring the vision of Dr. Kohli- BoG Chairman, on emphasizing inclusion of Mathematics courses, in number and content, in the curriculum structure, and as appealed by the Director in previous Senate meeting, it had already been decided to introduce FOUR Mathematics course in first four semesters of UG program with a compulsory tutorial, in each of them. Accordingly Head of Mathematics re-iterated the titles of Maths courses at SY BTech as at Sem-III: Ordinary Differential Equations & Multivariate Calculus, and at Sem IV- Vector Calculus and Partial Differential Equations. He also apprised about titles and contents of Maths courses for directly admitted Diploma students at SY as at Sem.III: Linear Algebra & Univariate Calculus, and at Sem-IV: Multivariate Calculus and Differential Equations. Also a one credit course on "Innovation" was seen to be introduced at 3rd or 4th Semester, alternately, by each of the department in SY curriculum, swapped with ONE credit course on "LLC", between [M] & [E] groups. Prof. Rajiv, Head of Production department, reminded of the change in title of the course on Applied Biology as "Science of Living Systems". Dean-Academics appealed the faculty of Biology to take a note of the change and accordingly submit & share the updated syllabus of the course at the earliest. He also assured the Heads about sharing the Curriculum template of SY BTech, so that all the syllabi can be uploaded on Institute's website before start of the semester, also for drawing some print copies as well.

Resolution R-37-06: The Senate approved the incrementally changed SY BTech curriculum structures, in light of reduced credits to 170, department-wise, and noted the minor but important changes.

Sen-7: Any other point with the permission of the Chair.

1. Mentioning the Conversion Table for Grades to Marks (UG) on the Grade report given to the students:

Dean Academics, in the previous Senate meeting, had expressed the necessity of having the Institute's policy on Conversion table between Grades (CGPA) and Marks and announcement of Class based thereupon, for the B. Tech passed outs, aspiring to make their careers in public sector. Accordingly a formula was evolved based on studies of similar practice at other elite institutes, AICTE norms, and our own students' performance across years and branches. The same was presented, deliberated and approved in previous Senate meeting, which is repeated here for convenience:

- % of Marks scored by Students = $[\text{His/her CGPA} - 0.5] \times 10$
- CGPA of 6.5 and above be considered as First Class since $[6.5 - 0.5] \times 10 = 60\%$



- We will NOT declare PASS class for the students scoring CGPA ≤ 6.5

However, the student representatives on the Senate and the Students' General Secretary, Mr Chinmay Tadwalkar expressed their deep concern on applying the policy for the batch passing out in AY 2015-16. They argued that the equivalence as per AICTE norm in this regard, has been shared with many industries/corporate who have offered internships to COEP students this year, and requested to apply the policy from the batch admitted in AY 2015-16, giving them the intimation in advance. The students further requested that the passed out students of AY 2015-16 and previous batches should be applied with Institute's earlier policy of "Not Announcing and Printing the Conversion scheme on the Grade sheet " and respond to the demands on case basis. Various functionaries such as Director, Dean-Student Affairs, Dean-Quality Assurance, Controller of Examinations had counter arguments on the same.

After a deliberated discussion and considering the resistance from the student senate members the conversion formula was decided to be printed on the back side of the grade sheet for the batch admitted in AY 2015-16. For students on roll and thus passing out in year 2015-16, 2016-17, and 2017-18, the letter will be issued by Controller of Examinations on demand from recruiter or by the student or otherwise, stating that "The Institute does not express the conversion between grades and % marks and does not declare the CLASS based on acquired CGPA. The recruiter or the agencies requesting declaration on such conversion may refer to the AICTE or appropriate guidelines in this regard".

Resolution R-37-07:

a: The Senate resolved that a note of such provision on "Conversion between Grades and Marks" be mentioned in the Minutes of Meeting of the Senate and the approved copy be made available on the college website. The needy student would download the copy for his/her own use for the career purpose.

2. Presentation by Mr. Mandar Karanjkar on offering an open elective course on Digital Marketing & Business Laws For Engineers

Mr. Mandar Karanjkar, COEP alumnus (B. Tech Mechanical, 2012 batch) and Co-Founder and Partner, Seed Shower proposed to offer an open elective course on Digital Marketing & Business Laws for Engineers for COEP students and gave a short presentation on the course contents.



Resolution R-37-07:

b: It was resolved that students will be informed about the course and considering the interest/ response of the students or the number of students opting for the subjects the institute may float the open elective.

3. Discussion on Teaching assignment/Workload to be undertaken by COEP faculty in an academic term.

Faculty is the most important human resource in an education system, and the allotment of academic assignment to the individual is the activity to be executed most religiously at the department level, at the beginning of every academic term. Along with, this assignment, a faculty member is also expected to engage himself/herself in into cutting edge research, with his/her students with targeted outcomes. Also, many senior teachers are bestowed with administrative port folios at Institute level, thus required to give more time for raising up the new systems.

With this background, Prof. Ahuja opened the topic of allotment of teaching assignment to a teacher and issues involved therein across various departments in the Institute. Latest AICTE guidelines in this regard must be followed, in general, he remarked. A younger teacher who doesnot have any other responsibility than teaching, must engage the stipulated load (16 hours/week for Assistant Professor, 12 for Associate Professor and 08 for Professor), as per AICTE norms, with TWO theory courses (preferably 01 UG and 01 PG, as per convenience of the department). A senior teacher, with designation of Associate Professor and Professor should engage courses for junior UG classes and those with Institute level port folio, such as Dean, Head of the Department or Section In-charge be given upto 50% exemption in teaching load. The Director and Deputy Director as leaders of the Institute should also academically exemplify by taking at least ONE course of UG or PG class, in a semester. Prof. Chaudhari shared the practice at IIM Udaipur of NOT engaging the Young faculty members into any administrative activities at the beginning of their career. The new recruits in the initial phase of their career should only focus on teaching and research and should develop their expertise and brand in the domain of their interest, he further added on the philosophy of IIM Udaipur's leadership. The younger teachers must also keep them aloof from external attractions and outreach in terms of consultancy, FDPs etc., before they build their adorable image in teaching, in perception of learners.

Prof. Ahuja further added that the empowerment scheme for faculty colleagues pursuing PhD, of relaxation in workload in initial and submission phase of their research be continued as an encouragement and motivation. Though semester-wise workload



allotment is the purview of the Department, an implicit uniformity and rationale be followed in this activity, he said.

Resolution R-37-07:

c: It was resolved that the teaching workload allotment to the faculty members across various departments of the Institute be executed as per guidelines of the regulatory authorities, understanding the demands/constraints of a particular department, with an implicit uniformity and rationale.

Prof. Sutaone thanked all the members for attending the meeting and declared conclusion of the same.



Minutes of 38th Senate Meeting

Date: 26th July 2016, 3:00 pm onward

Venue : Mini Auditorium

Agenda

Item. No.	Item
1	Confirmation of Minutes of 37 th Senate Meeting dated 27 th April 2016.
2	Actions Taken Report (ATR) on the Resolutions/Decisions of the 37 th Senate meeting held on 27 th April 2016.
3	Presentation of Examination Results and their Analysis for Graduating Batches of AY 2015-16: All UG and PG Programs
4	Seeking Approval on Lists of Branch-wise Toppers and Rank Holders: All UG Programs
5	<p>Presentation of the Curriculum Structure and Detailed Syllabi by the Respective Head of the Departments of following PG Programs:</p> <ol style="list-style-type: none">1. M.Tech- Computer Engg. –[Information Security]2. M.Tech- Metallurgy –[Materials Engineering]3. M.Tech- Electrical – [Embedded Control Systems]4. M.Tech- Electrical – [Power Electronics & Power Systems]5. M.Tech- Electrical – [Power Electronics, Machines and Drives]6. PG Diploma in Additive Manufacturing7. FY B.Tech [CSE and ECE] at IIIT, Pune.
6	Any Other Point with Permission of the Chair



Prof. M. S. Sutaone, Dean Academics welcomed the Chairman, Prof. B. B. Ahuja and all other members of the Senate and requested the chairman to declare the meeting open. The Chairman welcomed all and announced the commencement of the meeting to discuss various points as per the agenda. He further added that the meeting was being convened primarily for approval of the Results of Graduating batch of Students of AY 2015-16, by the Senate, in light of the Graduation Ceremony being scheduled on 4th August 2016.

Attendance of all the members present was recorded in the proceeding book.

Sen-38-01: Confirmation of Minutes of 37th Senate meeting dated 27th April 2016.

The Minutes of meeting of 37th Senate meeting held on 27th April 2016 were already circulated to all the members a priori by Dean Academics which were once again discussed and after due deliberation the members unanimously confirmed the minutes.

Resolution R-38-01: The Senate confirmed the minutes of meeting of 37th Senate unanimously.

Sen-38-02: Actions taken Report (ATR) on the Resolutions/Decisions of the 37th Senate meeting held on 27th April 2016.

Item 1: Confirmation of Minutes of 36th Senate meeting dated 15th Dec. 2015 and 29th Feb. 2016.

Resolution-R-37-01: The Senate confirmed the minutes of meeting of 36th Senate unanimously.

Action Taken: Confirmed and Signed Document Uploaded on Institute's Website.

Item 2: Actions taken on the decisions of the 36th Senate meeting held on 15th Dec. 2015 and 29th Feb. 2016.

Action Taken: Attached as Annexure with MoM of 36th Senate Meeting.

Item 3: Appreciation/Felicitation of Students for their Academic Accomplishments in GATE/CAT/GMAT examinations and PhD admissions in reputed Universities.

Resolution-R-37-03: The senate appreciated the new initiative and resolved to continue the practice in future too.



Action Taken: The Lists of Students with illustrious academic achievements were given to the PRO to maintain the record regularly.

Item 4: Presentation and Deliberations on Academic Calendar of the AY 2016-17.

Resolution-R-37-04:

- a. The day-wise slots for rendering the course feedback, program and class-wise, would be declared by the Dean Academics.
- b. Minor disciplinary actions will be taken against students failing to register their feedbacks.

Action Taken:

- i. The finalized Academic Calendar for the Academic Year 2016-17 was uploaded on Institute's website and all the stakeholders were instructed to follow scrupulously for all academic related activities.
- ii. Minor disciplinary actions such as showing answer books only after registering the feedback, not permitting the student to participate in the any Club/extra-curricular activity in want of feedback etc. were suggested to the Heads for further communication and action.

Item 5: Presentation on the Report of Senate-Sub-Committee on "Honors and Minor Certification Schemes at COEP (UG): Implementation Details" .

Resolution R-37-05: The proposal on the Implementation details of Honors/Minor Schemes, (with $170 + 12 = 182$ credits) was appreciated and approved by the Senate with the remark to explore intricate execution issues and need to disseminate the schemes aggressively among the students, both normal and second year direct admitted diploma ones.

Action Taken: After freezing on the additional credits for both the programs, the Heads of various Departments were instructed to prepare the Lists of Courses to be offered under both schemes and present the same in subsequent meetings. The Schemes have been included in the "B.Tech-Academic Rules and Regulations" of COEP for further dissemination, among takers.

Item 6: Presentations by Heads of the Departments on "Curriculum Structure and Syllabus draft of SY-B.Tech", (to be implemented from AY 2016-17), in light of Reduced Credits for UG Programs.



Resolution R-37-06: The Senate approved the incrementally changed SY BTech curriculum structures, in light of reduced credits to 170, department-wise, and noted the minor but important changes.

Action taken: The changed curricula were delivered in the Sem-I of AY 2016-17, with One credit course on "Innovation" first time experimented on SY students of E-group branches .

Item 7: Any other point with the permission of the Chair.

- a. Mentioning the Conversion Table for Grades to Marks (UG) on the Grade report given to the students.

Resolution R-37-07 a: The Senate resolved that a note of such provision on "Conversion between Grades and Marks" be mentioned in the Minutes of Meeting of the Senate and the approved copy be made available on the College website. The needy student would download the copy for his/her own use for the career purpose.

Action Taken: The note has been uploaded on Institute's website for the perusal and benefit of needy student.

- b. Discussion on Teaching assignment/Workload to be undertaken by COEP faculty in an academic term.

Resolution R-37-07 b: It was resolved that the teaching workload allotment to the faculty members across various departments of the Institute be executed as per guidelines of the regulatory authorities, understanding the demands/constraints of a particular department, with an implicit uniformity and rationale.

Action Taken: The thought process and philosophy of the Management, Administration and functionaries in allotting Academic assignment to Institute's faculty is expected to be percolated down and convinced to each and every faculty from all the departments. Heads of the departments have been appealed to do the needful and take a synchronous and balanced approach while giving teaching assignments for the Semester to their faculty members.

Resolution R-38-02: Actions taken on various academic resolutions, suggestions, issues, concerns, best practices & initiatives for students and teachers were all noted by the Senate, with expression of recognition and appreciation.



Sen-38-03: Presentation of Examination Results and their Analysis for Graduating Batches of AY 2015-16: All UG and PG Programs.

Sen-38-04: Seeking Approval on Lists of Branch-wise Toppers and Rank Holders of AY 2015-16 [All UG Programs].

In light of the Graduation ceremony scheduled on 4th August 2016, for graduating batches (both UG and PG) of AY 2015-16, the Controller of Examinations, Dr. Vahida Attar and Dean Academic Affairs, Prof. Sutaone presented the detailed analysis of Academic performance of this TENTH batch of graduating students of COEP. Beginning with the Branch-wise list of Toppers (Highest CGPA scorers) in the UG programs, who would be honored with Institutional Gold Medals, they apprised the members with UG program-wise statistics of the Examination Results of the graduating batch. Elaborating the terms such as Success Index, representing number of students successfully completing the Program in stipulated period of FOUR years and Academic Performance Index representing Average CGPA of the Class, they presented the branch-wise performance for THREE consecutive years (2015-16, 2014-15 and 2013-14), to understand the TREND. On the trends, Dean-Academics further commented that Success Index or turn out ratio and Average CGPA both could be attributed to quality of Intake a particular branch receives in the First year. Whereas the average CGPA across branches seemed to be somehow stagnated around 7.44, the success rates for branches like Metallurgy and Civil are worrisome, he further expressed. He narrated his observations on smaller variations in average CGPA across branches over the three years, with improvement in the success rates for certain branches that could be related to schemes/practices such as summer term/re-examination, being followed for academically weaker students.

On the performance of Postgraduate students, they further presented the number of successful candidates, specialization-wise, for this year (AY 2015-16) and the average CGPA of the class. For certain specializations, the number of students successfully completing the program in stipulated TWO years was lower, which was attributed to either more number of incomplete dissertations or some students leaving the program incomplete for the sake of employment, he said.

Finally the approval was sought from honorable Senate members on the Lists of Gold Medalists at UG programs and those of passing out students for both UG and PG programs who would receive certificates on the day.

The members, after appreciating the detailed Result Analysis, remarked the overall academic performance of the students as SATISFACTORY and APPROVED the Results & the Lists in totality towards award of Passing (Graduation) certificates and Gold Medals to the UG toppers.



Resolution 38-03 & 04: It was RESOLVED to approve the Overall Academic Results of AY 2015-16 and the Lists of Gold Medalists (at UG) and Passing Out Students (at UG & PG), in totality, towards award of Gold Medals and Passing (Graduation) certificates respectively.

Sen-38-05: Presentation of the Curriculum Structure and Detailed Syllabi by the Respective Heads of the Departments for following PG Programs:

1. M.Tech- Computer Engg. –[Information Security]
2. M.Tech- Metallurgy –[Materials Engineering]
3. M.Tech- Electrical – [Embedded Control Systems]
4. M.Tech- Electrical – [Power Electronics & Power Systems]
5. M.Tech- Electrical – [Power Electronics, Machines and Drives]
6. PG Diploma in Additive Manufacturing
7. FY B.Tech [CSE and ECE] at IIIT, Pune.

The Department of Electrical Engineering changed the titles of two of their existing PG programs and started a new PG program to be implemented w.e.f. AY 2016-17. Similarly Department of Metallurgy changed the title of their one of the PG programs to Material's Engineering and Computer Engineering started the new PG Program on "Information Security" w.e.f. again AY 2016-17. The approvals from AICTE as the regulatory body after seeking permissions from SPPU and DTE authorities for these programs have been obtained.

The Heads of these Departments presented the Curriculum structures and detailed syllabi for all these changed and/or newly established programs to the house. It was noticed that the structures confined well to the framework given by the Senate for Curriculum revision iteration of Year-2015. However the drafts were seemed not to be prepared strictly as per template provided by Dean-Academics and to be followed for each and every program on campus. The Heads were instructed to update the drafts before uploading on the Institute's website.

Since the mentorship role of newly established IIIT, Pune has been bestowed upon COEP, the Dean-Academics was given the responsibility of preparing the draft syllabi of FY B.Tech of the two disciplines viz. Electronics & Communication Engg. [ECE] and Computer Science & Engineering [CSE]. The drafts accomplished with the help of Heads and faculty of the E & TC and Computer departments of COEP, were presented in the house and the approval was sought. The activity was further to be coordinated by Dr. M.Y. Khaladkar from COEP's end towards dissemination among IIT-Pune's new entrants.

Department of Production Engg. has initiated a PG Diploma program on "Additive Manufacturing" in collaboration with industry at Bangalore. The curriculum for the same was presented by the Head in the House and approval was sought.

The House appreciated the due steps of the individual departments for revamping their older PG programs and/or establishing new PG programs. Deputy Director Prof. B.N. Chaudhari said that it was very timely that such changes were conceived and rightly implemented in his Department of Electrical Engg. Prof. Ahuja further added the inception of TWO new PG programs in COEP with 24 intake each has increased PG Admission capacity of the Institute to 475, with total of 24 programs now, which was also mandated in TEQIP-Phase-II. He also released a thought of converting intake capacity of all existing PG program to 24 each, in near future.

Resolution R-38-05: It was resolved to APPROVE the Curriculum Structures and Syllabi drafts of all the Changed and Newly started PG Programs, also the PG Diploma program on Additive Manufacturing and FY B.Tech Syllabus of IIIT-Pune, all towards implementation from AY 2016-17.

Sen-38-06: Any other point with the permission of the Chair.

Payment of Honorarium to the Teachers who undertake summer term courses of class less than strength of 20.

As per existing norms, all the teachers engaged into teaching and examination of academically weaker students in Summer term, are offered honorarium at the rate of Rs. 2000/- per credit of the course undertaken. However there is condition of class strength of such summer course to be larger than 20, if a teacher has to claim such honorarium. Mr. Swapnil Mali, Assistant Professor in E & TC department, raised an issue regarding non-payment of Honorarium in such cases. He submitted that for marginally lesser strength (15-19) than 20, the amount of efforts invested in the activity is same and requested the functionaries to revise the norm. Director Prof. Ahuja considered the expressions by Mr. Swapnil as genuine and consented on offering honorarium to such teachers engaged in Summer term teaching. He also appreciated the fact that Mr. Swapnil raised the issue after committing himself for taking courses in Summer term for consecutive three summers without receiving honorarium. Upon receiving positive responses from the members, he further instructed Controller of Examinations to start offering honorarium in such cases with immediate effect.



Resolution R-38-06: It was resolved that the independent of the strength of the class of the courses offered in Summer term, the concerned teacher be provided the Honorarium on per credit basis, as per existing norms.

Prof. Sutaone thanked all the members for attending the meeting and declared conclusion of the same.

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a series of loops and a final flourish.

Minutes of 40th Senate Meeting

Dates: 1st April & 25th May 2017, 11am onward

Venue : Mini Auditorium

Agenda

Item. No.	Item
1	Confirmation of Minutes of 39 th Senate Meeting dated 6th January 2017.
2	Actions Taken Report (ATR) on the Resolutions/Decisions 39 th Senate meeting held on 6th January 2017.
3	Proposed Academic Calendar for A.Y. 2017-18: by Dean-Academics and CoE.
4	Presentation by the Heads of the Departments on: i. T.Y. B.Tech Curriculum Structure & Detailed Syllabi [2015 Iteration] ii. Lists of Honors' and Minor Courses iii. Conclusive Reports on 'Gap Analysis'.
5	Presentation of Revised Curriculum Structure for 'B. Planning' program to be implemented from A.Y. 2017-18:- Prof. P. M. Raval.
6	Presentation of S.Y. B.Tech Curriculum Structure of IIIT, Pune: Dean-Academics.
7	Presentation on 'Quality of Students' Intake: All UG/PG Programs-AY 2016-17, by respective Admission Committee Chairman. [Carried forward from 39th Senate].
8	"New Vision, Mission and Goal Statements of COEP: Meaning Behind and Beyond Words" -Prof. B.N. Chaudhari-Deputy Director.
9	"COEP's Mentorship Program- An ISR Initiative of COEP": -Prof. B. B. Ahuja,
10	Any Other Point with Permission of the Chair.



Prof. M. S. Sutaone, Dean Academics welcomed the Chairman, Prof. B. B. Ahuja and all other members of the Senate and requested the chairman to declare the meeting open. The Chairman welcomed all and announced the commencement of the adjourned 40th Senate meeting to discuss various points as per the agenda.

Attendance of all the members present was recorded in the proceeding book.

Sen-40-01: Confirmation of Minutes of 39th Senate meeting held on 6th January 2017:

Dean Academics read out the minutes of 39th meeting of Senate, which were already circulated among members well in advance. Whereas there was unanimity expressed by members on every other point, there was serious deliberation on the issue of Students' feedback on Courses and teachers. Dean-Quality Assurance, Prof. R.R. Joshi presented the analysis of Students' feedback for some sample courses and branch-wise figures of average feedback. It was obvious that the average feedback of the departments has saturated and lingering around 3.0 to 3.25, on the scale of 5. The other senior members expressed their concerns on the way the process of taking feedback, with the intent of involving maximum of number of students voluntarily in this sacred activity. Some of the members said that Feedback should be made mandatory, while others expressed that a sample of sincere students be only appealed to render the same. Prof. Joshi further said that some provision could be made in MIS to check the registration of feedback by a particular individual student. He also stressed on the efforts of the Heads of the departments and the faculty advisers of particular class, in motivating students on participation in feedback process. Dr. Vahida Attar, the Controller of Examinations expressed the possibility of associating the feedback with generation of hall ticket for allowing the students to appear at examinations and further declaring the results only for participants. Finally it was decided to forward the suggestions in this regard to Prof. Joshi who would compile and implement them in the next iteration.

Res.R-40-01: It was resolved to CONFIRM the Minutes of 39th Senate meeting unanimously.

Sen-40-02: Action taken Report on Resolutions/Decisions of 39th Senate meeting held on 6th Jan 2017:

Dean Academics presented the actions taken on various resolutions/decisions taken on every agenda item in 39th Senate meeting held on 6th Jan 2017. The members noted the same, and appreciated the actions taken. The detailed Action Taken Report (ATR) is annexed herewith.



Resolution R-40-02: Actions taken on various academic resolutions, suggestions, issues, concerns, best practices & initiatives for students and teachers were all noted by the Senate, with expression of recognition and appreciation.

Sen-40-03: Proposed Academic Calendar for A.Y. 2017-18: by Dean-Academics and Controller of Examinations:

Dean Academics, with the help of CoE, presented the Academic Calendar for coming Academic year 2017-18. He appreciated the contributions of Dean-Students' Affair, Dean-Quality Assurance, CoE, and staff of examinations cell in design of the Academic calendar. He expressed that the framing this calendar is not a simple task and requires accommodating expectations of students and faculty, and administration while satisfying all such stakeholders. Prof. Joshi suggested mentioning dates of Senate meetings to be held in a year, in this calendar, and also the date of Graduation ceremony. The suggestion was well taken. The inclusion of compensating academics lost due to public holidays on working Saturdays, was well appreciated by the members. It was also suggested to share the draft calendar with all COEP faculty on e-mail (coepf) to invite suggestions and modifications and then publish and announce the same.

Resolution R-40-03: While appreciating the novel inclusions in the Academic Calendar, it was resolved to share the draft Academic Calendar with all COEP faculty on e-mail and after accommodating the suggestions, publicize among stakeholders.

Sen-40-04: Presentation by the Heads of the Departments on:

- i. T.Y. B.Tech Curriculum Structure & Detailed Syllabi [2015 Iteration]
- ii. Lists of Honors' and Minor Courses
- iii. Conclusive Reports on 'Gap Analysis'.

In view of implementation of new, TY curriculum w.e.f AY 2017-18, the presentations on the structure and detailed syllabi of the same started with Prof. S.S. Bhosale, Head of Civil Engineering department. An important suggestion came from the members on including the contents on Environmental studies in syllabus. Prof. Abhijit suggested on deciding the course code for a particular course manually by the department, rather than MIS doing this task automatically, and then assign such codes to courses in MIS. Dr. S.D. Kulkarni expressed his serious concern on changing the course structure & contents, credits of the total UG or PG program, examination schemes etc, in between, or every, now and then. There should be a pre-decided curriculum frozen for the duration of the program for a particular batch which should be delivered with commitment, he said. Director, Prof. Ahuja said that students admitted to a particular batch won't mind minor changes in curriculum with regards to augmentation of elective

courses, or novel schemes such as Honors/Minor certification, or some innovative courses such as Entrepreneurship, etc. Prof. R.R. Joshi said that once the structure is frozen for a periodicity of four years, it should not be touched even for minor alterations, whereas new electives could be added to the lists for the benefit of students.

Prof. Ahuja explained the concept of Honors/Minor to the audience once again, to clarify the doubts regarding these new schemes on campus to be implemented from AY 2017-18. He re-emphasized on involving industry experts as co-teachers for particular courses for the benefit of students.

Dr. Kher, Head of Applied Sciences, presented the lists and contents of Humanities electives courses to be undertaken by TY students of all branches in both the semesters. List encompassed Languages such English, German, Japanese, courses on Psychology and Finance. He also mentioned association of various domain experts as adjunct faculty to deliver this series of courses.

Head of E & TC department, thereafter presented the TY structure and Curriculum in details, lists of Honors/Minor courses, and also, the report on Gap Analysis, conducted in recent past in the department.

Head of Electrical department, Dr. Talange presented the same to the audience, and additionally apprised the house that Electrical department is going to offer TWO streams of Minor courses, one in core Electrical and the other in Renewable Energy. Prof. Dambhare said that the proposed novel curricular changes should be implemented seriously rather should not only prove to be cosmetic.

Prof. Abhijit presented the curriculum structure, lists of Honors/Minor courses on behalf of Head of the departments of Computer & IT. He proposed to attach Honors courses with M.Tech courses in the department and there is no need of defining lower limit on number registrants therefore for Honors courses.

Dr. Sewatkar, Head of Mechanical Engineering department, thereafter presented the contents of the curriculum and detailed Gap analysis report of his department. The meeting was adjourned for continuing it in near future, to favor the time.

The adjourned meeting on 1st April 2017, was continued on 25th May 2017. Prof. Dhokey followed by other heads who could not make the presentations in the previous meeting made the presentation on the curriculum structure, list of the courses offered under Honors and Minors Scheme and the Gap analysis report for their respective department.

Dr. Ahuja, suggested the heads to identify different titles with distinct contents for Honors and Minors. The doubt regarding the nomenclature of the Honors and Minor on the degree/ passing certificates and their mention on the grade sheet was clarified again Dr. Ahuja, who stated the following points.

1. Since Honors scheme is offered by the parent (host) department, the name on the passing certificate will be B. Tech (name of the branch with "Honors")



2. Minors, being interdisciplinary scheme, the mention will be B. Tech in (name of the parent branch) and Minors in (name of the interdisciplinary course opted)

Dr. Sutaone mentioned that, a primary survey was conducted by him in order to sense the response/ feedback of the students toward the initiative of the institute to offer Honors and Minors courses. Around 800 students were involved in the activity, out of which 585 students submitted their response. About 285 students showed their interest for Honors, 233 for Minors while rest opted for the option none. Since the response shown by the students seems to be encouraging, the institute will proceed with the initiative, making following provisions as per the request of the senate. He further presented the rules and regulations for implementation of these schemes from AY 2017-18 (Annexed herewith) and further added that the allotment of minor courses will be done centrally by Exam cell on the lines of ILOE, while honors will be allotted on departmental level.

Dr. Ahuja and Dr. Sutaone further emphasized on following point.

1. Since the Honors/ Minor scheme is introduced to challenge the academically brighter students, students with backlogs will not be permitted to opt for the said scheme.
2. Students opting for the scheme will have to maintain a consistent academic record, failing to which he/ she will have to drop down the honors/ minor courses opted and will have to continue with the regular credit courses.
3. Any student opting for a Minor course must get minimum CC grade in order to get the certificate.

(All the above points were decided to be communicated to the students by Dean academics)

Resolution R-40-04: The Senate while appreciating the department-wise curriculum structure, detailed syllabi contents, lists of Honors/Minor courses and report on Gap Analysis, resolved to approve the same and all towards implementation from AY 2017-18.

Sen-40-05: Presentation of Revised Curriculum Structure for 'B. Planning' program to be implemented from A.Y. 2017-18:- Prof. P. M. Raval/ Dr. S. G. Sonar

The department of Planning had proposed to change the nomenclature of B. Tech Planning to B. Planning and M. Tech Planning to M. Planning. They also proposed to modify the content of syllabus as defined by AICTE for B. Planning and M. Planning Programs. However, Dr. Ahuja advised to defer the proposal for another year till the institute gets a deemed university status and gets the freedom to design its syllabus and make changes in the nomenclatures as the institute is currently tied up with the rules and regulation of AICTE and has following limitation.



Dr. Ahuja also added that the Planning program must have basic science and mathematics as the part of its syllabus.

Resolution R-40-05: The senate resolved to continue with the existing the same nomenclature and syllabus as defined by AICTE for the Planning program on campus and defer the redesign of the syllabus for B. Planning and M. after till the grant of Deemed University status to the Institute.

Sen-40-06: Presentation of S.Y. B.Tech Curriculum Structure of IIIT, Pune: Dean-Academics.

The respective faculty for Computer, Electrical and Electronics and Telecommunication Engineering at IIITPune presented the S.Y. B. Tech Curriculum Structure, which was approved by the senate, with certain minor suggestions in some of the courses.

Resolution R-40-06: It was RESOLVED to approve the S.Y. B.Tech Curriculum Structure and detailed syllabi of TWO programs of IIIT, Pune, namely ECE, and CSE.

Sen-40-07: Presentation on 'Quality of Students' Intake: All UG/PG Programs-AY 2016-17, by respective Admission Committee Chairman. [Carried forward from 39th Senate].

Dr. M. P. Khond, Chairman, M. Tech Admissions, made the presentation stating the quality of the students admitted to M. Tech Programs by giving the average Gate score of the candidates admitted to respective specialization. He also narrated the major issues and concerns expressed by admission seeking students to various M.Tech specializations, related to following points:

1. Unclear instruction from DTE regarding the equivalence of UG degree for eligibility for admissions for some of the PG specialization
2. Insufficient accommodation facility for M. Tech students
3. Non availability of information brochure and other information materials for the PG Programs
4. High fees
5. Irrelevant contents of the syllabus in few cases/ specializations etc.

Resolution R-40-07: The Senate appreciated the presentation by Dr. Khond on PG admissions/intake quality, and agreed on various concerns expressed in this regard by the admission seeking students.



Sen-40-08: "New Vision, Mission and Goal Statements of COEP: Meaning Behind and Beyond Words" -Prof. B.N. Chaudhari-Deputy Director.

Dr. B. N. Chaudhari, presented the new set of Vision, Mission, Goals statement of the Institute with the Senate members. He mentioned that the articulated Vision, Mission, Goals statements were sequentially shared and discussed with the stakeholders to receive 360 degrees feedback on the same, with final round of deliberations with Industry, Alumni and parents, on 7th January 2017. Considering the inputs received from them the necessary modifications are made and accordingly, the new set is now frozen towards further dissemination. While appreciating the involvement of all faculty in this articulation, he said that this activity is unique demonstration of COEP's all inclusive approach in Governance.

Resolution R-40-08: The senate RESOLVED to confirm the new Vision, Mission, Goals statement-Version 2017, towards further dissemination.

Sen-40-09: "COEP's Mentorship Program- An ISR Initiative of COEP": -Prof. B. B. Ahuja

In tune with Vision laid by Dr. F.C. Kohli, the Chairman-BoG of COEP, on handholding 50 aspiring Engineering colleges in the country, to transform on the lines of COEP, Dr. Ahuja updated the Senate on COEP's formal Internship program under AICTE's 'Margadarshan' Scheme and TEQIP-III. He further explained the details of deliverables under this Mentor-Mentee relationship, with the role and responsibilities of COEP as Mentor to 15 odd institutions to begin with.

The following ACTIVITY PLAN has been envisaged and COEP is all set to deliver as per the plan:

- To depute Senior faculty from COEP (who has been part of Transformation journey), one each at Mentee Institute every two months for 4-5 days, sharing COEP's practices on Governance, Academics, Management and Administration.
- To conduct Gap Analysis between COEP and Mentee Institution, SWOT Analysis of Mentee Institute thereby identifying their Key Performance areas.
- To conduct sessions on Articulation of Revised Vision, Mission and Goals statements.
- To engage COEP faculty experts in academic activities such as:
 - Conducting classes for identified course/s on co-teaching basis



- Conducting sessions on Curriculum Design/Revision/Content beyond Curriculum.
- Helping raise state-of-art laboratory infrastructure in technology verticals

The institutes are expected to pay for travel and extend local hospitality to COEP faculty visiting the respective institute once every two months. The faculty volunteering for the activity will be honored with the appropriate remuneration for their contribution.

Resolution R-40-09: The senate RESOLVED that the initiative on Mentorship Program be supported by voluntary participation of the interested senior faculty members of COEP as their Academic Social Responsibility.

Sen-40-10: Any other point with the permission of the Chair.

1. Award of the Cognizant "Best Faculty", "Best Outgoing Student" and "Best Project" awards.

Dr. M. P. Khond was awarded the "Best faculty Award", Mr. Shreeyas Joglekar Students of Final Year Metallurgy and Materials Science was awarded the award for "Best Outgoing Student" and Mr. Jay Lokre and his team from T. Y. Computer Engineering were awarded the "Best Project Award" for year 2016-17 by Cognizant at the hands of Ms. Nisha, Sr. Project Director, Cognizant and Dr. B. B. Ahuja, Director, COEP.

Prof. Sutaone thanked all the members for attending the meeting and declared conclusion of the same.



Minutes of 41st Senate Meeting

Date: 21st July 2017, 11am onward

Venue : Mini Auditorium

Agenda

Item. No.	Item
1	Confirmation of Minutes of 40 th Senate Meeting dated 1 st April and 25 th May 2017.
2	Actions Taken Report (ATR) on the Resolutions/Decisions 40 th Senate meeting held on 1 st April and 25 th May 2017.
3	Presentation of Examination Results and their Analysis for Graduating Batches of AY 2016-17: All UG and PG Programs.
4	Seeking Approval on Lists of Branch-wise Toppers and Rank Holders: All UG Programs
5	Fee Structure for Students of Extended Years on campus and other miscellaneous cases
6	Any Other Point with Permission of the Chair.



Prof. M. S. Sutaone, Dean Academics welcomed the Chairman, Prof. B. B. Ahuja and all other members of the Senate and requested the chairman to declare the meeting open. The Chairman welcomed all and announced the commencement of the 41st Senate meeting to discuss various points as per the agenda.

Attendance of all the members present was recorded in the proceeding book.

Sen-41-01: Confirmation of Minutes of 40th Senate Meeting dated 1st April and 25th May 2017:

The minutes of the 40th Senate Meeting held on 1st April and 25th May 2017 were already circulated to all a priori by Dean Academics which were once again discussed and after due discussion the members unanimously confirmed the minutes.

Resolution R-41-01: The senate confirmed the minutes of the 40th Senate unanimously.

Sen-41-02: Actions Taken Report (ATR) on the Resolutions/Decisions of the 40th Senate meeting held on 1st April and 25th May 2017.

Prof. Sutaone, presented the Actions Taken Report (ATR) on various issues (details mentioned in Appendice-1) as given below.

- Addressing the issue regarding low participation of students for giving the feedback, Prof. Sutaone said that he has received the suggestion from some of the faculty as to how can the students be encouraged to participate and register their feedback regularly, consider all these feedback, the committee will soon come up with a concrete measure to motivate the students participate for registering their feedback, without any disciplinary action taken against the ones who will fail to register their feedback. The scheme will be announced before the 1st session of feedback starts for the current semester.
- Academic Calendar- As per the suggestions of Dr. Ahuja, all the days which will be celebrated throughout the year, as per the notifications issued by AICTE are mentioned in the academic calendar along with the probable days when the Senate meeting will be held.
- Recommendations received during the Gap Analysis: Prof. Sutaone and Prof. R. R. Joshi will be presenting the compiled recommendations received by the departments from the external experts invited to conduct Gap analysis/ Academic audits, in the next Senate.
- Allotment of Honors and Minors: Central allotment of Minor Programmes to the students will be done from the coming week (Prof. Sutaone shared the compiled



list of all the Honors and Minors Programmes to be offered by the departments.) However allotment of Honor Programme will be done on departmental level. On similar lines, central allotment of time slots in the time table will be done for Minor Programme.

- Registration for Minors / Honors is currently done manually and will gradually shift to online mode.
- Department wise and program wise interest of the students was (shared before with the heads) was presented by Prof. Sutaone. The programs which received the maximum interest will be floated from this semester.

Resolution R-41-02: Actions Taken on various academic resolutions, suggestions, issues, concern etc. were noted by the senate.

Sen-41-03: Presentation of Examination Results and their Analysis for Graduating Batches of AY 2016-17: All UG and PG Programs.

Dr. Mrs. Vahida Attar, Controller of Examination, presented the Examination Results and their Analysis for the Graduating Batches of AY 2016-17 for all the UG and PG Programs. Prof. Sutaone and Dr. Vahida mentioned that the department and institute level result analysis is done considering the following criteria which are the most important components considered during the NBA rankings.

- Success Index
- Academic Index (Avg. CGPA)
- Comparisons

Dr. Vahida mentioned that since the marks submission for M. Tech courses were going on till the day before, she will be presenting the details analysis for only B. TECH courses.

Dr. Vahida presented the subject wise minimum passing marks. Since the range of the minimum passing mark was varied for each department and courses, the senate members demanded to have a uniform passing mark and any student scoring below it will be considered as failed in the particular subject.

Dr. Ahuja suggested having the decisions made at the DUPC and DPPC level by reassessing the difficulty levels of the question papers set. However it was decided to have 30 marks as the minimum passing marks, until the committee presents its report.



Resolution R-41-03: The senate, unanimously confirmed the suggestions made by Dean Academics and Director in context with the minimum passing marks and approved the result analysis presented by Dr. Vahida.

Sen-41-04: Seeking Approval on Lists of Branch-wise Toppers and Rank Holders: All UG Programs

Dr. Vahida presented the department wise list of the toppers and also the institute topper.

Resolution R-41-04: The senate, unanimously approved the list of branch and institute toppers

Sen-41-05: Fee Structure for Students of Extended Years on campus and other miscellaneous cases

Dr. Ahuja presented the details of the fees applicable for the Students of Extended Years on campus for various processes. Addressing the concerns raised by some of the senate members regarding any further concessions in the fees, Dr. Ahuja said that the committee will look into the cases of the students requesting for some leverages in the fess and depending on the legitimacy further relaxations will be given to the respective candidates.

Resolution R-41-05: The senate, unanimously confirmed the suggestions made by Director.

Sen-41-06: Any other points:

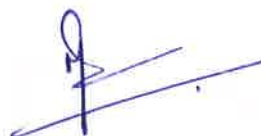
It was pointed out that the candidates may have to extend his duration in the campus due to the delay in the approval of their dissertation reports by the respective guides. Dr. Ahuja appealed the heads and the guides to ensure that the students supported in the best possible way to complete their courses in the stipulated time. Cases of those guides/ faculty failing to do so may be brought to the notice of higher authorities.

Prof. Sutaone thanked all the members for attending the meeting and declared conclusion of the same.



Minutes of 43rd Senate Meeting**Date: 24th March 2018, 11am onward****Venue : Mini Auditorium****Agenda**

Item. No.	Item
1	Confirmation of Minutes of 42nd Senate Meeting dated 6th Dec. 2017.
2	Actions Taken Report (ATR) on the Resolutions/Decisions of the 42nd Senate meeting held on 6th Dec.2017
3	Curriculum Revision-2015: Final B.Tech. Detailed Syllabi (Cursory) Presentations by the Heads of the Departments, to be implemented w.e.f. AY 2018-19.
4	IIIT, Pune: TY B.Tech Detailed Syllabi (Cursory) Presentations by Respective Heads.
5	New (Changed) PhD Rules and Regulations, released by SPPU w.e.f. Jan. 2018: Presentation by PhD Coordinator and Dean-Academics
6	Progression of Management Information System (MIS) at COEP, Post Autonomy: by Deputy Director
7	Some Important Updates: <ul style="list-style-type: none"> a. Information on Status of Honors/Minor Courses at TY B.Tech b. Information on MOOC Enrollments at TY B.Tech c. Proposals on ILOEs by Alumni d. Draft Proposals by Senate Sub-committees constituted for <ul style="list-style-type: none"> i. Examination Reforms ii. Students' Feedback System e. Appreciation of Most Vigilant Invigilators
8	Any Other Point/s with Permission of the Chair:




Dean Academics- Prof. M. S. Sutaone welcomed the Chairman- Prof. B. B. Ahuja and all other members of the Senate and requested the Chairman to declare the meeting open. The Chairman welcomed all and announced the commencement of the 43rd Senate meeting to discuss various points as per the agenda.

Attendance of all the members present was recorded in the proceeding book.

Sen-43-01: Confirmation of Minutes of 42nd Senate Meeting dated 6th Dec. 2017.

The minutes of the 42nd Senate Meeting held on 6th December 2017 were already circulated to all the members beforehand by the Dean Academics, which were once again discussed and after due deliberations, the members unanimously confirmed the minutes.

Resolution R-43-01: The Senate confirmed the minutes of the 42nd Senate unanimously.

Sen-43-02: Actions Taken Report (ATR) on the Resolutions/Decisions of the 42nd Senate .

Dean Academics presented the Actions Taken Report (ATR) on various Resolutions/Decisions taken in 42nd meeting (details mentioned in Appendix-1)

Resolution R-43-02: Actions Taken in the 42nd Senate meeting on various academic resolutions, decisions, suggestions, issues, concerns etc. were noted by the senate.

Sen-43-03: Curriculum Revision-2015: Final B.Tech. Detailed Syllabi (Cursory) Presentations by Heads of the Departments, to be implemented w.e.f. AY 2018-19.

As informed to the Heads before, respective Department conducted the DUPC meeting and got the syllabi approved by then DUPC members, which were presented before the Senate by the heads. Dean-Academics requested all the Heads to strictly adhere to the Curriculum structure recommended by the Senate in terms of ILOE and Dept. elective slots, mandatory learning courses and project stage-I & II credits.

The dates of DUPC meeting of the respective departments were noted as below.

Department	Date of DUPC meeting
Civil Engineering	22/03/2018
Computer & IT	03/03/2018
Electrical Engineering	Meeting Not conducted

Electronics and Telecommunication	17/03/2018
Instrumentation & Control	Not Reported to the Senate
Mechanical Engineering	2/03/2018
Metallurgy & Materials Science	17/03/2018
Production Engineering and Materials Science	03/03/2018

- I. Prof. Bhosale-HoD, Civil Engg. presented the syllabi for Final year B. Tech. His presentation seemed to have complied with the Senate approved structure, however, Dean-Academics suggested removing the ILOE on "Human Resource Management" from the proposed list since it falls into the Management class and not the Engineering/Technology domain. With regards to the number of open electives and department-level electives to be offered to the UG and PG students, and thus size of the batch of students per elective etc., Dean-QA, Prof. R.R. Joshi opened up the deliberations.

Director suggested that the number of electives offered to both UG/ PG students should be finalized considering availability of the resources like faculty, Classrooms etc. Dean Academics added that the batch size of min. 20 and max. 80 have already been practiced at UG for ILOE, which is followed in spirit, whereas, for three departmental electives, the number per elective should be 20 minimum. Also for two electives PG, the size per elective could be 9 per elective. The number thus decided is only a guideline for all departments and may vary in few on case to case. Director further suggested that in case the number of students opting for a particular open elective is very low, then, instead of engaging the resources, students may be encouraged to take the MOOC courses and grades can be given accordingly.

Deputy Director-Prof. B. N. Chaudhari added that since education is shifting towards the flexibility of learners, students should not be deprived of gaining the knowledge of a particular domain just because of the scarcity of the resources. In such cases where the department is facing severe faculty crunch, the respective departments should invite external experts for the respective open elective course. He said for any elective course, the batch should comprise of 20-25 % of students for the UG program and 30 % for PG level. Prof. Agashe suggested having some scientific study for the issue by analyzing department-wide data for ILOEs and Department level electives. Prof. Dambhare added that before offering the electives, department must look at and consider domain-wise faculty competencies.

When insisted by Prof. Joshi, on having a definite number as a guideline, Director suggested to have minimum 3 and maximum 5 department level elective courses for

UG students and maximum 3 courses to be offered for PG students. However these numbers are subjected to the convenience & requirements of the department, aspirations of the learners, availability of resources like faculty, classrooms etc. HODs can always discuss the issue with Dean Academics and take the final call.

- II. Dr. Mrs. Vandana Inamdar, Head-Computer Engineering and Information Technology, neatly presented the syllabi and open/department level electives offered by the dept, with the information that for these electives, certain specialized domain verticals have been identified and followed, also in every such chain, the concept of prerequisite has been mentioned. She further shared with the Senate that the department faculty, Prof. Abhijeet was recognized and awarded by M/S Impartus for having his video recorded lectures viewed maximally by the students, and receiving appreciation. Director took the opportunity to congratulate Prof. Abhijeet and also appealed the faculty (who have not yet volunteered for this activity) to come forward for recording their lectures which will be made available on intranet/ internet and also on nation-wide upcoming platforms like Swayam. He also declared that AICTE and other regulatory bodies have permitted the department for closure of the IT program, with 60 intake and increase in the intake of Computer Engineering program to 120, from the upcoming academic year 2018-19.

While studying the course outcomes (COs), as articulated for every course in the curriculum, Dean-Academics emphasized on avoiding (as per the NBA guidelines), verbs like "Understand", "Know", "Gain knowledge" etc. , since such COs would not be measurable, rather would indicate perception.

- III. Prof. Chaudhari, made the presentation on behalf of Dr. Talange, Head, Department of Electrical Engineering.
- He mentioned that department will be offering two open electives viz; Controls System and Electrical Installation. He also added that the department is open to offer any particular course as open elective if required or demanded by other department.
- He also emphasized that the department is encouraging the students to get more of industrial exposure and hands on experience by offering two choices to the students as follows.

- a. The student may either go for an industry internship in Sem-VIII (whereas two of the electives and project gets clubbed in Sem VII)
- b. In Sem-VIII, the student may opt for regular courses in the department itself

He also added that not more than 40% of the batch strength will be allowed for the industry internship. The selection criteria will be decided at the department level.

Handwritten signature and initials in blue ink.

Director suggested that the Open elective "Electrical Installation" offered by the department, seems to be bit late to be offered at B.Tech. level, for students of other branches and the department should therefore give a rethought before freezing it.

Since the department did not conduct their DUPC meeting to finalize their syllabi, the Senate decided to withhold the approval for this presentation and asked the department to get the syllabi approved by the DUPC at earliest and again present in the next Senate for approval.

Dean Academics also expressed his deep concern on the senior faculty remaining absent for Senate without prior intimation. Deputy Director added that the Professors, Associate Professors and Professor Emeritus and other senior faculty must attend the Senate, and prior intimation, with granted leave of absence, be made to the respective authorities.

- IV. Dr. R. A. Patil made the presentation on behalf of Dr. P. P. Rege, Head, Department of Electronics and Communication Engineering. Upon sharing his list of ILOEs, which mentioned the offer of one of the ILOEs, "Machine Learning" for the students of other department as well as the parent department, various members responded negatively on his appeal. Prof. Chaudhari added that such practice is adverse to the philosophy of open electives being followed on campus, post autonomy. After due deliberations, the Senate denied saying that the open electives are offered by a particular department for the students of other branches to give them the surface level flavor of the respective subject or domain and doing so will deprive the students of other branches from the opportunity of gaining the knowledge of new subject/ domain. It should therefore be not offered to the students of the same department which is offering the course.

Director suggested that the with maximum batch size for an ILOE is 80, in case there are less number of students from other branches opting for the said elective, the students from the parent department may be permitted for opting the course. However, priority will always be given to students of other branches

- V. Dr. Sewatkar, Head of Mechanical Engg. department presented the syllabi finalized by the DUPC members of the Department of Mechanical Engineering. He was suggested to add few more and latest reference books, in the syllabi of certain courses.

- VI. Dr. Dhokey, Head, Department of Metallurgy and Materials Science during his presentation mentioned that they have already included MOOC course/s which will gradually be offered as blended MOOCs. He was pointed out towards inclusion of LLC at Sem-VII, and refinement of COs.

- VII. Dr. Rajeev, Department of Production Engineering and Industrial Management concluded the morning session with his presentation. He was instructed to remove the ILOE on "Corporate Leadership" from the list of ILOEs, it being a Management oriented course, instead of Engg./Technology.

Resolution R-43-03:

- a. The Senate, unanimously APPROVED the Curriculum Structure and Detailed Syllabi of Final Year B.Tech, for the Departments viz. Civil, Computer & IT, E & TC, Mechanical, Metallurgy & Material Sciences, Production and I.M. with an instruction on complying with suggestions made by the Director, Deputy Director, Dean Academics and other members on refinement of COs, deletion of some ILOEs, minimum number of the Open/departmental electives to be offered and the number of students required per elective for offering the said courses.
- b. The Senate withheld the APPROVALS of Final B.Tech Curricula for Departments of Electrical Engg. and Instrumentation & Control for mandate of conduct of respective DUPC meetings.

The meeting was adjourned for the lunch break.

Sen-43-04: IIIT, Pune: TY B.Tech Detailed Syllabi (Cursory) Presentations by Respective Heads.

The Heads of the Departments of Computer Engineering and Electronics & Communication, IIIT Pune presented the TY B. Tech Detailed Syllabi, for the batch entering into the Third Year in AY 2018-19. They were suggested to present the TOTAL (First year to Final Year) structures to review the sequence of courses and their intra-dependency. Director further suggested to interact with faculty teams from E & TC and Computer & IT departments of COEP towards refinement of the structure and detailed syllabi.

Resolution R-43-04: The Senate, unanimously approved the TY B.Tech Syllabi of IIIT Pune with certain minor corrections as suggested by faculty experts from E & TC and Computer/IT departments of COEP.

Sen-43-05: New (Changed) PhD Rules and Regulations, released by SPPU w.e.f. Jan. 2018: Presentation by PhD Coordinator and Dean-Academics

Dean Academics informed the house that, in the latest round of PhD admissions (as per

SPPU schedule), conducted in December-2017, COEP is the prime most choice of the students for not only the UG and PG programs but also for PhD programs, as obvious from the number of admitted PhD scholars. COEP has already started the practice of conducting induction session (orientation program) for Ph. D Scholars where the scholars are made aware of all rules/regulations and quality research outcomes. Concerning about the less no. of Full time Ph. D scholars at COEP, he added that measures are being taken to increase the count of full time PhD scholars. Students, during the induction program, are apprised of the availability of stipend/ sponsorship through various sources like TEQIP/ industry CSR etc. About 28 students (8 students-old admissions) students have been shortlisted as full time PhD scholars with scholarship through TEQIP-III, CoE-SRES and CoE-S&IP. He further commented that increase in the count of fulltime candidates will enable us to change the research culture at COEP.

Dr. Shailaja Kurode, PhD Coordinator presented before the Senate, the revised PhD rules and regulations, issued by the Savitribai Phule Pune University (mentioned in Appendix-2, which will be circulated to all through email soon)

- Discussing on the formulation of Research Advisory Committee (RAC), one of the senate members, Dr. Butee, raised a query, if all the members of RAC should be SPPU approved guide. Dr. Kurode replied that such there are no such clear guidelines from SPPU on the said query, as of now we will be mandating to have all the RAC members with PhD qualifications, irrespective of their recognition as PhD Guide from SPPU.
- Addressing to the issue regarding the PhD students who are admitted before and have completed their course work but are yet to complete their registration, Dr. Kurode said that these new rules will be applicable for all the students who are currently pursuing their PhD at COEP irrespective of their date of admission. She added that as per the new rules the date of presentation will be considered as the date of admission of the candidate.
- Adding to it, Director said that during the presentation itself the RAC committee should suggest the domain specific courses to be offered to the PhD scholar, considering the his/her research area/topic.
- Few members also suggested to have Mathematics as one of the mandatory subject as far as possible. Dean Academics recommended to have the Program Specific Maths course (PSMC) at PG programs, to offered to PhD scholars as one of their courses.
- Dr. Kurode also suggested to have a course on Professional Communication for the

PhD students which will help them in polishing their writing skills, report making etc. However, the senate said that this should not be made mandatory, rather should be left to the department to decide.

- Addressing to the concern voiced up by Prof. Birajdar regarding less no. of PhD full time candidates, Director replied as follows:
 - ✓ As COEP is not a university and has to abide by the rules and regulations of SPPU/UGC (unlike the IITs, Deemed Universities), we have to depend on the University for candidates, approval for guide recognition etc. Also the number of candidates allotted under each guide is as per the UGC regulations and guidelines(which will not be the case, once the institute gets the Deemed University status).
 - ✓ AICTE has announced a Full Time PhD program on the lines of MHRD-QIP, but for fresh scholars (Non-teachers) with fellowship support for 4-5 candidates per year, however, we have to still comply with the process as mandated by SPPU and UGC. MHRD-QIP every year permits for one full time candidate per year per department.
 - ✓ Industries are ready to sponsor the PhD candidates who will be working on their problem statements, and therefore the departments should approach industries with appropriate proposals.
 - ✓ Currently the total no. of student pursuing Ph. D is 377 out of which only 37 candidates are doing full time Ph. D at the institute and 28 more candidates will be shortly added to the count.
- Dean Academics informed that considering the new Gazette notification issued by UGC in February-2018, for autonomous institutes, COEP will be able to conduct our own PhD admission rounds. However we are yet to send the proposal for the same to the concerned SPPU authorities. Also we are yet to confirm if guide recognition will be under our purview or the university.
- Dr. Chaudhari said since its complete empowerment we assume that approval of guideship must be under the purview of the institute, however the autonomous institutes need to only inform the University.

Resolution R-43-05: The Senate noted all the points presented and discussed by Dr. Kurode, Dean Academics, Deputy Director and Director. The Senate further decided to immediately initiate the communication with SPPU with regards to establishment of COEP's Autonomous PhD Program as per UGC gazette notification dated 12th February 2018 for Autonomous Institutions.



Sen-43-06: Progression of Management Information System (MIS) at COEP, Post Autonomy: by Deputy Director.

- Dr. Chaudhari made a brief presentation as to how the institute has implemented the MIS post autonomy with the help of external agencies, in house faculty/ staff and described its progression. An examination Results Management System was conceived and deployed with the association of an IT firm M/S Synthesys Solutions Ltd in initial days of autonomous campus, and the task was later handed over for further in-house developments to another firm 'ITcube'. The ITCube team tried to render better professional features in terms of Students' registrations, Marks entry and Grading Course and teacher feedback, with friendly GUI for the end users (faculty and students). This MIS with all its source code was gradually taken over by the faculty of Computer and IT, COEP, Dr. S.U. Ghumbre, in year 2014-15. Dr. Ghumbre along with his team of Engineers managed the MIS functionally in a systematic manner, and tried to add the features such operations from anywhere, anytime and ant device. However, in year 2016, when he left the institute for better prospects, Prof. Jibi Abraham and Dr. Mrs. Haribhakta stepped in to take the charge of the MIS and its team (which by the time, was not in a position to support the MIS with positive intentions, pertaining to various issues related to their salaries and therefore couldn't gel well with the institute further). Since January-2018, a new team from Synthesys Solutions is currently handling the MIS, when a service order was awarded to them through proper tendering process.
- Dr. Chaudhari took the opportunity to thank all the faculty advisors, and the entire team of Exam cell who completed the student's registration process for the current semester and Dr. Nagesh Chougule from Mechanical Engineering for helping in the compilation of ILOE allotment.
- Dr. Chaudhari further said that there is no product/ software currently available in the market for implementing a truly flexible Choice Based Credit System and since it's a very sensitive system we will either have to wisely select a proper vendor for developing and managing the system as per our requirement or create our own system which will be robust and secure. He therefore appealed the faculty with the domain expertise to voluntarily participate in the process of MIS Design, Development and maintenance.
- Addressing to few other issues related to MIS raised by members, Dr. S.D. Kulkarni and Dr. Shendge, Dr. Chaudhari said that any finance related issues, attached to the MIS, can be discussed with Director, Deputy Director in person or on some other forum such as weekly Deans/Hods meetings so that Senate can adhere to the academic issues and relevant agenda items. Director assured an early meeting with Dr. Kulkarni and Dr. Shendge in this regard, in near future.



Resolution R-43-06: The Senate, while paying sincere attention to the detailed informative narration on MIS by Prof. Chaudhari, decided to reflect on the other debatable MIS related concerns raised by Dr. Shendge and Dr. S.D. Kulkarni in immediate next Deans'/HoDs' meeting.

Sen-43-07: Some Important Updates:

a. Information on Status of Honors/Minor Courses at TY B. Tech

- Dean Academics presented the department wise number of TY students who successfully transited to second course in Sem-VI in both the Honors and Minor sequence of courses. He mentioned that a total 155 students were found eligible to continue with Honor Courses and 131 with Minor courses. He said, although the number of UG students opting for the courses offered by Metallurgy (Nanotechnology and Powder Metallurgy) and Mechanical Engineering (Advance machine Design) is low, the students were permitted as they will be sitting in the PG classes, and thus no separate faculty will be engaged for these UG students.
- Expressing their concern towards students not opting for any of the Honors courses offered by Electrical and E&TC department, Dr. Sutaone and Dr. Chaudhari said the respective departments need to introspect.

b. Information on MOOC Enrollments at TY B.Tech

- Dr. Mahesh Shindikar, who has been appointed as the institute level MOOC coordinator, presented the department wise enrollment data of all the MOOC courses for which the TY-Sem-VI students.. He also presented the number of QEEE online courses opted by the students along with the online resources available for the institute.
- He discussed some of the institute's plans for current semester and forthcoming semester for enabling more number of students taking up MOOC courses.
- Dean Academics added that the registration fees paid by the students for taking up the MOOC courses, with examination, will be reimbursed from support by TEQIP III program.
- Director suggested the faculty to get onto the Swayam Platform, a wide spectrum online learning platform, being developed and propagated by AICTE.

c. Proposals on ILOEs by Alumni

Dr. Rathod, Dean Alumni and International Affair, presented following two proposals.

- **Proposal 1-** A Japanese company (AsiaToJapan) whose is targeting to employ

Asian students in Japan has proposed to float a course (as already offered by them in SPPU and IIT Madras) free of cost, after the college hours (after 5 pm) for two hours, using only the college infrastructure.

- After completion of the course duration these students will also be taken to Japan for interview with no cost to the student or institute. However the only pre-condition is that these students will not be exposed to any other Japanese company coming in the college campus for placement.
- The members reacted that the students should be made aware of this precondition before permitting the company to conduct such course.
- Dean Academics shared information on the proposals received from various eminent persons, who are either alumni of COEP or acclaimed professionals in their field and now wish to offer some courses to COEP students. The list includes course on Aeronautical Engg., Doing Business in India, Block Chain Technology, Digital Currency, IoT, etc. The members approved these proposals, with the remark that the respective experts be invited as adjunct/visiting faculty to deliver the courses as electives as per needs/aspirations of the learners across departments.

d. Draft Proposals by Senate Sub-committees constituted for

i. Examination Reforms

- Dean Academics presented a draft proposal on Examination Reforms, to be implemented in sync with next iteration of Curriculum revision i.e. w.e.f. AY 2019-20. While describing the strength of prevalent practices on Students evaluation, on campus, he wisely brought out certain serious limitations of the same. He strongly advocated to rethink on some of the previously conceived novel concepts such as "No Year Down", Re-exam and Summer term, CGPA based credit allotment during semester transition, Pro-rata marks for absentees in T1/T2, to name a few. He further said that Its high time therefore that the Institute should reframe the examination schemes/practices with due consideration to class of the low performers termed as academically weaker students, who are unable to clear the exams despite regular exam, re-exam and summer term, appearing for the re-exams, summer terms etc.) and are left behind lingering and wasting years of their life, not able to cope up and building up financial burdens for their parents.
- Since the cases are more at the entry level i.e. First year and Direct Second Year admissions, the new proposal suggests to introduce a "Year Down" concept which typically exists in University examination systems. The concept can be gracefully named as "Slow Learner Track" (SLT), where any FY student will have to clear 70% of his/ her credits from all his/her three examination attempts (Regular, Re exam, summer exam) failing to which the student will not be allowed to take additional

credits from SY and will be put on SLT. While being on SLT, the students will be allowed to attend the regular FY classes with minimal fees (to be decided on approval of the draft). Such SLT students be graded one grade lower in re-exam and with max. DD grade, he added.

- He further added that with regards to the detention of students failing to have 75 % attendance, respective departments/course teachers should take the decision on relaxation of the criterion, as they are closely associated with the students and can thus better decide. Also the faculty can have a few marks (out of the total T1/ T2 marks) given based on the attendance of the students. However the senate members insisted on having the decision of detention of the students made by a single person. Considering the gravity of the proposal, and enthusiastic participation of the members in this discussion, it was suggested by the Director that the presentation on the proposal be shared with all faculty of COEP, inviting their inputs, feedback, suggestions, compile all and again present the modified proposal in next Senate meeting.
- Senate also reported few instances where the T1/ T2 examinations are not conducted as per the schedule given centrally, which are causing further operational problems. Dean Academics appealed the Heads to report the names of such faculty who are not conducting T1/ T2 exams in the given slot. He said the pattern of conducting the T1/ T2 may be decided by the respective faculty but the faculty will have to strictly follow the slot given for conducting the exams, failing which the faculty will have to face disciplinary actions.
- Dr. Chaudhari presented the year wise and department wise count of the weaker students who were unable to cope up with their exams/ studies, thus burdened with many backlogs, are not able to get placed, thus getting depressed and are lingering in the college for years. He appreciated this draft examination reforms presented by Dean Academics and said that it is really very timely to rethink on this most crucial aspect of teaching learning process.. He aptly described the failures as academic accidents throughout the years post autonomy, and appealed all to go through the draft and give their feedbacks and inputs to Dean Academics, in order to bring out a concrete set of examination reforms soon.

e. Appreciation of Most Vigilant Invigilators

- Dr. Vahida Attar, Controller of Examination said that the case of cheating, copying during the examinations are rapidly growing. The students are using the electronic gadgets as the most inappropriate tool and deceiving tool such mal practices during the exams. The responsibility of the invigilators has therefore further increased for preventing such cases and bringing it to the notice of the

disciplinary committee.

- o Mrs. Manish Kulthe (Metallurgy dept.), Ms. Piyusha Hirpurkar (Civil dept.) and Dr. Mrs. Kavishwar (Mathematics dept.) were recognized and appreciated in the Senate for being the most vigilant invigilators consistently for series of consecutive semesters.

Resolution R-43-07:

- a.** The Senate noted the updates on Honors/Minor courses related information, also that on TY MOOC enrollment. All the members joined hands in appreciating the most vigilant invigilators consistently in bringing out the copy cases towards legitimate disciplinary action.
- b.** The Senate approved the various proposals on domain specific courses to be offered as electives, by expert alumni and/or acclaimed professionals as and when aspired by the learners and the respective departments.
- c.** The Senate while appreciating the draft proposal on Examination reforms, presented by Dean Academics, decided to share the same with all faculty members ob COEP on e-mail, inviting their inputs and suggestions towards freezing on new examination practices in synch with forthcoming iteration of curriculum revision.

Dean Academics, Prof. Sutaone thanked the Chair, Prof. Ahuja and all the respected members for attending the day-long meeting, whole-hearted participation and declared conclusion of the same.



Appendix – 3

Minutes of 45th Senate Meeting

Date: 17th July 2018, 3:00 pm onward

Venue : Mini Auditorium

Agenda

Item. No.	Item
1	Confirmation of Minutes of 44th Senate Meeting dated 8th June 2018.
2	Actions Taken Report (ATR) on the Resolutions/Decisions 44th Senate meeting held on 8th June 2018.
3	Presentation of Examination Results and their Analysis for Graduating Batches of AY 2017-18: ALL UG & PG Programs, by CoE & Dean-Academics.
4	Seeking Approval on Lists of Branch-wise Toppers and Rank Holders: All UG Programs.
5	Constitution of "Institute level Quality Assurance Committee" and "Program Assessment Committees" as mandated by OBE & A.
6	Any Other Point with Permission of the Chair.



Prof. B. B. Ahuja, upon receiving a last minute invitation from BoG-Chairman, to visit him at Mumbai, could not make it convenient to attend this Senate meeting. Prof. B.N. Chaudhari agreed to chair this 45th Senate meeting. After the welcome by Prof. M. S. Sutaone, Dean Academics to the Chairman of the meeting, Prof. Chaudhari, and all the respected members, Dean Academics explained the objective of this focused (single agenda point) meeting of the Senate, convened to deliberate on the "Presentation of Examination Results and relevant Analysis for Graduating batches of AY 2017-18: All UG & PG Programs/PG Diplomas and Approval on the B.Tech Toppers' Lists"

Attendance of all the members present was recorded in the proceeding book.

Sen-45-01: Confirmation of Minutes of 44th Senate Meeting dated 8th June 2018:

The minutes of the 44th Senate Meeting held on 8th June 2018 were already circulated to all by Dean Academics which were once again discussed and after due discussion the members unanimously confirmed the minutes.

Dean Academics updated the members that this 44th meeting was convened in particular to discuss the "Autonomous PhD Program of COEP-Rules and Regulations". In view of recent empowerment by the UGC to establish a PhD program in Autonomous Colleges, COEP, which was long awaiting for such avenue, decided to draft its own Rules and Regulations in this regard. The draft broadly encompassed following clauses:

- Eligibility criteria for admitting the PhD scholars
- Admission Process and frequency
- Recognition of PhD Guides/Supervisors
- Association of Co-guides with Research work
- Research outcomes and Exit policies
- Progress Monitoring
- Expansion of PhD programs to Non-engineering domains such as Sciences, Mathematics, Humanities and Social Sciences etc.

He further updated that draft will be shared and opened for any further inputs and suggestions from all contributors amongst faculty. After accommodating such inputs, the modified and inclusive draft shall be submitted to SPPU for approval and issuing the circular in this regard.

Dr. Shendge raised an objection on a last minute inclusion and discussion in this 44th meeting, on the issue of transferring the existing PhD students attached with faculty members who are transferred to other Govt. Engineering Colleges. He said that it was

early-in-time discussion and should not have included. Dean Academics assured that the item is being withdrawn and has also not been noted in the formal Minutes.

Resolution R-45-01: The Senate confirmed the minutes of the 44th Senate meeting unanimously.

Sen-45-02: Actions Taken Report (ATR) on the Resolutions/Decisions of the 44th Senate meeting held on 8th June 2018.

Since Dean Academics had already briefed the action taken on the only agenda point in the 44th meeting i.e. Autonomous PhD Program of COEP: Rules and Regulations, the same was noted by the members.

Resolution R-45-02: Actions Taken on academic resolutions, suggestions, issues, concerns etc. in the 44th Senate meeting were noted by the senate.

Sen-45-03: Presentation of Examination Results and their Analysis for Graduating Batches of AY 2017-18: ALL UG & PG Programs, by CoE & Dean-Academics.

Dr. Mrs. Vahida Attar, Controller of Examination, presented the Examination Results and their Analysis for the Graduating Batches of AY 2017-18 for all the UG and PG Programs. Prof. Sutaone and Dr. Vahida mentioned that the department and institute level result analysis has been carried out considering the following criteria which are the most important components considered during the NBA's accreditation.

- Success Index
- Academic Performance Index (Avg. CGPA)
- CGPA distribution of the Class

The CoE remarked on the analysis that success rate and average CGPA across disciplines seems to be improved compared to three previous years and this may be attributed to the admission quality of the intake of students through JEE-Mains instead of State-CET. She further presented the performance of TY students in their mandatory enrollments for NPTEL MOOCs. This performance was almost 100%, and members expressed their happiness, with surprise, on these results. Dean Academics said that he was expecting all such MOOC enrolled students to be examined by the MOOC faculty, however, some departments opted for inhouse examinations. The CoE also presented the analysis of performance of the students enrolled for Honors and Minor certifications schemes, another innovative initiative in 2015 curriculum revision.



Resolution R-45-03: The Senate, unanimously confirmed the results of UG, PG and PG Diploma Students passing out in Academic Year 2017-18 and APPROVED the result analysis presented by the CoE.

Sen-45-04: Seeking Approval on Lists of Branch-wise Toppers and Rank Holders: All UG Programs

Dr. Vahida presented the department wise list of the toppers and also the overall institute topper. Dean Academics mentioned that post autonomy, amongst last 12 passing out batches from COEP, there has not been a student with a 10 pointer. In IITs, such 10 pointer achievers are awarded with "President's Gold Medal", he further added.

Resolution R-45-04: The Senate, unanimously approved the list of branch and Institute toppers

Sen-45-05: Constitution of "Institute level Quality Assurance Committee" and "Program Assessment Committees" as mandated by OBE & A.

In light of the Outcome based Education and Accreditation model adopted by the Institute and its all eligible programs been accredited by the NBA in multiple iteration Dean Academics presented the composition of "Institute level Quality Assurance Committee-IQAC" and "Program Assessment Committees-PACs", along with their roles and functions as mandated by the OBE model. He proposed to have a FIVE members' committee as IQAC, chaired by Dean-QA, with nominations of TWO Senior Professors by the Senate and TWO Ex-officio DAB Chairs. He further elaborated that the DAB would encompass our existing DUPC, DPPC and IAB in every department. Prof. Dambhare suggested to have more members on the IQAC such as all NBA Program coordinators for all UG/PG programs offered by the departments, so that deployment of quality policies will be percolated fast down the hierarchy. Prof. Chaudhari expressed to have size of IQAC to be small and have a communication between PACs and IQAC frequent and fruitful. Dean Academics also presented the composition of PACs for every program which wishes to apply for and undertake NBA's accreditation.

Resolution R-45-05: The Senate, unanimously approved the composition of IQAC (at Institute level) and PACs (at Program level in the Departments) with some modifications and RESOLVED to constitute them with immediate effect.

Prof Sutaone, presented the cursory report on his contributions, verbally, in last three years in his port folio as Dean Academics and thanked his team from Examination Cell and MIS. He also thanked his peers such as Dean-Students Affairs and Dean-Quality Assurance and Director and Deputy Director, for all their support in pursuing his port



folio. He also expressed his sincere gratitude towards all COEP faculty for their cooperation.

Since there was no any other point for discussions, meeting concluded with thanks to the Chair and the members.

A handwritten signature in black ink, consisting of a stylized 'P' followed by a horizontal line.Handwritten initials 'NLW' in black ink.