



SOCIETY OF ST. FRANCIS XAVIER, PILAR'S  
**FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING**

(Approved by AICTE & Affiliated to University of Mumbai)

Fr. Agnel Ashram, Bandstand, Bandra (W), Mumbai - 400 050.

Phone : (022) 6711 4000, 6711 4101, 6711 4104

Website : [www.frcoe.ac.in](http://www.frcoe.ac.in) • Email : [crce@fragnel.edu.in](mailto:crce@fragnel.edu.in)

**6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution**

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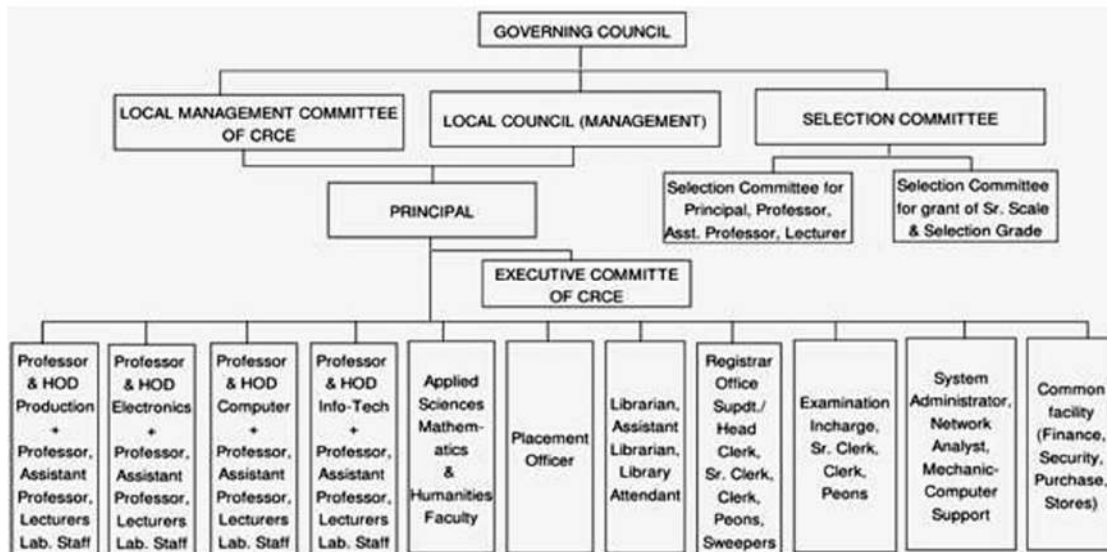
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Institute Level Organization Chart





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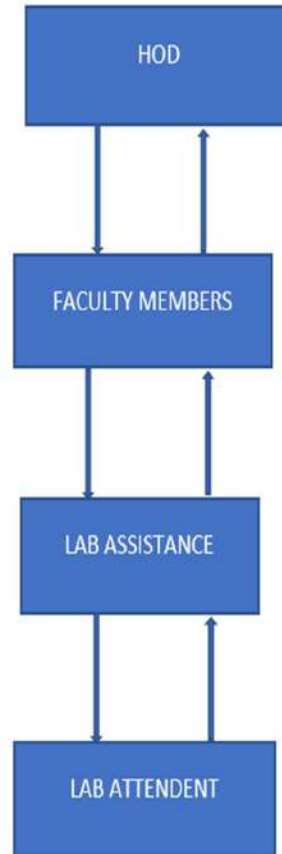
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### Department Level Organization Chart





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Official Circular Showing Appointment of Different Heads

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**COLLEGE LEVEL COMMITTEES**

Effective from 10th July 2023

REV. FR. VALERIAN D'SOUZA  
Director

DR. SURENDRA RATHOD  
Principal

*Moulding Engineers Who Can Build the Nation*



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**Governing Council:**

Chairman of the Society / Trust	: Fr. Bento Rodrigues
Management Representative	: Fr. Valerian D'Souza, Director, ATEC
Management representative	: Fr. Trevor Pereira
Management Representative	: Dr. S. M. Khot, Principal, FCRI, Vashi
Management Representative	: Mr. P. N. Jumle, Director, Board of Apprenticeship Trg., Min. of HRD, GOI
University Nominee	: Dr. Deven N. Shah, Principal, L.R. Tiwari COE
State Govt. nominated Educationist	: Dr. R.S. Iyer, Director, S.P. Jain Instt of Mgmt
Nominee of AICTE	: Regional Officer, Western Region, AICTE, Mumbai
Nominee of DTE	: Director of Tech. Edu
Teaching Staff Representative	: Dr. D.V. Bhoir, Professor, ECS
Teaching Staff Representative	: Mr. D.S.S. Sudhakar, Associate Prof., Mech
Nominee by Society	: Mr. Suresh Ramanan, ZS Associates, Pune
Nominee by Society	: Mr. Paresh Shetty, President, Sales – CntrlS Datacentres
Administrative staff	: Mr. Chandrashekhar Shetty
Principal	: Dr. Surendra S. Rathod

**Local Committee Meeting :**

Local Superior	: Fr. Valerian D'Souza
Assistant Director Fr. Agnel Technical Complex	: Fr. Trevor Pereira
In-charge, Samadhi Seva & Hospitality	: Bro. Edison Pereira
Financial Officer	: Ms. Christina Simon
Principal, CRCE	: Dr. Surendra Rathod
In-charge Principal	: Mr. Mangesh Mohan
School Representative	: Ms. Loren D'Mello
Principal, ITI	: Mr. Mushtaq Malgundkar
Senior Manager, AITTED	: Mr. Jayawant Raut
Purchase Manager	: Mr. Anthony Lobo
System Administrator	: Mr. Mahesh Sharma



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**Institute Level (IL) Committee:**

Local Superior	: Fr. Valerian D'Souza
Assistant Director	: Fr. Trevor Pereira
Principal, CRCE	: Dr. Surendra Singh Rathod
Head, Prod. / Mech. Engg. Dept.	: Dr. Bhushan Patil
Head, Elect. & Comp. Sci. Dept.	: Dr. Sapna Prabhu
Head, Artificial Intel & Data Sci. Dept.	: Dr. Jagruti Save
Head, Computer Engg. Dept.	: Dr. Sujata Deshmukh
Head, Hum. & Sci. Dept.	: Mr. Dileep Chandra C.
System Administrator	: Mr. Mahesh Sharma
Registrar	: Mr. C.B. Shetty
Sr. Clerk / Asst. Accountant	: Mr. Robert Luzar
Financial Officer	: Ms. Christina Simon

**College Development Committee:**

Chairperson of the Management	: Rev. Fr. Bento Rodrigues
Secretary of the Management	: Rev. Fr. Valerian D'Souza
Management Nominee	: Rev. Fr. Trevor Pereira
HOD, Nominated by the Principal	: Dr. Bhushan Patil
Teaching Staff Representative	: Dr. B.S. Daga
Teaching Staff Representative	: Dr. D.V. Bhoir
Teaching Staff Representative	: Dr. Hemant Khanolkar
Non-Teaching Staff Representative	: Ms. G. Jothilakshmi
Local member from the field of Education	: Dr. Prasanna Nambiar
Local member from the field of Industry	: Mr. B.S. Jadhav
Local member from the field of Research	: Dr. Rahul Dahatonde
Local member from the field of Social Service	: Rev. Fr. Cajetan Menezes
Co-ordinator, Internal Quality Assurance Committee	: Dr. Sunil K. Surve
President of College Students Council	: Mr. Anthony Benno
Secretary of College Students Council	: Mr. Chris Gracias
Principal	: Dr. Surendra S. Rathod



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**Unfair Means Enquiry Committee:**

Prof. Dr. V. S. Jorapur (Co-ordinator)

Prof. Lalit Prasad

Ms. Garima Thripathi

Ms. Shilpa Patil

Prof. Kalpana Deorukhkar

**Women Development Cell:**

Dr. S.S. Rathod - Principal

Dr. Sapna Prabu - Co-ordinator

Dr. Jagruti Save - Member

Dr. Sujata Deshmukh - Member

Ms. Sushma Nagdeote - Member

Ms. Yvonne Fernandes - Member

Ms. Neha Prakash - NGO Representative

Ms. Renu Nanadikar - Students Representative

**Student Grievance Redressal Committee (SGRC/CGRC):**

Dr. S.S. Rathod

Dr. D.V. Bhoir

Dr. Hemant Khanolkar

Ms. Monika Khanore

Mr. Chris Gracias – Student Representative

**Grievances Redressal Cell for Faculty/Staff:**

Dr. S.S. Rathod (Convener)

Dr. V. S. Jorapur

Dr. Sujata Deshmukh

Mr. Robert Dias



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**Anti Ragging Squad:**

Dr. V. S. Jorapur - Co-ordinator

Dr. D. V. Bhoir

Dr. Jagruti Save

Prof. Merly Thomas

**Anti Ragging Committee:**

Chairman

Dr. Surendra S. Rathod

Member (Police Administration)

Ms. Pallavi Kulkarni

Member (NGO)

Ms. Juhi Chaudhari (NGO-Vector)

Member (Local Media)

Mr. Amit Kocharekar (ToI)

Member (Parent)

Mr. Robert Dias

Member (Parent)

Mr. Robert Luzar

Member (Student)

Mr. Anthony Benno

Member (Student)

Mr. Chris Gracias

Member (Faculty)

Dr. Sapna Prabhu

Member (Faculty)

Dr. Bhushan Patil

Member (Faculty)

Dr. Sujata Deshmukh

Member (Faculty)

Dr. Jagruti Save

Member (non-Teaching Staff)

Mr. C.B. Shetty

**Internal Complaints Committee :**

Convenor

: Prof. Merly Thomas

Representatives of Teaching member

: Prof. Binsy Joseph

Representatives of Teaching member

: Prof. Sushma Nagdeote

Representatives of Non-teaching member

: Mr. Robert Dias

Representatives of Non-teaching member

: Mrs. Jyoti Kargutkar

Representative from NGO

: Fr. Joe H. Pereira (Krupa Foundation)

Student representative

: Mr. Anthony Benno

Student representative

: Mr. Chris Gracias

Student representative

: Ms. Mugdha Zope





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**College Grievance Redressal Cell:**

Dr. Surendrasingh Rathod - Chairperson

Dr. D.V. Bhoir

Dr. Jagruti Save

**Institutional Ethics Committee:**

Chairman Dr. Surendra Rathod

Member Secretary Dr. B. S. Daga

Basic Medical Scientist Dr. Mayur Banarkar

Legal Expert Adv. Samarth More

Social Worker Mrs. Gloria Gerard Moraes

Layperson Mr. Bhalchandra S. Nagtode (Govt. Servant)

Faculty Member Dr. D. V. Bhoir

**SC/ST Committee:**

Convenor Dr. D. V. Bhoir

Teaching Member Prof. Sushma Nagdeote

Teaching Member Prof. Unik Lokhande

Non-Teaching Member Ms. Neelam D'Silva

Non-Teaching Member Mr Ajit Kamble

Student Member \*

Student Member \*

\* Representative in the category will be included later

**Members of 'Equal Opportunity Centre':**

Professor Dr. D. V. Bhoir

TPO & Admin Manager Mr. Mahesh Sharma

Student Member Mr. Pansare Mohit

Student Member Ms. Nanadikar Renu

Student Member Mr. Gracias Chris J.

Student Member Mr. Kombathula Vignesh



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**IQAC (Internal Quality Assurance Cell):**

Chairman	Principal	Dr. Surendrasingh S. Rathod
Member of Management	Director	Fr. Valerian D'Souza
Co-ordinator	Professor	Dr. Sapna Prabhu
Senior Administrative Officer	HoD (Comp)	Dr. Sujata Deshmukh
Senior Administrative Officer	HoD(AI & DS)	Dr. Jagruti Save
Senior Administrative Officer	HoD (Mech)	Dr. Bhushan Patil
Senior Administrative Officer	HoD (H&S)	Prof. Dileep Chandra Nair
Senior Administrative Officer	Dean (Acad)	Dr. D. V. Bhoir
Member	PC (Comp)	Prof. Monika Khanore
Member	PC(AI & DS)	Prof. Garima Thripathi
Member	PC (ECS)	Prof. Shilpa Patil
Member	PC (Mech)	Dr. Vasim Shaikh
Member	PC (H&S)	Prof. Prasad Lalit
Nominee of the Student	General Sec.	Mr. Chris Gracias
Alumni		Mr. Jay Shah
Employer's (Entrepreneur) Nominee		Dr. Dhananjay Kalbande
Nominee from Industry		Mr. Shrinivas Patankar
Stakeholder's Nominee (Parent)		Mr. Rakesh Vengurlekar
NAAC and NBA Convener		Prof. Prashvi Shah
NIRF Co-ordinator		Prof. Supriya Kamoji

**Placement and Internship:**

Mr. Mahesh Sharma	Co-ordinator
Dr. Vijay Shelke	(Computer)
Ms. Swapnali Makdey	(AI&DS)
Mr. Jayen Modi	(ECS)
Mr. Saurabh Korgaonkar	(Mech.)
Ms. Prachi Patil	- Internship



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**Academic Calender & Time-Table:**

Prof. Archana Lopes- Convenor

Prof. Kalpana Deorukhkar

Prof. Sarika Davare

Prof. Saurabh Korgaonkar

Prof. Pradeep Singh

**Research and Development Committee:**

Dr. Ashok Kanthe (In-charge)

Dr. Ketki Joshi

Prof. Swapnali Mahadik

Prof. Kalpana Deoprukhkar

Prof. Dipali Koshti

Dr. Sunil Yadav

Prof. Sangeeta Parshionkar

**Intellectual Property Rights (IPR) Cell:**

Dr. Ketaki Joshi (Convener)

Ms. Garima Tripathi

Ms. Kalpana Deorukhkar

Ms. Dipali Koshti

Ms. Binsy Joseph

Mr. Vaibhav V. Godbole

Ms. Sangeeta Parshionkar

Ms. Swapnali Makdey

Dr. Sunil Yadav



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**Industry Relations (IR) Cell:**

Dr. Brijmohan Daga- Co-ordinator

Prof. Swapnali Makdey

Prof. V. B. Rao

Prof. Saurabh Kulkarni

Dr. Sunil Yadav

**Unnat Bharat Abhiyan Team:**

Prof. Saurabh Korgaonkar-Co-ordinator

Dr. Deepak Bauskar

Prof. Pradeep Singh

Prof. Dipali Bhise

Dr. Sunil Yadav

**Social Media and College Website Committee:**

Prof. Vaibhav Godbole

Prof. Saurabh Kulkarni

Prof. Jayen Modi

Mr. Chandrashekar Shetty

**NEP and Autonomy Implementation Team:**

Dr. V. S. Jorapur (Co-ordinator)

Dr. D. V. Bhoir

Dr. Vasim Shaikh

Prof. Ashwini Pansare

Prof. Kalpana Deorukhkar

Dr. Vijay Shelake

Prof. Aastha Bhatia



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**Institute Innovation Council:**

President	Dr. Surendrasingh Rathod
Vice President	Prof. Ashwini Pansare
Convenor	Prof. Kranti Wagle
NISP Co-ordinator	Prof. Swati Ringe
ARIIA Co-ordinator	Dr. D. V. Bhoir
NIRF Co-ordinator	Prof. Supriya Kamoji
E-Cell Incharge	Prof. Prajakta Bhangale
Member – Collaborations	Prof. Swapnali Makdey
Start-up Cell In-charge	Dr. V. S. Jorapur
Start-up Activity Co-ordinator	Prof. Prachi Patil
IPR Cell In-charge	Dr. Ketaki Joshi
IPR Activity Co-ordinator	Prof. Garima Thirpathi
Innovation Activity Co-ordinator	Prof. Dipali Koshti
Internship Activity Co-ordinator	Prof. Unik Lokhande
Social Media Co-ordinator	Prof. Jayen Modi
Tinkering Lab	Prof. Saurabh Kulkarni
Training and Placement Co-ordinator	Mr. Mahesh Sharma
Innovation Co-ordinator (Student)	Mr. Anwaya Belwalkar
Start-up Co-ordinator (Student)	Ms. Riddhi Oza
IPR Co-ordinator (Student)	Mr. Bilal Ahmed
Social Media Co-ordinator (Student)	Mr. Chris Gracias
Internship Co-ordinator (Student)	Mr. Upamanyu Jha
Representative from Nearby Incubation Center	Prof. K. T. Talele - SPTBI
Representatives of SIDBI/NABARD/Lead Bank/Investor	Branch Manager, Union Bank of India, Hill Road
Technical Experts from nearby Industry	Govind Gaundalkar, Microdevice Tech
Alumni Entrepreneurs	Mr. Ayush Jain, Uthopia Tech.
Students from the host institution	Council In-charge Student



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**Professional Chapter In-charges:**

1. IEEE: Prof. Swapnali Makdey
2. IEEE WIE: Prof. Sushma Nagdeote
3. CSI: Prof. Dipali Sadavarte
4. ACM: Prof. Prajakta Dhamanskar
5. ASME: Prof. Depali Bhise
6. IIIE: Prof. S. K. Das
7. SME: Dr. Vasim Shaikh

**Technical Team In-charges:**

1. Team Robocon: Prof. Saurabh Korgaonkar
2. Team Abadha: Prof. V.B. Rao
3. Team CFR: Dr. Vasim Shaikh
4. Team Vaayushastra: Prof. Deepali Bhise
5. Team Mavericks: Ms. Binsy Joseph
6. Project Cell: Prof. Vaibhav Godbole

**Technical Student Club In-charges:**

1. Codelabs: Prof. Roshni Padate
2. Mozilla: Prof. Sarika Davare
3. GDSC: Prof. Kalpana Deorukhkar
4. GDA: Prof. Heena Pendhari
5. HAWK-I CRCE: Prof. Unik Lokhande

**Other Student Club in- charges:**

1. NSS: Prof. Pradeep Singh - Co-ordinator  
Ms. Prachi Dalvi (Programme Officer)  
Mr. Gajendra Singh (Programme Officer)  
Ms. Gauri Jaguste
2. Rotaract Club: Prof. Ashwini Pansare
3. E-Cell: Prof. Prajakta Bhangale
4. TEDx: Prof. Monali Shetty and Prof. Prachi Patil



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**Faculty Co-ordinators for events – 2023-24**

SYNERGY Coordinator:	Prof. Sujata Deshmukh
CRESCENDO Coordinator:	Prof. Bhushan Patil
CRMD Coordinator:	Dr. Joseph Rodrigues
EUPHORIA Coordinator:	Prof. Sapna Prabhu
MAGAZINE Coordinator:	Prof. Jagruti Save
SPORTS Coordinator:	Mr. Dileep Chandra

Above faculty members are responsible for organisation, planning and successful execution of events in co-ordination with In-charge Student Welfare.

Following are major responsibilities of co-ordinators:

1. Formation of committees involving students, faculty and staff
2. Planning of the event in co-ordination with students, faculty and staff selected for the event. While planning it more emphasis should be given on 'Learning Outcomes' and more participation of students. Event planning is more than just making a to-do list. You need to make a room for learnable skills, innovation and creativity.
3. Timely approval of financial budgets, preparing indents, appropriate utilization of money and submission of bills/vouchers for processing immediately within a week on conclusion of the event.
4. Scrutinizing event related documents including sponsorships, PR material, banners, posters etc.
5. Ensuring branding of events to improve perception of the college among education partners and in general in the society
6. Ensuring that event is successfully executed without affecting regular academics
7. Approvals related to venue, usage of classrooms/labs, equipment's, security and others if required
8. Ensuring adherences of students, staff and faculty to professional practices
9. Collaborating with reputed colleges and industries
10. Ensuring good quality photographs (Geo Tagged) and videos taken of the event
11. Collecting feedback of the event, analysing the feedback and proposing actions for improvement.
12. Preparing detail report of the event along with executive summary. Report should have sufficient data required for NAAC and NBA (PO attainment etc.) including budget & finance heads. Hard & soft copy of report should be submitted within 15 days of conclusion of event to all the departments including IQAC, IIC and Principal.



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**Other Administrative Authorities:**

HoD Computer Engineering:	Dr. Sujata Deshmukh
HoD Mechanical Engineering:	Dr. Bhushan Patil
HoD Electronics and Computer Science:	Dr. Sapna Prabhu
HoD Artificial Intelligence & Data Science:	Dr. Jagruti Save
HoD Humanities and Social Sciences:	Prof. Dileep Chandra
Dean (Quality Control):	Dr. Sapna Prabhu
Dean (Academics):	Dr. D. V. Bhoir
Dean (Student Welfare):	Prof. D. S. S. Sudhakar
Dean (Research and Development):	Dr. Ashok Kanthe
Co-ordinator (Infrastructure):	Prof. Dileep Chandra
Examination Controller	Prof. Merly Thomas





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**Academic Council**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Principal	1. Dr. Surendra Rathod
Members	All Heads of Department in the College	2. Dr. Sujata Deshmukh
		3. Dr. Jagruti Save
	Four Teachers of the College based on Seniority from different categories	4. Dr. Sapna Prabhu
		5. Dr. Bhushan Patil
		6. Prof. Dileep Chandra
Four (Minimum) experts from outside the college such as Industry, Commerce, Law, Education, Medicine, Engg, Sciences etc.	7. Dr. Jorapur	
	8. Dr. Brijmohan Daga	
	9. Prof. Shilpa Patil	
	10. Ms. Swapnali Makdey	
Three nominees of the affiliating university	11. Dr. B. Satyanarayana	
	12. Dr. S. M. Khot	
	13. IITB-comp	
The Controller of Examination	14. IITB-comp	
	15. IITB-Elect	
	16. IITB-Mech	
Member Secretary	Teacher of the Institute nominated by Principal	17. UoM nominee-1
Special Invitee	All Professors of the College Student Representatives (Toppers from Third Year UG)	18. UoM nominee-2
		19. UoM nominee-3
		20. Prof. Merly Thomas
		21. <u>Dean Academics</u>
		22. Dr. Sunil Surve
		23. Student (ECS)
24. Student (Comp-A)		
25. Student (Comp-B)		
26. Student (AI & DS)		
27. Student (Mech)		

**Term:** Three Years

**Meetings:** At least once in Six Months

**Functions:**

(a) To scrutinize and approve the proposals with or without modification of the Board of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto, etc., provided that where the Academic Council differs on any proposal, it shall have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.



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- (b) To make regulations regarding the admission of students to different programmes of study in the Autonomous College, keeping in view the policy of the Government.
- (c) To make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- (d) To recommend to the Governing Body proposals for the institution of new programmes of study.
- (e) To recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes, and medals, and to frame regulations for the award of the same.
- (f) To advise the Governing Body on suggestions(s) pertaining to academic affairs.
- (g) To perform such other functions as may be assigned by the Governing Body.



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**Board of Studies**

**Department: Electronics and Computer Science**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Head of the Department	1. Dr. Sapna Prabhu
Members	Two subject experts from outside the parent University are to be nominated by the Academic Council	2. IITB/NIT 3. IITB/NIT
	One expert nominated by the Vice-Chancellor	4. UoM nominee
	One representative from industry/ corporate sector/ allied areas nominated by the Principal	5. *
	One member of the College alumni to be nominated by the Principal	6. *
	Experts from Outside College for Special Courses to be nominated by the Principal	7. * 8. *
	All Faculty Members of Department	9. Dr. Deepak Bhoir 10. Prof. Shilpa Patil 11. Prof. Bincy Joseph 12. Prof. Dipali Koshti 13. Prof. Vaibhav Godbole 14. Prof. Archana Lopes 15. Prof. Jayen Modi 16. Prof. Prajakta Bhangale
	Special Invitee	Student Representatives (Toppers from First, Second and Third Year UG)

\* Will be nominated later

**Term:** Three Years

**Meetings:** At least once in Six Months

**Functions:**

The Board of Studies shall recommend the following to the Academic Council:

- Courses of studies;
- Measures for the improvement of the standards of teaching and research;
- Any other academic matter.



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**Board of Studies**

**Department: Artificial Intelligence and Data Science**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Head of the Department	1. Dr. Jagruti Save
Members	Two subject experts from outside the parent University are to be nominated by the Academic Council	2. IITB/NIT 3. IITB/NIT
	One expert nominated by the Vice-Chancellor	4. UoM nominee
	One representative from industry/ corporate sector/ allied areas nominated by the Principal	5. *
	One member of the College alumni to be nominated by the Principal	6. *
	Experts from Outside College for Special Courses to be nominated by the Principal	7. * 8. *
	All Faculty Members of Department	9. Prof. Swapnali Makedey 10. Prof. Swati Ringe 11. Prof. Garima Tripathi 12. Prof. Sarika Davare 13. Prof. Saurabh Kulkarni 14. Prof. Prachi Dalvi
	Special Invitee	Student Representatives (Toppers from First, Second and Third Year UG)

\* Will be nominated later

**Term:** Three Years

**Meetings:** At least once in Six Months

**Functions:**

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**Board of Studies**

**Department: Mechanical Engineering**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Head of the Department	1. Dr. Bhushan Patil
Members	Two subject experts from outside the parent University are to be nominated by the Academic Council	2. IITB/NIT 3. IITB/NIT
	One expert nominated by the Vice-Chancellor	4. UoM nominee
	One representative from industry/ corporate sector/ allied areas nominated by the Principal	5. *
	One member of the College alumni to be nominated by the Principal	6. *
	Experts from Outside College for Special Courses to be nominated by the Principal	7. * 8. *
	All Faculty Members of Department	9. Dr. V. S. Jorapur 10. Prof. D. S. S. Sudhakar 11. Dr. S. K. Das 12. Dr. Vasim Shaikh 13. Dr. Ketaki Joshi 14. Prof. Anant Tarase 15. Prof. Saurabh Korgaonkar 16. Prof. Miriyala V. Rao 17. Prof. Dipali Bhise
Special Invitee	Student Representatives (Toppers from First, Second and Third Year UG)	18. FE Topper 19. SE Topper 20. TE Topper

\* Will be nominated later

**Term:** Three Years

**Meetings:** At least once in Six Months

**Functions:**

The Board of Studies shall recommend the following to the Academic Council:

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- Measures for the improvement of the standards of teaching and research;
- Any other academic matter.



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**Board of Studies**

**Department: Science and Humanities**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Head of the Department	1. Prof. Dileep Nair
Members	Two subject experts from outside the parent University are to be nominated by the Academic Council	2. IITB/NIT 3. IITB/NIT
	One expert nominated by the Vice-Chancellor	4. UoM nominee
	One representative from industry/ corporate sector/ allied areas nominated by the Principal	5. *
	One member of the College alumni to be nominated by the Principal	6. *
	Experts from Outside College for Special Courses to be nominated by the Principal	7. * 8. *
	All Faculty Members of Department	9. Dr. Hemant Khanolkar 10. Prof. Prasad Lalit 11. Dr. Sunil Yadav 12. Dr. Joseph Rodrigues 13. Prof. Pradeep Singh 14. Prof. Dipak Bauskar 15. Prof. Gajendra Singh 16. Prof. Aastha Bhatia 17. Prof. Gauree Jagushte
Special Invitee	Student Representatives (Toppers from First, Second and Third Year UG)	18. FE Topper 19. SE Topper 20. TE Topper

\* Will be nominated later

**Term:** Three Years

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**Board of Studies**

**Department: Computer Engineering**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Head of the Department	1. Dr. Sujata Deshmukh
Members	Two subject experts from outside the parent University are to be nominated by the Academic Council	2. IITB/NIT 3. IITB/NIT
	One expert nominated by the Vice-Chancellor	4. UoM nominee
	One representative from industry/ corporate sector/ allied areas nominated by the Principal	5. *
	One member of the College alumni to be nominated by the Principal	6. *
	Experts from Outside College for Special Courses to be nominated by the Principal	7. *
		8. *
	All Faculty Members of Department	9. Dr. Sunil Surve 10. Dr. Brijmohan Daga 11. Prof. Merly Thomas 12. Dr. Ashok Kanthe 13. Prof. Monika Khanore 14. Prof. Kalpana Deorukhkar 15. Prof. Roshni Padate 16. Prof. Kranti Wagle 17. Prof. Jagruti Nagaonkar 18. Prof. Ashwini Pansare 19. Prof. Supriya Kamoji 20. Prof. Sushma Nagdeote 21. Prof. Monali Shetty 22. Prof. Prachi Patil 23. Prof. Parshvi Shah 24. Prof. Sangeeta Parshionikar 25. Prof. Heena Pendhari 26. Prof. Prajakta Dhamnaskar 27. Prof. Unik Lokhande 28. Dr. Vijay Shelake 29. Prof. Ankita Amburle
Special Invitee	Student Representatives (Toppers from First, Second and Third Year UG)	30. FE-A Topper 31. FE-B Topper 32. SE-A Topper 33. SE-B Topper 34. TE-A Topper 35. TE-B Topper

\* Will be nominated later



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**Term:** Three Years

**Meetings:** At least once in Six Months

**Functions:**

The Board of Studies shall recommend the following to the Academic Council:

- (a) Courses of studies;
- (b) Measures for the improvement of the standards of teaching and research;
- (c) Any other academic matter.

**Finance Committee**

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Principal	1. Dr. Surendra Rathod
Members	One person nominated by Governing Body	2. Ms. Cristina Simon
	One senior-most faculty member nominated by Principal	3. Dr. Sunil Surve
	Finance Officer	4. Mr. Robert Luzar

**Term:** Three Years

**Meetings:** At least once in Six Months

**Functions:**

The Finance Committee shall act as an advisory body to the Governing Body to consider:

- (a) Budget estimates relating to the grant received/receivable from funding agencies, income from fees, etc. and
- (b) Audited accounts for the above.





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### Examination Committee

Structure of the Committee		Composition of the Committee
Chairman of the Committee	Principal	1. Dr. Surendra Rathod
Members	One Teaching staff from each department as Department Exam Co-ordinator	2. Dr. Ketaki Joshi 3. Prof. Vaibhav Godbole 4. Prof. Saurabh Kulkarni 5. Prof. Roshni Padate 6. Dr. Hemant Khanolkar
	Controller of Examinations	7. Prof. Merley Thomas
	Two Experts from Other Autonomous Colleges	8. Dr. R. G. Karandikar (KJSCE) 9. Dr. Reena Sonkusare (SPIT)
Member Secretary	Dean Academics	10. Dr. D. V. Bhoir

**Term:** Three Years

**Meetings:** At least once two times in Six Months

#### **Functions:**

The Examination Committee shall perform following functions:

- Prepare rules and regulations related to examinations
- Conduct of examinations which include all functions from collecting question papers, preparing exam time-table to actual execution of examination
- Compilation of result, preparation of Gazette and declaration of result
- Measures for the improvement of the standards of assessment
- Conduct audits related to examinations in co-ordination with IQAC
- Any other examination related work.



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Minutes of Meeting of Governing Council

*Governing Council*

**MINUTES OF THE 42<sup>nd</sup> MEETING OF THE GOVERNING COUNCIL  
HELD ON 6<sup>TH</sup> APRIL 2024 AT 11.30 AM IN THE BOARD ROOM OF FR.  
CONCEICAO RODRIGUES COLLEGE OF ENGINEERING**

**Members Present:**

1. Rev. Fr. Bento Rodrigues (In the Chair)
2. Rev. Fr. Valerian D'Souza
3. Rev. Fr. Trevor Pereira
4. Rev. Fr. Agnelo Gomes
5. Rev. Fr. Sebastian Rodrigues
6. Dr. R. Sessa Iyer
7. Dr. B. G. Fernandes
8. Dr. S. M. Khot
9. Mr. P. N. Jumle
10. Mr. Suresh Ramanan
11. Dr. Shrija Unnikrishnan
12. Dr. D. V. Bhoir
13. Prof. D. S. S. Sudhakar
14. Dr. Sapna Prabhu
15. Dr. Surendra Rathod..... Principal/Secretary

Chairman, Rev. Fr. Valerian D'Souza, extended a hearty welcome to the chairman of the GC Rev. Fr. Bento Rodrigues and all other members.

Dr. Sapna Prabhu delivered a short introduction of all the members of the council to the gathering.

The Chairman asked Principal to proceed with the agenda items.

**Item No. 1: Confirmation of the Minutes of the 41th Meeting held on 13th May 2023:**

Principal read out the minutes of the last meeting. He said that issues that needed follow up, are listed in Item No. 2 Action Taken Report.

The minutes of the meeting held on 13th May 2023 were approved by the members.

**Item No. 2: Discussion on the Action taken report on the minutes of the last meeting**

Principal said that suggestions given by the members in the previous Governing Council meeting had been incorporated:

- Presented placement data along with a column of 'Registered for Placement'
- Autonomous status to the college which is being achieved. Now legal advice can be sought towards formation of cluster university.



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- Seven-page approval is received from the University of Mumbai for all the faculty members who were appointed on the basis of recommendations of the Selection Committee for the Staff Selections held on 24th August 2022; except in one case UoM kept it pending due to unavailability of norms for AI&DS program.
- Four one-week FDP funded by AICTE under ATAL-FDP scheme are successfully conducted apart from self-finance training programs.
  1. Topic: 'Institutional Restructuring and Strengthening Autonomy through NEP' (Grant: 3,50,000/--)
  2. Topic: 'Semiconductor Digital System Design and Verification' (Grant: 3,50,000/--)
  3. Topic: 'Applied Machine Learning for VLSI Design' (Grant: 3,50,000/--)
  4. Topic: 'Blockchain Technologies' (Grant: 3,50,000/--)
- Industry experts are inducted as members of BoS in each department. Applications are invited for 'Professor of Practice'. Fourteen applications are received. Soon interviews shall be conducted and appointments will be made.
- College is publishing articles in newspaper like Times of India. Also, college is regularly publishing the activities conducted and achievements of the students and staff on the College Website and various social media platforms.
- Internships and skill development programs are made part of curriculum from academic year 2024-25.
- Few Laboratories are upgraded with latest computers, equipment's, hardware and software's. Campus wide license MATLAB software is procured which is used by all the departments.
- College has procured Material Management Software and its implementation is in progress. Help from alumni who are working in the relevant industry is being sought to carry out lab audit. IQAC is instructed to prepare formats for the same. Academic model is now prepared and also procurement of educational software for OBE implementation is in progress. College has taken steps like implementation of IRG policy, research promotion policy etc. to motivate faculty to do research and improve teaching learning.



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Website : www.frcoe.ac.in • Email : crce@fragnel.edu.in

**Item No. 3: Progress Report for the Academic Year 2023-24:**

**a) Details of Admission and Enrollment – 2023-24**

- Members noted that the closing marks of students admitted under CAP quota was high, across branches, for both first year and direct second year. All the first-year vacant seats got filled in the next year Direct Second year admission. For the first year Institute level seats, more than seven hundred candidates had applied. Principal informed that there was only one admission in M.E. Mechanical Engg in the first year. Members expressed their opinion that running PG program with admissions less than 5 is not financially viable. Principal briefed members that college has applied for closure of ME in Mechanical and starting M.Tech in Computer Engineering from academic year 2024-25. He also briefed members that scrutiny of documents is over from AICTE and final letters are awaited. During academic year 2023-24, 06 candidates were admitted for PhD in newly started research center in Computer Engineering.
- Members pointed out that in spite of national level trend of opting only for computer and allied branches, college is able to fill 50% seats in Mechanical Engg. However, more efforts are required to be taken to fill more seats in Mechanical Engineering. Members suggested to look after alternate options for mechanical engineering. However, it is resolved that as of now we adopt wait and watch policy at least for one year.
- Fee Regulating Authority (FRA) has sanctioned Rs. 1,64,00 for UG and 92,918 for PG programs in 2023-24. The fee proposal for Academic Year 2024-25 is already submitted to the Fees Regulating Authority and the approval is awaited.

**b) Financial Assistance / Scholarships**

Principal presented data for the financial assistance availed by students in the form of scholarships/freeships.

Government Scholarships received to the students are:

- 219 students received EBC scholarship
- 85 students received Scholarship for Reserved Category.



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- 16 students received Central Govt. Minority Merit-cum-Means Scholarship

Non-Government Scholarships received to the students are:

- 13 students received Bluestar Foundation Scholarship
- 04 students STULZ-CHSPL Foundation Scholarship
- 05 students received scholarships from IDFC bank

In addition, college has partnered with NGOs e.g. Nimaya, Katalyst and British Council, to empower girl students through soft skill training, internship and financial assistance.

**c) Results of University Examinations – May 2023**

Principal presented final year result analysis of May 2023 examinations. Production 91%, Mechanical 97%, ECS 99% and Computer 99% result. One candidate in each of the research center of Mechanical Engineering and Electronics Engineering completed PhD and one candidate in each research center submitted thesis.

**d) Placement details: 2023-24**

Members went through the placement statistics for 2023-24. Members were happy to note that highest package offered is 17.50 LPA by Carwale while average salary offered is 7.47 LPA. Principal also informed council members that this year more number of students have enrolled for higher studies as compare to previous years. From mechanical 59% of students have enrolled for higher studies. Members observed that it is a good trend if more number of students are opting for higher studies. Dr. Khot mentioned that there is a need to find out why all computer engineering students are not placed which used to be 100% in the past. Principal mentioned that college is following three steps strategy for improving employability skills as recommended by Prof. V. Ramgopal Rao former Director IIT Delhi in his article published in Times of India.

**e) Co-curricular and Extra-Curricular activities / Initiatives**

Principal presented details of various events organized by student clubs/councils/chapters. Members went through the gist of Technical, Sports, Cultural and Societal activities of 2023-24, highlighting major events. Students council, Technical chapters and Non-Technical chapters like NSS, TEDx and Rotaract Club are very active and have organized variety of activities for students to enhance their skill sets and talents. Induction program of two weeks was conducted for the benefit of



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newly enrolled students in first year. NSS organized 51 event in academic year 2023-24 investing total 10213 clock hours. Euphoria, TEDX, CRMD, CRESCENDO, alumni meet, degree certificate distribution and Sports events were organized in the college. Principal specially briefed members about GDSC organized international hackathon in which there was significant participation from national as well as international collaborators. College celebrated national and International commemorative days, events, and festivals. Principal stated that the faculty, staff, and students of the institution all came together to celebrate these occasions. The institute organized seminars to spread the message of unity, peace, love and happiness. College has a Women Development Cell (WDC) which organizes various programs to create confidence and self-esteem among female staff and students. Council members appreciated efforts of students and staff in organizing these events.

**f) Minutes of the College Development Committee Meeting held on 12th Jan 2024**

Principal said that last CDC meeting was held on 12<sup>th</sup> Jan 2024 with active participation from all the members.

**g) Department Progress Reports**

Members went through the department reports, giving details of publications, certifications of faculty and students. FDPs and STTPs attended by faculty as well as Guest lectures, departmental activities and individual faculty & student achievements. Principal informed that involvement of faculty towards upgradation of their skills shows improvement in the form of participation in STTP and FDPs.

**h) Patents filed by CRCE Faculty and students**

Principal appraised members with the data related publications & patents published and granted to the students and faculty members in 2023-24. Members expressed their opinion that research publications need to be improved. Principal mentioned that college has finalized IRG and Research Promotion Policies to encourage faculty members for publications.

**i) Achievements**

Principal appraised members with the major achievements in 2023-24, ranking of projects, awards in sports and other rankings. In particular, national winners in Smart India Hackathon, achievements in entrepreneurship events & technical events, and



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Silver medal in National Level Gymnastic for a student who represented University of Mumbai at National Level were very much appreciated by the council members.

**j) Information about NBA, NAAC and Autonomy**

Principal informed council members that National Assessment and Accreditation Council (NAAC) granted accreditation with CGPA of 3.18 on four-point scale at 'A' grade valid up to June 01, 2028. (NAAC letter EC(SC)/156/1st Cycle/MHCOGN104679 dated June 02, 2023).

National Board of Accreditation (NBA) granted 3 years accreditation for academic years 2023-24 to 2025-26 i.e. up to 30-06-2026 to UG program in Computer Engineering (NBA letter F.No. 28-40-2010-NBA dated Nov 29, 2023). Program received 662 marks out of 1000.

University Grant Commission (UGC) conferred autonomous status for a period of 10 years from the academic year 2024-25 to 2033-2034 as per clause 7.5 of UGC regulations, 2023. (UGC letter No. F. 2-10/2023(AC-Policy) dated 23rd Nov 2023.)

Subsequently, University of Mumbai conferred autonomous status for a period of 10 years from the academic year 2024-25 to 2033-2034. (UoM Letter Aff/ICD/2023-24/2449 dated 12th Dec 2023.)

All the council members congratulated to the Management and Principal for these achievements.

**Item No. 4: Curriculum under autonomy scheme**

Principal briefed all the council members that apart from Vice Chancellors Nominee of University of Mumbai there are eminent members from IITs, NITs and industry are part of every board and council. These Boards and Council is formed as per guidelines of UGC for autonomous colleges. Meeting of Board of Studies and Academic Council are being held and they approved curriculum, syllabus and academic rules.

Principal presented the salient features of curriculum and informed that from 2024-25 college is prepared to offer following UG degrees options to the incoming candidates:

1. B.Tech with Multidisciplinary Minor
2. B.Tech with Honors and Multidisciplinary Minor
3. B.Tech with Double Minor (Multidisciplinary & Specialization Minor)
4. B.Tech with Research and Multidisciplinary Minor

He also briefed members about the Verticals under NEP, credit structure and continuous assessment adopted under autonomous framework. However, he also



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mentioned that the implementation of these options depends on circulars to be issued by UoM and Govt. of Maharashtra from time to time.

Dr. B. G. Fernandes said that first year curriculum needs to be completely changed by removing science courses. Principal informed that syllabus for first year courses is changed and new relevant courses are being added.

Principal mentioned that college is starting with semester long internship to be offered in SEM-VIII and Mr. P. N. Jumle shows his readiness to help college in internships and NSDC aligned courses.

All the members of the council expressed their satisfaction towards these positive changes.

**Item No. 5: Discussion on provision for additional floor area for starting new courses, incubation and Hostel facility**

Principal briefed members that after autonomy college is open for admissions to entire Maharashtra. Hence candidates across Maharashtra may apply for admissions and we need to prepare ourselves for new challenges like availability of hostel facility. Also, to get AARIA ranking, IIC ranking etc college need better incubation facilities.

Principal informed members that to ensure provisions of NEP gets implemented in true sense there is a need to create multidisciplinary ecosystem in the campus. For this there is a need to add new level of programs in the existing college or there could be a new college on the campus offering other programs in demand. Principal proposed few programs to get broad perspective from the members of the Governing Council which are mentioned below.

	Program	Degree	Intake per Div	Max Courses	Max Intake
UG	Applied Arts and Crafts	Animation	30	3	90
		Gaming Technology			
		Product Design			
UG	Design	Industrial Design	30	5	150
		Interaction Design			
		Design			
		Communication Design			
PG	Computer Applications	MCA	60	5	300
PG	Management	Artificial Intelligence and Data Science	60	6	360
		Big Data Analytics			
		Design Thinking			
		Digital Marketing			
		Entrepreneurship			
		Technology Management			
Information Technology					





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Dr. Sessa Iyer cautioned that there are regulations frequently coming from Government regarding education policies and hence college need to observe them before taking a call to start any new program or college in the campus. Dr. B. G. Fernandes expressed his opinion that college can think about courses in design or any course which is in demand.

**Item No. 6: Institute Development Plan for next 5 years**

Principal presented Institute Development Plan i.e. strategic plan which was approved in GC meeting held on 13<sup>th</sup> May 2023 and informed members that first two years goals are already achieved.

**Item No. 7: Staff Structure and Staff Position**

The faculty structure and non-teaching staff position as on 31<sup>st</sup> March 2023 was presented. Dr. Shrija Unnikrishnan asked whether 1:15 faculty student ratio is considered as now college comes under Tier-1 institute after autonomy. In reply to this Principal agreed that from 2024 college need to maintain FSR 1:20 and calculations are already done in this regard. He also informed members that college is exploring feasibility of appointing 'Professor of Practice' for the additional required positions.

**Item No. 8: To consider and approve:**

**a) Code of Conduct – Students, faculty and staff**

Principal presented code of conduct for students, faculty and staff. He mentioned that code of conduct for faculty and staff is prepared based on

1. UGC regulations on minimum qualifications for appointment of teachers and other academic staff in universities and college and measures for the maintenance of standards in higher education, 2018 dated 18<sup>th</sup> July 2018,
2. The Maharashtra Civil Services Rules and
3. Maharashtra Universities Act 2016
4. AICTE guidelines issued from time to time

Members of the council agreed that every employee of the college should strictly adhere to the code of conduct as it is part of service rules and necessary for maintaining high standard of education. Now being an autonomous college there is also necessity of having academic rules for teachers. Principal briefed that academic rules and regulations are already being approved by academic council and are made available on college website for perusal of all faculty, staff and students.



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Members of the Governing Council unanimously approved code of conduct for students, faculty and staff.

b) Audited Account for the year ended 31.03.2023.

c) Budget for the year 2024-25

Members approved the Audited Income & Expenditure Statement and Balance Sheet for the year ended 31.03.2023. Members went through the budget figures and approved the same.

	Budget Estimates 2023-24 (Rs. In lakhs)
Revenue Income	2,427.00
Revenue Expenditure	2,471.39
Capital Expenditure	452.11

Principal informed council members that all the teaching and non-teaching employees who were eligible for promotions were given the same and also recommendations of 7<sup>th</sup> Pay Commission are implemented from 1<sup>st</sup> Jan 2023 for all the employees of Fr. CRCE and hence there is deficit of Rs. 79.06 Lakhs in the year ended on 31<sup>st</sup> March 2023.

**Item No. 6:** Any other matter with the permission of the Chair

Fr. Valerian asked members about their concluding remarks. Prof. D. S. S. Sudhakar mentioned that there is a need for the professional counselor as these generation students have many issues including gender disparity. These thoughts were also echoed by other members present in the gathering. He also mentioned that we need to work on pedagogical methods to improve employability skills and college resources should be aligned with NSDC courses.

Dr. B. G. Fernandes said that explore feasibility of starting of new courses like energy systems etc. He said that college must start courses may be short term courses which are in demand by the society. He also recommended to have new courses under autonomous curriculum and adjust the timings accordingly. He suggested to improve alumni network by appointing dedicated staff to connect to alumni and send them regular messages which might include wishing on their birthdays. Dr. B. G. Fernandes



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said that flexibility is the key and also integrity of faculty is important to have successful autonomy.

Mr. Suresh Ramanan said that if possible next time we can have presentation on topic of how to adapt to next gen students.

There were no other items for discussion.

Prof. D. S. S. Sudhakar delivered vote of thanks to each member and expressed his gratitude for their valuable presence, active participation and rich inputs.

The meeting ended with Vote of Thanks to the Chairman and the members.

  
PRINCIPAL/SECRETARY

  
CHAIRMAN



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Minutes of Meeting of Institute Level Committee

**FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING**  
Fr. Agnel Ashram, Bandstand, Bandra (W), Mumbai – 400 050.

**MINUTES OF THE INSTITUTIONAL LEVEL MEETING HELD ON**  
**13<sup>TH</sup> JUNE 2023 AT 2.30 PM AT THE CONFERENCE ROOM**

<b><u>PRESENT:</u></b>	Fr. Valerian D'Souza	- Director
	Dr. Surendra Singh Rathod	- Principal, CRCE
	Dr. Bhushan Patil	- Head, Prod. / Mech. Engg. Dept.
	Dr. Jagruti Save	- Head, Artificial Intel & Data Sci. Dept.
	Mr. Mahesh Sharma	- System Administrator
	Mr. C.B. Shetty	- Registrar
	Mr. Robert Luzar	- Sr. Clerk / Asst. Accountant
	Ms. Christina Simon	- Financial Officer

Rev. Fr. Valerian D'Souza welcomed the members to the Institute Level Meeting.

The meeting proceeded as per the agenda :

Principal read out the minutes of the previous Institute Level Meeting held on 20<sup>th</sup> April 2023 and the following points are reviewed:

- Accountant appraised the members that fee payment from two PhD students is still pending. Director instructed HODs to follow up for the early payment.
- Director enquired about the progress of formulation of Industrial Visit Policy. Principal informed the members that preparation of the I.V. Policy is in progress. Director told to prepare the Policy at the earliest to avoid any confusion among the students and staff.
- HODs requested Management for the permission to start procuring budgeted items. Director approved the same and informed that the computers that are being phased out have to be kept in good condition, so that it can be donated to NGOs / needy people. Director also informed members to procure high valued items after the fee collection for the A.Y. 2023-24 is started. Registrar informed that online fee collection will be tentatively started from 19<sup>th</sup> June.  
HOD, Mechanical informed members that items for the new laboratory in the department has been budgeted and will be starting the procurement from July.
- Principal and Director enquired about the status of installation of newly procured Interactive Panels. Mahesh Sharma informed the members that the installation has been delayed due to ongoing civil work in the first year classrooms in the 5<sup>th</sup> floor.
- Dr. Jagruti Save informed the members about some damaged window panels. Director assured the members that Civil & Carpentry department will be instructed to carryout urgent repair work and installation of Grill on the windows.
- Principal informed the members that the UGC portal for Autonomy is open and a processing fee of Rs. 50,000 need to be paid for submitting the form. Director approved the payment of Rs. 50,000/- processing fee.

As there were no further queries from the members, with the permission of the chair the meeting took up the matters listed for the current meeting.

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1. Examination Remuneration to the Internal Staff :

Accountant informed the members about the expenditure incurred in paying examination remuneration to the internal staff for conducting S.E. & T.E. examinations. Director asked Principal and HODs to stop the remuneration for the Internal examiners in the light of implementing 7<sup>th</sup> Pay scale.

2. Consultancy by the Faculty :

Director informed the members that as per the observation of the NAAC Peer Team, our College lacks in Industry/Corporate consultancy. He asked the HODs to improve consultancy in their respective departments.

3. Industry sponsored Projects :

Director informed the members that the revised IRG Policy for the College will be implemented from the A.Y. 2023-24. He also informed that any financial support required for consultancy / IRG work has to be well planned and informed to the Management well in advance.

Principal asked HODs to encourage faculties to offer value added courses, in online and / or on campus model, to our students as well as other college interested students / working professionals.

Principal informed that after 'A' Grade NAAC accreditation and 2B / 12F approval from UGC, the College faculty are eligible for various Government grants. He instructed HODs to encourage faculties to submit proposals to various bodies like UGC, AICTE, DST etc.

4. Placement in Core Industries :

Principal informed the members that though NAAC committee has appreciated the placement in the College, they have also pointed out the need for improvement placements in core industry specifically for branches like Mechanical Engineering branch. Mahesh Sharma informed the members, various challenges faced by the College regarding the core industry placements. Director and Principal asked placement officer to try for better core industry placements.

5. Preparation for NRI Students / Placements :

Director said to evaluate possibilities of introducing NRI quota in admissions as well as international collaboration in the teaching learning process. Principal informed the members that hostel facility is a prerequisite for introducing NRI quota admissions. It was decided to take up the matter later for further discussion.

6. Academic Audit and Appraisal :

Principal informed the members that faculty appraisal is scheduled in the month of July and 360° feedback is being collected for the same. HODs appraised the members their plan & schedule for the department level Academic Audit. Principal informed that the IQAC Cell will be appointing auditors for the Academic Audit. Principal informed the HODs to complete the Audit in the first half of July well before the Faculty Appraisal.

7. Students Activities (Limited Hackathons) :

Principal briefed about the proposed student activities for the A.Y. 2023-24. Director asked Principal and HODs to plan activities and submit a report to him at the earliest. Also he asked to give emphasis on intercollegiate hackathon and project competitions while planning the student activities. He also suggested to minimise number of intra college level hackathons and competitions.

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Director asked to workout a plan to spread the events evenly across odd and even semesters.

8. NAAC observations by the Management :

Director appreciated Principal and members of staff for successfully completing NAAC Peer Team visit and achieving 'A' Grade.

Director informed that the Peer Team members were pleased to note and see the Management philosophy of affordable quality technical education during their visit.

He also informed that the Peer Team members were impressed by the involvement of management during their visit and it gave them an opportunity to discuss matters of interest with the Management.

Director informed that the peer team was pleased to note that our College has implemented 7<sup>th</sup> Pay Commission to its staff.

Director told the members that even after this achievement there will be room for improvement and all should contribute for the further improvement of quality of education and service to the students and society.

9. Any other business with the permission of the Chair:

- Director discussed the status of faculty requirement for the coming Academic Year. HODs and Principal discussed with Director about the possibilities of hiring Professor of Practice, experts from industries etc.
- Director asked Principal and HODs to look in UGC provisions regarding vacation leave to staff in light of College applying for Autonomy and implementation of 7<sup>th</sup> Pay commission.
- Accountant requested Director & Principal to call for a meeting of newly elected student council, so that all the accounting requirements can be explained to them. Director asked the financial officer to finalise the S.O.P. for student activities before the above said meeting.

There was no other item for discussion.

The meeting concluded with the vote of thanks to the Chair.

  
(DR. S.S. RATHOD)  
PRINCIPAL

  
(FR. VALERIAN D' SOUZA)  
DIRECTOR

Copy to : Fr. Valerian D'Souza, Local Superior; Fr. Trevor Pereira, Assist. Director;  
Dr. Bhushan Patil, Dr. Sapna Prabhu, Dr. Sujata Deshmukh, Dr. Jagruti Save,  
Mr. Dileep Chandra C., Mr. Mahesh Sharma, Mr. C.B. Shetty, Mr. Robert Luzar  
Ms. Christina Simon



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Minutes of Meeting of College Development Committee

**MINUTES OF THE MEETING OF THE  
COLLEGE DEVELOPMENT COMMITTEE HELD ON  
12<sup>th</sup> JANUARY 2024 AT 02:30 PM IN THE BOARD ROOM OF  
FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING**  
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The following members were present:

1. Fr. Valerian D'Souza (in the Chair)
2. Fr. Trevor Pereira
3. Dr. Bhushan Patil
4. Dr. B. S. Daga
5. Dr. D. V. Bhoir
6. Dr. Hemant Khanolkar
7. Ms. G. Jyothilakshmi
8. Rev. Fr. Cajetan Menezes
9. Mr. B. S. Jadhav
10. Dr. Sunil Surve
11. Mr. Anthony Benno
12. Mr. Chris Gracias
13. Dr. S.S. Rathod – Member Secretary

Fr. Bento Rodrigues was unable to attend the meeting. In his absence, Fr. Valerian D'Souza presided over the meeting. He greeted and welcomed all members to the meeting. Fr. Valerian asked Principal to take the meeting forward as per the agenda.

**Item No.1 : Approval of the minutes of the College Development Committee meeting held on 30<sup>th</sup> September 2023 :**

Principal read out the minutes of the last meeting and the same was reviewed and approved by the members.

**Item No.2 : Academic Calendar for the current Semester :**

Principal gave the details of the Academic calendar for Even semester of 2023-24 presented in the report. He informed about changes in the dates of flagship events Crescendo and Euphoria due to unavailability of Halls for the booking. Mr. Chris Gracias, secretary of student's council expressed that this year Euphoria could not be scheduled in the January; however, he promised that next year it will be well planned in the month of January. Director suggested to have better planning of all the events so that they can be held on the scheduled dates. Principal also informed that this year Hackathons are part of technical festival Crescendo. He also informed that one of the student's clubs are working hard to make it an international event.

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**Item No.3 : Admissions details 2023-2024:**

Principal presented admission statistics for the year 2023-24. He pointed out that this year also there is poor response for PG Courses and for UG computer engineering is the preferred branch of students. Mr. B. S. Jadhav suggested that everywhere core branches are closing and people are giving preference to Computer Science. Principal mentioned that college has charged fees from the students which is approved by Fee Regulating Authority for the academic year 2023-24.

**Item No.4 : Review of University Examination Results –May 2023**

Members were happy to note that overall final year passing out results of all branches were good.

**Item No.5 : Achievements 2023-24**

Principal mentioned that numerous student's chapters and clubs are present in the college and every student is enrolled or is a part of one of these chapters. Members were happy to note the institute achievements and performance in various state - national level competitions. Principal also briefed that recently three teams from the college won National Level Hackathon organized by AICTE.

**Item No.6 : Extra-curricular and Co-curricular activities:**

Principal stated that a wide range of students curricular and extra-curricular activities are carried out during the year and prominently cited the state level Debate Competition and Alumni Meet being hosted successfully. He informed that many flagship events are planned in this semester.

**Item No.7 : Staff development report 2023-24 :**

Principal presented statistics of involvement of college staff in various development activities in the year 2023-2024.

**Item No.8 : Placement details 2022-23 & 2023-24 :**

Principal informed that placements for current academic year 2023-24 are in process. More than 50% students are placed as of now. Members observed that placements in Mechanical Engineering branches are very less. Mr. Anthony Benno said that most of the Mechanical Engineering students opted for Higher Studies option this year due to improved situation after pandemic.

**Item No 9 : Budget estimates for the year 2024-25:**

Budget figures for the years 2022-23, 2023-24 and budget estimate for 2024-25 were presented. Members reviewed and ratified the same.





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**Item No 10 : Preparation towards Autonomy:**

Principal informed all the members that UGC granted 10 years academic autonomy to the college. From 2024-25, new syllabus in line with National Education Policy will be offered to the students. He explained four types of degrees and seven verticals proposed in the GR of Government of Maharashtra for implementation of NEP. He also mentioned about various courses planned under the autonomous status. All the members expressed their happiness about these changes.

**Item No 11 : Additional Intake, Name Change and Closure of courses from academic year 2024-25:**

Principal apprised that AICTE portal is open for the changes in college intake etc. He informed that college has planned few changes looking towards the need of society. Additional 60 seats in computer engineering, AI&DS branch to be renamed as Computer Science and Engineering, New PG course in Computer Engineering and Closure of ME Mechanical Engineering is proposed. All the members approved these changes.

**Item No 12 : Any other items with the permission of the Chair:**

Students Council Secretary, Mr. Chris Gracias and President Mr. Anthony Benno expressed their appreciation for the management support extended for all the students activities carried out in the college.

Ms. Jyothilakshmi expressed need of skill development programs for the technical staff of the college.

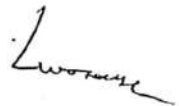
Rev. Fr. Cajetan Menezes expressed that there is an increase in mental health issues among students in the society. College need to address such issues.

Principal has given an assurance that under autonomy courses related to handling of mental health will be offered to the students.

Fr. Valerian thanked members for their active participation and valuable inputs.

The meeting ended with Vote of Thanks to the Chairman and the members.

  
(DR. S.S. RATHOD )  
PRINCIPAL

  
(FR. VALERIAN D'SOUZA)  
CHAIRMAN OF THE MEETING



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Minutes of Meeting of Local Committee



**AGNEL TECHNICAL EDUCATION COMPLEX**

Fr. Agnel Ashram, Bandstand, Bandra (W), Mumbai-400050

**MINUTES OF THE LOCAL COMMITTEE MEETING HELD ON 8<sup>TH</sup> AUG 2023 AT  
11.30 AM AT THE BOARD ROOM, CRCE**

PRESENT:	Fr. Valerian D'Souza	- Local Superior
	Fr. Trevor Pereira	- Administrator, Balbhavan & Fr. Agnel School
	Fr. Peter Soares	- Special Invitee
	Bro. Edison Pereira	- In-charge, Samadhi Seva & Hospitality
	Ms. Christina Simon	- Financial Officer
	Dr. Surendra Rathod	- Principal, CRCE
	Mr. Mangesh Mohan	- In-charge Principal Polytechnic
	Ms. Loren D'Mello	- School Representative
	Mr. Mushtaq Malgundkar	- Principal, ITI
	Mr. Jayawant Raut	- Senior Manager, AITTED
	Mr. Anthony Lobo	- Purchase Manager

Fr. Valerian welcomed all the members and asked to observe one-minute silence.

1. Reading of MoM of previous LCM

Principal CRCE read the minutes of Local Committee Meeting held on 30<sup>th</sup> June 2023.

Ms. Cristina informed about progress of procuring material management software. Director instructed to finalise it at the earliest. All Hol briefed about starting of academic sessions of various courses. Director asked about the implementation of suggestion given by Fr. Trevor Pereira regarding skill-based courses for schools. Principal CRCE replied that faculty members are briefed about it and during their annual appraisal they were asked to design such courses.

As all the members agreed to the minutes, meeting proceeded as per the agenda.

2. Admissions 2023

Director asked all Hol to briefly explain admission status in their unit.

Mr. Mangesh Mohan informed that around 2000 students are approached and data is already uploaded on MSBTE portal. He also said that in 1<sup>st</sup> round 29 allotments are done but candidates have gone for the betterment option and today is last date for second round. He also said that nowadays more enquiries are about computer related courses. Director informed that 11<sup>th</sup> and 12<sup>th</sup> admissions are still going on in Jr. college.

Mr. Mushtaq Malgundkar informed about ITI admissions. Director asked about minority admissions and said that letters should have been sent to Parish particularly in Vasai area. In Vasai area there is a need of electrician, fitter and they are our regular students; however, strategy is required to tap new candidates. He also stressed on the need to analyse how students are coming for admissions; it is due to mouth publicity, social media etc. Mr. Jayawant Raut briefed about AITEED courses and he said that courses at Thane and Ambemath are started under CSR. Director said that AITEED courses are for students who do not get opportunity of formal education and as of now these courses are generating surplus which is not expected few years back. The reason being it is well planned outreach programme through various sectors and appreciated the work done by Mr. Jayawant Raut in tapping CSR funds. He instructed all Hol to plan strategy to increase in admissions.

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## AGNEL TECHNICAL EDUCATION COMPLEX

Fr. Agnel Ashram, Bandstand, Bandra (W), Mumbai-400050

### 3. Budget 2024-25

Director informed that finance department will issue a circular regarding new budget and asked Hol to plan their budget well in advance.

### 4. Use of Lifts

Director told that entry to the Fire Lift is restricted for students and it is exclusively for staff & faculty. Fr. Trevor stressed on the need to clean it regularly, particularly fans which cause suffocation. Care should be taken during service and whether the service is done as per requirement or not needs to be monitored. Director informed that civil engineer Mr. Rohan is the official in-charge of lifts and lift related issues to be forwarded to him.

### 5. Canteen Facility

Director instructed that if any program is scheduled then inform well in advance to canteen person and if there are any suggestions or issues then bring them to the notice of Fr. Trevor Pereira.

### 6. Security of the Campus

Director informed that additional new security personals are being employed and as security manager Mr. Shahaji rendered his resignation, management will appoint a new security manager.

### 7. Any other business

Fr. Trevor Pereira asked to think out of box to give new relevant concepts to the students like AutoCAD etc and ITI can also have interactive panels with internet connection. He also told to design skill-based courses for schools. Director added to it that before approaching a school we should have a template about skill program in light of NEP and if required we can call a meet of school principals and showcase them our offerings. On the suggestion of Mr. Jayawant Raut, a Committee comprising of Dr. Surendra Rathod (Chairman), Mr. Mangesh Mohan, Mr. Mushtaq Malgundkar and Mr. Jayawant Raut is formed to look into the design of skill based courses. Mr. Jayawant Raut also told if we get approval from NSDC then we can save GST on these courses.

Bro. Edison Pereira urged all the members to reduce scrap. Director informed that maximum scrap is due to reconstructing of many classrooms and renovation of other places which will stop in next few months. However, he said that it is valid point and we need to reduce scrap and come to zero scrap. Ms Cristina suggested to bring to the notice to all units before material being scrapped so that if anyone requires can take it. Director suggested that computers or other material scrap should be disposed to a good cause rather than simply scrapping it.

There was no other item for discussion. The meeting ended with Vote of Thanks to the Chair.

  
(FR. VALERIAN D'SOUZA)  
LOCAL SUPERVISOR

Date: 16<sup>th</sup> Aug 2023



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Copy to:

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Fr. Trevor Pereira  
Fr. Peter Soares  
Bro. Edison Pereira  
Ms. Christina Simon  
Dr. Surendra Rathod  
Mr. Mangesh Mohan  
Ms. Loren D'Mello  
Mr. Mushtaq Malgundkar  
Mr. Jayawant Raut  
Mr. Anthony Lobo  
Mr. Mahesh Sharma  
Fr. Peter Soares

- Local Superior *Luison*  
- Assistant Director Fr. Agnel Technical Complex *J.P. Pereira*  
- Special Invitee *Soares*  
- In-charge, Samadhi Seva & Hospitality *Bro. Ed*  
- Financial Officer  
- Principal, CRCE *PT*  
- In-charge Principal, Polytechnic *Mohan*  
- School Representative  
- Principal, ITI *PT*  
- Senior Manager, AITTED  
- Purchase Manager *PT*  
- System Administrator *PT*  
- Special Invitee *Lu*



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Minutes of Meeting of Department Faculty Meetings



Society of St. Francis Xavier, Pilar's  
**Fr. Conceicao Rodrigues College of Engineering**

Fr. Agnel Technical Education Complex Bandstand,  
Bandra Mumbai -400 050

205

**Department of Artificial Intelligence and  
Data Science Engineering**

FRCRCE/2023-24/000/FRST

Date : 28/7/23

**Circular**

Faculty meeting is scheduled to be held on Monday 31<sup>st</sup> July 2023 at 2.30pm at lab 804. All faculty are requested to attend the meeting

**Agenda of the meeting**

- Academic calendar
- Course file
- DQAC
- FDP
- Projects of SE/TE/BE
- Class teacher
- Department files
- Mentoring
- Faculty upgradation

Sr. No.	Name	Sign
1	Garima Tripathi	
2	Swapnali Makdey	
3	Swati Ringe	
4	Sarika Davare	
5	Saurabh Kulkarni	
6	Prachi Dalvi	
7	Aditi Malkar	

**Dr. Jagruti Save**  
H.O. D.



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Society of St. Francis Xavier, Pilar's  
**Fr. Conceicao Rodrigues College of Engineering**  
Fr. Agnel Technical Education Complex Bandstand,  
Bandra Mumbai -400 050

**Department of Artificial Intelligence and  
Data Science Engineering**

Date : 31/7/23

Faculty meeting Attendance

Sr. No.	Name	Sign
1	Dr. Jagruti Save	
2	Garima Tripathi	
3	Swapnali Makdey	
4	Swati Ringe	
5	Sarika Davare	
6	Saurabh Kulkarni	
7	Prachi Dalvi	
8	Aditi Malkar	

**Dr. Jagruti Save**  
H.O. D.



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FR. CONCEICAO RODRIGUES COLLEGE OF ENGG. Fr. Agnel Ashram,  
Bandstand, Bandra (W) Mumbai 400 050.

### Minutes of Meeting

Date : 31/07/2023

Time : 2.30 pm

Attended by : All faculty of AI&DS department

The following points are discussed and decisions taken on academic related issues:

- 1. Maintenance of Slow and Fast Learner Records:** It was discussed that maintaining proper records of slow and fast learners is crucial for tailored academic support. It was unanimously agreed to ensure accurate documentation and tracking of student progress in this regard by considering university results, special attention students, financial background and reluctant in studies.
- 2. Finalized List of Students Opting for Departmental Elective Subject:** The finalization of the list of students opting for departmental elective subjects was highlighted. TE. And BE. Class teachers finalized the list of students enrolled for elective we offer. It was decided to promptly compile and confirm the list for necessary arrangements.
- 3. Introduction and Welcome of New Faculty - Aditi Malkar:** The department extended a warm welcome to the newly joined faculty member, Aditi Malkar.
- 4. Faculty Attendance Submission:** The necessity of regular attendance submission by every faculty member every two weeks was reiterated. Compliance with this requirement was emphasized for record-keeping purposes.
- 5. Submission of Lesson Plans and Lab Plans:** All faculty members are requested to submit their lesson plans and lab plans by Saturday. It was emphasized that timely submissions facilitate smoother academic planning.
- 6. Completion of Last Year's Course Files:** Ensuring the readiness of last year's course files was stressed upon. It was highlighted as an essential task to be accomplished.
- 7. Curricular Gap Finding for Current Semester Subject:** It was Discussed to identify and address any gaps in the current semester's subjects within the curriculum and arrange the guest lectures for bridge it.

Prof. Jagruti Save

Head of Department

DEPARTMENT OF AI&DS



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