

मिनिट बुक



# ST. FRANCIS INSTITUTE OF TECHNOLOGY (ENGINEERING COLLEGE)

(Roman Catholic Christian Minority Educational Institute)

(Approved by AICTE & Govt. of Maharashtra with permanent Affiliation to University of Mumbai)

P.B. No. 8456, Mount Poinsur, S.V.P. Road, Borivli (West), Mumbai - 400 103.

Tel. : 28908585 / 28928585 Fax : 28954787 E-mail : sfedu@sfit.ac.in Website : www.sfit.ac.in

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Date:

## MINUTES

Minutes of the IQAC meeting held on 03/12/2022 at 10.00 a.m. in hybrid mode (Board Room of the College/On-line). The following members attended the meeting.

### Members present:

Bro. Shantilal Kujur – Director  
 Dr. Sincy George – Principal  
 Dr. Gautam Shah – Vice Principal (online)  
 Dr. Kevin Noronha – Coordinator/Director IQAC, Member-Secretary  
 Mr. Lester Fernandes – Online  
 Dr. Deepak Jayaswal – Dean Academics (online)  
 Dr. Kavita Sonawane – HOD, CMPN  
 Dr. Prachi Raut – HOD, INFT  
 Dr. C. Hariprasad – FE Coordinator & Dean SA  
 Mr. Sunil Pansare – In-charge HOD, Mechanical Engg.  
 Ms Megha Fernandes - In-charge HOD, Electrical Engg.  
 Dr. Uday Pandit Khot – R&D Coordinator  
 Dr. Nitika Rai – Information Technology  
 Mr. Bhuvan Damahe – On-line  
 Mr. Conrad Frank – On-line  
 Mr. Francis D'Souza – Office Manager (online)  
 Ms. Cecilia Lopes  
 Mr. Wilson Pinto - TPO

### Members absent

1. Bro. K.S. Jose
2. Mr. Albert D'Souza
3. Dr. S.N. Merchant
4. Ms Deepa Panakkal
5. Mr. Hemant Pawar
6. Mr. Suyash Jamage

After reciting the college prayer, Dr. Kevin Noronha, Member- Secretary, welcomed all the members present both physically and on-line. This was followed by the taking up the Agenda points which was circulated to the members in advance.

**Item 1: To read and approve of the minutes of the Internal Quality Assurance Cell (IQAC) meeting held on 15.10.2022 at 10 a.m.**

The draft minutes were circulated to all members inviting amendments, comments, if any to be made in the draft minutes. As there were no corrections/ suggestions from any of the members, the draft minutes were confirmed.

**Item 2: To report on action taken on decisions recorded in the meeting of the IQAC held on 30.07.2022 at 10a.m.**

Dr. Kevin Noronha explained the following actions taken of the previous meeting.

S. No.	Particulars / Activity	Action Taken	Open / Closed
1.	<p><b>ITEM 4:</b></p> <ul style="list-style-type: none"> <li>Industry practices and other processes such as learning through 'Augmented Reality &amp; Virtual Reality' and others on new technologies are not shown. These should be part of the presentation.</li> <li>Internship numbers are too few: Mr. Damahe mentioned that at L&amp;T Training Centre at Madh Island of which he is in-charge, they are offering assistance and details of organizations through which it can happen</li> </ul>	<p>Many faculty are using virtual labs in their subjects. <i>Electrical Machines II- Electrical Machines COEP Lab Pune, IIT Roorkee Power system protection &amp; Switchgear- IIT Kharagpur</i></p> <p><i>Electronics Lab- Electronics devices &amp; Circuits IIT Bombay</i></p> <p>Internship numbers are slowly increasing. Institute is putting its effort to sign MoU with industries to send our students for internship</p>	Closed
2.	<p><b>ITEM 13:</b></p> <ul style="list-style-type: none"> <li>Dr. Joanne Gomes mentioned that the procedure for selection of slow and fast learners shouldn't be based just on an objective test with options to select. We should also consider the past academic record of the student.</li> <li>Dr. Deepak Jayaswal mentioned that all IQAC policies should be thoroughly discussed at various levels before finalizing.</li> <li>Mr. Bhuvan Damahe suggested that the manner of presenting the data in the meetings should be in a different manner with tables &amp; figures instead of text. All our presentation on different activities should be in table form as per industry practice.</li> </ul>	<p>Prerequisite tests were conducted to test the subject knowledge. In FE, proficiency test was conducted in Maths, Science, and software subjects.</p> <p>During NAAC visit an orientation about IQAC policies was given. The new policies will be discussed as and when presented in IQAC.</p> <p>We present the department reports such as results / achievements / STTP details in the 4th meeting of academic year. Will present the data in the table format.</p>	<p>Closed</p> <p>Closed</p> <p>Closed</p>

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	<ul style="list-style-type: none"> <li>He further mentioned that more is required to be done on what industry requires, not just academic achievements. Also, mere research publications are not enough. More patents are required.</li> </ul> <p>Mr. Damahe suggested that our teachers could take the 'Train the Trainer' programme (Skill Trainers academy) at L&amp;T Training Centre, Madh Island to get some ideas on this.</p>	<p>Skill development programs are introduced to SE and TE students during their vacation to bridge the Gap in the syllabus. TPO is also conducting various training programs and certification programs for the same. Three patents have been filed by the faculty and other faculties are also encouraged to file the same.</p>	<p><b>Closed</b></p>
	<ul style="list-style-type: none"> <li>Mr. Bhuvan Damahe mentioned that they can suggest IOT compliance industry projects and the industries which offer them, and they can be given to our teachers.</li> </ul>	<p>Principal and other senior faculty members will visit the L&amp;T Training Centre, Madh soon and will explore all the possibilities</p>	<p><b>Open</b></p>
		<p>INFT department has signed an MOU with Cere Labs and AI/DS is technically sponsored by them. Currently 4 groups are working on industry projects and 1 student is doing internship under this scheme. Other industry projects are also being explored.</p>	<p><b>Open</b></p>

The members took note of the above.

### Item 3: To report on status of NAAC Accreditation and NBA Accreditation

Principal Dr. Sincy George reported the NAAC and NBA status to the members present. One program i.e. Department of Information Technology had the NBA team visit on 15 July 2022 and is now NBA accredited for three years, i.e. upto Jun 2025 whereas NBA visit for Department of Computer Engineering and Department of Electronics and Telecommunication Engineering dept. is over and the results are awaited.

The NAAC peer team visit was held on 17<sup>th</sup> and 18<sup>th</sup> August 2022. Our college is now NAAC accredited with A+ grade for a period of 05 years from August 2022 to August 2027.

The members took note of the above information.

### ITEM 4: Presentation of NAAC Grade Sheet

Principal presented the grade sheet of NAAC to all the members. Our college is awarded 3.27/4.0 by NAAC. The detailed report given by NAAC expert team was

explained criteria wise. Areas of improvements were discussed by the members. A few areas which were discussed were:

- The number of MOUs are less.
- Steps needs to be taken for improvement in research and consultancy work.
- Best practice needs to be revisited/ revised.

Mr. Lester congratulated Director, Principal and members for getting A+ NAAC accreditation. He further stressed that distinctiveness of the college has to be taken to next level where the other colleges will follow us. SDC and NSS cell to organised events for students class wise and encourage the students for participation by telling them the importance of the same.

It was requested to circulate the NAAC peer team report to all the IQAC members.

**ITEM 5: Discussion on lacuna identified by NAAC peer team and decide on an action plan for the current academic year.**

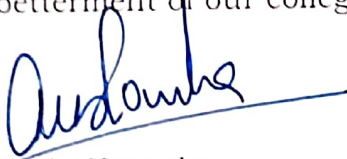
Principal invited suggestions on best practices from the members. The number of start-ups needs to be increased. More focus needs to be given on industry participation. More support needs to be given to students with regards to internship. Paperwork that are supporting lab and projects needs to be kept in the same domain. PSE can propose to IQAC and IQAC can suggest work to be done with regards to proposals submitted by PSE

Dr. Prachi informed that Industry Interaction Cell (IIC) is formed in the college as per the guidance laid down by the Ministry. Mr. Lester volunteered to be actively involved in this cell.

Mr. Lester suggested that research publications that are generated by students can be forwarded to him. He will help us to understand whether the research is aligned from the industry perspective.

As there were no more questions or points for discussion, the meeting was concluded at around 10:50 a.m.

Dr. Kevin Noronha thanked the external members for their valuable suggestions for the betterment of our college and promised an action plan to implement them.



Dr. Kevin Noronha  
Member – Secretary - IQAC