

MINUTES OF COLLEGE DEVELOPMENT COMMITTEE MEETING
HELD ON 21 AUG 2019 (03:30 PM) WEDNESDAY

1. College Development Committee (CDC) Meeting was held on Wednesday, 21 Aug 2019 at 03.30 pm in the Conference Room of AIT. Following Members were present for the meeting:-

| | | | |
|-----|---------------------------------|---|--|
| (a) | Maj Gen Pritam Bishnoi, VSM | - | Chairman, AIT |
| (b) | Brig Abhay A Bhat (Retd) | - | Director, AIT, Pune, |
| (c) | Dr. Sangeeta Jadhav | - | Head of Department (IT) |
| (d) | Asst Prof (Ms) Mrudula Chandola | - | Representative of Teaching staff AIT |
| (e) | Asst. Prof. Anup Kadam | - | Representative of Teaching staff AIT |
| (f) | Asst. Prof. Girish Kapse | - | Representative of Teaching staff AIT |
| (g) | Mr BD Sonawane | - | Representative of Non-Teaching staff AIT |
| (h) | Prof (Dr) Sujata Marathe | - | Co-ordinator IQAC |
| (j) | Dr Nitant Mate | - | Member Nominated by Management |
| (k) | Prof (Dr)BP Patil | - | Secretary CDC, Principal, AIT |
| (l) | Mr. Param Satyam Pandey | - | President Student's council |
| (m) | Ms. Surbhi Sharma | - | Secretary Student's council |

Nominated Members

| | | | |
|------------------------|--------------------------|---|----------------|
| (a) | Col KE Vijayan (Retd) | - | Jt Director |
| (b) | Prof (Dr) GR Patil | - | HODE&TC |
| (c) | Prof (Dr) SM Sansgiri | - | HODMech |
| (d) | Prof (Dr) Sunil Dhore | - | HOD Computer |
| (e) | Prof (Dr) Swati Kulkarni | - | HODASGE |
| (f) | Prof Manoj Khaladkar | - | TPO |
| <u>Observer</u> | | | |
| (a) | Col Raje John | - | SO to Chairman |

2. Following members were absent :-

- (a) Mr. Alok Mukharjee, Member Nominated by Management.
- (b) Mr. Vijendra Yadav, Member Nominated by Management.
- (c) Squadron Ldr BR Gulati, Member Nominated by Management.

3. Principal, Dr BP Patil welcomed all the members present for the meeting. He introduced the newly appointed/ elected members to the Committee and displayed the reorganized CDC. He explained that the reorganization was carried out post interaction with Registrar and Legal Officer of SPPU (ref Para 6 of Minutes of previous CDC meet). This included appointment of Dr Sangeeta Jadhav as "HOD" appointed on the Committee and normally all other HODs, Jt Director and TPO as "invited members". Also the teachers representatives were newly elected, post resignation of Asst Prof PR Sonawane and removal of Asst Prof AK Singh on disciplinary grounds.

Role and Functions of CDC.

4. Principal also displayed the complete list of role and functions of CDC, as given in article 97 (5) of Maharashtra Public Universities Act 2016. He also highlighted the agenda points discussed in previous three CDC meets, corresponding to each of the role/ function. It was clearly evident that most of the agenda points raised/ discussed by the members were pertaining to "employee welfare", while other more important and critical functions pertaining to "College Development" were neglected.

Approval of Minutes of the Last CDC Meeting

5. Principal read out the minutes of the last CDC meeting held on 15 Apr 2019. Asst Prof Mridula Chandola proposed the minutes and Dr Sujata Marathe seconded the same.

College Update

6. The Principal updated all members about College activities, events and achievements during the period Apr 2019 to Aug 2019. Academic results of AY 2018-19 were discussed in detail during the presentation. The Principal highlighted the subjects in which more than 17 students in a division had failed and discussed the reasons for the same.

7. The Chairman commented that irrespective of the reasons mentioned, poor performance of large No of students in some of the subjects is a reflection of the quality of teaching and learning process followed by the subject teachers. Unless result of a subject is extremely poor in entire SPPU, such excuses cannot be

accepted. This is even more true in respect of students of AIT, who are the cream and are within 10% of all students appearing for JEE (M). Each of these subject teachers must prepare an action plan to prevent repetition of such performance and execute the same with full sincerity.

Agenda Points From Management for Discussion

| <u>Agenda Points</u> | <u>Action</u> | <u>Info</u> |
|---|--------------------------------|-------------|
| 8. <u>Agenda Point I : Use of Impolite and Unacceptable Language by a Member of the Teaching Representative.</u> | | |
| <p>The Principal flashed some of the emails sent by the two newly elected teaching representatives about the notices sent by Principal about their election. The Principal mentioned that the tone and content of the emails are unacceptable, impolite and motivated, probably dictated by some elements with grudge towards the organisation. The fact that these are teaching reps, do not permit them to use such language towards the management of the college. Such acts show arrogance on the part of the concerned individuals. The CDC needs to take cognizance of such conduct and decide on the course of action to be taken to prevent usage of such language by any member of the CDC, (irrespective of any grievance whatsoever he/she has),</p> | <p>Director/ Principal</p> | |
| <p>Decision: It was decided that the members should desist from using such language against the Principal or any other members. It was also decided that Director will issue an advisory to the members concerned.</p> | | |

| <u>Agenda Points</u> | <u>Action</u> | <u>Info</u> |
|---|---|--------------|
| 9 <u>Agenda Point II (a) : Vacation, Six / Five Days Work and other Service Conditions.</u> | | |
| <p>Principal displayed the two options for vacations, as per UGC Notification dated 18 Jul 2018. The Director mentioned that as UGC had given only two choices of either five days or six days working, with corresponding vacation periods of 42 days or 70 days. The Chairman directed that AIT cannot deviate from the two options provided by UGC. Even the option to continue with present scheme of first and third Saturday off cannot work out. A spot vote was sought as to who were in favor of six days and five days. Overwhelming majority including the student reps were in favor of five days a week (with amended working hours from 08:30 to 05:00 pm). Dr GR Patil however brought out that if we follow the 5 days routine, based on SPPU semester time table, we will not complete the mandatory requirement of 180 days of "teaching learning" as given in UGC notification. Prof Anup Kadam also brought out that the SPPU time table is designed so that 180 days of teaching learning is completed, though assuming we follow 6 days week. In view of this Prof Mridula Chandola suggested that we maintain status quo. Prof Anup Kadam and Prof Girish Kapse also tabled minutes of 20 Apr 19 Annual Senate meeting of SPPU, where requirement of providing 15 days CL (as against current 08 days) and 70 vacation has been mentioned. Dr SM Sansgiri brought out that AISSMS college has a 5 days week and are still able to clock 180 days of 'teaching- learning'. Prof Anup Kadam also seconded this and added that in addition the teachers get 70 days vacation.</p> | <p>Director/ Jt Director/ Principal</p> | <p>HQ SC</p> |
| <p><u>Decision:</u> Based on all the above inputs the Chairman gave following decisions :-</p> <p>(a) Director to detail a team to verify as to how AISSMA is carrying on with 5 days week and fulfilling requirement of 180 days. Accordingly suitable recommendations to be submitted within a week and decisions to be taken and disseminated.</p> | | |

| <u>Agenda Points</u> | <u>Action</u> | <u>Info</u> |
|---|--|-------------|
| (b) The guidelines of UGC notification of 18 Jul 18 to be followed, being the latest and valid order. In case SPPU has issued notices in contravention, AIT to approach SPPU and obtain suitable clarifications. Till then, there will be status quo maintained in this regard. | | |
| 10. <u>Agenda Point II (b) : Separate Timings for Adm Staff who Need to Interact with Students.</u> | | |
| This agenda was proposed by Jt Director who explained that the students have to interact regularly with certain officials such as Registrar, Student section staff, Accounts staff etc. As their timings clash with academic timings, the students have to miss classes for any such requirement. If such staff can stay back for 45 mins after classes, and provide exclusive time to students, it will benefit the students. The timings for such staff could be from 10:00 am to 05:30 pm, offset by one hour. Similar arrangements have been done in some colleges such as Dr DY Patil, PCCOE etc. | Director/ Jt Director/ Principal | HQ SC |
| <u>Decision:</u> The proposal was accepted and the student representatives also agreed that such arrangement will help. Necessary notice to be issued. | | |
| 11. <u>Agenda Point III : Incentive Scheme to provide R & D in AIT.</u> | | |
| Principal presented two options of an incentive scheme to promote publishing papers, filing patents and similar R & D activities by the faculty. In option-I, it was proposed that selected faculty who achieve very high scores in various ACR parameters, student feedback and publish requisite No of publications to be awarded Rs. 20,000/- and certificate at end of AY. In the option-II faculty member who publish a paper in reputed journal/ file a patent or obtain clearance for research grant/ get consultancy worth Rs. 2 lakh or more to be granted Rs. 3,000/- as cash prize for each instance. Discussion took place on merits of schemes and option II was found to be more suitable. Dr Nitant Mate brought out that in option I there was a clear student focus, where student feedback (0>, 8.5) was mandatory. In that same this option met the basic objectives of employment of faculty. It was decided that such qualifying | Director/ Jt Director/ Principal | HQ SC |

| <u>Agenda Points</u> | <u>Action</u> | <u>Info</u> |
|--|--|----------------|
| criteria also be included for option II, may be by lowering the min qualifying feedback score to 7.5. The Chairman brought out that, thought the activities mentioned are part and parcel of the teaching profession and on the contrary those who do not carry out these activities should be suitable penalised. | | |
| Decision: The scheme proposed in option II to be carried out for a year, with suitable modifications as discussed. Necessary notices to be issued. Based on outcome after one year trial, the decision will be considered for implementation. | | |
| <u>Additional Points from CDC Members Teaching Staff</u> | | |
| 12. Removal of Prof. AK Singh from CDC | | |
| Decision : Prof AK Singh was removed from CDC membership on disciplinary ground due to misconduct and misbehavior. Since the matter presently is under consideration by Grievance Cell, SPPU, hence cannot be discussed further. | | |
| 13. 7th Pay Commission Implementation | | |
| Decision. The same point was discussed in last CDC Meeting on 15 Apr 2019. Where it was decided that implementation will be carried out after receiving notification from Savitribai Phule Pune University and suitable directions from AWES. | Director/ Jt Director/ Principal/ Registrar | |
| 14. Additional Increment at the Time of CAS as per AICTE/SPPU Norms. | | |
| Decision. Matter will be referred to AWES, and will be implemented as per directions of AWES. | Director/ Registrar/ Principal | All Faculty |
| 15. TA/CLA as per the Norms. | | |
| Decision. This point was discussed at least six times and decision already conveyed during earlier CDC meet. | Director/ Jt Director | |
| 16 15 Day CL and 90 Day Vacation as per University | | |
| Decision. Not as per guidelines of UGC. No such guidelines issued by Savitribai Phule Pune University and no other college in Savitribai Phule Pune University is following this. | Director/ Jt Director Principal | |

| <u>Agenda Points</u> | <u>Action</u> | <u>Info</u> |
|---|--|-------------|
| 17. Latest Notice Prefix and Suffix with Sick Leave. | | |
| Decision. SL is an emergency leave. Even UGC notification requires a certificate for one day. Medical Certificate to be mandatory for one day Medical Leave, as per UGC notification. | Director/ Jt Director/ Principal | |
| 18. Signed Notice of CDC Elected Members and Tenure. | | |
| Decision. Letter already issued. | Director / Jt Director/ Principal | |
| 19. No Members other than Authorized as per the Maharashtra Public University Act 2016 are allowed in Meeting. | | |
| Decision : (a) This issued was discussed with Registrar & Law Officer of SPPU, as per oral instructions, it is possible to invite more members as per the need of Management and role defined by Chairman has approved the nominations. (b) The role given in Rule 97(5) of Maharashtra Public University Act. | Director / Jt Director/ Principal | |
| 20. Intimation and Retirement Procedure of Person Due for Retirement may be Started Three Months in Advance from the date of Retirement. | | |
| Decision. Point accepted. Intimation will be given to concerned person. Payment be done after submission of Clearance Certificate. | Director/ Jt Director/ Principal/ Registrar | |

21. **Points from the Students.**

(a) **Mr Param Satyam Pandey, (GS Boys)** mentioned that the placement scenario this year is likely to be difficult, specially for E &TC and Mech Dept students. The Management must take a note of this.

Decision. The Director mentioned that as of now the placements are going on smoothly and necessary plan to counter the industry and economic scenario has also been worked out by TPO. It will be sent shortly to the Chairman.

(b) **Ms Surbhi Sharma, (GS Girls)** AIT needs to develop close interaction/network with organisations like ISRO, BARC and such industries. Students can get some projects/ internships from them. COEP has such interaction, and they were able to develop nano-satellite (SWAYAM). When the student approached

ISRO cell in SPPU, she was informed by them that AIT does not have ecosystems and only IITs and colleges like COEP can be supported.

Decision. The Chairman appreciated the point given by the student and assured that some efforts will be taken in this direction. Director mentioned that all round efforts are being made to provide such integration. IIC meet held in AIT was a step in this direction. However more efforts are required to be taken by us.

22. **Points from the Chairman.**

(a) **Student Orientations.** The Chairman emphasized that everyone in AIT is one team. The focus of the team should always be student oriented, even the discussions in CDC meeting must be focused towards this aspect.

(b) **Improving Performance.** The Chairman mentioned that AIT has been doing well due to the good work done by it's predecessors. It is everybody's job to now improve upon their work. For this everyone should take responsibility and contribute for overall growth of our esteemed institute.

(c) **Teaching Learning Process.** All teachers must continuously work towards improving students comprehension and more importantly interest in the subject. Faculty must impart knowledge to students and enable them for better placements.

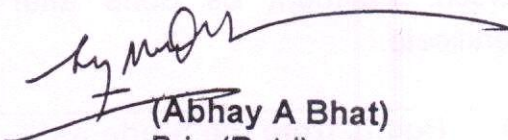
(d) **Discussion in CDC.** The Chairman again reiterated that the discussions during CDC should always focus on it's organizational and student oriented roles, not only one role ie, employee welfare. He also directed that prior to CDC, student reps should collect points from all the students and relevant selected points be included in the agenda. He also directed that the Director should discuss performance of the faculty, students and other relevant issues every 15 days, with him. Post presentation by Principal, points from students representative be discussed during the CDC meetings

23. The meeting concluded with Vote of Thanks.

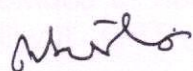
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Army Institute of Technology
Dighi Hills, Pune - 411015

Date: 31 Aug 2019


(Abhay A Bhat)
Brig (Retd)
Director

COUNTERSIGNED


(Pritam Bishnoi)
Maj Gen
Chairman, AIT
03 Sep 2019

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Representative of Teaching Staff,
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Member Nominated by Management,
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