

### Minutes

**Date of Meeting: 22 Jan 2018 at 9.30am**

**Venue: Conference Hall**

#### **Agenda of Meeting:**

1. Approval to Revised Vision and Mission of Department (**APR**).
2. Curriculum Enrichment to Meet Curriculum Gap (**CE**).
3. Measures to Improve Student Employability (**SE**).
4. Skill Set Development of Students (**SD**).
5. Entrepreneurship Development(**ED**).
6. Industry Institute Interaction (**II**).
7. Quality Improvement and Enhancing the Relevance of Final Year Projects (**QI**).
8. Standard Practices and Administrative System for Attainment of Program (**SP**).
9. Laboratory Tie-Ups with Industries (**LTI**).

The meeting is commenced with warm Welcome.

#### **Discussion and Suggestions:**

1. The revised vision and vision of the department are proposed for the Approval. The committee member has given the Approval.

**The discussion is open on the point of agenda.**

#### **2. Curriculum Enrichment to meet the Curriculum Gap**

**Dr S.N. Merchant, IIT Bombay, has suggested**

- a) To ask the student to opt the short curriculum, training to develop the self, independent learning habit among the students (**CE**).
- b) Ask student to learn how to write/present/talk delivery by themselves (**SD**).
- c) Train for all types of presentation (**SD**).
- d) NPTEL Courses for staff/ students for up gradation (**CE**).
- e) Staff training on how to deliver the curriculum (**SD**).
- f) Student should know “What I am learning for?”(**CE**)
- g) Invite Alumni to conduct workshop/seminar to give to expose the students to the current trend in the Industry (**II, ED, CE**).
- h) TPO should be invited in the meeting (**SE**).

**Mr. Makarand Shastri, GM, Vodafone, Pune.**

**Department of Electronics and Telecommunication Engineering**

- a) Motivate student by realizing the importance of activity in their career instead of making them compulsory to attend (**SE, CE**).
- b) Help them to learn or organized the program how to handle the pressure/stress and ability to tolerate failure (**SD**).
- c) Enable them for creative, critical thinking, skill build and think out of box. Which is the need of today's world of work (**SD**).
- d) Attempt to use BE project in actual practice(**ED, CE**).
- e) Awareness about Project proposals and return Investments (**ECD**).
- f) Video Conferencing Service (VCS) Facility for interaction and learning (**SD**).

**Mr. Gunjan Shah, Insight Business Solution, Mumbai.**

- a) To view/future technology that is beyond 5-6 Years to be introduced for e.g. IOT (**QI, CE**).
- b) Train in basic skills/habit learning (**QI, SD**).
- c) Continuous learning process through train the trainer (**QI, CE, SD**).
- d) Emphasize the clarity of basic fundamentals on the subject Physics, Chemistry, Math's since there is no substitute for basics (**QI, CE**).

**Mr. Shankar Naik, GM, Reliance Chemicals, Mumbai.**

- a) How to prepare PPT Presentation (**QI, SD**).
- b) Student Projects in the area of security biometric human recognition, analyzing the people (**CE, ED**).
- c) How to speak and used the toast master software to build the basic skills (**QI,SD**).

**Dr.R.G. Karandikar, Prof. and Dean, KJ Somaiya College of Engineering, Mumbai.**

- a) Suggested to Prepare Proper action taken report after the Discussion and Conduct the Activities in the Academic Year.
- b) In the Yearly activity report put the figures. for e.g. how many students undergo for industrial visits, internship, and training.
- c) Attainment values of Pos to be presented.
- d) Basics of Physics, Chemistry, Math's to be taught through application point (**CE**).
- e) To prepare the students for industry/nation, they have to teach applications of fundamentals since if the fundamentals are strong then students can cope up with technology (**SE, CE**).

**Dr. Sanjay Pawar, Prof. and Principal, SNTD Santacruz, Mumbai.**

- a) Build the students for higher education and corporate world (**CE**).
- b) Technical discussion/talk of industry people with staff and students (**II**).
- c) Industry teacher interaction to add additional curriculum (**II**).

- d) Enable the students for GATE Exam Preparation from First Year Engineering (CE).

**Mr. H.K. Kadam, Manager Training, RCF Chembur, Mumbai.**

- a) Industrial visit to create awareness and excitement of application of engineering fundamentals (CE).  
b) On industrial visit student should ask to prepare presentation on what they learn (CE, SD).  
c) Curriculum adoption to cope up with industry requirements (SE, CE).  
d) Student should prepare for right kind of skills and attitude (QI, SD).

**Mr. Shivkumar Pande, IT Security Officer, BSE Limited , Mumabi.**

- a) Innovation should be promoted (CE).  
b) Up gradation of staff and students through Participation on latest trends in conferences, workshop and industry programs (QI, CE).

#### **Conclusion:**

**Dr. Merchant, Chairman concluded the meeting with following remarks:**

- a) The meeting has been effective and the members have suggested key point's development of the institution.  
b) Prepare the action taken report on the discussion for the implementation in the next academic year.  
c) Appealed to the members to go with the discussion on agenda for the effective meeting.

Prof. S. P. Sadala summarized the meeting with the vote of thanks.

**Action to be taken during Academic Year 2018-19 on the minutes of advisory meeting dated 22 Jan 2018.**

#### **Agenda Point**

1. Approval to Revised Vision and Mission of Department (APR).
2. Curriculum Enrichment to Meet Curriculum Gap (CE).
3. Measures to Improve Student Employability (SE).
4. Skill Set Development of Students (SD).

#### **Action to be taken:**

- a) Revised Vision and Mission of the department are approved and to be disseminated.  
b) Technical paper writing , presentation activity to build self learning ability.

- c) Emphasis on Question arousal in the classroom teaching learning process by the faculty to be discussed in the departmental meeting.
- d) Apart from curriculum, soft skill training programme at TE level with emphasis on GD, Presentation and brain storming session.

**Agenda Point:**

- 5. Entrepreneurship Development(**ED**).

**Action to be taken:**

- a) Organizing series of workshop, seminar on how to build new startup.
- b) Alumni interaction / seminar on business development and new opportunities.
- c) Appeal to attend entrepreneurship seminar / programs happening in the city.

**Agenda Point:**

- 6. Industry Institute Interaction (**II**).

**Action to be taken:**

- a) One day industrial Visit and interaction for SE/ TE/ BE students and faculty
- b) Internship in the industry
- c) Brainstorming discussion on “how to build strong linkage with the industry”
- d) Service support to the industry
- e) Invited talk on “Expectation of industries from institution”

**Agenda Point:**

- 7. Quality Improvement and Enhancing the Relevance of Final Year Projects (**QI**)

**Action to be taken:**

- a) Talk on “How to develop the industry standard engineering project”
- b) Awareness program / seminar on today’s potential technological need in the market

**Agenda Point:**

- 8. Standard Practices and Administrative System for Attainment of Program (**SP**).

**Action to be taken:**

- a) Brain storming group discussion among the faculty and students on “how to improve academic and administrative system to satisfy attainment, mission, and vision of the department”

**MCT**  
MANJARA CHARITABLE TRUST  
**RAJIV GANDHI INSTITUTE OF TECHNOLOGY, MUMBAI**  
(Permanently Affiliated to University of Mumbai)  
**JUHU VERSOVA LINK ROAD, ANDHERI (W), MUMBAI 400 053.**  
**Department of Electronics and Telecommunication Engineering**

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**Agenda Point:**

9. Laboratory Tie-Ups with Industries (LTI).

**Action to be taken:**

- a) Initiatives with the industries to enhance utilization of in-house labs for industry projects in consultation with industry expert, faculty and students.
- b) Staff awareness program in the industry to build industry standard laboratories.