

St. Vincent Pallotti College of Engineering & Technology
GOVERNING BODY MEETING
Minutes of Meeting

Meeting held on: February 21, 2026, 10:00 AM

Venue: Conference Room, Block A, College Campus

1. Welcome & Introduction:

Fr. Dr. Paul Chandrankunnel warmly welcomed all the members of the Governing Body. A floral welcome was offered to the newly elected chairman, **Fr. Anthony H. Roswan** and the new member **Dr. Mukul Sutaone**. The meeting was then initiated by **Fr. Anthony H. Roswan**.

2. Approval of Minutes from Previous Meeting:

The minutes of the previous meeting were approved by **Mr. B. Jayaraman** and seconded by **Dr. K. P. Issac**. The minutes were unanimously approved.

3. Discussion on Action Taken Report:

a) Keeping Labs Open 24×7:

Mr. B. Jayaraman emphasized proper security arrangements, especially for female students. He further suggested that laboratories must be accessible to day scholars, with appropriate safety and transport arrangements. He stressed that extended lab hours should primarily support research activities. He suggested that the hosteller students should maximize the use of the lab beyond working hours.

Prof. R. B. Gowardhan asked for exact utilization data for all laboratories and emphasized proper monitoring of lab usage.

Dr. Arvind Kumar suggested that lab usage should be measured systematically and linked to measurable academic or research outcomes.

Dr. Kuncheria P. Issac suggested that increasing the number of full-time research scholars is essential to act as a catalyst for Project-Based Learning and Recommended target-based learning by faculty members to create a genuine academic need for 24×7 lab access.

Dr. P. B. Maheshwary informed that online journal access is provided to all students and faculty members to facilitate research.

Dr. Manoj Bramhe informed that, similar to first-year co-curricular activities, students of higher semesters may also be encouraged to participate in structured co-curricular activities.

Dr. Mukul Sutaone said that every student should be the member of at least 1 professional society or club for his holistic growth.

b) Result Declaration Timeline:

Dr. Kuncheria P. Issac suggested that the result declaration timeline should be revised to a maximum of 7 days. He further suggested that training should be given to faculty members for proper mapping of questions with Course Outcomes and BT levels.

Dr. O.G. Kakde suggested that question papers should be set by internal faculty members only. He recommended that question papers should be moderated by an Internal Moderation Committee (BOS). He further suggested that quality of question paper setting be included as part of the Appraisal process.

c) AI-Enabled Departments & Training:

Dr. Arvind Kumar suggested that emerging domains such as Artificial Intelligence (AI), Machine Learning (ML), and Data Analytics must be strongly lab-oriented. He emphasized exposure to real-world cases to ensure applied and experiential learning and recommended procurement of appropriate AI software tools to facilitate real-time implementation.

He informed that Google and Anthropic provides free AI literacy courses and suggested leveraging such initiatives for institutional benefit.

Dr. Kuncheria P. Issac recommended that faculty members may enroll in the “Earnest India for Teachers” initiative to enhance AI competency.

Prof. R. B. Gowardhan suggested that faculty members must undergo structured AI training programs and recommended that students be exposed to AI tools and foundational components from the first year onward.

Dr. Vijay Wadhai informed that under Microsoft Redington Nirman Lab , AI-based capstone project involving approx. 300 students and faculty members will be launched on April 18, 2026, focusing on the development, training, and deployment of AI models to strengthen practical competencies.

d) Faculty Research:

Prof. R. B. Gowardhan and Dr. M. Sutaone emphasized that senior faculty members (with more than 10 years of experience) should demonstrate higher research output and publications and the faculty appraisal system must be balanced.

Prof. Gowardhan suggested that senior faculty members should mentor younger faculty members for research. Outcomes of FDPs must also be recorded and monitored.

Dr. Arvind Kumar suggested creating distinct Teaching and Research pathways for faculty members, allowing structured career progression aligned with individual strengths.

e) Full-Time Research Scholar Stipend:

Prof. R. B. Gowardhan suggested that full-time research scholars should be offered institutional salary support equivalent to the stipend they may be receiving elsewhere to attract quality scholars.

Dr. M. Sutaone proposed announcing an Institute Fellowship Program to strengthen research culture.

f) Faculty Publication Target:

It was recommended that research performance be presented in measurable and quantifiable terms. Target Vs. Actual shall be mentioned and gap analysis be done.

Dr. Kuncheria P. Issac suggested that expected annual publication target may be calculated using a benchmark model such as $\text{Number of Faculty members} \times 2$.

g) Research Proposals:

Dr. Kuncheria P. Issac emphasized that every department must submit and track research proposals regularly to strengthen the research ecosystem. Number of proposals submitted by every department shall be mentioned.

Dr. Rajesh Dharmik suggested that each department should set defined annual targets for submission of research proposals to funding agencies.

h) Institute Development Plan (IDP):

Dr. Vijay Wadhai presented the revised Institute Development Plan for 3 Years, outlining strategic priorities and proposed developmental initiatives.

Mr. B. Jayaraman recommended that a comprehensive gap analysis and benchmarking exercise be undertaken. He suggested that the IDP be reviewed in comparison with leading universities to identify gaps, best practices, and additional areas of growth.

i) NIRF Ranking Strategy:

Dr. Kuncheria P. Issac recommended inviting experts to conduct a detailed and complex analysis of NIRF parameters .

He further suggested that the Institute should analyze performance across all NIRF parameters holistically, identify areas of marginal shortfall, strategically compensate by over performing in other weighted parameters.

Prof. R.B. Gowardhan suggested to develop a progressive and scenario-based improvement plan. He suggested to refer the NIRF report submitted by Prof. Mahadevan.

Dr, Nitin Dhote informed that experts have been invited to deliver session on NIRF. He has done detailed analysis of NIRF parameters benchmarking with three premier NIRF institutes of this region and report submitted by Prof. Mahadevan has been referred for the analysis.

j) Alumni Engagement:

Dr. K. P. Issac suggested encouraging alumni to teach individual courses or modules, rather than only conducting short workshops.

k) Foreign Language Training:

Mr. B. Jayaraman emphasized that any foreign language course undertaken by students should lead to internationally recognized certification.

Dr. M. Sutaone recommended offering integrated minor language courses, similar to those at IIT, Prayagraj.

l) Placements:

Prof. R.B.Gowardhan recommended that alumni feedback be collected regarding company requirements and additional skills needed by students and Impact analysis comparing last year and current year placement data should be presented to track improvements and gaps.

Dr. K. P. Issac emphasized identifying the real underlying issues, whether in teaching-learning, training, or industry contacts before implementing corrective actions.

Dr. O.G.Kakde said that impact analysis of technical skill training imparted shall be done. Comparison of current year placement with previous year placement should be presented.

m) Academic & Institutional Audit

Dr. O. G. Kakde recommended that academic audits should cover all academic activities, not just NBA Tier-1 criteria.

Prof. R. B. Gowardhan suggested adopting a 360-degree approach during audits to ensure a complete feedback loop and closure of identified gaps.

4.) New Programs & Faculty Recruitment

Dr. M. Sutaone and Dr. K. P. Issac emphasized that new faculty recruitment must be well-planned. Appoint people from different domains of management programs like HR, Finance, Operations, etc.

Dr. O. G. Kakde recommended that recruitment for entry level (Assistant Professor) must focus on content delivery and fundamental knowledge, not just research capability, to ensure smooth transition from teaching to research roles. He suggested a two-part interview process, where teaching ability is assessed before selection.

Dr. K. P. Issac added the presentation topic must be different from their PhD research, to assess broader teaching and subject knowledge.

5.) Regarding newly added program :

MBA & BBA programs should be merged under a single department covering Operations, HR, Marketing, and Finance.

BCA & MCA programs should be merged with the Computer Science department, and all AI, ML, Data Science, and related courses should fall under a new School of Computer Science.

The house agreed that launching a School of Computer Science would strengthen academic structure and program delivery.

6.) Approval of Budget 2026-27:

Dr. K. P. Issac recommended to increase number of quality books . He suggested to revise library and software expenditures to ensure resources are aligned with academic and research needs.

Mr. Jayaraman suggested to expedite the process of purchase by regular follow up the purchase proposals of the departments.

7.)Admissions:

Dr. K. P. Issac suggested conducting surveys to understand student expectations and recommended exploring the expansion of hostel facilities to accommodate increased intake.

Prof. R. B. Gowardhan emphasized that the launch of new programs must be carefully planned and clearly distinguished from ongoing marketing of existing programs. Proper care of present BVoc students shall be taken.

Mr. B. Jayaraman recommended identifying differentiators of programs, particularly MBA, and targeting niche markets. The USPs of new programs should be effectively marketed to the relevant audience.

8.)Academic Matters:

Dr. P. B. Lanjewar presented the proposed ordinance revisions.

Dr. O. G. Kakde suggested introducing a chargeable summer term (Additional teaching sessions), a condensed semester to help students' clear backlogs.

The house suggested that the proposal of “Reduction of credits threshold from existing 60% to 50% for promoting student to higher semester” should be referred back to the Academic Council:

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9) Other Points & Suggestions:

Mr. B. Jayaraman informed that the Indian Foundation for Quality Management (IFQM), under the Innovating Global Competitiveness initiative, is looking to partner with academia to align programs with industry requirements.

He proposed to initiate a proposal to explore opportunities for internships and collaborative projects with IFQM.

Prof. R. B. Gowardhan suggested that only thrust areas be included in the agenda, and all GB members to provide suggestions in these areas.

Dr. M. Sutaone proposed that the ATR be discussed at the end of the meeting.

Mr. B. Jayaraman emphasized maintaining a record of actions taken and pending actions.

Mr. Abhijeet Gawande suggested creating a common repository of knowledge for students. He also recommended that professors showcase their own research work to students to enhance learning and research exposure.

Fr. Anthony H. Roswan thanked all members for the valuable contributions, highlighting their commitment to the institute and its overall wellbeing. He requested members to identify thrust areas and offer their recommendations on them in upcoming meetings.