

MANJARA CHARITABLE TRUST
RAJIV GANDHI INSTITUTE OF TECHNOLOGY, MUMBAI
(Permanently Affiliated to University of Mumbai)
DEPARTMENT OF MECHANICAL ENGINEERING
(UG Program - NBA- Accredited; PG in Heat Power and Ph.D. Technology)

Minutes of Program Assessment Committee Meeting

Dated 02nd August, 2022.

Venue: Cad Cam Lab

Meeting Date: 02nd August, 2022.

Time: 10:00 am to 12:00 pm

Following Program Assessment Committee members attended the meeting

Sr. No.	Name of the Committee Member	Member Representation	Roll/ Responsibilities
1.	Dr. Rajesh V. Kale	HOD Thermal Domain	Chairman
2.	Dr. Kiran Chaudhari	Thermal	Coordinator
3.	Prof . Ravindra Kurane	Project Coordinator Manufacturing Domain	Member
4.	Prof .Sambhaji Gaikwad	Design Domain	Member
5.	Dr. Nitin Panaskar	Management and Social Science Domain	Member
6.	Dr. Sunil Wankhade	External	Member
7.	Prof.Sharmila Gaikwad	External	Member
8.	Prof Ashwini Gotmare	Design	Co-cordinator

Agenda of the meeting: -

- Confirming the minutes of PAC meeting dated 3rd August 2021 and action taken report of the same.
- Academic calendar
- Review of student attendance
- Approval of COPO Target Matrix – R 19 C Scheme syllabus
- Approval of Curriculum gap identified - R19 C Scheme syllabus – Final Year
- Result analysis and result improvement measures
- Measures to improve placement of students
- Offering Honors / Minors degree program
- Any other discussions with the permission of the chair

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Summary of Discussions

The meeting was opened by Dr.R.V.Kale (HOD & Chairman PAC, Mechanical Department) by extending a warm welcome to Dr. Sunil Wankhede (External PAC member) and all the program assessment committee (PAC) members of the department.

The agenda of the previous PAC meeting dated 3rd August 2021 was read and the action taken on the suggestions were communicated to the members. There were no suggestions or corrections and hence everyone agreed to confirm the the minutes of the meeting and the action taken.

A detailed discussion on various points in current agenda was done as follows.

Agenda Point 1 : Academic calendar execution

As per academic calendar received from Hon. Principal, academic session is scheduled from 11th July 2022 to 29th October 2022 for T.E. & B.E. and from 25th July 2022 to 29th October 2022 for S.E. All PAC Members discussed and insisted that execution of various academic activities such as display of attendance, project reviews, mid term examinations and submissions should be strictly done as per schedule mentioned in the academic calendar. It was reiterated that Lesson plan should be prepared by all faculty members in first week of academic session and should be endorsed by HoD. Further, faculty members should get their academic diary checked every fifteen days by HoD.

Agenda Point 2 : Review of student attendance

Dr R. V. Kale opened this point and suggested that monitoring student attendance after the COVID-19 pandemic is crucial for their academic success. He suggested that faculty should foster a positive and welcoming classroom culture where students feel valued and connected. PAC members suggested that parents/Guardians should be kept informed about low attendance of their ward after first and second display of attendance. Parent meet shall be conducted and it was decided that parents of wards having very low attendance should

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be invited for the meet. Provisional and final detention list shall be displayed at the end of academic session.


Agenda Point 3 : Approval of COPO Target Matrix – R 19 C Scheme syllabus

Dr. R.V. Kale presented the draft of CO PO target matrix to the PAC Members and briefly explained the procedure followed to prepare the target matrix for R19 – C Scheme Syllabus. PAC members discussed and reviewed the target values of CO-PO matrix prepared by different domain groups and approved it. It was suggested to get approval from Department Advisory Board members.

Agenda Point 4 : Approval of Curriculum gap identified - R19 C Scheme syllabus – Final Year

Dr. R.V. Kale presented the curriculum gap identified in the R19 C Scheme syllabus for the Final year (Semesters VII and VIII) which is implemented from AY 2022-23. The respective domain group members were involved in identifying the curriculum gaps which are as follows:

Engineering Year	Domain	Identified curricular gaps
Final Year	Manufacturing	Mathematical modeling of different rapid prototyping techniques
	Management/ Humanities/ Science	Design for manufacturing of product with emphasis on product design and PLM
	Management/ Humanities/ Science	Application of AI & ML in disaster management
	Management/ Humanities/ Science	Diagnosing and rescuing troubled projects
	Management/ Humanities/ Science	Lean, agile & circular supply chain
	Management/ Humanities/ Science	use of reputed referencing and citation software in MS word


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	Management/ Humanities/ Science	Role of multi-disciplinary engineering in reducing global warming, pollution, and waste generation
	Management/ Humanities/ Science	Aability to apply data analysis tools in product designing

These gaps were primarily noted in the areas of emerging technology, practical applications, and alignment with industry standards. The PAC members unanimously agreed to the proposed curriculum gap for each semester as outlined. It was advised by board members that the curriculum gap may be addressed through Guest/Expert Lectures, Industrial Visits, offering internships to students, and NPTEL courses.

Agenda Point 5 : Result analysis and result improvement measures

Dr. R. V. Kale discussed the results of 2021-22 with PAC members. The results were well appreciated but it was also noted that the result were during COVID times. Dr. R. V. Kale asked all PAC member's suggestion for achieving good results for AY 2022-23 as it will be transition for students from online to offline examination. It was suggested that extra weekly lectures can be taken for difficult subjects. Remedial classes can be assigned in the time table. Faculty members should provide timely and constructive feedback on assignments, tests, and projects to guide students' learning and improvement. Faculty members may incorporate and adapt suggestions given by students during feedback.

Agenda Point 6 : Measures to improve placement of students

Dr R V Kale discussed the need do make efforts to increase number of companies visiting campus for placement. PAC mmebers suggested students should to do the projects in collaborarton with the Industry and under the metorship of industry professional. It was also discuseed that students should be motivated to do multidisciplinary project which will enhance their technical learning and help them to get better job opprtunities in future. PAC members suggested that Students should be motivated to do atleast one internship in every semester break. Students should be motivated to participate in technical workshops and conferences which will help to enhance their peer network. Students should be motivated

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to create a LinkedIn profile and actively engage with industry groups and professionals to expand their network.

Agenda Point 7 : Offering Honors / Minors degree program

Dr. R. V. Kale informed the PAC members about Honors/Minor degree programs. The program is an initiative by AICTE and University of Mumbai. The need and the benefits of the program were discussed. The program would be initiated for semester V students and will be continued till semester VIII. Mechanical engineering students can opt for courses such as AIML, 3D printing, Electric vehicle, Block chain, Robotics etc. The students will get to learn three theory and one practical subject for each course which is in addition to the regular curriculum of the program.

Dr.R.V.Kale confirmed that all the points of the agenda were discussed in length and appreciated all the suggestions of the PAC members.

There was no other business of agenda, the meeting thus concluded with a vote of thanks extended by Dr.R.V.Kale to all the PAC members present for the meet.



Dr. R.V Kale

Head, Department of Mechanical Engineering