



PADRE CONCEIÇÃO COLLEGE OF ENGINEERING

Agnel Technical Education Complex, Verna, Goa - 403 722 India

Ph.: 91 - 832 - 2791266/67 Fax & Ph.: 91 - 832 - 2791268

Email: principal@pccegoa.edu.in Website: www.pccegoa.edu.in

MINUTES OF THE THIRD IQAC MEETING

The Minutes of the 3rd IQAC Meeting held on March 5, 2022 at 10:00 a.m. in the Conference Room of PCCE :

The following members were present:

	Name	Role
1	Fr. Agnelo Gomes	Management Member
2	Fr. Isaac Fernandes	Management Member
3	Prof. Mahesh Parappagoudar	Chairman
4	Prof. Stephen Barreto	Member
5	Prof. Geethalakshmi K.	Member
6	Prof. Jayalaxmi Devate	Member
7	Dr. Anusha Pai	Member
8	Dr. Terence Johnson	Member
9	Dr. Joe Kurian	Coordinator – Member Secretary
10	Ms. Alzira Xavier	Member
11	Mr. George Paes	External Expert
12	Dr. Pravin V. Malik	Alumni Member
13	Mr. Lex Mascarenhas	Student Member
14	Ms. Mandira Nagarsenkar	Student Member

The following member was not present for the meeting :

1	Prof. Venkatesh V. Kamat	External Expert
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1. Introduction of the newly constituted IQAC :

The Chairman commenced the meeting with a brief introduction and the Member Secretary introduced the members of the IQAC and expressed their gratitude to the services rendered by Dr. Niyam Marchon, Prof. Dipankar Pal, Mr. Shailesh J. Hampannavar, Mr. Gajanan Nagarsekar and Mr. Shrinivas Pai Kane.

2. Confirming minutes of the previous IQAC meeting :

The minutes of the previous IQAC meeting held on 06/03/2020 were read and confirmed.

3. Action Taken Report (ATR) from the Departments :

The Member Secretary presented the Action Taken Report of the last IQAC held on 06/03/2020 :

(3a) Department of Mechanical Engineering

Sr. No.	Agenda point (in the minutes)	Action taken	Remark
1	Taking Teaching learning beyond syllabus through MOU.	1) One final year project is undertaken with Infinity3D 2) Team BHP has organized workshops and training Programs for first year students during Induction Program 3) Kamat Edutech and Protean Knowledge Solutions have conducted Internships for the students	These companies have signed MOU with Mechanical Engineering department and helped in achieving certain programme outcomes that were beyond the Curriculum
2	Linkedin to be used to connect alumni	Most of the Alumni are connected through linkedin account of the Head of the department. Prof. Saish Verenkar is actively involved with the PR activities through social media platforms	https://www.linkedin.com/groups/10300736 created in November 2019.
3	Preparation of standard Course Material	All course materials are shared with the students through Microsoft Teams, Whatsapp groups etc.	https://pccgoa.edu.in/home/me-mechanical-department/me_open_courseware/
4	Report of Mechanical Engineering Department	a) Placement of Mechanical students: All faculty members worked during the vacation to strengthen the industry network. b) To enhance the research culture and support research based projects, a new Tech Space has been set up with the help of CIBA. This is also used to organize no. of skill development courses c) Work on Industry based Projects have been taken with Rosenberger, Kineco Kaman etc. d) No. of students have registered for NPTEL Courses and may become eligible for Honours Degree next year as well as in the coming years	The sixth point mentioned of the IQAC minutes held on 6 th March 2020, was derived from the SWOC analysis of the department and not an agenda for the IQAC meeting. Action was already taken during the year to overcome the weakness and these points were mentioned in the report of the HOD. However, some of the points may need further action.
5	Alumni – role and network	a) 3-4 guest lectures from Alumni were arranged b) Few alumni have taken the lead in offering student projects and Internships	



(3b) Measures taken by ETC department

Sr. No.	Agenda point (in the minutes)	Action taken	Remark
1	Taking Teaching learning beyond syllabus through MOU	1) Final year project groups are guided by MRINQ 2) Field trips T.E (ETC)- Syntegon S.E (ETC)- Optel Vision 3) Collaboration with BSNL 4) International research internship	*MOU with MRINQ, Syntegon, and OPTEL Vision. *BSNL offered ETC department of PCCE a project for testing and performance evaluation of Wi-Fi hotspots in the state of Goa. Mandira Nagarsekar, Shubham Bhalerao, and Hira Kholkar were deputed to BSNL for performing the tests on 16 th and 18 th February 2022. * Mr. Hugo Zanon, third year cadet at the French Air and Space Force Academy, cole de l'air & de l'espace, Base a�rienne 701, Chemin de Saint-Jean, 13661 Salon Air France, will be doing a three month research internship under the supervision of Prof. Shailesh Khanolkar and Akhilesh Naik, in the domain of Radar Signal processing from 7 th March to 17 th June 2022.
2	Credit to be given to students for attending guest lectures Linked –In to be used to connect alumni	Many guest lectures were organized online. Alumni are connected through linked –In account of HOD, department. Instagram and Facebook page for ETC department were also functional.	i. https://www.linkedin.com/company/electronics-and-telecommunication-engineering-dept-pcce/ ii. https://www.facebook.com/etc.pcce.3
3	Preparation of standard Course Material	The course materials of all the faculty are made available to students through MS Teams. The newly inducted faculty members were assigned to faculty mentors. 1) Mr. Akhilesh Naik-Mentored by Prof. Shailesh Khanolkar 2) Mr. Sanjeet Kanekar-Dr. Jayalaxmi devate 3) Ms. Shivani Lotlikar- Prof.	Each faculty creates a team through which the notes and videos are made available to the students.



		Sneha Mhalsekar	
4	Decrease in Intake	The department had applied for change in nomenclature (ETC to “ Electronics and Computer Engg”). The admissions for the new program for the year 2021-22 is 100%.	
5	Tracking mentees	a) Mentee records are maintained by the mentors	Some of the suggestions under point 10 of the IQAC minutes held on 6 th March 2020, could not be implemented due to prevailing COVID-19 pandemic situation.

(3c) Measures taken by Computer Department :

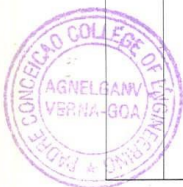
Sr. No.	Agenda point (in the minutes)	Action taken	Remark
1	Taking Teaching learning beyond syllabus through MOU.	Number of students have completed internships with local companies with whom we have MOUs in the last three semesters. Imagine Works-45 PSL-12 SJ Innovation-12 Ms. Rhea Sharma is selected for the MITACS Canada Global research Internship at Univ. of Calgary, Canada during August to October 2022.	
2	Credits to be given to students for attending guest lectures Linked –In to be used to connect with alumni	Guest lectures were online. For the few guest lectures which were offline strength of attendees was more than 90% ii) Alumni are connected through linked –In account of HOD, and faculty members of the department.	https://www.linkedin.com/in/computer-department-280556233/
3	Preparation of standard Course Material	The course materials of all subjects are made available to students through MS Teams.	https://pccgoa.edu.in/home/computer_main/ce_open_courseware/
4	College website Implementation	The new website of the college is ready to be hosted. Important inputs regarding security and cloud hosting was taken from Mr. Riyaz Waliker, Co-Founder and chief Hacker, Kloudle, California, USA.	
5	Guest lectures involving faculty of local institutions	1. Under the ACM student chapter, Dr. Satyanath Bhat from IIT Goa, delivered an expert talk on “Introduction to SVM” on Dec 2 nd 2021. 2. Under ACM Goa Professional chapter talk on “Machine Learning for	



		Humans was delivered by Dr. Ashwin Srinivasan, BITS, Goa on 17 th September 2021.	
6	Tracking mentees	a) Mentee records are maintained by the mentors. Mentors recommend some students to the College Counselor.	Some of the suggestions under point 10 of the IQAC minutes held on 6 th March 2020, could not be implemented due to prevailing COVID-19 pandemic situation.

(3d) Measures taken by IT Department :

Sr. No.	Suggestions/Recommendations	Action taken
1.	It was suggested that we could maintain a file on each student mentee, right from the first year onwards with the list of their strengths and weaknesses and keep track on their performance. It was further suggested that we could delve deeper into students problems and try to find out the reason for poor performance. In this regard informal discussions could help by breaking down the barrier between mentor and mentee. Some of the members suggested having a career counsellor to deal with issues related to lack of interest in engineering shown by the students.	File is being maintained by each mentor containing information about their respective mentees. Since the lockdown due to Covid-19 restricted personal one to one communication with students to online classes, it made it difficult for the mentors to understand the strengths and weaknesses of students. Performance details are maintained in MIS. Informal sessions were held to delve deeper into student's problems. To increase the interest in engineering counseling was undertaken by some faculty members for such students.
2	The members suggested that we could invite Dr. Jayanthan from IIM Bangalore to give a talk on how to reduce device addiction and social media addiction.	Could not be held due to Covid pandemic.
3	It was suggested that surprise quizzes should be conducted to send a clear message to the students that presence in class makes difference to performance.	Surprise polls/quizzes were conducted by some faculties in online mode. Recordings/Screenshots are available for the same. url of the notes - IT Department https://drive.google.com/drive/folders/1o3IORozThkA_IPIYaDnrICXWsqQi0oRL?usp=sharing
4	Alumni need to play an important role in supporting the institution in academics, research funding, placement, etc.	Several Technical Talks and sessions were conducted for students. Alumni placed in Top companies have addressed the students to give feedback about the work environment, general work culture and skill requirements in their companies. https://www.linkedin.com/showcase/information-technology-department helps connect with



		Alumni.
5	A local/global meet of alumni was suggested. The meets may be held in Mumbai, Bangalore, Pune, Hyderabad once a year.	Online meeting was conducted.
6	We could invite visiting speakers /faculty from local institution.	Speakers from IIT were invited for ACM events. Speakers were invited for technical sessions during Aarush 2021 – the international symposium.
7	PhD faculty of the college could enroll at other PhD centers as guides or co guides.	Ph.D. faculty Dr. Terence Johnson joined the department in March 2021 and will be registering as a Ph.D. guide in Goa University in this year.
8	Department wise research groups to be displayed on the college website. Projects, publication and other achievements to be made visible on the website. This would help in admissions, ranking of the college, etc.	Project lists of the previous years are already uploaded on the website. The list for the current academic year has been forwarded by the Project coordinator for inclusion in the website.
9	It was suggested to start IEEE student chapter in the department and organize lectures under the banner of IEEE students chapter. eg. how to write good paper, how to submit proposal for live projects etc.	Currently we have the student chapter with ACM. Students chapters with IEEE and IET are being explored.
10	SWOC blocks to be strengthened for each department for personal and technical skills.	One Ph.D. faculty Dr. Terence Johnson has been appointed as Associate Professor and HOD in the department. In addition, 2 faculty members pursuing Ph.D. have been recruited. Currently 6 faculty members of the department are pursuing PhD.
11	To get feedback about the college and it's functioning from toppers, with the aim of improving the performance of the average and weak students.	Department level course exit feedbacks and program exit feedbacks are taken.
12	Handouts of the course overview and learning outcomes to be posted on the college website.	It has been put up on intranet where students are able to access to it.
13	Encourage more students to go for higher education.	Several sessions have been held to encourage students to study abroad.
14	To apply for funding for research and consultancy from organization like BARC, DST, etc. for students and faculty	Being explored. Not yet materialized.
15	Students and faculty should explore the possibility to source internships at development centers like IBM, CISCO, HP, etc. Academic internships for students can also be sourced from overseas faculty.	Online internships and internships to work in companies were provided to students. Provisions were made for students to apply for international internships

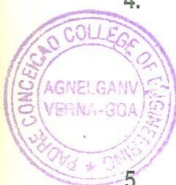


The following suggestions were made when the Action Taken Report of various Departments were discussed.

- (3e) Mechanical Engineering Department in association with CIBA, PCCE, has established Techspace. Techspace is started with an objective to train students and develop work related skills. An investment of Rupees 1 crore was utilized for development of Techspace.
- (3f) The External Experts felt that the time for internship as per the revised curriculum (RC 2019-20) is 2 months and is appropriate for manufacturing industries and it should be increased in the next cycle of revision. The experts felt that the internship should be at least for 6 months for knowledge companies during which the students can spend 4 days in the company and 2 days in the college for course work.
- (3g) An External expert suggested that students of Electronics and Computer Engineering Department have to be exposed to PCB circuit design conceptualizing the design process implementing it on a dot board. Further, the students should be trained to test their circuits. This will explore them to multilayer PCB design.
- (3h) A student member requested that the Institute needs to focus in enhancing the research culture by training the interested students. The institute requires to train the students on literature review, problem identification, to write research papers and to network with research organization providing avenues for research internships. The avenues could include MITACHS / CERN / DAAB and NUS. The ecosystem for research requires to be changed by removing the misconception of research and attracting more and more students through awareness from second year onwards. Research collaboration with foreign Universities should be explored.
- (3i) The conceptual knowledge is required to be imparted to enable good research. Research related talks need to be carried out using online and offline methodologies on working Saturdays.
- (3j) Hackathons and mini projects promoting critical thinking in multidisciplinary areas requires to be initiated across departments. Awareness needs to be promoted and this project should end with a competition.
- (3k) Students interested in research can also collaborate with faculty who are currently pursuing doctoral and post-doctoral research to enhance the possibility of publishing their research in reputed journals. This may bring opportunity of research internships and subsequent employment.

4. **New Programmes :**

An undergraduate program in Electronics and Computer Engineering has commenced from 2021. The master's program in Data Sciences is being processed at the Goa University for compliance and approval. Minor specialization in each department leading to honours or minors degree across department is also under the process of Goa University.



5. **Plan for Institutional Improvement :**

- (5a) The Chairman informed the IQAC that the NBA visit is due in the first week of April 2022 for Mechanical Department. Computer Department would apply for NBA in the month of August / September 2022.
- (5b) The Member Secretary made a presentation of a proposed AQAR format to survey the students batchwise from second year onwards. The assessment would involve the following :

- Academic Challenge
 - Active Learning & Higher Order Thinking
 - Student and Staff Interactions
 - Supporting Learning Environment
 - Enriching Educational Experiences
 - Work Integrated Learning
 - General Learning Outcomes
 - General Development Outcomes
- General development outcomes identifying the strengths, weaknesses, opportunities and challenges in the institutions.

The format was approved for implementation at the end of the second year and at the end of the final year.

- (5c) Accreditation through the NAAC has also been initiated this year.
- (5d) An external expert emphasized the need for psychometric testing of students to enhance emotional integration of the students during the stressful higher education process.
- (5e) A student member requested a window for open ended feedback but the members felt that information regarding any problem could be routed through the college counsellor to the Director or Principal.
6. **Enhancement of placements :**
The members were informed of the concerns regarding Mechanical Engineering Department placements. The members felt that The TPO has to be in touch with companies that are currently expanding like CommScope India Pvt. Ltd, Verna, Goa. Further it was decided to request the Training and Placement Officer to approach companies where the previous year's Mechanical students have secured off campus jobs / apprenticeship and facilitating a channel for improving Mechanical Engineering Department placements.
7. **A O B with permission of the Chair.:**
The Member Secretary proposed vote of thanks to all those who participated in the IQAC and concluded the meeting.



Dr. Joe Kurian
Coordinator and Member Secretary - IQAC



Dr. Mahesh B. Parappagoudar
Principal and Chairman - IQAC

