






### Attendance of BoS Meeting

Date	04 April, 2025		
Time	11.00 AM		
Venue	Department of Information Technology, R. P. Gogate and R. V. Jogalekar College(Autonomous), Ratnagiri.		
Mode	Hybrid		
Attendance			
Sr. No.	Name and type of the Member	Present mode Online / Offline	Signature
1	Name: Mrs.Medha A. Sahasrabuddhe Head of the Department (Chairman)	Offline	
2	Name: Dr. Rajendra B. Patil (VC nominee)	Online	
3	Name: Ms. Sneha Vilas Kotawadekar (outside the parent university)	Online	
4	Name: Mr. Ravi Vishwanath Mante (outside the parent university)	Online	
5	Name: Mr. Hrishikesh V. Sarpotdar Representative from industry/corporate sector/ any other organization	Online	
6	Name: Mr.Suyash Pradeep Raikar Alumnus	Online	
7	Name: Mrs. Aditi Aniket Joshi Department faculty member (1)	Offline	
8	Name: Mrs. Shravani Shailesh Ketkar Department faculty member (2)	Offline	
9	Name: Mrs. Zeenat Muzaffar Shaha Department faculty member (3)	Offline	
10	Name: Mr. Saurabh Mahendra Bhosale Department faculty member (4)	Offline	
11	Name: Dr. Akshay Phatak Expert for special courses	Online/ <del>Offline</del>	
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## Minutes of BoS meeting

Agenda:	<ol style="list-style-type: none"><li>1. To confirm the minutes of the meeting held on 30<sup>th</sup> November, 2024.</li><li>2. To approve the guidelines for conduct of field projects for programme B.Sc.Information Technology.</li><li>3. To approve the guidelines for conduct of Community Engagement &amp; Services (CEP) for programme B.Sc. Information Technology.</li><li>4. To approve the guidelines for conduct of On Job Training (OJT) for programme B.Sc. Information Technology.</li><li>5. To approve norms for examiners for T.Y. B.Sc. IT practical /project's evaluation.</li><li>6. To amend the refinement in course outcomes of courses.</li><li>7. Any other matter with the permission of the chair.</li></ol>
Minutes:	Meeting commenced with a hearty welcome of all the members by the chair Mrs. Medha A.Sahasrabuddhe. Following are the key points discussed in the BoS meeting.
Item 1	To confirm the minutes of the meeting held on 30 <sup>th</sup> November, 2024- The minutes of the meeting held on November 30 <sup>th</sup> , 2024 have been read. Proposed by Mrs. Medha A.Sahasrabuddhe Seconded by Ms. Sneha Kotawadekar Resolution: The minutes of the meeting are confirmed by all Members unanimously.
Item 2	To approve the guidelines for conduct of field projects for programme B.Sc. Information Technology. The guidelines to conduct field projects for programme B.Sc. Information Technology are proposed. Explanation: Mr. Ravi Mante Sir has been asked about the conduct of Field Projects evaluation in college or not. Mrs. Medha A.Sahasrabuddhe has given the clarification that the exam will be scheduled in college with an external examiner from the panel. Proposed by Mrs. Medha A.Sahasrabuddhe Seconded by Mr. Ravi Mante Sir Resolution: It is resolved that the guidelines for conduct of field projects for programme TYBSc Information Technology are approved.
Item 3	To approve the guidelines for conduct of Community Engagement & Services (CEP) for programme BSc Information Technology- The guidelines for conduct of Community Engagement & Services (CEP) for programme BSc Information Technology are proposed. Proposed by Mrs.Medha A.Sahasrabuddhe Seconded by Mr. Ravi Mante Sir Resolution:The proposed guidelines for conduct of Community Engagement & Services (CEP) for programme BSc Information Technology are approved.

*Ratnagiri Education Society's*  
R. P. Gogate College of Arts and Science and R. V. Jogalekar College of Commerce  
(Autonomous), Ratnagiri

Item 4	<p>To approve the guidelines for conduct of On Job Training (OJT) for programme BSc Information Technology-</p> <p>Explanation: Mr. Ravi Mante Sir suggested to give the course name as On Job Training or Internship.</p> <p>Proposed by Mrs. Medha A.Sahasrabuddhe</p> <p>Seconded by Mr. Ravi Mante Sir</p> <p>Resolution: The proposed guidelines for conduct of On Job Training (OJT) for programme BSc Information Technology are approved.</p>
Item 5	<p>To approve norms for examiners for TY BSc IT practical /project's evaluation-</p> <p>Explanation: Mr. Ravi Mante Sir suggested that you can call external examiners from Government Institutes or other universities like BATU with permission of the college in the panel of examiner.</p> <p>Proposed by Mrs. Medha A.Sahasrabuddhe</p> <p>Seconded by Mr. Ravi Mante Sir</p> <p>Resolution: It is resolved that norms for examiners for TY BSc IT practical /project's evaluation including suggestions given by the member are approved.</p>
Item 6	<p>To amend the refinement in course outcomes of courses</p> <p>Explanation: The refinement in course outcomes of courses and PSO's of BSc IT Program are proposed.</p> <p>Proposed by Mrs. Medha A.Sahasrabuddhe</p> <p>Seconded by Mr. Ravi Mante Sir</p> <p>Resolution: The refinement in course outcomes of courses are approved with given recommendations.</p>
Item 7	<p>To amend the External exam paper pattern for TYBSc-</p> <p>The Semester End exam paper pattern for TYBSc IT sem V and VI is proposed.</p> <p>Proposed by Mrs. Medha A.Sahasrabuddhe</p> <p>Seconded by Dr. Rajendra Patil Sir</p> <p>Resolution: The proposed Semester End exam paper pattern for TYBSc IT sem V and VI is approved.</p>
	<p>Vote of Thanks expressed by Mrs. S.S. Ketkar and with the permission of chair the meeting concluded.</p>
Signature of Chairperson BoS, Information Technology	