

Agenda – TPO Committee Meeting

Date: 15/7/2026

Time: 3.00P.M

Venue: Vaze Hall

Members to be Present

1. Mrs. S.R.Shroff
2. Mrs. S. D. Khandagale
3. Mrs. R.O.Kambli
4. Mr. Vinod Bhoir
5. Mrs. Sowmya Swami
6. Ms. Pradnya Bodke
7. Mrs.Shraddha Bhatnagar
8. Ms. Rutuja Goradkar

Agenda Points

1. **Discussion on TPO Activity Calendar** for the academic year 2026-27 including training, workshop **and expert sessions.**
2. **Proposal to form an “Industry connect Panel”-** involving alumni and industry professionals as mentors/speakers on a quarterly basis.
3. **Innovative approach: Department-wise Industry Mapping**-each department to identify 5 relevant target companies for industry linkage.
4. **Designing a student TPO volunteer team (TPO Champs)** to assist in data collection, company research, student registration etc.
5. **Launching a LinkedIn Drive** – encouraging students and faculty to create/update professional LinkedIn profiles and network with industry.
6. **Mandatory submission of department-level event reports** (hard and soft copy) to the TPO team immediately after each program, especially if it supports placement, industry interaction or skill development.
7. **Identification and bridging of student skill gaps:** Identify students' skill gaps and organize technical, aptitude, communication, and soft skills training to improve their employability
8. **Any Other Matter**
Any other points with the permission of the Chair.

Proceedings of the Meeting

1. Discussion on TPO Activity Calendar for the Academic Year 2026–27

The TPO Activity Calendar for the Academic Year 2026–27 was discussed in detail. It was decided that schedule activities semester-wise to ensure students receive continuous skill development throughout the academic year. Assign responsibilities to departments for successful execution of planned activities.

2. Proposal to Form an "Industry Connect Panel"

Establish an Industry Connect Panel consisting of alumni, industry professionals, HR managers, entrepreneurs, and technical experts. Invite members to interact with students on a quarterly basis.

3. Innovative Initiative: Department-wise Industry Mapping

It was decided that each department will identify at least **five relevant companies** aligned with its specialization. Collect company details such as: HR Contact Person, Email ID, Contact Number, Company Website, Placement Eligibility Criteria, Internship Opportunities, Required Technical Skills.

4. Formation of Student TPO Volunteer Team ("TPO Champs")

Each department shall nominate enthusiastic one girl student and one boy student volunteers to support TPO activities.

5. Launching a LinkedIn Professional Networking Drive

It was decided that Mrs. Rutuja Goradkar will be responsible for managing and maintaining the college's LinkedIn profile.

6. Submission of Department-Level Event Reports

All departments shall submit reports of placement-related activities immediately after completion. Both hard copy and soft copy shall be submitted.

7. Identification and Bridging Student Skill Gaps

Identify students' skill gaps and organize technical, aptitude, communication, and soft skills training to improve their employability.

The meeting concluded with a vote of thanks to all the members for their active participation and valuable suggestions. Best wishes were extended to all the faculty members for a successful and productive Academic Year 2026–27, with the hope of working together to strengthen training, placement, and industry interaction activities throughout the year.

Mrs. S.R.Shroff
TPO