

Agenda – TPO Committee Meeting

Date: 30/7/2026

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. Ashwin Patil
5. Mrs. Sowmya Swamy
6. Ms. Pradnya Bodke
7. Mrs.Shraddha Bhatnagar
8. Ms. Rutuja Goradkar

Agenda Points

1. Welcome address by the Principal.
2. Strengthening Industry–Institute Interaction.
3. Industry networking by departmental TPO coordinators.
4. Establishment of Memorandums of Understanding (MoUs) with industries.
5. Formation of the Department Preamble.
6. Preparation and maintenance of student database.
7. Discussion on strategies to improve campus placements.
8. Any other matter with the permission of the Chair.

Minutes of Meeting (MoM)

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Proceedings of the Meeting

1. The Principal welcomed all TPO members and departmental coordinators and emphasized the vital role of the Training and Placement Cell in enhancing students career opportunities.
2. All departmental coordinators were instructed to establish strong professional connections with industries relevant to their respective disciplines.
3. Each department was advised to identify and connect with **25–30 companies** to strengthen industry collaboration and increase placement opportunities.
4. Departments were encouraged to initiate and sign **Memorandums of Understanding (MoUs)** with industries for internships, industrial visits, guest lectures, skill development programs, live projects, and campus recruitment.
5. All Department coordinators were encouraged to prepare a comprehensive preamble aligned with the institute's vision and mission.
6. It was decided that every department shall prepare and maintain an updated **monthly student database**, including:
 - Student profile

- Technical and soft skills
- Area of interest
- Career aspirations
- Certifications, internships, and project details

7. The Principal advised all departmental TPO coordinators to build sustainable relationships with industries by strengthening industry–institute interaction, signing MoUs, and actively engaging with recruiters to create better training and placement opportunities for students.

The meeting concluded with a vote of thanks.

Mrs. S.R.Shrof
TPO Coordinator &
Industry Academic Cell Coordinator