

L. D. College of Engineering, Ahmedabad
Siemens Centre of Excellence (CoE)
Minutes of Meeting

A meeting was held between Coordinators for Siemens CoE from L. D. College of Engineering, Ahmedabad and DesignTech Officials/trainers on 26-9-2017, at 5.15pm in conference room of Siemens CoE. The following officers were present in this meeting.

Sr. No.	Name	Designation
1	Dr. G.H.Upadhyay	H.O.D. Mechanical Dept.
2	Prof. Y.D.Vora	Asso. Prof. Mechanical Dept.
3	Prof. S.S.Pathan	Asso. Prof. Mechanical Dept.
4	Prof. P.P.Prajapati	Asst. Prof. E.C. Dept.
5	Prof. H.M.Gajera	Asst. Prof. Mechanical Dept.
6	Prof. N.H.Pancholi	Asst. Prof. Mechanical Dept.
7	Prof. Mutesh Siddh	Asst. Prof. Electrical Dept.
8	Prof. N.K.Pranami	Asst. Prof. Mechanical Dept.
9	Prof. K.P.Hirpara	Asst. Prof. Mechanical Dept.
10	Prof. S.P.Shah	Asst. Prof. Mechanical Dept.
11	Prof. D. R. Shah	Asst. Prof. Mechanical Dept.
12	Prof. S.N.Patel	Asst. Prof. Automobile Dept.
13	Prof. M.A.Shaikh	Asst. Prof. Automobile Dept.
14	Prof. A.C.Pambhar	Asst. Prof. Mechanical Dept.
15	Dr. B.K.Patel	Asst. Prof. Mechanical Dept.
16	Prof. Z.B.Parekh	Asst. Prof. Electrical Dept.
17	Mr. RadhaKishore	Member COE, Design Tech
18	Mr. J. V. Ramani	Member COE, Design Tech

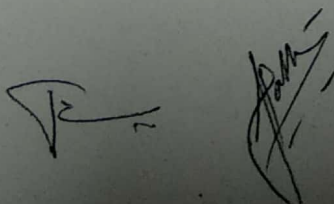
The following points were discussed in the meeting:

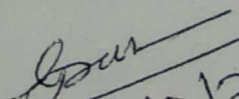
1. Looking to the present situation/problems of items repairs in COE Siemens center, Dr. G.H.Upadhyay has discussed and told about the smooth functioning of the center that Designtech trainer and Faculty co-ordinator together in each COE lab (as per lab allotted to them) and will look after and take care of respective lab completely. In case of any problem, the representation on any problem or matter, Designtech trainer should informed and discuss the matter/problem with concerned Faculty co-ordinator and papers should be sent through proper channel only.
2. G.H.Upadhyay has asked to Dr. B.K.Patel and Prof N H Pancholi about the progress report of multimedia projector repairs in product design and validation lab. Prof. S.S. Pathan informed that the email has been sent to HITACHI for repairing of projectors, but no reply has been received. It was decided to make follow up for the same. Prof. S.P.Shah has informed that warranty period of projectors is completed and each department is doing such repairs by taking price of repairs from various parties and permission of the principal.
3. Prof. S.P.Shah and Prof D.R.Shah will have to co-ordinate with faculty members about the annual verification of dead stock, furniture, computers and peripherals, softwares and other items of their respective labs and report to Dr. G.H.Upadhyay, COE Siemens co-ordinator as early as possible.
4. As per earlier meeting discussion, Dr G.H.Upadhyay has asked to Mr. Radhakishor about the course modules of various labs. Mr. Radhakishor informed that he will prepare and give course modules of various labs in one or two days. The course modules should not be too large, but can comparatively short and to the point and self understandable.
5. Dr G.H.Upadhyay and Prof Y D Vora have asked for better utilization of all COE Siemens lab fully and told that curriculum subjects must be mapped with CoE courses before the commencement of term. Moreover, All slots must be allotted within 10.30am to 6.10pm in time table. The slot allotment should be prepared and finalized with concerned Faculty co-ordinator and inform to the concerned department well in advance(at least before one month starting of academic term).

The COE Siemens lab which has less utilization, can be utilized more by arranging student's training for Govt as well as SFI college.

6. The planning ~~of~~ for training (students as well as faculty and industries) for next 6 months is required to be planned. Dr. B.K.Patel and Prof. M.A.Shaikh will have to do the same and submit a detailed plan to Dr. G.H.Upadhyay, COE Siemens co-ordinator.
7. The Designtech officers/trainers informed that about 80% students have completed the assessment and remaining assessment will be completed by end of week. NO BACKLOG WILL BE KEPT CONTINUE IN THE NEXT TERM.
8. Earlier before two months Dr. G.H.Upadhyay, COE Siemens co-ordinator has asked for Progress report regarding each lab from COE faculty co-ordinator. Only IC and Electrical dept have submitted it. The remaining laboratory in-charge faculties (Mechanical and EC -mechatronics) have to submit the progress report of lab before ~~12-10-2017~~.
9. Prof Y D Vora has informed that ISTE approved two STTP - PLM Teamcentre software and thermal and flow analysis using NX Software are to be conducted in winter 2017 vacation.
10. Prof. A.C.Pambhar and Prof. D.R.Shah were informed to keep continuous communication with R&B department for the repairing of furniture of CoE labs/cabins. It was decided to send reminder letters at regular intervals.
11. It is highly required to manage drainage water various Air conditioners located in CoE. Dr. G.H.Upadhyay informed that Principal sir has sanctioned fund for the same.
12. Dr.G.H.Upadhyay and Prof. Y.D.Vora have asked about the willingness of the faculty members to work for Aerospace and Defense courses and other related work/activities in COE. Nobody has shown their willingness to work for Aerospace and Defense in CoE. Prof. Y.D.Vora has informed about communication with retired Indian air-force officer is going on in order to begin courses related to Aerospace and Defense in CoE.

Dr.G.H.Upadhyay has ended the meeting vote of thanks.




09/10/2017