

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

**Minutes of Meeting**

**Date : 7/3/2018**

A meeting was held on 6-3-2018 between faculty coordinators of Siemens CoE from L. D. College of Engineering, Ahmedabad and Design Tech Officials, in conference room of Siemens CoE. The following officials were present in this meeting.


Sr. No.	Name	Designation
1	Prof. (Dr.) G.H.Upadhyay	Prof. & Head, Mechanical Engg. Dept.
2	Prof. Y.D.Vora	Asso. Prof., Mechanical Engg.
3	Prof. S.S.Pathan	Asso. Prof., Mechanical Engg.
4	Prof. (Dr.) R. C. Patel	Asso. Prof., IC Engg.
5	Prof. M.A.Shaikh	Asst. Prof., Automobile Engg.
6	Prof. P.P.Prajapati	Asst. Prof., E.C. Engg.
7	Prof. K.R.Sheth	Asst. Prof., E.C. Engg.
8	Prof. J.B.Pujara	Asst. Prof., Electrical Engg.
9	Prof. Z.B.Parekh	Asst. Prof., Electrical Engg.
10	Prof. M.G. Siddh	Asst. Prof., Electrical Engg.
11	Prof. S.P.Shah	Asst. Prof., Mechanical Engg.
12	Prof. A. C. Pambhar	Asst. Prof., Mechanical Engg.
13	Prof. N.K.Pranami	Asst. Prof., Mechanical Engg.
14	Prof. K.P.Hirpara	Asst. Prof., Mechanical Engg.
15	Prof. S.N.Patel	Asst. Prof., Automobile Engg.
16	Prof. N.H.Pancholi	Asst. Prof., Mechanical Engg.
17	Mr. RadhaKishore	Design Tech Trainer & Team leader at COE, L.D.C.E.
18	Mr. Akash Joshi	Design Tech Trainer at COE, L.D.C.E.
19	Mr. Keyur Patel	Design Tech Trainer at COE, L.D.C.E.
20	Mr. Jaydip Ramani	Design Tech Trainer at COE, L.D.C.E.
21	Mr. Raj Gilela	Design Tech Trainer at COE, L.D.C.E.
22	Mr. Keyur Solanki	Design Tech Trainer at COE, L.D.C.E.

The excerpts of the meeting are as follows:

- It was decided that all laboratory in-charge should display list of softwares in their respective laboratories and prepare laboratory utilization register by 15-3-2018.
- It was discussed that concern faculty members will have to prepare detailed course material like lab journals for different courses by 15-3-2018
- The allotment of PDDC and ME courses is to be done by 09-3-2018.
- It was decided to carry out planning of students and staff training as well as personnel from the industries for next six months.
- Prof. A.C.Pambhar and Prof. D.R.Shah will have to send reminder letter to R&B (civil) about repairing of furniture
- As the process of shifting of Design Tech trainers is starting from 15-3-2018, all the trainers will be shifted by the end of March-2018, following points are required to be taken care of
  - Position of training regarding 83 course modules by 7-3-2018
  - Possession of each laboratory and preparation of dead stock registers (softwares, hardware, furniture and other items) will have to be carried out by faculty coordinators of each laboratory by 15-3-2018.
  - Students training data, forms, history cards, feedback forms, printed course materials etc.
- A discussion was made about the timing of CoE as principal sir has suggested the timing of 8.00 am to 11.00 pm.
- It was discussed that proper planning from all related departments will have to be done for imparting training to the faculties of remaining NX software modules.
- Following CoE laboratory-wise faculty coordinators will have to take care of all necessary actions pertaining to completion of smooth handover process and also to ensure better utilization of the laboratories in future.

Sr. no.	Name of Laboratory	Faculty coordinator
1	PDV lab	Dr. B.K.Patel, Prof. N.K.Pranami, Prof. M.A. Shaikh & Prof. S.N. Patel
2	AM lab	Prof. A.C.Pambhar & Prof. H.N.Gajera
3	Machine Lab (a) CIM lab and Machine Lab (b) MCMT Lab (c) RPT Lab	Prof. D.R.Shah & Prof. N.H.Pancholi Prof. S.P.Shah Prof. K.P.Hirpara
4	Process Instrumentation lab	Prof. Vandana V Patel
5	Automation lab	Dr. R. C. Patel
6	Mechatronics lab	Prof. P.P.Prajapati & Prof. K.R.Sheth
7	Electrical lab	Prof. Z. B. Parekh Prof. M.G.Siddh Prof. J. B. Pujara

The meeting was concluded with vote of thanks to the faculties by Dr. G.H.Upadhyay.

  
Officer In-charge  
Siemens CoE, L.D.C.E., Ahmedabad.