

AGENDA

1. To read and confirm the minutes of the last meeting held on /03/2021
2. To discuss business arising out of the minutes of the last meeting.
3. To present and discuss academic calendar and budget for the current academic year.
4. To present and approve AQAR of 2018-2019.
5. To discuss the staff workload.
6. To discuss the smooth conduct of admission process for FY Classes.
7. Any other business with the permission of the Chair

The meeting of the college development committee was held today in the conference room at 2:30 pm to transact the business as per the agenda. The following members who have signed below were present.

1. Shri P. D. Kodollikar
2. Ms. Aparna Thakur
3. Shri. Sanjeev Patil
4. Shri. Sanjay Pingulkar
5. Shri. V. S. Patil
6. Shri. S.N. Padhye
7. Shri. R. D. Bhagat
8. Shri. K. P. N. Kutty
9. Dr. A.P. Pandey
10. Ms. Prajakta Paranjape
11. Mr. Swapnil Shirsat
12. Dr. Rohan Gavankar
13. Dr. Deepa Verma
14. Dr. Hemangi Raut
15. CA Suraj Wadhwa
16. Ms. Vidula Patil

1. At the outset I/C Principal Dr. A.P. Pandey welcomed the members present and with the consent of the chair read the minutes of the previous meeting. After seeking consent from the members, the secretary signed the minutes, and the same was confirmed.
2. Concerning the minutes of the last meeting the point of AAA was discussed by Dr. A.P. Pandey. Dr. A.P. Pandey gave the briefing about the internal audit process that was carried out, and the report of the same was asked to be put forth by the management. Shri Sanjeev Patil mentioned that the audit should help to identify the reasons and limitations that are hindrances towards the growth of the department/s. Ms. Aparna Thakur seconded the inputs

and emphasized that continuous monitoring and feedback regarding department performances will help to improve the overall quality of the institution.

Passed unanimously

3. Dr. A.P. Pandey presented the academic calendar and budget for the academic year 2021-2022. The discussion was in line with the Covid-19 compliances and guidelines that were to be followed as per the circulars issued by the government. The members present principally approved the calendar as well as the budget, but it was also emphasized by Ms Aparna Thakur that the details need to be submitted for approval from time to time or as and when it is required this was seconded by Shri Sanjay Pingulkar and Shri V.S. Patil.

Passed unanimously

4. Dr. Deepa Verma placed the AQAR 2018-2019 before the CDC. The AQAR points were discussed and as per the suggestions received in the previous meeting all the necessary changes were incorporated. The AQAR for the academic year 2018- 2019 was approved by all the members of the CDC and the same was asked to be uploaded at the earliest to expedite the NAAC approval process.

Passed unanimously

5. Dr. A.P. Pandey discussed the staff workload as the hybrid mode is to be followed so proper precaution of the schedule is to be ensured. Dr. A.P. Pandey also mentioned that the staff has been allocated work accordingly. Ms. Aparna Thakur emphasized maintaining the integrity and quality of the online classes as well which was seconded by all the other members present.

Passed unanimously

6. Dr. A.P. Pandey also discussed the admission process of FY. All the members present instructed that all the compliances and guidelines as per the circular of the University of Mumbai and the government should be followed in this regard.

Passed unanimously

7. As there was no other matter for discussion the meeting was concluded with the vote of thanks extended by the I/C Principal Dr. A.P. Pandey.

SECRETARY

I/C PRINCIPAL

30th August 2021

AGENDA

1. To read and confirm the minutes of the last meeting held on 16/06/2021
2. To discuss the business arising out of the minutes of the last meeting.
3. To discuss regarding the conduct of exams in-lieu of Covid -19
4. To discuss regarding participation of students in university-level activities.
5. To present and approve AQAR 2019-2020
6. Any other business with the permission of the Chair.

The Meeting of the College Development Committee was held today in the conference room at 3.30 pm to transact the business as per the agenda. The following members who have signed were present.

1. Shri P. D. Kodollikar
2. Ms. Aparna Thakur
3. Shri. Sanjeev Patil
4. Shri. Sanjay Pingulkar
5. Shri. V. S. Patil
6. Shri. S.N. Padhye
7. Shri. R. D. Bhagat
8. Shri. K. P. N. Kutty
9. Dr. A.P. Pandey
10. Ms. Prajakta Paranjape
11. Mr. Swapnil Shirsat
12. Dr. Rohan Gavankar
13. Dr. Deepa Verma
14. Dr. Hemangi Raut
15. CA Suraj Wadhwa
16. Ms. Vidula Patil

1. At the outset I/C Principal Dr. A.P. Pandey welcomed the members present and with the consent of the chair read the minutes of the previous meeting. After seeking consent from the members, the secretary signed the minutes, and the same was confirmed.
2. In discussion of matters arising from the previous meeting minutes Shri. Sanjeev Patil asked about the status of the admission of FY classes as well as PG Part I admission was also discussed. Dr. A. P. Pandey gave the details about the admission status of all the classes and that there were no major issues during the process. Dr. A. P. Pandey also mentioned that the AQAR 2018-2019 was approved successfully as per the email received from NAAC.

Passed unanimously

3. Dr. A. P. Pandey gave the details about last academic year's exams i.e. exams conducted under Mission 2020 as per university guidelines. The exams were conducted online as well as offline as per the instructions. For the current academic year, it was suggested by Dr. A. P. Pandey that the SY classes can be conducted online and FY can be conducted offline. TY and PG exams will be conducted as per the schedule of examinations issued by the University of Mumbai from time to time. Members present instructed that the sanctity of the examinations should be maintained. The students should be informed accordingly well in advance.

Passed unanimously

4. Dr. A. P. Pandey presented the agenda point of activities that would be conducted by the University of Mumbai namely the "Youth Festival" and "Avishkar Research Convention". Shri. Sanjeev Patil mentioned that even if the competitions are going to be conducted online there should be encouragement given to the students for maximum participation. Ms. Aparna Thakur also mentioned that the requirements and cooperation should be extended to the students so that the college gets represented at such events and it helps to bring laurels to the college. All other members seconded this.

Passed unanimously

5. Dr. Deepa Verma presented the AQAR of 2019-2020 and the same was approved by the members present.

Passed unanimously

6. The Chair asked about the preparation of 2020-2021 AQAR. Dr. Deepa Verma mentioned that once the AQAR of 2019-2020 gets uploaded and approved by NAAC, work for 2020-2021 AQAR will begin as the same will have to be prepared as per revised guidelines of AQAR of 2020-2021. However relevant information is being collected simultaneously and was informed by Dr. Deepa Verma.
7. Since there was no other matter raised out of the agenda. The meeting was concluded by Dr. A.P. Pandey who extended the vote of thanks to all the members.

SECRETARY

I/C PRINCIPAL

15th February 2022

AGENDA

1. To read and confirm the minutes of the last meeting held on 30/08/2021
2. To discuss the business arising out of the minutes of the last meeting.
3. To present the status of the results of the November/December examinations.
4. To discuss the modality of staff appraisal and service book.
5. To discuss the status of certificate courses.
6. To discuss the conduct of the online National Conference.
7. To discuss regarding the increase the number of MOUs with other organizations and institutions.
8. To discuss regarding preparation of the prospectus (2022-2023) and college annual magazine.
9. Any other business with the permission of the Chair.

The Meeting of the College Development Committee was held today in the conference room at 2.30 pm to transact the business as per the agenda. The following members who have signed were present.

1. Shri P. D. Kodollikar
2. Ms. Aparna Thakur
3. Shri. Sanjeev Patil
4. Shri. Sanjay Pingulkar
5. Shri. V. S. Patil
6. Shri. S.N. Padhye
7. Shri. R. D. Bhagat
8. Shri. K. P. N. Kutty
9. Dr. A.P. Pandey
10. Ms. Prajakta Paranjape
11. Mr. Swapnil Shirsat
12. Dr. Rohan Gavankar
13. Dr. Deepa Verma
14. Dr. Hemangi Raut
15. CA Suraj Wadhwa
16. Ms. Vidula Patil

1. At the outset I/C Principal Dr. A.P. Pandey welcomed the members present and with the consent of the chair read the minutes of the meeting held previously. The minutes of the meeting were confirmed in the presence of other members and after seeking consent from the members, the same was signed by the secretary.

2. Out of the minutes of the previous meeting minutes Shri. Sanjeev Patil asked about the outcome of the University level activities. Dr. A.P. Pandey mentioned that the students have done an excellent performance at the Youth Festival and there was a good number of participations for Avishkar Zonal Rounds and Two PG groups have progressed for the final round which will also be held online. Members present congratulated Dr. A.P. Pandey and the team for their performance.
3. Dr. A.P. Pandey presented the results of UG classes and the members believed that the detailed result analysis course wise to be submitted. Ms. Aparna Thakur also mentioned that if there are any major failures then remedial lectures should be conducted for their result improvement. Shri. K.P.N Kutty also seconded the suggestion.

Passed unanimously

4. Ms. Aparna Thakur mentioned that staff appraisal reports are to be submitted of both teaching and non-teaching staff. The same will be used for further necessary decisions related to promotion and financial matters. Shri. V.S. mentioned that the service book of all approved staff should be maintained as per the guidelines and it should be updated from time to time. Shri Sanjeev Patil seconded the same

Passed unanimously

5. Dr. A. P. Pandey discussed the matter of certificate courses that were run for the students. A total of 4 courses were introduced out of which three courses had completed the course duration and a certificate of completion was awarded to the students. Shri. Sanjeev Patil emphasized that there is a need to introduce a greater number of certificate courses so that the maximum number of students get benefits. All members also seconded this.

Passed unanimously

6. Agenda point 6 was presented by Dr. Hemangi Raut and she discussed the conduct of the online National Conference. Shri. Sanjeev Patil mentioned that the conference should be planned properly and an information brochure should be released much in advance to ensure that there are a good number of participants. The theme of the National Conference was suggested to be kept inter-disciplinary. Shri. Sanjeev Patil also suggested that PG students of our college should also be encouraged to participate in maximum numbers. All members present also emphasized the same.

Passed unanimously

7. In the line of discussion for agenda point number 7. Dr. Deepa Verma mentioned that there is a need to have more collaboration with different organizations, institutions, NGOs, and industry. This will ensure that the stakeholders will get varied exposure which will not only strengthen the partnership but also lead to the involvement of staff and students in academics, research, outreach and extension activities. Shri. Sanjeev Patil also seconded that. All other members suggested that active measures should be taken to initiate the partnership with other organizations at the earliest.

Passed unanimously

8. Dr. A.P. Pandey presented the topic of the prospectus for the next academic year 2022-2023. There weren't too many issues to deliberate on in this context as the prospectus committee gets the needful done every year. The same should be made available online for all to check and download was suggested by Shri S.N. Padhye. Shri K.P.N. Kutty then

enquired about the status of college magazine and it was brought to the notice that the same is to be made available offline that is hard copy as well as in online format. This was seconded by Shri. V.S. Patil and was also agreed by the other members present.

Passed unanimously

9. In any other matter of the agenda point
 - a. It was discussed by Shri. V.S. Patil about the overall NAAC-related work progressing and what was the status of the pending AQARs. Dr. Deepa Verma mentioned that since the format of 2020-2021 AQAR has also changed the process of documentation is going on and that it will take a couple of months to get the needful done. Other members present also emphasized expediting the matter.
 - b. The second point that was out for discussion was to increase the number of Ad-On, Skill-based certificate courses so that the maximum number of students can benefit. Shri. Sanjeev Patil also suggested that we should apply for courses which are offered by the University of Mumbai. The departments should also design skill-based certificate courses. This was agreed on by the members present.
 - c. During the discussion Dr. A. P. Pandey was also informed about the change in the chair that is appointment of New Principal from April 2022. Shri Sanjeev Patil and Ms. Aparna Thakur accordingly informed the other members present about the change.

As there was no other matter to discuss out of the agenda. I/C Principal Dr. A. P. Pandey concluded the meeting with the vote of thanks.

SECRETARY

I/C PRINCIPAL