

Item No.1: Reading and confirming the minutes of last meeting held on 17 January,2018.

Principal read the minutes of CDC meeting conducted on 17th January, 2017 and mentioned the following points:

Principal said as decided in previous meeting Mr. Aswad, Mr. Yogesh Pawar and Mr. Sanjay Salwe will go through the panel interview and they will be paid salary as per regulation decided in earlier now they are regularized so same shall be paid in the month of July.

Item No.2 To update the status of Examination results

Mrs. Ranjeeta updated all CDC members regarding Examination results conducted in 1st half of 2018. She explained result status as follow:

Sem IV: Total no. of students Appeared : 83

Total no. of successful students: 69

No. of students having ATKT in 1 subject: 12

No. of students having ATKT in 2 subjects: 02

Sem II : Total no. of students Appeared : 93

Total no. of successful students: 74

No. of students having ATKT in 1 subject: 28

No. of students having ATKT in 2 subjects: 19

Principal explained that as compare to previous semester result of overall college is improved due to continuous and remedial coaching, assignments and class test. Result of F.Y.B.Com is become too much improved than the previous year. Semester VI results are not declared yet because as papers are remaining in university for assessment.

Item No.3 Compliance of NAAC report and budget approval for research activities.

Principal reiterated the role of IQAC cell for submitting Annual Quality Assessment Report and focus should be given as per things specified in NAAC peer team report.

Principal urged all teachers to spend time in library for conducting research and preparing paper for conference and publication as provision is made in budget.

Principal again requested Chairman Governing Council Mr. Deepak Shah regarding setting up of Language lab and he informed that he had recommended a group earlier. Principal said the faculty which was recommended by him was of school kind and not up to the mark with degree college standard and Dr. Swati Ray who had earlier approach may be considered as she is having

experience and good knowledge of college level. Mr. Deepak Shah said that is very expensive and we need to work on the cost of it and if possible we will consider.

Item No.4 To discuss and approve provision of budget for upcoming events.

A financial budget was presented in the meeting as per annexure-I which was keenly seen and enquire and finally approved by chairman Mr. Deepak Shah & all others members present in the meeting. The main highlight of budget was allocation of fund for research & Conferences as per NAAC recommendations. Principal explained that the fund will also be used for publication purpose. She showed three ISSN Journals published by the college one during Nexus conference and two during the National conference in the college.

Mrs. Ranjeeta said there is always a problem of Net facility and examination paper assessment and suggested to take proper internet plan. Mr. Deepak Shah said currently we have installed 5mbps which shall be increased to 18mbps during the examination time with high internet plan. Principal said Airtel dongle need to purchase for emergency need during examination and to show videos in class as an interactive board for better class conduct.

Item No.5 To review status of ISO certification process

Mr Yogesh updated all CDC members regarding ISO certification process where all the formats are prepared and ISO manual is also ready only the selection of certification body is remaining then we can arrange the internal audit. Mr. Deepak Shah said as discuss with Mr. Sanjeev Seth during meeting with him and he had also confirmed that for certification ICS with NABCB certification body will be recommended.

Item No.6 To review the workload and filling of vacancies (Teaching and Non-teaching)

Principal said as Miss Aiman left the job so another faculty in her place is required for the certified courses and subjects for the same purpose name of two faculties recommended.

Principal asked Mr. Deepak Shah to suggest faculty for the post of sport teacher as student council head Kushit Shah & Urvi Karania expres that there is urgent need of sport instructor as many students are demanding for sports class. Principal informed that she tried to get a sport a teacher from the M.Ped College Wadala by talking to the principal of the college. However, Chairman Deepak Shah argued that salary decided for the candidate is too high as she is a fresher. Principal justified that the candidate is very discipline and national player giving coaching service privately. However, Mr. Deepak Shah said he will provide sport teacher up to 30th June, 2018.

Principal also asked to Mr. Deepak Shah to provide a person who will work as Campus Manager and look after the maintenance of college like auditorium, washroom cleanliness and other infrastructural requirement. Mr. Deepak Shah said Mr. Ketan Malde will take of all these.

Principal also said there is one more full time faculty requirement from commerce background who can also teach Tally Certificate Course and two clerical staff as Mr. Suresh, school accountant rarely comes to college. Mr. Deepak Shah enquired about peon cum driver appointment. Principal informed that a candidate had come and was selected but did not report hence again search is on.

Principal mentioned her worries regarding large number of failure in Maths subject due to unavailability of proper faculty. Principal asked all faculties to find out a Maths teacher having good teaching experience who can keep away students from scaring from math subject.

Item No.7 To discuss the status of new course approval and infrastructure development.

Principal said new courses which we have applied are approved by University but no permission is given by the government because of delay in accreditation by NAAC, which happen on 3rd & 4th November and last date for application for new courses was 30th October, 2017.

Principal said the courses in which we have applied to YCMOU are approved and we can start these courses from the month of July. Principal also appealed to Mr. Deepak Shah & other members to suggest fee structure for these new courses. Mr. Deepak Shah said find out from other sources what they are charging then we can work on the same. However, it was tentatively decided to keep MBA fees up to Rs.35000/- & M.Com fees up to Rs.15000/- p.a.

Principal appreciated the effort of Mr. Aswad who is continuously working on promotion of new courses and also said there is need to give more effort on branding & promotions. She urged to the members & Mr. Deepak Shah to allow sticking of banners on school buses which will give more visibility to our college promotions. Mr. Deepak Shah said to provide the design of banner he will arrange for the same.

Item No.8 To discuss about PMKK

Mr. Aswad updated about NSDC course registration on national portal for which he insisted for online payment facility, as the process is got stuck. Also he informed proposal received from Mr. Vijay Kumar for signing MOU with Express Industry Council of India (EICI). Principal requested GC members to check details given on mail and explained that the share of MOU which shall be 60% for the college and EICI 40% including branding, promotion and placement by them & our responsibility is to provide infrastructural facility and mobilize students.

All the members appreciated the initiatives as the scheme would take care of college placement services also.

Item No.9 Discussing any other matter with the permission of chair

JS Urvi girls student representative said the food which is provided in canteen are of few varieties and students are demanding for more varieties.

GS Kushit boys student representative said the washrooms are not properly cleaned. Principal informed all members that Mr. Mukesh Savla had informed about hiring agency for cleaning of campus to which Mr. Deepak Shah said he is not aware. As Mrs Pooja Dodhia informed that the auditorium is used by the school and left dirty after the programme & school must be instructed the same. Mr. Deepak Shah instructed for such thing school principal must be informed. Mr. Ketan Malde said in such situation key shall be with trust. Principal argued that auditorium is part of college and college shall not be forced for such kind of practice. Mr. Peshori suggested that for some time external Agency must be hired and later may be discontinued, as by then cleanliness may fall in order.

As enquired by Mr. Deepak Shah regarding college name change, Principal informed that the process is already started and letter is submitted to this regard to the university.

Mr. Deepak Kumar Shah
Chairman

Dr.(Smt.) Snehal S. Donde
Principal & Ex-Officio Secretary