

## Minutes of Governing Council meeting

### Item No. 1: Review Status of College

Principal Dr. Donde informed all the members regarding the work done since her joining the college on 11<sup>th</sup> June, 2016 which is as under:

1. Various Committees constituted for work systematization- 18 Committees list was shown to the members.
2. Library, Student activities and Sports sessions included in the Time Table for overall grooming of students.
3. Website work started and almost is being finalized for NAAC purpose
4. Teachers allocated Work load with lesson plan and academic planner are prepared by for proper teaching delivery.
5. Records created and maintained as per the norms required for office administration.
6. Monitoring mechanism established for accountability of work by Teaching and Non- Teaching staff.
7. Attendance system established and regular defaulters list displayed and parents meetings conducted for improving attendance. Records maintained of same
8. Overall discipline of college set by certain code of conduct such as compulsory I-Card, Blazer for industrial visit and college occasions,
9. Examination system of college set in order and Hall tickets made compulsory
10. Extension work started-NSS, DLLE, WDC, Nature Club established.
11. Rain water harvesting and solar system demand is given to encourage Environment friendly practices
12. Teachers send for trainings, workshops and conferences- Pooja, Kailash and Hetal attended workshops
13. Activities like, Road repair, Tree plantation, Fresher's party, Debate competition, Green day celebration, traffic control, issues related skits arranged.
14. University Exam Control centre opened.

15. Various Courses initiative taken C.A. , Certificate Programming, Direct Tax, Computer accounting, Tally, Diploma in Management Studies.
16. Sports Department established, Sports advisor appointment and student participated in various University competition applied for University carom competition organised.
17. Applied for conducting DLLE <sup>workshop of University</sup> working for second term training.

Item No. 2 : Discuss Developmental working progress and LIC visit of Mumbai University.

Mr Deepak Shah, Chairman assured that all the ongoing infrastructure development work will be completed by 15<sup>th</sup> October except for the Auditorium which shall be done by Jan, 2017. He further said that LIC commiittee can be informed to visit by 25<sup>th</sup> of October.

Item No. 3 : To Discuss infrastructure facilities requirement. Principal Dr.

Donde request to make immediate arrangement for

- i. Water purifier and plumber work shall be completed, blue star, water cooler purchased.
- ii. Sports indoor and outdoor facilities like, ground work, equipments, Sports dress need to be purchase.
- iii. Members informed to do the needful with regards to the Sports and purchase gym equipment.
- iv. Separate conference room to be created.
- v. Exam control room, Printer, copier to be immediately.
- vi. For Library and other places
  - a. 100 - Chairs
  - b. 6 - Computer
  - c. 4 - Students Locker
  - d. 2 - Teachers Locker
  - e. 3 - Cupboard for office
  - f. 1 - Locker for Teachers Personal files.
  - g. Provision for Advertisement and Promotions
  - h. Electrical Connectivity.

Mr. Mitesh Dohia, Secretary informed that Mis. Bhavika will help in purchase of all cupboards & Lockers for Electrical and Advertisement work, Mr. Atul Gosrani and Mr. Hasmukh will help in same.

Item No. 4 : Approve proposals for SNDT & University of Mumbai new College and New course

It was decided to apply for PG courses and Mumbai University Night college, SNDT College and courses relevant to our college. Dr Donde informed that attempts will be made though there are no records available for SSR for submitting to NAAC. Also that the Teachers and others don't have any research and Ph.D. work, which may be constraint. She said she would help in making proposal for night college and SNDT Affiliated college.

Item No. 5: Any other matter

Principal Dr. Donde informed that there is no proper separate book of accounts of Degree college hence it will be difficult to complete previous records . However for current academic year Mr. Warik has been assigned college accounts work. Mr. Deepak Shah suggested that as all college accounts are clubbed with trust accounts. He advised that Mr. Suresh, school Accountant can only provide the previous years Audited accounts.

Vote of thanks was presented by Mr. Mitesh Dohia. He thanked Dr Donde for briefing about the college and the way work culture of the college is created. He assured assured on behalf of Management to provide all kind of support for the initiative taken by her.

With this note the meeting ended.

  
Principal & Ex Officio Secretary

Chairman