

Mahatma Education Society's  
**PILLAI COLLEGE OF ARTS, COMMERCE AND SCIENCE**  
NEW PANVEL  
**College Development Committee**

**Minutes of the College Development Committee Meeting**

MES/PCACS/CDC/NS/2018-19/T2

Academic Year 2018 -2019

**Minutes of the meeting held on Saturday 20<sup>th</sup> April, 2019 at 11:00 a.m. in Conclave**

The meeting started with the welcome address by Principal Dr. Gajanan Wader Member- Secretary, College Development Committee. He nominated Dr. Monali Ray, Women Member, College Development Committee as the chairperson for the meeting.

**1. Confirmation of the minutes of the meeting held on 13<sup>th</sup> October, 2018**

The minutes of the meeting held on 13<sup>th</sup> October 2018 were read and confirmed by the members.

**2. Approval of the Income & Expenditure Account of the College for the Academic Year 2018-2019**

Income & Expenditure Account for the Academic Year 2018-2019 was placed before the members for approval by Dr. Abida Khan. It was seconded by Mr. Murlidharan Nair, Dy. Chief Financial Officer of Mahatma Education Society's Pillai Group of Institutes. All the members approved the same. The analysis of Statement of Income & Expenditure revealed that surplus has decreased due to increase in expenditure on infrastructure development, maintenance and on alumni expenses.

**3. Approval of budget for the Academic Year 2019-2020**

The budget for the Academic Year 2019-2020 was placed before the members for approval by Dr. Abida Khan. Dr. Abida Khan highlighted about the three important aspects in the budget which includes increase in expenditure on alumni, additional investment on upgradation of computer laboratory and increased expenditure on research, paper presentation and publications by

  
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faculty. It was seconded by Mr. Murlidharan Nair, Dy. Chief Financial Officer of Mahatma Education Society's Pillai Group of Institutes.

**4. Permanent affiliation from University of Mumbai**

Dr. Gajanan Wader informed that B.Com Financial Markets department has received permanent affiliation from University of Mumbai dated 15<sup>th</sup> March, 2019. As on the date, 5 undergraduate courses have received permanent affiliation. He also informed that the college has the plan to proceed with process of permanent affiliation of B.Sc. Computer Science in the next academic year.

**5. IQAC benchmark done in the current year with an eye for A+ grade in the Academic year 2020-21**

Dr. Aarti Sukheja, I.Q.A.C Co ordinator informed that the following initiatives have been taken for upgradation of grades in the next NAAC inspection.

- i. Signing of Memorandum of Understanding with 6 colleges under Navi Mumbai Colleges Association.
- ii. Organised I.B.S. sponsored one day National Workshop on 'New Age Teaching & Research' on 4th October, 2018.
- iii. Organised one Day NAAC sponsored National Level Workshop on 'AQAR Writing & Submission in the light of NAAC Guidelines' on 30<sup>th</sup> March, 2019.

She also informed that following plans are to be taken up in the next academic year.

- i. Introduction of certificate course on gender, value & environment.
- ii. Initiate more tie-ups under incubation cell.
- iii. Environment & green audit to be conducted.
- iv. Major research project to be initiated.
- v. Membership in academic bodies of faculty has to be increased.
- vi. External audit to be organized.

  
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**6. Sports achievements in the current year and plan for the next academic year**

Mr. Shardul Bhuva reported that the College has participated in 25 out of 36 events organized by University of Mumbai. College has won 5 medals in individual events and 7 medals in group events. 3 students have been selected to represent University of Mumbai team.

He also informed about the following plans for the next academic year

- i. Increased participation in University events.
- ii. Provision for sport events like Gymnasium & long tennis.
- iii. Special coaches to be appointed for boxing and khokho.
- iv. Capsule course should be introduced for sports students so that the students can excel in their academics too.
- v. Sports competition for FY students will be organized to recognize the new talent.

**7. Cultural achievements in the current year and plan for the next academic year**

Mrs. Ramya Kumar reported about the following major achievements for the current academic year:

- i. Participation in 36 events in inter-collegiate competitions and won 60 prizes.
- ii. Participation in 51<sup>st</sup> Inter-collegiate Youth Festival organized by University of Mumbai wherein the college has bagged 15 prizes. 4 at University level and 11 at zonal level.
- iii. Our Student, Mr. Afzaal Siddique, had won Times Mr. Fresh Face title, at National level.

She also informed about the following plans for the next academic year.

- i. Increased participation in various competitions at national level.
- ii. Creation of a google form for maintaining attendance record of the students participating in different cultural events.

  
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### 8. Steps to be taken for implementation of Autonomy for the A. Y. 2020-2021

Dr. Gajanan Wader reported that U.G.C. Expert Committee visited our college on 15<sup>th</sup> and 16<sup>th</sup> March, 2019 for the grant of autonomous status. Approval for autonomous status from U.G.C. is expected in the month of July, 2019. He also informed that the

- i. The autonomy will be implemented in a phased manner from the academic year 2020-21.
- ii. Syllabus content finalization by the end of October, 2019.
- iii. Review of syllabus from industry experts after finalization of syllabus.
- iv. Increase in the number of reference books.

### 9. Infrastructural improvements

Mrs. Deepika Sharma reported that following infrastructural improvements were done in the current year.

- i. Up-gradation of Computer lab- 1.
- ii. Media lab was created with 30 computers.

She also informed that following are the plans for the next academic year.

- i. Requirement of 30 more computers in the media lab.
- ii. Adobe software to be purchased.
- iii. Examination cell has to be augmented for autonomy.
- iv. Increase in number of IT enabled class rooms.

### 10. Progress of the Ph.D. Research Centre

Dr. Gajanan Wader informed that the Ph.D. Research Centre started functioning from the current academic year. Advertisement for enrolling students were put up on the online media and website. The last date of receiving applications was 20<sup>th</sup> October, 2018. 28 applications were received and interviews for the same were conducted on 5<sup>th</sup> January, 2019. At present 6 guides are associated with the research centre. 10 students have been selected – 3 in Accountancy, 4 in

  
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Business Policy & Administration and 3 in Business Economics. The centre is waiting for topical approval letter from University of Mumbai. He also added that in the next academic year the college will apply for additional seats under the guidance of Dr. Monali Ray & Dr. Eknath Zarekar.

**11. Total income generated from the Certificate Courses in the Academic Year 2018-19 and planning for the year 2019-20**

Mrs. Kavita Baddi reported that following are the activities for the current academic year

- i. Autonomous Board of Studies were formed in Commerce & Management, Humanities and Science & Technology for certificate courses.
- ii. 8 in-house certificate courses, 4 collaborative courses & 2 skill development courses were conducted in the academic year 2018-19.
- iii. Total number of students enrolled for certificate courses are 472.
- iv. The surplus generated from the certificate courses amounted to Rs.9,55,243.

She also informed that following are the plans for the Academic Year 2019-2020.

- i. Introduction of more collaborative & skill development courses.
- ii. Personality Development course for third year students in coordination with placement cell.
- iii. Soft skill programme for first year students.

**12. Integration of MES E-learning resources with MOOC**

Mrs. Sujata Shahabade reported that 6 student teams consisting of 6 members in each team participated in Smart India Hackathon 2019 organised by Ministry of Human Resource & Development. 3 faculty members have recorded their lectures in the MES E-learning resources and uploaded in the You tube channel. She further added that more publicity of the Massive Open Online Courses will be given in the college website.

  
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### **13. Progress of the Unnat Bharat Abhiyan Project**

163 Mr. Shabab Rizvi informed that our college was selected for the Unnat Bharat Abhiyan Project. The college has selected five villages under the jurisdiction of gram panchayat for survey. Survey was conducted in those villages wherein students & 5 faculty members have participated. 876 household data of villages on various parameters were collected and uploaded on the MHRD website. Release of funds for the project is awaited.

### **14. Strengthening of ties with Alumni**

Mrs. Deepika Sharma reported that following steps were taken to strengthen our ties with alumni:

- i. In our college website a separate section for alumni has been started wherein the achievements & initiatives are published.
- ii. College prospectus included a review section from alumni about the college.
- iii. Alumni's contribution are included in the college magazine.
- iv. Celebrated 20<sup>th</sup> anniversary of Pillai College of Arts, Commerce & Science on 20<sup>th</sup> Dec., 2019.
- v. Initiated 50 Golden Saturdays' Celebration on the occasion of 50 years of Mahatma Education society's in academic year 2019-20 out of which 20 events were conducted.

The following plans are to be undertaken in the next academic year

- i. Alumni Mentoring Club will be started wherein 2 Alumni from each stream will be selected and appointed as Mentors of the Stream and with the help of Google Groups of each stream these mentors will be guiding the students with their expertise.
- ii. Alumni Life time membership fees of Rs1,000 will be collected from third year students.

  
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**15. Plan of action for the Incubation Centre**

Mrs. Nithya Varghese informed that Conducted Certificate course on Entrepreneurship were conducted and organised international seminar on Intellectual Property Rights on 1<sup>st</sup> April, 2019. She also informed that linkages will be created in association with CIBA & Mindspace and expert mentor facility required will be provided to guide the students to initiate startup.

**16. Any other matter with the permission of the Chair**

As there was no other matter to discuss, meeting was resolved with vote of thanks to the chair

  
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Attendance Sheet

  
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