

Mahatma Education Society's
PILLAI COLLEGE OF ARTS, COMMERCE AND SCIENCE
NEW PANVEL

Minutes of the College Development Committee Meeting

MES/PCACS/MTS/2019-2020/T1

Academic Year 2019 -2020 (First Term)

Minutes of the meeting held on Saturday 12th October, 2019 at 11:00 a.m. in Conclave

The meeting started with the welcome of members by Dr. Gajanan Wader, Member-Secretary. He nominated Dr. Monali Ray, Women Member, College Development Committee for the conduct of the meeting.

Agenda 1

Confirmation of the minutes of the meeting held on 20th April, 2019

The minutes of the meeting held on 20th April, 2019 were read and confirmed by the members.

Agenda 2

Approval of the Income & Expenditure Account 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.

Agenda 3

Approval of budget for the A.Y. 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 that the budget includes allocation of funds for conduct of various meetings of Governing bodies, Academic Council, Finance Committee, Examination Committee,


Dr. Gajanan Wader
Principal



Minutes of the College Development Committee Meeting

Board of Studies and administrative activities under autonomous status. Funds are also allocated to strengthen the infrastructural set up of Examination Committee under autonomous status. She also discussed about continued support to the research activities of the College. It was seconded by Mr. Murlidharan Nair, Dy. Chief Financial Officer of Mahatma Education Society's Pillai Group of Institutes.

Agenda 4

To discuss about additions in collaborative and in-house certificate courses for the students

Dr. Kavitha Kathare, In-charge, Certificate Courses reported that every Board of studies have introduced autonomous in house certificate courses and students of the department are motivated to attend the course to get additional skills which will enhance the employability of the students. She also reported that collaborative certificate courses are also added. The students are encouraged to join the SWAYAM NTPEL courses introduced by M.H.R.D. It was decided to inform the Examination Committee to provide additional non-academic credit to the students who successfully complete the certificate courses.

Agenda 5

To discuss about increase in Memorandum of Understanding for introduction of industry relevant courses

It was reported by Principal Dr. Gajanan Wader that Department of Excellence is formed in the current academic year. This department will take care of creating Memorandum of Understanding with various

Minutes of the College Development Committee Meeting

associations/companies of repute. This will increase the market exposure to the students. Dr. Kavitha Kathare, In-charge Department of Excellence also added that Navi Mumbai College Association has already entered into MOU with five colleges and our college is the lead college. This association has successfully conducted number of Faculty Exchange and Student Exchange Programmes.

Agenda 6

To discuss about the steps for improving the alumni participation

It was reported by Vice Principal, Mrs. Deepika Sharma that Mega Alumni Meet was already organised by the College in the Academic year 2018-2019 which has helped to reconnect with many well placed alumni of the college. It was decided to set up an Alumni Club which will organise sessions for mentoring the current students of college. Dr. Padmaja Ghanti, In-charge Placement Cell informed that with the help of Alumni, mega job fair is being planned by the Placement Cell. In addition every department will also organise talks/sessions by successful alumni of the department.

Agenda 7

To strengthen the consultancy services

Dr. Gajanan Wader reported that three consultancy areas are being focused in the current academic year. Our faculty, Dr. C. K. Prashant will offer consultancy services in Bio-technology. The well-equipped bio-technology department will be used for conducting various biological testing activities. Advocate Poonam Gupta who has done her specialization in women and

Minutes of the College Development Committee Meeting

children laws will offer consultancy services in legal issues. Mr. Shardul Bhuva will offer consultancy services in investment and tax planning.

Agenda 8

To increase the activities of the Incubation Centre

Mrs. Nithya Varghese, In-charge of Incubation Centre reported that two start-ups were incubated in the campus by our B.M.S. student. Memorandum of Understanding has been signed with Centre for Incubation and Business Acceleration (CIBA). Three national level seminars were already organised in the month of June, July and August on various incubation themes.

Agenda 9

To discuss the activities of the Ph.D. Research Centre

Mr. Shardul Bhuva reported that Presentation of Six Monthly Progress Report was organised for 9 students of the Ph.D. Research Centre. He also reported that preliminary round for selection of Ph.D. students for the Academic year 2019-2020 will be conducted in the month of January, 2020. Dr. Gajanan Wader, Head of Ph.D. Research Centre also reported that all Ph.D. students are motivated to participate in the Avishkar Research Convention of University of Mumbai.

Agenda 10

To discuss about the conduct of various meetings of the administrative bodies under autonomous status


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Minutes of the College Development Committee Meeting

Dr. Gajanan Wader reported that the college has already conducted all the meeting of statutory committees under autonomous status. He informed that meeting of the Academic Council was conducted on 21st September, 2019 followed by Finance Committee meeting on 26th September, 2019 and Governing Body meeting on 28th September, 2019. He also added that Board of Studies in Accountancy, Business Economics, Commerce, Mathematics & Statistics, B.Com. Accounting & Finance, B.M.S., B.A.M.M.C, B.Com. Financial Markets, Bio-technology, Information Technology and Computer Science had conducted their meetings for approval of syllabus, paper pattern with participation of University nominees, industry experts and subject experts.

Agenda 11

To discuss about the main changes in the Evaluation & Examination Policy under autonomous status

Dr. Monali Ray, Controller of examination reported that Examination Committee for our college has been further strengthened by including Dr. Vinod Patil, Chairperson, Board of Examination, University of Mumbai as a member of our Examination Committee. She reported that Examination & Evaluation Policy under autonomous status has been framed and approved by Academic Council and Examination Committee. Two major reforms in the policy are continuous evaluation through 60:40 pattern. This includes Continuous Assessment of 40 marks and Semester End Examination of 60 marks. This system will help to evaluate the students continuously throughout the semester instead of having one time examination. The other reform is the withdrawal of A.T.K.T system and introduction of the system of promoting students to the next year without failure in any subjects.

Minutes of the College Development Committee Meeting

Agenda 12

To decide about the conduct of Green Audit, Internal Audit and ISO Surveillance Audit

Mrs. Jennie Prajith, In-charge for Environment Audit reported that green Audit was conducted at two phases: Preliminary reconnaissance audit on campus was done on 30th May, 2019 and detailed audit was done on 14th June, 2019. Green Audit report was prepared by Sustainable Techno Solutions for Environmental Protection Private Limited. She also reported that Internal Audit was conducted for all 8 departments by the Audit Committee in the month of August, 2019. Dr. Kiran Deshmukh reported that Annual ISO Surveillance Audit was conducted on 30th September, 2019. The compliance report is duly filed and suggestions are notified to the concerned In-charges. The College is also planning for the conduct of External Audit for which applications will be send to the University of Mumbai.

Since there were no other matter for discussion the meeting was resolved with thanks to chair.


Dr. Gajanan Wader
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Minutes of the College Development Committee Meeting

Attendance Sheet

<i>S. N.</i>	<i>Designation</i>	<i>Name</i>	<i>Position held in the institution</i>	<i>Attendance</i>
1.	Chairperson of the management/ Trust nominee	Mr. A.N. Kutty	Trust Nominee	Present
2.	Principal	Dr. Gajanan Wader	Member Secretary	Present
3.	Secretary	Dr. Monali Ray	Principal Nominee	Present
4.	Teacher representative	Mrs. Deepika Sharma	H.O.D. ITCS Department	Present
5.	Teacher Nominee 1	Mr. Shabab Rizvi	Faculty from the Department of Economics, N.S.S. Programme Officer	Present
6.	Teacher Nominee 2	Mr. Shardul Buva	Faculty in Accountancy from the Department of Accounting & Finance	Present
7.	Teacher Women Nominee 3	Dr. Smitha Jayram	Faculty in Department of Maths & Stats	Present
8.	Non-teaching Nominee	Mr. Sunil Nair	Registrar	Present
9.	Local Member 1 - Education	Dr. S.T. Gadade	Principal, C.K.T. College	Present


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 NEW PANVEL

Minutes of the College Development Committee Meeting

10	Local member nominated by the management	Ms. Pramita Chakraborti	Location Campus Lead WIPRO Ltd. , Mumbai	Present
11	Local member nominated by the management	Ms. Mamta Patil	Soroptomist International Bombay-Chembur, Member & Faculty, Pillais' College of Education & Research, Chembur	Present
12	Local member nominated by the management	Mr. Manikandan Nair	Managing Director JVP Consultancy Services: Alumnus	Present
13	Member	Dr. Aarti Sukheja	Associate Prof. in Economics from the Department of B.Com. & IQAC Coordinator	Present
14	Member	Dr. Abida Khan	Coordinator, B.A.F.	Present
15	Management Nominee	Mr. Mulrlidharan Nair	Dy. Chief Financial Officer at Mahatma Education Society's Pillai Group of Institutes	Present