



College Development Committee

Academic Year 2020 -2021

Minutes of the College Development Committee Meeting

Minutes of the College Development Committee meeting held on 20th May, 2021 4:00 p.m.in online mode through google meet.

The meeting started with the welcome address by Principal Dr. Gajanan Wader Member-Secretary, College Development Committee. He nominated Dr. Monali Ray, Associate Professor & Head, Department of Accountancy as the chairperson for the meeting.

Agenda 1

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

Minutes of the previous meeting held on 20th April, 2019 were read by Dr. Monali Ray and confirmed with the permission of the Chair.

Agenda 2

Approval of the Income & Expenditure Account of the College for the Academic Year 2020-2021

Income & Expenditure Account for the Academic Year 2020-2021 was placed before the members for approval by Dr. Abida Khan. highlighted that due to online lectures provision was made in the budget for purchase of zoom license to be used for conduct of online lectures, purchase of webcams and mikes for conduct of online lectures from the computer lab. 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.

Dr. Gajanan Wader
Principal





College Development Committee

Agenda 3

Approval of budget for the Academic Year 2021-2022

The budget for the Academic Year 2021-2022 was placed before the members for approval by Dr. Abida Khan. Dr. Abida Khan reported that the budget will be presented in the Finance Committee meeting of our autonomous college For Examination Committee additional colour printer was planned to be purchased for mark sheets. It was seconded by Mr. Murlidharan Nair, Dy. Chief Financial Officer of Mahatma Education Society's Pillai Group of Institutes.

Agenda 4

Progress of Ph.D. Research Centre

Dr. Gajanan Wader reported that six monthly progress report presentations of 11 Ph.D. students were conducted in the month of January 2021 and finalisation of proposals of 10 students to be registered under University of Mumbai were also done on the same day. He added that final approval is awaited from University of Mumbai.

Agenda 5

LIC inspection for Ph.D. Research Centre

Dr. Gajanan Wader, Principal reported that LIC inspection for Ph.D. Research Centre was conducted on 27th February, 2021 and has approved the 5 additional intake in the subject area of Ph.D Commerce (Accountancy) and Ph.D Commerce (Business Policy & Administration).

Agenda 6

Dr. Gajanan Wader
Principal





College Development Committee

Additional Division for B.Com. Accounting & Finance/B.M.S./B.Sc. Computer Science & Introduction of new programmes

Dr. Gajanan Wader, Principal reported that fast track extra division inspection was conducted on 10th March, 2021 for the programmes of B.Com. Accounting Finance, Bachelor of Management Studies and Bachelor of Computer Science. He also reported that LIC inspection for introduction of new under graduate programme B.Sc. Economics & post graduate programme M.A. Mass Communication & Journalism was conducted on 10th March, 2021 and the course will be introduced from the academic year 2021-22.

Agenda 7

Review of online lectures through Zoom link/Google meet link

Principal Dr. Gajanan Wader reported that the second year and third year lectures of under graduate programmes for the current year commenced from June 2020 and first year lectures commenced from first week of September. Semester III of post graduate programmes started from July 2020. The lectures started in online mode through Zoom link where the number of students were more than 100 and through google meet where the number of students were less than 100. Google classrooms were created for each subject of each programme. The official class groups were formed on WhatsApp. The time table with the google class code and link through which they had to join google class rooms were shared with the students. For this purpose, the teachers were trained in the month of April and May 2020 so that the regular lectures commenced from June without any difficulty. The teachers were also trained on various modes through which online lectures can be made effective and interesting for students. He also reported that 98% of the lectures were conducted with minimum cancellation.

Dr. Gajanan Wader
Principal





College Development Committee

Agenda 8

Review of the pending examinations of the Academic Year 2019-2020

Dr. Monali Ray, Controller of Examinations reported that the first round of Semester II, IV and VI examinations of the Academic year 2019-2020 were conducted and results were declared before the lock down started from the month of March, 2020. The consecutive round of examinations and PG examinations were conducted in the month of October 2020 in online mode after receiving the guidelines from University of Mumbai.

Agenda 9

Conduct of examination in online mode, online declaration of results and admission to next academic year 2021-2022

Dr. Monali Ray, Controller of Examinations reported that all examinations for the Academic year 2020-2021 were conducted as per the Examination Calendar in online mode. The results were declared as per the plan. The students were able to view the results in online mode from the college website by using their mes email ID. The admission for the next academic year 2021-2022 has commenced from the last week of April in online mode.

Agenda 10

Review Board of Studies, Academic Council, Examination Committee, Finance Committee, Autonomy Core Committee and Governing Body meetings

Board of Studies meeting was conducted for Department of Accountancy, Commerce, Business Economics, Mathematics & Statistics, Business Communication, B.Com

Dr. Gajanan Wader
Principal





College Development Committee

Accounting & Finance, B.M.S., B.A.M.M.C., B.Com. Financial Markets, B.Sc. Information Technology, B.Sc. Computer Science and B.Sc. Biotechnology were conducted from 24th April to 30th April 2021 and all the syllabus revised and the new courses added were approved in the BOS meetings. The Examination Committee meeting was held on 27th April, 2021 and the Examination Calendar was discussed and approved for the Academic Year 2021-2022. The Finance Committee meeting was conducted on 26th December, 2020 and Academic Council meeting on 12th November, 2020. Autonomy Core Committee meeting was held on 28th January, 2021 and 26th march, 2021. The Governing body meeting for the current year is planned.

Agenda 11

Initiatives of IQAC for the Academic Year 2020-2021

Ms. Bhavna Parab, Co-coordinator of IQAC highlighted the following initiatives were taken during the current year.

- i. 20 certificate courses were initiated in this academic year in collaboration with different training institutions.
- ii. IPR cell-initiated awareness webinar on filing of copyrights and the outcome of the same was 6 copyrights have been registered.
- iii. Formation of PCACS - TLC centre for empowering the faculty with different faculty development programmes.
- iv. Institute is recognized as the Local Chapter for Swayam NPTEL for Swayam courses.
- v. In IQAC Criteria In-charges & Sub-in-charges were appointed for the purpose of SWOT analysis and draft the future strategic plan for the next 3 years.

Dr. Gajanan Wader
Principal





College Development Committee

- vi. IQAC has organised 6 webinars and 1 workshop on the theme based on 7 NAAC Criteria parameters
- vii. IQAC reported that our college has organized 23 Workshops/Seminars on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year for staff and students.
- viii. 8 professional development / administrative training programmes organized by the College for teaching and non-teaching staff
- ix. IIC (Institution's Innovation Council) under NISP (National Innovation and Start-ups Policy) has been formed.
- x. 9 Idea centres were initiated in this academic year for boosting overall development of faculty & students.

Agenda 12

IQAC plan of action for the Academic Year 2021-22

Dr. Aarti Sukheja, Co-ordinator of IQAC informed that following annual plans are framed for each criterion as per the NAAC Criteria parameters to strengthen our autonomous college. She shared the following plan criteria wise.

Criteria 1 Annual Plan

- i. To introduce New Courses – Interdisciplinary / Multidisciplinary.
- ii. Increasing Global Linkages
- iii. Introducing one new subject in Semester III/V.
- iv. Introducing one new subject in Semester IV/VI.

Dr. Gajanan Wader
Principal





College Development Committee

- v. Multiple Entry and Exit Options
- vi. Revising Non-Academic Credits Policy
- vii. Best Department Award
- viii. Industry Tie-ups Department Wise & Centre wise
- ix. Restructuring existing P.G. courses with Core and Elective papers.
- x. Strong Feedback Mechanism is to be achieved
- xi. Concrete Steps towards Entrepreneurship/Startups-2 Start-ups per year
- xii. Measuring Department Wise placements.
- xiii. Cross Cutting issues like professional Ethics, Emotional Intelligence &
- xiv. Gender to be given focus.

Criteria 2 Annual Plan

- i. MOUs/Tie ups with National / International Universities, Industries, Media Houses.
- ii. TLC to tie up with other TLCs, Academic Institutions, Research Centres, Corporates to give added thrust to its activities.
- iii. Set up Ph.D. Centre of Educational Technology under other reputed universities.
- iv. Guiding sessions on PET, NET, SET and the like.
- v. Increasing Bridge Courses: Introducing Bridge Course in Python.
- vi. Establishment of Centre for N.S.D.C.
- vii. New Parameters for Performance Appraisal of Staff.
- viii. Skill Development through different Associations.
- ix. Student centric activities to be focused like: Field visit, Skill based courses, Internships, Personality Development Programs.
- x. Teacher Centric activities to be focused: FDP, Short term Courses, Orientation, Refresher
- xi. Evaluation Reforms: Conduct Continuous Assessments on Online Mode, One full paper practical, Increase in Non-Academic credits.

Dr. Gajanan Wader
Principal





College Development Committee

- xii. Reducing Mentor-Mentee Ratio: Improving Result Outcome, Reducing number of dropouts through Mentoring Policy.

Criteria 3 Annual Plan

- i. Added thrust to the Idea Centres
- ii. Consultancy by each Idea Centre
- iii. Updating Research Labs (NABL Accreditation)
- iv. Increase seed money for research
- v. Promoting Publication of quality research papers
- vi. Increasing linkages with industries for trainings
- vii. Increasing number of functional MOUs signed with industry or other Universities
- viii. Increasing number of teachers applying for National/International fellowships

Criteria 4 Annual Plan

- i. Upgrading Academic Infrastructure: Number of class room and seminar halls with ICT facilities, Number of Smart Classrooms
- ii. Arranging grants for Smart Classrooms
- iii. Computer Labs (extension), Media Lab Upgradation (Plan to apply for RUSA Component 9)
- iv. Encourage faculty to develop more e-content (plan to link it to appraisal)

Criteria 5 Annual Plan

- i. Increase the amount of Scholarships by collaborating with some NGOs
- ii. Capability Development and Skills enhancement Activities
- iii. Active participation of students in Idea Centres (linking to Non- academic Credits)
- iv. Improving Competitive Exam Cell

Dr. Gajanan Wader
Principal





College Development Committee

- v. Associating with Career Counsellors in various domains
- vi. State / National Level Sports and Cultural events
- vii. Placement of students
- viii. Plan to increase contribution from Alumni

Criteria 6 Annual Plan

- i. Institutional contribution for Faculty Enhancement Programmes
- ii. Promote Faculty Exchange Programmes in National/International Universities
- iii. Motivate Faculty to attend Conferences/ Workshops
- iv. Increase in number of Professional development/ administrative training programmes organized by the institution
- v. Promote teachers to attend FDP, Orientation Programmes, Refreshers, Training Programmes etc.
- vi. Promote Staff Welfare
- vii. Mobilization of funds and optimum utilization of resources

Criteria 7 Annual Plan

- i. Paperless administration
- ii. Paper recycling
- iii. Green Initiatives like Cultivation of medicinal plants
- iv. Maintaining wet and dry bins
- v. Managing e-waste and bio-waste
- vi. Quality audits on environment and energy
- vii. Apply for Clean and Green Campus Award

Agenda 13

Report of Gymkhana Council and Students' Council

Dr. Gajanan Wader
Principal





College Development Committee

Mr. Shardul Buva, In-charge Gymkhana Council reported that the college has not participated in any activities due to COVID-19 pandemic. Mrs. Ramya Kumar, In-charge Students' Council reported that the college has celebrated different online events at college level & also participated in various online inter-collegiate events. The students of our college participated in Online 53rd Inter-collegiate Youth Festival organized by University of Mumbai wherein the college has bagged 6 medals. 3 prizes were won in the virtual intercollegiate events.

Agenda 14

Report of Department of Skill Development & Entrepreneurship

Mrs. Kavita Baddi, In-charge Department of Skill Development & Entrepreneurship reported that 20 certificate & skill development courses were organized wherein 631 students have successfully completed the courses in the Academic year 2020-21.

Agenda 15

Plan of Department of Excellence and Planning and Evaluation Committee for the Academic Year 2021-2022

Dr. Kavita Kathare, In-charge, Department of Excellence and Planning and Evaluation Committee reported that in the current plan we offer two non-academic credits each year and so a student can earn 6 non-academic credits at the end of three years degree programme. She proposed that from the Academic year 2021-2022 with FY batch this non-academic credit will be made compulsory and will be increased to 12. This will give

Dr. Gajanan Wader
Principal





Mahatma Education Society's
Pillai College of Arts, Commerce & Science
(Autonomous)
Affiliated to University of Mumbai
NAAC Accredited 'A' grade (3 cycles)
Best College Award by University of Mumbai
ISO 9001:2015 Certified



College Development Committee

the students an opportunity to earn extra credits and will also help in overall development of students.

Agenda 16

Any other matter

Dr. Gajanan Wader shared that our college got the best college award in the Avishkar Research Convention of University of Mumbai. 32 students participated from under graduate, post graduate and research students from Pillai Research Centre.

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

Dr. Gajanan Wader

Dr. Gajanan Wader
Principal





College Development Committee

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. | Secretary of the management or his nominee | Mr. Murlidharan Nair | Dy. Chief Financial Officer at Mahatma Education Society's Pillai Group of Institutes | Present |
| 3. | Head of department nominated by the principal or the head of the institution | Mrs. Deepika Sharma | Vice Principal & H.O.D. I.T. /C.S. | Present |
| 4. | Teacher representative | Dr. Monali Ray | (Woman Teacher) H.O.D. of Accountancy in the Department of B.Com. | Present |
| 5. | Teacher representative | Mr. Shabab Rizvi | Faculty from the Department of Economics, N.S.S. Programme Officer | Present |
| 6. | Teacher representative | Mr. Shardul Buva | Faculty in Accountancy from the Department of | Present |





College Development Committee

| | | | | |
|----|--|-------------------------|---|---------|
| | | | Accounting & Finance | |
| 7. | Non-teaching representative | Mr. Ranjit Patil | Senior Clerk | Present |
| 8. | Local member nominated by the management | Dr. Ganesh Anant Thakur | Principal, Mahatma Phule A.S.C. College, Panvel | Present |
| 9. | Local member nominated by the management | Ms. Pramita Chakraborti | Location Campus Lead WIPRO Ltd. , Mumbai | Present |
| 10 | Local member nominated by the management | Ms. Mamta Patil | Soroptomist International Bombay-Chembur, Member & Faculty, Pillais' College of Education & Research, Chembur | Present |
| 11 | Local member nominated by the management | Mr. Manikandan Nair | Managing Director JVP Consultancy Services: Alumnus | Present |
| 12 | Member | Dr. Aarti Sukheja | Associate Prof. in Economics from the Department of B.Com. & IQAC Coordinator | Present |


Dr. Gajanan Wader
Principal





Mahatma Education Society's
Pillai College of Arts, Commerce & Science
(Autonomous)
Affiliated to University of Mumbai
NAAC Accredited 'A' grade (3 cycles)
Best College Award by University of Mumbai
ISO 9001:2015 Certified



College Development Committee

| | | | | |
|----|-------------------|-------------------|---|---------|
| 13 | Member | Mrs. Ramya Kumar | Faculty in Computers from the Department of B.Com. & In charge of Student's Council | Present |
| 14 | Member- Secretary | Dr. Gajanan Wader | Principal | Present |


Dr. Gajanan Wader
Principal

