



Autonomous (2016-17)

Malad Kandivli Education Society's
NAGINDAS KHANDWALA COLLEGE
OF COMMERCE, ARTS & MANAGEMENT STUDIES
AND SHANTABEN NAGINDAS KHANDWALA COLLEGE OF SCIENCE

(Re-accredited (3rd cycle) by NAAC with 'A' Grade)

ISO 9001 : 2015 Certified

Educational Excellence Award By Indus Foundation, U.S.A.

IMC Ramkrishna Bajaj National Quality Commendation Certificate

Providing the Approved Minutes of relevant Governing Body meetings highlighting the approval of e-Governance Report during the last five years.

Sr. No.	Governing Body Minutes	Date of Meeting	Remarks
1	Meeting 1	20-08-2016	No relevance, hence not provided
2	Meeting 2	25-03-2017	Provided
3	Meeting 3	11-10-2017	No relevance, hence not provided
4	Meeting 4	27-03-2018	Provided
5	Meeting 5	17-01-2019	No relevance, hence not provided
6	Meeting 6	02-05-2019	Provided
7	Meeting 7	06-06-2019	No relevance, hence not provided
8	Meeting 8	19-10-2019	No relevance, hence not provided
9	Meeting 9	07-03-2020	Provided

Matta.

Prof. Dr. Moushumi Datta
I/c. Principal

MINUTES

The sixth meeting of the Governing Body was held on Thursday, 2nd May, 2019 at

11.30 a.m. in the Board Room of Malad Kandivli Education Society. Shri Hasmukh

6.2.3

D. Rambhia presided over the meeting. The following members were present.

1. Shri Hasmukh Devji Rambhia - Chairman
2. Shri Chandrakant Gala - Management Representative
3. Shri Digant H. Upadhyaya - Management Representative
4. Shri Bharat Gupta - Management Representative
5. Shri Vijay Suchak – Teachers Nominee
6. Dr. Vijay Khole – Educationist
7. Dr. Arpana Beniwal – UGC Nominee
8. Dr. Rohidas Kale, Joint Director, Higher Education – State Government Nominee
9. Prin. Dr. Usha Mukundan
10. Dr. Moushumi Datta – IQAC, Co-ordinator
11. Dr. (Mrs.) Ancy Jose – Principal & Member Secretary
12. Shri Dilip Gala – Special Invitee
13. Shri Haresh H. Vira – Special Invitee
14. Dr. Mona Mehta – Special Invitee
15. Shri Thomson Thomas – Special Invitee

Leave of absence was granted to Dr. Bharat Gala, Dr. Varsha M. Ainapure, Shri Avinash Parekh, Shri Shantilal Patel, Shri Chintan Bhatia and Shri Vishal Parekh

Chairperson Hasmukh D. Rambhia gave a warm welcome to all the members present for sparing their valuable time making a point to attend this meeting. Prin. (Dr.) Ancy Jose welcomed and introduced each member.

Joint Director, Dr. Rohidas Kale congratulated the Management, Principal and Staff members for developing this college by introducing innovative ideas under Autonomy e.g. OSM, etc. and extended his best wishes for this college.

The following business was transacted in the meeting:-

- 1) To confirm the minutes of the meeting of the Governing Body held on 17th January, 2019.

The minutes was read and approved.

- 2) To receive on the recommendations of the Academic Council.

Principal informed the members about the decisions taken by the Subject Board Meetings and subsequently recommended by the Academic Council. After discussion the following resolution was passed unanimously.

RESOLUTION NO. 18

"Resolved that the recommendations of the Subject Board as regards Courses of Study, new curricula / modifications in the curricula, instructional and evaluation methods in the existing syllabus in the various subjects of Department of Commerce, Accountancy, Economics, Psychology, Geography, Management Studies, I.T./C.S., Accounting & Finance, Banking and Insurance, Finance Markets and Mass Media approved by the Academic Council at U.G. / P.G. level respectively be accepted."

Further, resolved that the short term courses on Understanding Mental Health, Mind Your Money, Tally ERP, Pollution through Mobile App, GIS Advanced and Preparation of Competitive Examination be approved to start from the academic year 2019-20.

The Academic Council has recommended the amendments made by the Examination Committee. After discussions the following resolutions were passed unanimously.

RESOLUTION NO. 19

Resolved that the recommendations of the Examination Committee regarding the supplementary examinations in the subject/s failed in any of the courses of various classes be introduced from the academic year 2019-20 and hereby no ATKT examinations will be conducted in October every year."

Further resolved that the medical exams be conducted for Semester 5 & Semester 6 under autonomy. Also, students failing in the internal examination (class-test) will now be having an additional class-test of 25 marks instead of project submission. The duration of the additional exam will be of 45 minutes.

3) **To approve the annual financial estimates recommended by the Finance Committee.**

The budget for the year 2019-20 approved by the Finance Committee was placed before the members. After discussion the following resolution was passed unanimously.

RESOLUTION NO.20

"Resolved that the Annual Budget for Autonomy Grants passed and recommended by the Finance Committee be and is hereby accepted and adopted for the academic year 2019-20."

Principal informed the committee that we had received the Autonomy Grant for two years 2017-18 and 2018-19. The audited Statement of Accounts for the year 2018-19 along with the Utilisation Certificate, Progress Report of the Autonomous College and other documents / formats identified by UGC are to be submitted to UGC, Pune for the Autonomy Grants received. Further, she

informed the committee that the Autonomy Grant for the year 2016-17 is yet to be receivable from the UGC, Pune.

- 4) To approve new programmes of study leading to degrees and / or diplomas recommended by the Academic Council.

Principal informed the members that the Academic Council has recommended to start new programmes in P.G. viz. M.A. (Psychology) from the academic year 2019-20. After discussion the following resolution was passed unanimously.

RESOLUTION NO.21

"RESOLVED that the recommendations made by the Academic Council for new academic programme in M.A. (Psychology) be and is hereby approved to start from the academic year 2019-20."

- 5) To make recruitments of teachers in accordance with the policies laid down by the UGC and State Government, from time to time.

Principal placed before the members the requirement of 5 teaching staff in Degree Aided Section due to retirement and 9 teaching staff for Degree Self Finance Section. Since Government is not giving permission / NOC to appoint any teacher, the expenditure for aided posts also has to be borne by the Management. Principal also informed that we had already placed an advertisement in the leading newspapers i.e. Times of India, Indian Express, Loksatta, etc. for recruiting the above staff. Further, she said that the interviews for the same will be conducted in the month of June, 2019 and will be appointed on adhoc / temporary / consolidated basis. After discussion the committee passed the following resolution unanimously.

RESOLUTION NO.22

"RESOLVED THAT the Principal be authorized to make the arrangements for interviews to be conducted as per the University of Mumbai / Government Norms and subsequently make the appointments on adhoc / temporary / consolidated basis."

6) To perform such other functions and institute committees, as may be necessary and deemed fit for the proper development of the college.

- 1. New PG Course: Dr. Vijay Khole, Educationist, opined that even PGDM you can start since the norms of land requirement has changed and if you have sufficient infrastructure you can apply to AICTE for PGDM. After discussion it was decided to take up this point and get it approved in the Managing Committee of the Malad Kandivli Education Society.**
- 2. Digitisation of the document: In order to make paperless office all open documents will be digitized. This will optimize and considerably increase the efficiency of the working.**
- 3. ISO : All forms required for systematic review of ISO standard would have to be made online. There is a need for software for making digitization and ISO online. Hence, Principal requested to sanction an amount to develop a software. After discussion Principal is authorized to take appropriate decision in consultation with the office bearers of the Malad Kandivli Education Society.**

7) Any other business with the permission of the chair.

- 1. Change in Nomenclature: The degree course Bachelor of Mass Media (BMM) has been changed in the nomenclature to B.A. Multimedia.**
- 2. A fullbright scholar Ms. Haidi from U.S.A. visited our institution for 15 days and also conducted a short term course for our students, which was well appreciated by our students. It was also decided to invite more such professors from abroad for the conduct of some more short term courses, for which we are in touch with USIEF.**

3. **Resignation:** one of our teaching faculty Dr. Rupal Shah has tendered her resignation dated 9th April, 2019 since she is migrating to Canada with her family. After discussion the following resolution was passed unanimously.

RESOLUTION NO.23

"RESOLVED THAT the Resignation submitted by Dr. Rupal Shah be and is hereby accepted and will be relieved from her services with effect from 9th July, 2019 after duty hours."

4. **Dr. Moushumi Datta** has been interviewed for the Major Research Project (IMPRESS) at the Ministry of HRD, New Delhi for which Dr. Moushumi was asked to take sabbatical leave for two years for completing this project. After discussion the Joint Director of Education Dr. Rohidas Kale has said that sabbatical leave cannot be sanctioned. However, there is a provision for study leave.
5. **RUSA :** A Team from Niti Ayog will be visiting our institution on 13th May, 2019 for inspecting and evaluating the utility of the grants of Rs.2 Crore allotted to us.
6. **Avishkar:** Two of our teaching faculty viz. Dr. Sindhu P.M. and Mrs. Amruta Agrawal has won Gold Medal at the University of Mumbai for their Research. The committee opined that Principal be authorized to fix up some incentives for those faculty who are undergoing the research projects and coming out with their publication in A, B Grade. The committee also appreciated their efforts towards the academic accomplishments.
7. **VII Pay to Self-Finance Section:** It was decided to defer this point to the next meeting on 6th June, 2019 with the actual calculations of pay to the

eligible permanent staff and also increase in pay to the adhoc / temporary / consolidated teachers.

8. **Scholarship to meritorious students:** It was decided that the students securing O Grade i.e. 80% & above be given 60% and with A+ Grade i.e. 70% & above be given 40% and A Grade i.e. 60% & above be given 20% concession in fees for students seeking admission to P.G. Programs.
9. **Turnitin:** It is a software that has been purchased to measure plagiarism in the research work. This will be used to check the Ph.D. thesis by the faculty members and PG Students while publishing their research papers and projects. It will also be used by the under graduate students as we are preparing them to present and publish research papers. The concept of ethics in research can be portrait in a true sense by the use of this software. Committee appreciated the concept of ethics in education.
10. Three faculty members Dr. Mona Mehta, Ms. Poonam Vamza and Dr. Kavita Shah have been provided seed money for research.
11. Feedback was taken from Teachers, Alumni, Employers and Students regarding design and review of syllabus and the following action will be taken.
 - a) Focus on Internship and Research / Industry Based Project will be incorporated.
 - b) Re-Structuring of B.Sc. Curriculum by bringing a common framework for I.T. and C.S. in the initial semesters.
 - c) Changes in finance related subjects to match with standards of ICAI.
12. Feedback was taken from Students and the following action will be taken.

- a) More learner centric teaching tools to be used by teachers and learners to be encouraged to use reference books.
- b) More training sessions to be conducted for faculty.
- c) Teachers to encourage learners to approach as and when they need any assistance.

E-Governance Report:

The e-governance report was placed before the committee. After discussion it was approved.

6.2.3

There being no other business the meeting ended with Vote of Thanks to the Chair.



DR. (MRS.) ANCY JOSE
MEMBER SECRETARY




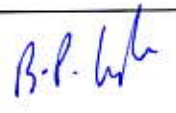

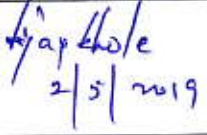
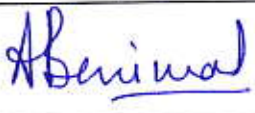




READ, CONFIRMED AND SIGNED 6TH JUNE, 2019.



HASMUKH D. RAMBHIA
CHAIRMAN

(6)

**Attendance of Sixth Meeting of the Governing Body of Nagindas Khandwala College
[Autonomous] held on Thursday, 2nd May, 2019 at 11.30 a.m.**

Category	No.		Signature
Management (President / Director as the Chairperson)	1	Shri Hasmukh Devji Rambhia - Chairperson	
	2	Dr. Bharat Gala	
	3	Shri Chandrakant Gala	
	4	Shri Digant H. Upadhyaya	
	5	Shri Bharat Gupta	
Teachers (Nominated by Principal based on seniority)	1	Shri Vijay G. Suchak	
	2	Dr. Varsha M. Ainapure	
Educationist nominated by the Management	1	Dr. Vijay Khole	 2/5/2019
UGC Nominee (Nominated by UGC)	1	Dr. Arpana Beniwal	
State Government Nominee (Academician not below rank of Professor or State Government Official of Directorate of Higher Education / State Council of Higher Education)	1	Dr. Rohidas Kale, Joint Director, Higher Education	 02/05/2019
University Nominee (Nominated by University)	1	Prin. Dr. Usha Mukundan	 2/5/2019
IQAC Co-ordinator	1	Dr. Moushumi Datta	
Principal of the College (Ex-Officio)	1	Dr. (Mrs.) Ancy Jose	

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Category	No.		Signature
SPECIAL INVITEES	1	Shri Avinash B. Parekh	
	2	Shri Dilip Gala	<i>Dilip Gala</i>
	3	Shri Shantilal Patel	
	4	Shri Hareesh H. Vira	<i>Hareesh</i>
	5	Dr. Mona Mehta	<i>Mona</i>
	6	Shri Chintan Bhatia	
	7	Shri Vishal Parekh	

8. Shri Thomas Thomas *Thomas*