

### Minutes of Governing Body (GB) Meeting on 19th April 2025

A meeting of the GB was held on **19<sup>th</sup> April 2025 from 2.30 pm** in the Boardroom on the ground floor of Vivekanand Education Society's College of Arts, Science and Commerce in the hybrid mode with the following agenda:

- 1) To suggest changes and confirm the minutes of the previous meeting held on 23<sup>rd</sup> October 2024.
- 2) To approve the changes done in the academic structure as suggested by the NEP 2020.
- 3) To approve the decisions taken in the Academic Council meeting.
- 4) To approve the decisions taken in the IQAC meeting
- 5) To approve the decisions taken and reforms suggested by the examination committee.
- 6) To approve the decisions taken in the Finance committee meeting.
- 7) To approve the decisions taken in the College Development Committee (CDC) meeting.
- 8) To approve the infrastructure development under PM-USHA scheme and by the management
- 9) To approve the proposal of new appointments (AY 2025-26) and CAS promotions.
- 10) To approve the final accounts for the financial year 2024-25 (unaudited).
- 11) To approve estimated budgets for the financial year 2025-26.
- 12) Any other matter with the permission of the chair.

The following members attended the same:

1. Shri Suresh Malkani	President, Vivekanand Education Society
2. Shri Rajesh Gehani	Secretary, Vivekanand Education Society
3. Dr. Prakash Lulla	Treasurer, Vivekanand Education Society
4. Ms. Sangeeta Shahani	VES trustee
5. Mr. Vijay Talreja	VES trustee
6. Mr. Akhil Chaturvedi	(Founder-Director RebelCorp) Industrialist
7. Dr. Shobhana Vasudevan	(Former Principal Podar College) Educationalist
8. Dr. Rupesh Raut	(JDHE, Mumbai), State Government Nominee
9. Dr. Mrs. Anita Kanwar	Member Secretary, Principal, VESASC
10. Dr. Mrs. Samhitha Sharma Kain	VP, HOD Economics and IQAC Coordinator
11. Dr. Ritika Makhijani	Vice-Principal, HOD Chemistry NAAC coordinator
12. Mr. Balasubramanian	Administrative Staff Nominee

Dr. Rupesh Raut (Joint Director of Higher Education) attended the meeting online.

Mr. Mahinder Punwani Dr. Madhav Rajaram Rajwade (Principal, Sathaye College) University Nominee: and Mrs. Poonam Ghadge were granted leave of absence.

As per the tradition in Vivekanand Education Society, the meeting then commenced with the **chanting of 'OM' three times**. The GB meeting was **chaired by** Shri Suresh Malkani, President, Vivekanand Education Society. Prin. Dr. Anita Kanwar extended a warm welcome to the members of the GB. Then the meeting commenced as per the schedule.



Following are the minutes of the meeting:

**Agenda 1: To suggest changes and confirm the minutes of the previous meeting held on 23rd October 2024.**

The previous meeting minutes as well as the 'Action Taken Report' had been emailed to the members. Prin. Dr. Anita Kanwar informed all the members of GB that the innovation cell activities have been greatly enhanced. The college 'Innovation and Incubation Cell' has encouraged our FM student Mr. Tejinder Singh Chopra, who has won the Second Prize at the National Level Pitching Competition, 'EUREKA 2024', organized by IIT, Bombay. He went through three rounds of pitching and showcased his business idea to an elite panel of entrepreneurs. He has also received an investment offer from Infosys for his start-up. Mr. Vijay Talreja suggested that other options of investment in this business be explored. Dr. Rupesh Raut and Dr. Shobhana Vasudevan praised this exceptional achievement of Innovation cell and Mr. Tejinder Singh Chopra. All the members joined in and congratulated Prin. Dr. Anita Kanwar and the College for this remarkable achievement

Shri Rajesh Gehani proposed acceptance of the minutes without any change. Ms. Sangeeta Shahani and Dr. Shobhana Vasudevan seconded the motion of acceptance.

**Agenda 2: To approve the changes done in the academic structure as suggested by the NEP 2020**

- The Committee approved the proposal for introducing the fourth year of undergraduate honours/ Research programmes (B.A., B.Sc., B.Com.) as per NEP 2020 guidelines in principle to be submitted by the respective departments. The Principal was authorized to take decisions on behalf of the Council regarding implementation. Existing PG and Ph.D. departments shall follow the norms to offer forth year UG degree
- To start English Literature as a two-credit Open Elective course.

All the above changes were approved by the Committee.

**Agenda 3: To approve the decisions taken in the Academic Council meeting**

- Review of BBA and BMS Admissions under AICTE: The Principal also apprised the members of the issues related to admissions for the BMS and BBA programmes. Considering this, the Management sought the Council's opinion on the matter. The members opined that, if permissible under AICTE regulations and if the institution deems it appropriate, the college may take a decision that best serves the interests of the institution and its students.
- Increase in intake of Biotechnology from 36 to 50.

The above changes were approved by the Committee.



Prin. Dr. Anita Kanwar then elucidated on the quality enhancement initiatives of IQAC which are listed as follows:

- Sensitization Workshop for Stakeholders on “**National Education Policy (NEP)2020**” was organized by the University of Mumbai and IQAC of VESASC on 26th and 27th June 2024 under the aegis of **UGC - Malviya Mission Teachers Training Centre (MMTTC)**. Total 682 participants attended.
- ‘**Dak Chaupal**’ was hosted in our college on Friday 27th September 2024.
- Induction Program for orienting the new/ recently joined full-time/ consolidated teaching staff members on 2.9.24 and 3.9.24. (20 participants)
- As a ‘**Train the Trainer**’ initiative of IQAC, a session on “**Five sure-shot strategies to excel in exam**” on 5th April 2025 This session was attended by 28 teachers.
- Staff Enrichment Training Program “**Saksham (सक्षम)**” on office productivity tools for NTS from 22/10/2024 to 25/10/2024. This initiative benefitted 18 Participants.
- Faculty Awareness Program on ‘**Incubation Centers and Their Benefits**’ was organized on 5th April 2025 by Dr. Jyoti Chandwani of HABIT.
- On 31st August 2024, an ‘**Income Tax Awareness Session**’ for teaching and non-teaching staff members was conducted by CA. Savita Naidu.
- Workshop for ‘Empowering Students for Success’, titled ‘**Lucky You**’ was conducted by Mr. Suresh Bharwani, Founder & Chairman Emeritus Jetking Infotech Ltd. during 2024-25. This initiative benefitted 121 students.
- Career guidance placement cell (CGPC) and Examination Committee of the college conducted the Progressive Learning Ability Test (PLAT) total 1380 students took the exam.
- State level Administrative Workshop on ‘**Academic Credit Data Upload on NAD/ABC**’ was held on 20th December 2024 (221 beneficiaries).
- The Multidisciplinary **National Conference** on “**Building A Sustainable Nation: Recent Developments, Policies, Practices and Perspectives**” was organized by the **Research Cell** of VESASC, under the aegis of **PM USHA**, in collaboration with Vijnana Bharati On 3rd December 2024. The event featured **93 oral presentations**, including 17 online presentations  
Total 136 participants attended the conference.

Shri Vijay Talreja and Dr. Lullaji highly appreciated all the initiatives of IQAC

#### **Agenda 4: To approve the decisions taken in the IQAC meeting**

- **Collaboration with other institutes (Student/ Faculty/ Exchange)**  
Prin. Dr. Anita Kanwar informed everyone that the College is planning a faculty exchange program with the nearby colleges.
- **Conduct of online lectures (PG) as per NEP 2020**  
Prin. Dr. Anita Kanwar asked the members to permit the conduct of online lectures (PG) as per NEP 2020, *only for industry experts and Highly qualified faculty members*, who might otherwise be missed. This initiative will definitely improve the teaching quality for PG students.



- **Implementation of NEP at TY Level**

Prin. Dr. Anita Kanwar informed the panel members that the NEP guidelines for implementation at the third year are being planned by the college.

All the above decisions taken in the IQAC meeting were unanimously approved by the committee.

#### **Agenda 5. To approve the decisions taken and reforms suggested by the examination committee**

Prin. Dr. Anita Kanwar informed everyone about the various reforms taken as suggested by the examination committee

- **Question Paper Submission (Confidentiality & Sustainability Initiatives)**

This year, the college prioritized the confidentiality of the examination process and our commitment to green measures.

a) By streamlining in-house printing

b) Template-Based Submission

Standardized question paper templates were provided to faculty, ensuring consistency, ease of formatting, and further contributing to efficient printing and paper-saving efforts.

The outcome of this initiative was there was 60%–70% reduction in paper usage.

- **Scrutiny of Question Papers -External and Internal Review Mechanism:**

Term I: Scrutiny was carried out by external reviewers.

Term II: A combination of internal and external reviewing processes ensured a comprehensive quality check.

- **Action Taken: Feedback received from external reviewers was discussed with the respective Heads of Departments (HODs) and individual teachers. Suggestions for improvement were acknowledged, and concrete action points were identified and implemented to further strengthen the process. The outcome of this initiative was seen as a noticeable improvement in the quality of question paper setting methods**

- **Reduction In Unfair Means Cases:**

Frequent Squad Visits have led to decrease in unfair cases. In the academic year 2023-24 (II, IV, VI Sem) Exams, there were 18 cases & In academic year 2023-24 (IV, VI Sem), there were 4 cases.

- **PLAT Exam (Progressive Learning Ability Test) was conducted for second year students to provide them with career guidance and acquaint them with their strengths. 1380 Students appeared for the PLAT exam.**

- **ITLE MODEL (ERP Master soft): The efficiency, transparency, and reliability of the examination process has been achieved through the effective use of technology for paperless assessment by using the ITLE module which is an integral part of ERP Master soft. It was configured for the current semester (Term-I Internal MCQ based exam 24-25 batch/Commerce program) to facilitate internal assessments. A total of 26 tests have been conducted using the ITLE module**

#### **Agenda 6: To approve the decisions taken in the Finance committee meeting**

Prin. Dr. Anita Kanwar informed all the GB members that following decisions were taken in the Finance



committee meeting and sought approval for the same:

- Fee structure was approved for the academic year 2025-26, with minor changes.
- Professional Fees for Music and Sports Teachers.
- The expenditure in view of CAS Promotion of SFP Staff, DA & Natural Growth was approved.
- Revision of Student Prize Money in various events.

All the above decisions were approved unanimously by all the GB members.

**Agenda 7: To approve the decisions taken in the College Development Committee (CDC) meeting.**

Prin. Dr. Anita Kanwar informed all the GB members that Autonomy Progress report for the academic year 2022-23 and 2023-24 had been successfully submitted to an external review team comprising:

- Principal Dr. Moushami Dutta, Nagindas Khandwala College
- Vice Principal Prof. Dr. Vinita Pimpale, R.A. Podar College of Commerce and Economics
- Principal Prof. Dr. Pradnya Prabhu, K J Somaiya College of Science & Commerce

Prin. Dr. Anita Kanwar informed everyone that we had received positive feedback from the review team, which was truly encouraging & motivating.

Prin. Dr. Anita Kanwar informed all the GB members that the External Academic and Administrative Audit for the academic year 2022-23, 2023-24, 2024-25 will be conducted on 24th and 25th April 2025 in the ground floor boardroom. Two external members for the audit are **Prof. Uma Shankari, Ex Principal of SIES & Dr. Shobhana Vasudevan Ex Principal, Podar College**. The department's audit reports to be uploaded by 16th April 2025 in the designated and shared IQAC folder. The soft copy of the report only can additionally be emailed to IQAC

These external audits will be instrumental in preparing the college for upcoming NAAC visits in 2026

**Agenda 8: To approve the infrastructure development under PM-USHA scheme and by the management**

Prin. Dr. Anita Kanwar informed all the GB members that there were four categories here:

- Infrastructure proposed to be constructed (34.66L)
- Infrastructure proposed to be renovated (127.78L)
- Equipments to be procured (271.59L)
- Details of Soft component activities (65.95L).

Category	Information	Status
Construction	Basketball court	In progress
Renovation	Solar panels Classroom / labs	Installed In progress
Equipments	Many	In progress



Soft components	94 activities	Nearly 46 done
Total	49999812	3342263

All the members raised the concern that PM USHA Grant money should be consumed in time. Shri Gehaniji emphasized that whatever is fastest to execute should be first done. Then Principal Madam discussed at length the project details and informed about the complexities of the execution of the project. She further informed all the members that our PM Usha team is handling the entire process very meticulously. Remaining work will be done in the next academic year with careful planning.

Dr. Shobhana Vasudevan remarked that utilization of PM Usha funds is a herculean task. Task done by the PM Usha team is really worth appreciating. All the GB members applauded the PM USHA team and nodal officer Dr. Malay Shah.

#### **Agenda 9: To approve the proposal of new appointments (AY 2025-26) and CAS promotions.**

Prin. Dr. Anita Kanwar informed all the GB members about the new appointments (2025-26) and CAS promotions in 2024-25.

- Career Advancement Scheme (CAS) Promotions – CAS applications for Aided Section (5 teachers) were successfully processed and approved during the academic year 2024–2025:

- The CAS promotion of the three faculty members from Self-Financing Programs has been initiated. The Screening-cum-Evaluation Committee meeting will be scheduled upon receipt of the names of Expert Committee members from the University of Mumbai.

- Prin. Dr. Anita Kanwar informed that the college has received the No Objection Certificate (NOC) from the Government of Maharashtra dated 4th December 2024, permitting the appointment of one full-time Assistant Professor (Accountancy) in the Aided Section. As per regulations, the recruitment process must be completed within six months of the NOC issue date. Accordingly, Selection Committee Interviews are scheduled for 23rd April 2025 from 10:30 a.m. onwards. One full-time Assistant Professor will be appointed in the Aided Section for the Academic Year 2025–26.

- Time-Bound Promotions for Non-Teaching Staff (Aided Section), who are eligible for 12/24 years' Time Bound Promotions as per G.R. No. Sankirna 2016/(262/16) VISHI-1 Mantralaya dated 31-05-2023.

- College is in need of the following faculty positions for various Self-Financing Programs for the academic year 2025-26:

- ★ B.Sc. (Information Technology) – 03,
- ★ B.Sc. (Computer Science) – 02
- ★ B.Sc. (Data Science & Data Analytics) – 01,
- ★ B.Sc. (Artificial Intelligence) – 02
- ★ BBA (Bachelor of Business Administration) – 02,
- ★ BMS – 02,
- ★ BAMMC – 03

The panel members approved the same



**Agenda 10: To approve Final accounts for the financial year 2024-25 (unaudited).**

Final accounts for the financial year 2024-25 (unaudited) for the aided section were read by Mrs. Poonam Ghadge, and for SFP by Mr. Balasubramanian. The queries by the members were explained and resolved. Final accounts for the financial year 2024-25 were approved by all the members

**Agenda 11: To approve Estimated budgets for the financial year 2025-26.**

As the budget discussion proceeded under agenda 10, some clarifications were made. Prin. Dr. Anita Kanwar pointed out that the budget details are tentative.

Estimated budgets for the financial year 2025-26 was approved by all the members

**Agenda 12: Any other matter with the permission of the chair**

- Prin. Dr. Anita Kanwar informed all the GB members about Placement initiatives in 2024-25. VESASC has signed a MoU with TNS India foundation for "Campus to Corporate Careers (C2C) Program". The program is for the enhancement of employability and workplace skills for deserving youth. The MoU is effective from July 2024 to May 2025. Prin. Dr. Anita Kanwar also gave a detailed account of all the placement and various initiatives taken by the placement officer. She further added that a total of 231 placements have been successfully done by the placement officer (TNS INDIA - 152, CGPC - 72 and Department Wise - 7) with Highest CTC 3.2 LPA.
  - The Principal also apprised the Council of the issues related to admissions for the BMS and BBA programmes. Considering this, the Management sought the Council's opinion on the matter. The members opined that, if permissible under AICTE regulations and if the institution deems it appropriate, the college may take a decision that best serves the interests of the institution and its students. The College is permitted to start B. Com. (Business administration Course) as decided in the Academic Council and CDC.
  - Introduction of English Literature as OE.
- All the above decisions were approved unanimously by all the cdc members.

Dr. Rupesh Raut, joint director who was attending online, commended the college's progress, saying the efforts taken by all are truly commendable.

Mr. Akhil Chaturvedi, Founder Director extended congratulations to the Principal Anita kanwar acknowledging the outstanding work done by the college. He further stated the need of the hour is AI as well as AI agenting which needs Good English communications & behavioral science.

The meeting concluded on a positive note, with productive discussions & positive outcome.