

Minutes of Governing Body (GB) meeting 23rd October 2024

A meeting of the GB was held on **23rd October 2024 from 2.30 p.m.** in hybrid mode in the AV room on the 4th floor of Vivekanand Education Society's College of Arts, Science and Commerce with the following agenda:

Agenda for the Meeting:

1. To confirm the minutes of the previous meeting held on 4th April 2023.
2. To approve the changes done in the academic structure as suggested by the NEP 2020 as discussed in the Academic Council.
3. To approve the decisions taken in the Academic Council meeting.
4. To approve the decisions taken and reforms suggested by the examination committee.
5. To approve the decisions taken in the Finance committee meeting regarding the fee structure of various programs.
6. To approve the decisions taken in the College Development Committee (CDC) meeting.
7. To approve the proposal of infrastructure development proposed under PM USHA scheme
8. To approve appointments made in the academic year 2024-25
9. AOB

The following members attended the meeting:

I. Members from the Management:

1. Shri Vijay Talreja: Member VES
2. Ms. Sangita Shahani: Member VES

II. Teachers of the College Nominated by the Principal based on seniority by rotation:

3. Vice Principal Prof. (Dr.) Ritika Makhijani (**Online**) (Head, Department of Chemistry)
4. Mrs. Samhitha Sharma Kain (**Online**)

III. Educationalists/ Industrialists Nominated by the Management:

5. Mr. Akhil Chaturvedi, Founder Director.
6. Mr. Mahinder Punwani

IV. Principal of College:

7. Ex-Officio: Principal Dr. Anita Kanwar

V. Maharashtra State Nominee:

8. Dr. Rupesh Raut (Joint Director of Higher Education, Maharashtra) (**Online**)

VI. Special Invitee -

9. Ms. Kavita Valecha (VES Trustee member)

VII. Administrative Staff Representatives

10. Mrs. Poonam Ghadge
11. Mr. Bala Subramaniam

Leave of absence was granted to the following members:

1. Shri Suresh Malkani: President VES
2. Shri Rajesh Gehani: Secretary VES
3. Dr. Prakash Lulla: Treasurer VES
4. Dr. Shobhana Vasudevan (Podar College Principal)
5. Dr. Madhav Rajaram Rajwade (Principal, Sathaye College)

As per the tradition in Vivekanand Education Society, the meeting commenced with the **chanting of 'OM' three times**. Prin. Dr. Anita Kanwar extended a warm welcome to the members of the GB who attended this meeting in online and offline mode.

Then the meeting commenced as per the schedule.

Agenda 1: To read and confirm the minutes of the previous meeting held on 4th April 2024.

The previous meeting minutes had been emailed to the members. The 'Action Taken Report' was presented in the meeting by the Principal. Ms. Sangeeta Sahani proposed acceptance of the minutes without any change. Mr. Akhil Chaturvedi, Founder Director and Shri Vijay Talreja, VES seconded the motion of acceptance.

Agenda 2: To approve the changes done in the academic structure as suggested by the NEP 2020 and as discussed in the Academic Council.

Prin. Dr. Anita Kanwar appreciated the smooth implementation of NEP 2020 in the second-year syllabus. She accorded due credit for the same to the academic coordinators and teamwork. She congratulated the overall academic coordinators, heads of the departments and coordinators for putting in huge efforts for designing the structure, which is as per the Maharashtra government circular dated 20th April 2023, and 16th May 2023 for UG and PG courses respectively. She Informed that NEP gives a lot of new learning options, e.g. through Open Electives (OE) which students really enjoyed and even organized an OE Mela. Students are also enthusiastically taking part in the new verticals of NEP viz: Field Project (FP), Internship (I), Community Engagement Program (CEP) etc.

Agenda 3: To approve the decisions taken in the Academic Council (AC) meeting.

Prin. Dr. Anita Kanwar informed the Committee that the following decisions were taken in the academic council. The resolutions regarding the same were accepted by the governing body members

- Syllabus of the second year of UG and PG Programs approved by the AC was accepted and approved.
- The need to rationalize the seats in M.A (Public Relations) and M.Com. (Business Management) was expressed by the Principal Dr. Anita Kanwar, as passed in the AC. She mentioned that, according to the University's sanction, within the affiliated system, 60 seats were allocated for each of the programs. However, considering the nature of these programs—M.A. (Public Relations) being a niche offering that is also available at a few other autonomous colleges now and M. Com. (Business Management) being widely offered in many institutions and through distance education—the admissions for these programs have consistently remained below 50% for the past five years. This trend negatively impacts various assessments and rankings. Consequently, it was being proposed to rationalize the seat allocation to 20 for each program instead of 60. The AC decision was accepted and approved by the members.
- The Principal emphasized the college's policy and highlighted the management's strong commitment to quality education. She also informed the members that the management is fully supportive of infrastructural development, ensuring the provision of necessary resources to maintain and enhance the institution's academic standards. She also presented the count of appointments done in the academic year 2024-25. This decision was appreciated and applauded by the external members of the AC and accepted and approved by the GB.
- The implementation guidelines for the National Education Policy (NEP), specifically for components such as Community Engagement Programme (CEP), Field Visits, Internships, and On-the-Job Training (OJT), as approved by the AC, were accepted and approved by the GB.

Agenda 4. To approve the decisions taken and reforms suggested by the examination committee.

- The recommendations of the IQAC and Examination Committee for Implementation of the Examination reforms presented by Prof. Dr. Pooja Jagasia, the COE of the college, in the AC including submission of question papers, scrutiny of question papers by an external subject expert etc. were accepted and approved.

Agenda 5. To approve the decisions taken in the Finance Committee meeting regarding the fee structure of various programs.

No fee structure revision had been proposed in the Finance Committee meeting. But it was decided that for the next academic year, the AICTE approved BMS program Fee of about 45000/- will be finalized in the next meeting. The purchase of an attendance device was discussed and a proposal for the ID card printing machine was made. After discussion in the GB, Ms. Sangeeta Sahani informed the members that a common printing machine is to be installed by the management for the immediate printing of ID cards.

The proposal of attendance recording and rooms and laboratory occupancy and utilization on a real time basis, as asked by Secretary Shri Gehaniji, was discussed. The approval was given to have a trial run of the same in some selected classes.

Agenda 6. To approve the decisions taken in the College Development Committee (CDC) meeting.

The decisions taken in the CDC meeting were brought to the notice of the members. The decisions were accepted and approved by all the members.

Agenda 7. To approve the proposal of infrastructure development proposed under PM USHA Scheme

All the progress since the receipt of the PM-USHA grant was shared by Prin. Dr. Anita Kanwar. This included the following:

1. Successful passing through the scrutiny of proposals by various agencies and final approval received.
2. Created Primary and secondary user accounts on e-GEM, Maha Tender website and PFMS system.
3. Appointment of a PMC – Project Manager Consultant.
4. Floating of two tenders (for Solar Panels and Civil work).
5. Conduct of a Pre-bid Meeting on 21st and 22nd October 2024.
6. Purchase of 5 equipment on e-Gem.
7. Conducted 5 soft component activities so far.

Members appreciated the work done by the Committee.

Agenda 8: To approve appointments made in the academic year 2024-25.

Prin. Dr. Anita Kanwar displayed the names of teachers who were promoted under CAS, names of 18 new appointments under Clock Hour Basis in the Aided section and 14 new full time appointments in

the SFP section. She also informed that the approval of 25 SFP staff members was initiated by the college office. She further informed about the appointments of Laboratory Assistants in Biotechnology department and for MSc Microbiology. Also, the appointments of the new Placement officer and library staff were shared. Shri Vijay Talreja enquired about the qualification of Mr. Nandan Tambitkar, the new placement officer and to this Prin. Dr. Anita Kanwar clarified that he had experience in corporate placements and is an MBA, and was working with ITM, Kharghar earlier. Telreja Sir also requested to enhance the innovation cell working and output. He also emphasized inclusion of Alumni members for the placement initiatives.

Agenda 9. Any Other Business (AOB)

- **National Level Multidisciplinary Conference**

Prin. Dr. Anita Kanwar informed the members that Research Circle of the college in Association with Vijnana Bharati under the aegis of PM-USHA is organizing a Multidisciplinary National Conference on “Building A Sustainable Nation: Recent Developments, Policies, Practices & Perspectives”. The key objectives of the conference were displayed before the members.

- Prin. Dr. Anita Kanwar informed all that AQAR submission for the Academic year 2023-24 was in progress and the deadline is 31st December 2024. Towards this end, the Annual Activity Report for 2023-24 has been drawn up.
- Shri Talreja recommended the introduction of 5-year integrated courses such as MBA and MCA along with regular graduate programs. To This Prin. Dr. Anita Kanwar said that these programs were being planned and needed to be approved by the Academic council and Governing body.
- The pending matter of the old lift replacement was brought up by all staff members. To this Ms. Sangeeta Sahani said that in the Management building there is an experimental approach to replace the old lift, if the results of this approach are promising then replacement would require only 3 weeks instead of 6 months.
- She also talked about giving scholarship to Mr. Vivek Warbhuwan as he has brought numerous laurels to the college.
- The issue of discipline on the premises was discussed by the administrative staff. The issue of Identity cards on immediate basis after admission will help in solving this problem. To this Ms. Sangeeta Sahani informed the members that a common printing machine is to be installed by the management for the immediate printing of ID cards.
- The proposal of attendance recording and rooms and laboratory occupancy and utilization on a real time basis (as asked by secretary Shri Gehaniji) was discussed. The approval was given to have a trial run of the same in some selected classes.

The meeting ended with a sense of positivity towards the future and with a promise to achieve better academic standards.