

Thakur Educational Trust's (Regd.)
Thakur Shyamnarayan College of Education & Research
Kandivali – East, Mumbai – 400101

A.Y2021-2022

Minutes of the CDC meeting held Online on 16th June 2021

Meeting Platform: Google Meet

Time: 11.00 am - 12.30 pm

Members present: All

Leave of absence: No

Agenda of the Meeting:

To update/discuss on the following:

- a. Confirming the minutes of the earlier meeting
- b. Briefing about IQAC
- c. Infrastructure
- d. Discussion on additional certificates
- e. Presentation of the Annual Academic Calendar
- f. Library augmentation
- g. Any other matter with the permission of the Chair.
 - Admission status of the new batch
 - Fees
 - Staff promotions - status
 - Budget constraints

Minutes of the Meeting:

1. Mrs. Megha Gokhe the In-charge Principal of TSCER welcomed the members of CDC and requested Shri Rakesh Singhji to chair the meeting.

Mrs. Foram Patel read out the action taken report based on the minutes of the previous CDC meeting held on 9th June, 2021 and the minutes were confirmed by all present.

The agenda of the present meeting was read out and taken for discussion.

2. Briefing about the yearly reports of the Internal Quality Assurance Committee conducted /organised activities:
3. The various activities done such as, National Intercollegiate Story and Poetry Writing Event, Webinar On Cybercrime Awareness and Career Opportunity, National Webinar on Multidisciplinary . Visit to Diamond Factory, Expert Talk on Interview Guidance and many more.
4. Out of the minutes read the point on pending infrastructural repairs was discussed. The In-charge principal said the girls & boys common room, exam room, office ceiling etc. needs to be done at speed. A request was made to management to speed up the process as constant follow ups are on but the pace in completing the work was missing
5. Discussion on the additional certificate courses for students :
TSCER had organised various Inter and Intra Certificate Courses such as VENTEL. Multidisciplinary National Webinar on Innovative and Interactive Approaches in Education – A Global Trend, National Inter Collegiate Competition, DLLE Extension Work.
6. Presentation of the Annual Academic Calendar :
Presented Annual Academic Calendar for Year 2021-22.Discussed and taken permission to conduct Inter collegiate, Webinar, Campus Drive and Out Door Visits.
7. Library augmentation
Library Books required as per Revised Syllabus was discussed .Textbooks for SSC Board as per revised syllabus need was Informed. Upgradation of Library with required resources.
8. Any other matter with the permission of the Chair.
Stationary requirement for year 2021-22.Promotion of the staff. Software Upgradation. Online examination Portal requirement.

Admission status of the new batch and Issues related to Minority admissions:

Mrs. Megha D. Gokhe said she was happy to share that total inquiry forms for admission process is 50 The principal said admission for the batch which should generally start by September 2021 was expected to completed in March 2021. The whole admission process is delayed due to the pandemic and the complexity of the centralized admission process.

Several options were discussed. Mr. Rakesh Singhji said it's the right thing to do to communicate and keep the records of such communication.

Fees:

Fees was decided & resolution was passed by the Management. Copy is sent to shikshan shulk samiti for provisional approval as per minority norms. (Unaided)

Budget constraints:

The principal apprised the members of the CDC that the term of the B. Ed. program which should ordinarily begin in September 2021 earlier has shifted to Feb 2022 this year. Hence loss of revenue in terms of fees in Sept 2021.

Shri. Rakesh Singhji suggested that the Principal approach Management to provide details of the financial assistance required. The management will provide whatever support is needed during these times of crisis. Appreciated Shri Rakesh Sighji and the Management of Thakur Education Trust for the encouraging stance and sentiments expressed.

Project related expenses:

The principal apprised the committee on the status of the innovative Research projects. To initiate the project He motivated the staff and said they should give their best and support the principal in this process and he has great faith in the faculty of TSCER to take this forward successfully.

It was resolved that TSCER management will provide financial support to the college during this time of financial constraints to tide over challenges of salaries, any general expenses which is unavoidable.

Staff:

Mrs. Megha Gokhe In-charge Principal shared that four staff members are already qualified and motivating other staff to clear NET\SET. Shri Rakesh Singhji and the Management of Thakur Education Trust also congratulated Mrs. Payal Batavia for clearing SET and also Mrs Megha Gokhe for successfully completing sponsored Minor Research from Mumbai University.

Other matters:

- Resource Unit: The principal and the office head clerk Mr. Sanjay Dubey, & other Mrs. Ritu Singh and Mrs. Sonal Patel pointed that the scope of the account *Student stores* needs to be expanded considering current online learning situations and the pandemic. So instead of just limiting to stationary and photocopying material the college also provided several relevant learning resources and significant add on training that improves student learning outcomes. **It was resolved:** that *Student stores account* description will be expanded from stationary and photocopying to include learning resources, research materials and any add on training for capacity building in staff and students.
- Innovative and interactive approach: a Global trend: Dr. Anju Chaplot shared the details of the National Webinar chalked out with the Convener Mrs. Megha Gokhe and Mrs. Payal Batavia who is a part of this Co-ordination shared her learning experiences and reflections about the Webinar in the CDC meeting.

Dr. Ganachary highly appreciated this initiative of the college.

Shri Rakesh Singhji congratulated TSCER for Collaboration with Mahatma Gandhi National Council of Rural Education Department of Higher Education, Ministry of Education Government of India for Swachta Action Plan and Vocational Education Nai Talim and encouraged to keep bringing bright ideas, innovations in education that can suppress the rote learning and foster creative thinking. He said the management is committed to quality programs and courses and would like to take each of its institution to set high standards in the education field.

Mrs. Megha Gokhe said she felt honoured and relieved at the encouraging words of Shri Rakesh Singhji and Dr. Ganachary.

Towards the end, Mrs. Megha Gokhe congratulated the Co-Ordinators of TSCER National Webinar on *Technology during Virtual Era* Mrs. Foram Patel and Ms Rukminee Yadav for coordinating intercollegiate competition, Also all other staff for coordinating Expert talks and so many other Webinars, also to Ms. Alpa Yadav, for coordinating Teach us portal for University Examinations. Training Programmes in which trainees awarded with Certificates for their efforts, achieving wider publicity by official Facebook and also appreciated other faculty members for their support in making this event a grand success.

The meeting ended with the Principal thanking the Chair person and other members of CDC for their participation and contribution in the meeting.

Copy forwarded to:

All members name

College Development Committee Member (C.D.C)

- a) **Chairperson of the Society** : Shri V.K. Singh
(Chairman - Thakur Educational Trust)
- b) **Secretary of the Society** : Shri Jitendra Singh
(Secretary Thakur Educational Trust)
- c) **Head of Institution** : Shri Rakesh Singh
(In-charge Trustee, TSCER)
- d) **One Head of Department** : Dr. Anju Chaplot
(Asst. prof – TSCER)
- e) **Teaching Staff** : Mrs. Payal Batavia
(Asst. prof – TSCER)
- f) **One Non-teaching** : Ms. Sonal C. Patel
(Clerk – TSCER)
- g) **Local Members**
- ❖ **Education** : Shri. S M Ganechari,
Principal, Thakur Polytechnic
 - ❖ **Industry** : Ms. Indirani Balan, (Alumni)
Principal, Kudilal Govindram Seksaria
English School
 - ❖ **Social Service (NGO)** : Mr. Rajkumar Sharma
Shaheed Bahagat Singh Shaakha
- h) **Co-ordinator (IQAC)** : Mrs. Foram Patel
(Asst. prof – TSCER)
- i) **President & Secretary of the Student's Council** : Ms. Khan Afsheen & Mr. Patil Yash
TSCER, Students
- j) **Nominee of the Secretary of the Management** : Mr. Sanjay K. Dubey
(TSCER)
- k) **Nominee of the Chairperson ex-officio Chairperson** : Mrs. Ritu S. Singh
- l) **Principal of the College** : Mrs. Megha D. Gokhe
I/c. Principal, TSCER