

CDC Meeting Notice and Minutes of Meeting



Kandivli Education Society's
**B.K. Shroff College of Arts
&
M.H. Shroff College of Commerce**

Bhulabhai Desai Road, Kandivli (West), Mumbai - 400 067.

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December 6, 2019

NOTICE

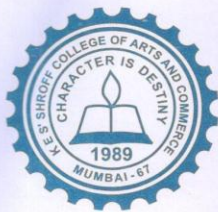
A meeting of the College Development Committee (CDC) of the College will be held on 14th December, 2019 at 11.30 a.m. in the College Conference Room to transact the following items of Agenda:

AGENDA

1. To confirm the minutes of the CDC meeting held on 21.09.2019 (copy enclosed).
2. To approve the AQAR : 2018-19.
3. Any other matter with the permission of the Chair.

The members are requested to attend the meeting.

Principal Dr. Lily Bhushan
Member Secretary, CDC



Kandivli Education Society's B.K. Shroff College of Arts & M.H. Shroff College of Commerce

NAAC Re-accredited 'A' Grade ISO 9001 : 2015 Certified

'Best College' award from University of Mumbai

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Extract of the minutes of the meeting of the College Development Committee (CDC) of the College held on 14.12.2019.

The following members were present:-

1. Shri Mahesh Chandarana
2. Shri Rajnikant Ghelani, Education & Research
3. Shri Mahesh Shah, Industry
4. Dr. V.S. Kannan, Head of Department
5. Dr. S.V. Sovani, IQAC Coordinator
6. Mrs. Nandini Katti, Teaching Rep.
7. Dr. Vaibhav Ashar, Teaching Rep.
8. Dr. Vishesh Srivastava, Teaching Rep.
9. Principal Dr. Lily Bhushan, Member Secretary

The meeting was presided over by Shri Mahesh Chandarana.

The minutes of meeting of the earlier CDC held on 17.11.2018 were confirmed. But, as the ATR was not submitted to the members, the Principal orally clarified the action taken on the minutes discussed in the earlier meeting.

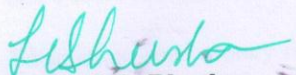
2. To approve the Budget for the year 2019-20.
On point 2, the Principal gave the assurance that the budget will be presented in the month of April.
3. To increase the cultural and sports budget as NAAC values national / international prizes.
On point 3, the Secretary sought clarification that the hike proposed in the cultural and sports budget of Rs. 2 Lakhs has to be given only for national and international events as and when required.
4. To sanction seed money for Incubation Centre.
On point 4, members said that before sanctioning any amount under incubation, a standard operating procedure (SOP) has to be formed and micro detailing has to be done.
5. To discuss the Revenue sharing Model with external agencies like C-DAC, BSE, NSE & NISM.
On point 5, the members were told that the BSE is not going to start a Centre in the college as a neighbouring colleges already has BSE. Talks are on for C-DAC and NSE.

6. To discuss about remuneration to teachers for handling new courses.
On point 6, Dr. Kannan informed that the teachers handling new courses will be given an amount of Rs. 5,000/-, if the students are less than 100 and if more than 100, then the amount will be Rs. 10,000/-. The remuneration to be paid to the teachers who take lectures will be between Rs. 300 and Rs. 500.
7. To discuss about going for QS India Ratings.
On point 7, the Principal informed the members that the college will go for QS India Rating once the ERP system is complete, tentatively within 3 months.
8. To discuss about setting up a Green House, Rifle Shooting Range.
On point 8, setting up of green house and rifle shooting range is pending.
9. Finalization of guest for Chakrawyuha.
On point 9, Zonita Gandhi has been fixed to perform at Chakrawyuha.
10. To discuss about International Fellowships for advanced studies / research.
On point 10, after lot of deliberations on expenditure sharing between the Management and the teachers on foreign trips (faculty exchange, collaborative research and conference), it was decided that the earlier policy of expenditure sharing between Management and Teachers is 90:10 for unaided teachers and 75:10 for aided teachers will continue. However, it may also be decided on case to case basis.
11. To discuss about Audits – Green Audit, Environmental Audit, Energy Audit, Safety & Security Audit, Academic Audit, Administrative Audit, Library Audit.
On point 11, Principal informed the members that the applications have been made for environment audit, energy audit and security audit.
12. Any other matter with the permission of the Chair.
 - (a) On point 12, about stating a certificate course on 'Chapters of Geeta' Principal expressed its inability to start the course this year. However, the management members insisted to do it with the help of Shri Mahesh Shah.

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- (b) In any other matter, the Principal briefed about the IT networking expenditure, lot of discussions took place whether it is required for entire KES institutions or not. Finally, it was decided to do a survey on financial and operational benefits after taking the current costs of all the institutions and then come to a decision. However, the Principal emphasized that it has to be done in KES Shroff College as we are going for an ERP system and a new website.
 - (c) On taking membership of Shastri Indo-Canadian Institute (SICI), it has been agreed to go if required from next financial year (2020-21). The annual membership fees is Rs. 50,000/-.
 - (d) It was further decided that the fees of new certificate courses to be included in admission fees.
1. To confirm the minutes of the CDC meeting held on 21.09.2019
The minutes of meeting were confirmed.
 2. To approve the AQAR : 2018-19.
The draft AQAR was discussed. Dr. Sumant Sovani through logging in on NAAC portal, demonstrated the already uploaded AQAR file. The same was approved with some clarifications given by IQAC Coordinator Dr. Sumant Sovani and was declared fit for final submission.

The meeting ended with a vote of thanks.


Principal Dr. Lily Bhushan
Member-Secretary, CDC

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