



Minutes of the 19th Meeting of College Development Committee (CDC)

Date: 30th November 2024 (Saturday)

Time: 3:00 p.m.

Venue: Conference Room

The 19th meeting of College Development Committee of TCSC was conducted on 30th November 2024 at 3:00 p.m. in the Conference Room of the College.

Attendees:

1. Dr. (Mrs.) C. T. Chakraborty – Principal & Member Secretary
2. Dr. Nishikant Jha – H.O.D. nominated by the Principal
3. Dr. Santosh Singh – IQAC Coordinator
4. Dr. Manju Singhanian – Elected Teacher
5. Dr. Sanjay Shukla – Elected Teacher
6. Mr. Deepak Tiwari – Elected Teacher
7. Dr. M. A. Farooqui – Local Member nominated by the Principal
8. Ms. Prapti Yadav – Lady Representative, Students' Council
9. Ms. Preksha Joshi – Lady Representative, Students' Council
10. Ms. Rinisha Shah – Lady Representative, Students' Council
11. Mr. Amol Patil – General Secretary, Students' Council
12. Dr. S. D. Ajagekar – Co-opted Member
13. Dr. Parul Singhal – Co-opted Member
14. Dr. Vinit Vaidya – Co-opted Member
15. Mr. Akshay Gawande – Co-opted Member

Leave of Absence was granted to Mr. V. K. Singh – Chairman of the Management, Mr. Jitendra Singh – Secretary of the Management, Mr. Uday Rane – Non-teaching Employee, Dr. Geeta Shetty, Dr. Vishnu Thakare, Mr. Vaibhav Gaikwad – Local Members nominated by the Principal, Dr. Gitesh Padhye & Dr. Vijay Jadhav – Co-opted Members.

Agenda wise points were discussed as below:

1. Confirmation of Minutes of the 18th meeting held on 14.09.2024:

Minutes of the 18th meeting held on 14th September 2024, already circulated were confirmed unanimously.

2. Approval of the Academic Calendar for Term-II of the Academic Year 2024-2025:

The Academic Calendar for Term-II placed before the members, was approved unanimously.

3. Preparation for Community Engagement Programme.

The Community Engagement Programme opted by each department for Sem IV aligned with their Major subjects, placed before the members were approved.

4. Preparation for OJT (On Job Training)

The options for On Job Training (OJT) were discussed. The members suggested to follow all the guidelines given by the Competent Authority regarding the evaluation, grading & certification from the Industry.

5. AQAR Submission & Preparation for 4th Cycle of NAAC.

The IQAC Co-ordinator updated the committee about the AQAR submission & preparation for 4th Cycle of NAAC.

AQAR for the year 2023-2024 is ready and would be uploaded before the deadline.

The documentation & data collection for the 4th cycle of NAAC is in process.

6. Results of the Odd Semesters of UG & PG for the A.C. Year 2024-2025:

The results of Odd Semesters of UG & PG presented before the Committee were acknowledged.

7. Future Planning of BOS.

The Deans of Faculty of Science & Commerce proposed that the following common points need to be included in the agenda of the forthcoming BOS Meetings to be scheduled in 4th week of February or 1st week of March 2025.

- To take final approval for TY syllabus by incorporating changes suggested in the last BOS meeting.
- The syllabus should be presented with approved NEP structure, POs, PSOs, detailed syllabus with Cos along with the exam and evaluation pattern for theory and practical.
- To take approval for OJT and CEP for the Science Students.

It was approved unanimously by all the members, who were present.

8. Quality Initiatives by IQAC.

The IQAC Co-ordinator briefed the committee about the quality initiatives being taken by the IQAC in the Academic Year 2024-2025:

- Infrastructure Provision for creating Dance Room to promote cultural aspects and consideration for CC courses.
- Infrastructure development for creating 6 class rooms with smart board/ More Wi-Fi points / More Enhancement of CCTV in entire campus and Labs/ Provision of more AC Class rooms.
- Initiative for offering Gandhian Studies as Co-curricular Course.
- Centre for Competitive Examinations and a Course on Competitive Examinations.
- External Peer review, plan for Academic and Administrative Audit and IQAC External Peer Review

Suggestions from the Committee:

- All the classrooms should be Wi-Fi enabled.
- A course on Decision Sciences to be started.

9. Preparation of College Annual Events - Taaranga & Trishna.

The Cultural In-charge, Mr. Deepak Kumar Tiwari briefed the members about the outline of College Annual Events – Taaranga & Trishna which was acknowledged by the members.

10. Infrastructure Development.

The members were briefed about the Infrastructure facility and the initiatives taken for the development of the same as discussed above in point no. 8.

11. Resignations & Retirement of Staff.

The Resignations & Retirement of Staff as listed below has been approved by the committee:

Following faculty has tendered his resignation:

Name of the faculty	Designation	Date of Resignation
Dr. Vimal Kumar Mistry	Asst. Professor (BMS) Co-ordinator, B.Com (Digital Business)	01.10.2024

Following faculty is due for Retirement:

Name of the faculty	Designation	Date of Retirement
Dr. Manju Singhania	Asst. Professor, Commerce	30.04.2025

12. Any other matter with the permission of the chair:

- Dr. Farooqui suggested that every department should have Quality Initiative Cell / Quality Circle to help improving the quality of the department (Syllabus, Pedagogy etc.) and they should meet every week along with the IQAC Team for the fruitful deliberation.
- It was also suggested that the Principal & the Management should meet all the staff members to detect & analyse their problems & get their feedback to improve the quality of the Institution.

The meeting ended with a vote of thanks to the Chair.



Prin. (Dr.) C. T. Chakraborty
 Member Secretary, CDC