

Minutes of the Meeting of College Development Committee (CDC)Date: 31st July 2021 (Saturday)Time: 4.00 p. m.Source: Zoom

The 9th meeting of College Development Committee was conducted on 31st July 2021 at 4:00 p.m. on Zoom.

Attendees:

1. Dr. (Mrs.) C. T. Chakraborty – Principal & Member Secretary
2. Dr. Santosh Singh – IQAC Coordinator
3. Dr. Nishikant Jha – H.O.D. nominated by the Principal
4. Dr. Parul Singhal – Elected Teacher
5. Dr. Aparna Deshmukh – Elected Teacher
6. Dr. Amitkumar Singh – Elected Teacher
7. Dr. M. A. Farooqui – Local Member nominated by the Principal
8. Mr. & Mrs. Khatri – Local Members nominated by the Principal
9. Dr. Sunil Mantri – Special Invitee
10. Dr. Ravish Singh – Special Invitee
11. Mr. Uday Rane – Non-teaching Employee
12. Dr. S. D. Ajagekar – Co-opted Member
13. Dr. Vijay Jadhav – Co-opted Member
14. Dr. Gitesh Padhye – Co-opted Member
15. Dr. Vinit Vaidya – Co-opted Member
16. 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. Vijay Nair & Dr. A. K. Singh – Special Invitees, Mr. Raja Shah – Local Member nominated by the Principal & Student Representatives

Agenda wise points were discussed as below:

1. Confirmation of minutes of the earlier meeting held on 30th April 2021:

Minutes of the earlier meeting of CDC held on 30th April 2021 were read and confirmed unanimously.

2. Admitted student record till 20th July 2021 (Academic year 2021-2022):

The Admission record of UG & PG Students till 20th July for the Academic Year 2021-2022 presented before the members was acknowledged.

3. Policy to award a Degree to UG & PG Programmes to be implemented from the Academic year 2022-2023:

A new policy was proposed to award a Degree to UG & PG Programmes, which will be implemented from the Academic year 2022-2023 as below:

A. Graduate Programmes:

- I) Certificate – If student completes 1st year & leaves the programme.
- II) Diploma – If student completes 2nd year & leaves the programme.
- III) Degree – If student successfully completes all 3 years of the programme.

B. Post Graduate Programmes

- I) Diploma – If student completes 1st year & leaves the programme.
- II) Degree – If student successfully completes both the years of the programme.

This policy will provide Academic flexibility which will enable the learners to seek employment after any level of award.

- Members suggested to follow the Guidelines of UGC for the same.

4. SOP by Research Committee:

The SOP made by Research Committee of the College was presented before the members.

- Suggestions given by the members were as follows:
 - 1. Patent & Research should be kept separately.
 - 2. Every teacher should write Research Paper.
 - 3. Sr. Teacher should encourage Jr. Teacher for writing Research Papers.
 - 4. The Paper should be published in Scopus Index or UGC CARE Journal.
- Dr. Nishikant Jha to coordinate with Dr. Farooqui for conducting Research guidance sessions for the Teaching staff.

5. Consultancy:

The initiative taken by the department of Media & Communication and department of Accountancy & BAF for Consultancy was appreciated by the members.

- It was suggested to make the agreement proper, mentioning the revenue sharing part clearly.
- It was also suggested to involve the Students in the same.

6. To organize and conduct Faculty Development Programmes:

The IQAC of TCSC proposed to conduct Faculty Development Programmes for the Teachers as well as Non-Teaching Staff as follows:

Sr. No.	Month	Title of FDP	Beneficiaries
1	August 2021	Workshop on Criterion 2 and 5 of NAAC	Teaching Staff
2	October 2021	Google Tools for Blended e-Teaching	Teaching Staff
3	December 2021	Virtual Laboratory: A Technological Reality	Non-Teaching Staff (Laboratory Assistants)
4	February 2022	Stress Management for Psychological Relief	Teaching Staff
5	April 2022	Self-Appraisal for CAS	Teaching Staff
6	May 2022	Basics of Computers	Non-Teaching Staff (Peons)

➤ Suggestions given by the members were as follows:

1. Teaching & Non-Teaching Staff's Programmes to be segregated.
2. FDPs for Non-Teaching Staff should be targeted in the month of August to achieve maximum benefit.
3. FDP on Virtual Laboratory should be kept separately for Teaching Staff also.

7. Commencement of various activities for Green Audit:

Members were informed about the Initiatives being taken by the College for the Green Environment with the help of Environment Consultants such as:

1. Composting, E-waste collection, Nursery plantation, Rainwater harvesting, Solar Energy, Germplasm collection etc.
2. Green Audit, Energy Audit & Environment Audit conducted through Senergy Consultants Pvt. Ltd.

➤ Members appreciated the green initiatives being taken in the college & asked to implement the recommendations given by the Auditors to cover the lacunae.

8. Effective & successful implementation of Mobile App:

Members were informed about the successful implementation of TCSC Mobile App which includes features like profile of teacher, notifications, lecture records, time table, assignments, event calendars etc. & the College is now in process of implementing teachers' log book, remedial coaching, extra lectures, visiting faculty remuneration, teachers' performance evaluation, automation of students' overall conduct etc.

- Members suggested to go one step ahead with implementing automation of Paper Setting & Evaluation using Bloom Taxonomy.
- It was also suggested to do marketing of the App which will help in consultancy & revenue generation.

9. Recommendations regarding Students' & Employees' Welfare:

Members were informed about the Covid Vaccination Drive organised by the College which was benefitted 1110 people &
Blood Donation Camps organised at various places by the NSS unit of the College.

➤ This was appreciated by the members.

10. Feedback from stakeholders: Alumni, Parents, Employers & Students:

Members were informed about the Feedback Mechanism developed on the College Website to get feedback from the Stakeholders like Alumni, Parents, Employers, Teachers & Students.

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



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