

SREE NARAYANA GURU COLLEGE OF COMMERCE

Minutes of CDC Meeting held on 02.05.2022

The College Development Committee (CDC) Meeting was held on 02.05.2022 at 11:00 a.m. in IQAC Room, Room No. 101 of the College Building and the following members were present for the same.

- | | | |
|---------------------------------------|---|-----------------------------------|
| 1. Shri. M.I. Damodaran | - | Ex-Officio-Chairperson |
| 2. Shri. N. Sasidharan | - | Special Invitee |
| 3. Shri. O.K.Prasad | - | Special Invitee |
| 4. Prin. Dr. T.P.Madhu Nair | - | Member-Education |
| 5. Shri. Rahul Suresh Gupta | - | Member-Social Service-Alumni |
| 6. Shri. Hinduja Srichand P | - | IQAC Coordinator. |
| 7. Smt. Jayasree Venkitachalam | - | Member-Rep. of Teaching Staff. |
| 8. Smt. Naveena Suresh | - | Member-Rep. of Teaching Staff. |
| 9. Smt. Bina Sarkar | - | Member Nominated. |
| 10. Mr. Mark Alex | - | Student Member |
| 11. Shri. Rajesh Appa Khaire | - | Member-Rep. of Non-Teaching Staff |
| 12. Principal Dr. Ravindran Karathadi | - | Member Secretary |

The following agenda were discussed and the decisions were taken.

- **Reading and approving the minutes of the previous meeting:**

The minutes of the previous meeting were read out by Dr. Hinduja Srichand. The action taken report was also read out along with the minutes and the following discussion took place.

- ❖ Principal Dr. Ravindran Karathadi informed that University of Mumbai has issued notice regarding application for the new programs from the academic year 2022-23 and our College has applied for the following new programs.

1. B.A. (Bachelor of Arts in Economics)
2. B.Sc. (Bachelor of Science in Data Sciences)
3. M.Sc. (Master of Sciences in Information Technology)

He also informed that the additional infrastructure will be required and now we need 35 classrooms. He also added that the new programs also require a greater number of computers, as for the programs of B.Sc. Data Sciences and M.Sc. (I.T.) the computer lab is the core need and also opined that these infrastructural needs should be provided at least in a year time if not immediately. President Shri N. Sasidharan agreed with the same and suggested to send the proposal for the requirements to the management at the earliest.



“Resolved that the proposal for the additional infrastructure required to be submitted to Management.”

- ❖ Mrs. Naveena Suresh briefed about the steps taken for the approval of the certificate course on Teachings of Sree Narayana Guru and assured that from next year it would be the approved Certificate Course. Principal Dr. Ravindran Karathadi suggested to follow the procedure and pay the required approval fees.
- ❖ Principal Dr. Ravindran Karathadi informed to the members that the final year students of B.B.I. have donated Sanitary Pads dispensing machine and requested the WDC (Women Development Cell) to make the arrangements to install the same in one of the ladies toilets. Ms. Rishita Shukla, Chairperson of WDC have agreed upon the same.
- ❖ Shri N Sasidharan suggested that the College website can be re-designed/developed reflecting the latest photos and circulars of the current activities. It was decided that the IT Committee will take care of it.
- ❖ Shri N. Sasidharan enquired from Mrs. Punam Mujawar, Sports Instructor, regarding the planned State Level Kabaddi Tournament, upon that Mrs. Punam Mujawar said that she has prepared the detailed budget and prepared the draft brochure, she also said that when she made enquiries from other Universities like Babasaheb Ambedkar University, Aurangabad, Swami Ramanand Marathwada University, Nanded, etc., she came to know that the whole month of May, 2022 will be for examination for one or other semesters, hence, there is less chance of getting good participation from various universities of Maharashtra. Hence, she opined that it would be wise if we conduct the State Level Kabaddi Tournament in the month of September/October 2022, which was agreed by all the members.
- ❖ Shri N. Sasidharan informed that the proposal regarding the advertisement and publicity of all programs has been accepted by the Office Bearers of Management in their meeting except the Bus (in transit) advertisement. He informed Principal to see that the maximum students are reached out and are made aware about all programs and specifically innovative programs. Principal Dr. Ravindran Karathadi agreed upon it and informed that Ms. Avleen Mehra will be taking care of it.
- ❖ Shri N. Sasidharan asked Mrs. Karishma Kasare about the development in the registration of the members in Alumni Association, Mrs. Karishma Kasare informed that the financial statements are audited and the new byelaws are already drafted. She also informed that once the General Meeting is called, the new byelaws will be implemented and the new life time membership fees can be reduced to Rs.100. Shri N. Sasidharan suggested to call General Body Meeting in the month of July, 2022 and reform the committee so that the needful can be done to increase the



number of members of the Alumni Association. Principal Dr. Ravindran Karathadi instructed Mrs. Vandana Gupta, Chairperson of Alumni Committee (2022-23) to see that the needful is done for the same.

- **Discuss the Academic Calendar 2022-23:**

Dr. Hinduja Srichand presented the draft of Academic Calendar 2022-23 which was prepared in Semester wise, Month wise and day wise. He informed that since, this AY 2022-23, Diwali is falling in the month of October, 2022, hence, the Odd semester will be having less teaching days as compared to Even Semester, however, he informed that the minimum number of teaching days, as per the guidelines issued by University of Mumbai are not getting affected in Odd semester. Principal Dr. Ravindran Karathadi informed the program coordinators that while preparing the teaching plan the margin of 10 to 15 percentage can be kept for revision and test series and the remaining days for purely teaching of the subjects. He suggested the program coordinators to inform their faculties to prepare the teaching plan as per discussed in the IQAC meeting.

- **Plan for the activities to be conducted in the A.Y. 2022-23.**

Dr. Hinduja Srichand P. informed that NAAC has changed the format of SSR again and it is applicable from 1st June, 2022. He also pointed out that NAAC is focusing more on NEP, multidisciplinary approach of teaching & learning and Global competencies among the students, hence, he expressed that next year the following activities will be focused.

1. Certificate courses for B.Sc. (I.T.) students comprising the contents of financial statements, marketing skills, Tally, GST etc. (for multidisciplinary approach)
2. Workshops on NEP
3. FDP and workshops on office automation for non-teaching staff.
4. Certificate courses such as computer languages for the commerce students.
5. Certificate courses on filming, operating cameras for all the students.

Dr. Hinduja Srichand expressed that apart from statutory IQAC meetings, the meetings of IQAC Coordinator and the faculty representatives will be encouraged more, all the members have agreed upon it.

- **Discuss about NIRF.**

Dr. Hinduja Srichand P. informed that as decided in the CDC meeting, the committee for NIRF (National Institutional Ranking Framework) has been appointed the committee is comprising the following members.

Dr. Hinduja Srichand P.	Chariman
Mrs. Naveena Suresh	Member
Mr. Iyer Parmeswaran	Member
Ms. Roslin SwamiDasan	Member.




Dr. Hinduja also informed that the study has been made for the same and he informed that NIRF wants the 5 years data under 5 criterion. He informed that generally the applications are invited by the NIRF in the month of November and he expressed that we will apply for the participation for NIRF in the year 2022.

- **Any other matter with the permission of the chair.**

- ❖ Mr. Alex suggested to connect the alumni through social sites as most of the passed out students have social media account. He further suggested that through social sites the alumni can be informed about the regular updates on the development of the College, which will make institution to be closer to the alumni. Shri N. Sasidharan requested him to connect with the alumni through social media and if required the needful information can be given to him about the alumni from College office. Mr. Alex agreed upon it.
- ❖ Shri N. Sasidharan suggested to add Ms. Rosline SwamiDasan in Alumni Committee as members as she might have some goods ideas to strengthen the Alumni Association.
- ❖ Ms. Rishita Shukla drew the attention of all the members on the feedback taken from alumni, specifically from BMS students and expressed that students are not satisfied with the facilities which have been provided to them. She informed that as per norms, there should not be more than 60 students in the batch of professional programs like BMS, but we just combined the students of two divisions into one and that is more than 100 in a batch. She also informed that students are having complaints about normal College Campus Life due to strict security. She has requested to a lot more number of class rooms with all basic teaching facilities to solve the issue.

The meeting was concluded with vote of thanks at 12.30 p.m.


Principal
Sree Narayana Guru
College Of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai - 400 089.



SREE NARAYANA GURU COLLEGE OF COMMERCE.

Minutes

CDC (College Development Committee) Meeting on 12th March, 2022

The CDC (College Development Committee) meeting was held on 12th March, 2022 at 11:00 a.m. in O.B. Room. The following members were present for the same.

1. Shri. N. Sasidharan	:	Special Invitee
2. Shri. N. S. Salimkumar	:	Member
3. Prin. Dr. T. P. Madhu Nair	:	Member Education (Attended Online)
4. Shri. Rahul Suresh Gupta Member	:	Social Service-Alumni
5. Smt. Jayshree Venkatachalam	:	Member Rep. of Teaching Staff
6. Shri. Vandana H. Gupta	:	Member Rep. of Teaching Staff
7. Smt. Naveena Suresh	:	Member Rep. of Teaching Staff
8. Dr. Karishma Kasare	:	Member Nominated
9. Mr. Alex Mark	:	General Secretary, Students' Council
10. Shri. Hinduja Srichand	:	IQAC Co-ordinator
11. Prin. Dr. Ravindran Karathadi	:	Member Secretary

Shri M. I. Damodaran, Chairman could not attend the meeting due to some emergency, hence, Principal Dr. Ravindran Karathadi requested Shri N. Sasidharan, Special Invitee and President of SNMS to preside over the meeting. Shri N. Sasidharan presided over the meeting and the following Agenda were discussed and decisions were taken.

1. To read and approve the minutes of the previous meeting:

The minutes of the previous meeting were read out by Principal Dr. Ravindran Karathadi. The minutes of the previous meeting were passed by the members of Committee and it was decided to call the next meeting in the month of May, 2022.

2. To read the Action Taken Report on the decision taken in the previous meeting:

The Action taken report was read out by Principal Dr. Ravindran Karathadi and the following discussions took place.

- External AAA (Academic and Administrative Audit) should be conducted for the year 2021-22.

“Resolved that External AAA to be conducted for the A.Y. 2021-22 by inviting the experts with consent of Prin. K. Venkataramani.”



- It was discussed that the application ISO certification of College can be continued, though, some members were of the opinion that it is not of much use. The NIRF (National Institute Ranking Framework) can be applied for the improvement of quality aspects of the College.

“Resolved that NIRF to be applied by IQAC and Mrs. Jayasree V. should continue with the procedure of Online ISO Certification of the College.”

- Mrs. Naveena Suresh was requested to contact Ms. Shiny Murlidharan for strengthening the facility of providing certificate courses on Teachings of Narayana Guru.
- It was discussed that all the modules of ERP of Mastersoft are implemented and are used by the teaching and non-teaching staff.
- Shri N. Sasidharan suggested to make an enquiry about the usefulness and efficacy of Alumni Module and to subscribe if found feasible. Mrs. Vandana Gupta was asked to take active part in Alumni Association activities.
- It was discussed to apply for the new program like Computer Science, Data Analysis and Artificial Intelligence (UG and Diploma) within the permits of University.
- Principal Dr. Ravindran Karathadi suggested to close the 4 UG Innovative Programs as there is no demand from students. Shri N. Sasidharan suggested to collect the information regarding how many colleges have applied for the same programs and discontinued under what circumstances. Principal Dr. Ravindran Karathadi informed that in the current AY 2021-22 these programs were suspended. It was suggested to inform to University for the same.
- It was suggested to take feedback from B.Sc. (Information Technology) students who are pursuing certificate courses offered by Pinnacel Infotech and the report can be prepared by the Mrs. Saraswati Nadi, Program Coordinator, B.Sc. (I.T.)

3. To approve the Financial Statements for 3 quarters up to 31.12.2021:

The financial statements for 11 months up to 28.02.2022 were discussed and were unanimously passed with no objection.

4. To present and approve the budget for AY 2022-23.

The budget for the AY 2022-23 was presented by Principal Dr. Ravindran Karathadi and the following discussion took place.



- Principal Dr. Ravindran Karathadi suggested to go for solar panel and also informed that within the period of 2 years the cost of the same can be recovered and in the long run there will be huge savings of electricity bills. He also suggested that College can go Phases for installing the solar panel. Shri N. Sasidharan suggested to prepare a report on this and inform the same to the management.
- It was discussed that from Aided section 2 of non-teaching staff members are retiring in short period of time and the new staff should be appointed. Shri N. Sasidharan suggested that it can be budgeted in the budget of AY 2022-23 and the management should be informed about the same.
- Principal Dr. Ravindran Karathadi informed all the members that from AY 2022-23 there is slight increment in the fees charged to the students. He also informed that a sum of Rs.1,000 and Rs.3,000 for infrastructure development is to be charged from First year students and Second & Third year students respectively.

“Resolved that increment of fees to be charged from the students for the AY 2022-23 is approved.”

5. To approve the start of IAS and other Civil Services coaching in association with Maharishi Dayanand Foundation IAS Academy:

It was informed to the members of CDC that Maharishi Dayanand Foundation IAS Academy has approached the College to start the center for guiding the students on various competitive and Civil Services examinations. Shri N. Sasidharan suggested to visit the office of MDFA and see the feasibility of the same by reading the draft MoU. It was decided that Principal and IQAC Coordinator will be visiting the MDFA center on 15.03.2022.

6. Any other matter with the permission of the Chair.


- It was discussed that Mrs. Nalini Shelke, Accounts Officer (Self Finance Section) should be asked to be more diligent and efficient to complete the work in time. If Mr.Parveen is transferred to some other department from Aided Accounts Section, Mrs. Nalini Shelke should be assigned the work of accountancy of Aided section too. Shri. N. Sasidharan opined that transfer is not the solution for the problem, however, some mechanism should be applied to see that the work is getting over in time.
- Shri N. Sasidharan suggested that the presentation of IQAC activities can be the part of CDC meeting. It was decided to add this Agenda from next CDC meeting.
- Principal Dr. Ravindran Karathadi reminded to members of CDC for appointing Mrs. Jayasree V. and Dr. Hinduja Srichand as Vice-Principals of the College as it was recommended by NAAC Peer Team



during their visit for Re-accreditation of the College during 3rd cycle as it will be reflected as the practice of De-Centralisation, Shri N. Sasidharan said that Shri M. I. Damodaran, Chairman, should be approached for the same for the final decision.

- Principal Dr. Ravindran Karathadi informed about the quality issues of canteen. He also informed about the when on OASIS day the degraded quality of food was served to him and when he called the canteen person, they even did not bother to come to Principal. He has shown his dissatisfaction on the services of canteen, however, no decision was taken upon it.
- Mrs. Naveena Suresh suggested to have one female security guard to avoid the unpleasant incidents. MR. Bhandare, Security incharge of the College was called upon. Mr. Bhandare said that before lockdown there were 7 security guards and due to lockdown there was need for only 3 security guards who were continued till date. It was informed to him to immediately appoint the required number of security staff including one lady security staff, which he agreed.
- Mrs. Naveena Suresh requested to release the salary arrears of the self-finance faculties at the earliest. Shri N. Sasidharan informed that it will be released in stages.
- It was decided that Examination room can be imparted with the partitions.
- It was decided to take University Approval for following qualified staff at the earliest.
Mr. Priyadarshan Shede
Ms. Mamta Meghnani
Dr. Prasadhini Gautam.
- Mrs. Naveena Suresh requested to consider the compulsory working hours of the teachers as 6 hours instead of 7 hours in the campus as after the College also teachers are busy with some or other functioning of College. The request was not approved.

The meeting was concluded at 2:00 p.m. with the vote of thanks by Dr. Hinduja Srichand P.


Principal
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Chembur, Mumbai - 400 089.



SREE NARAYANA GURU COLLEGE OF COMMERCE

Minutes of CDC Meeting held on 26.02.2022

The College Development Committee (CDC) Meeting was held on 26.02.2022 at 11:00 a.m. in IQAC room, Room No. 101 and the following members were present for the same.

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|---------------------------------------|---|-----------------------------------|
| 1. Shri. M.I. Damodaran | - | Ex-Officio-Chairperson |
| 2. Shri. N. Sasidharan | - | Special Invitee |
| 3. Shri. O.K.Prasad | - | Special Invitee |
| 4. Prin. Dr. T.P.Madhu Nair | - | Member-Education |
| 5. Shri. Rahul Suresh Gupta | - | Member-Social Service-Alumni |
| 6. Shri. Hinduja Srichand P | - | IQAC Coordinator. |
| 7. Smt. Jayasree Venkitachalam | - | Member-Rep. of Teaching Staff. |
| 8. Smt. Naveena Suresh | - | Member-Rep. of Teaching Staff. |
| 9. Smt. Bina Sarkar | - | Member Nominated. |
| 10. Shri. Rajesh Appa Khaire | - | Member-Rep. of Non-Teaching Staff |
| 11. Principal Dr. Ravindran Karathadi | - | Member Secretary |

The following agenda were discussed and decided.

- **Reading and approving the minutes of the previous meeting:**

The minutes of the previous meeting were read out by Dr. Ravindran Karathadi. It was suggested by Shri N. Sasidharan to offer the certificate course on Teachings of Sree Narayana Guru in Hybrid mode. Shri. M. I. Damodaran suggested to get it approved from University of Mumbai. It was discussed that the syllabus on the same has been designed by College and has been passed in the CDC meeting, however, Prin. K. Venkataramni suggested to confirm from the list of certificate courses of UGC and approach the University of Mumbai for the approval of the same.

Shri N. Sasidharan and Shri M.I. Damodaran have expressed their dissatisfaction on the reasons given for failure in submission of proposals for new programs on time and asked the Principal and IQAC to see that for the next year without any delay the applications for the new programs are submitted on time to University of Mumbai.

The minutes of the previous meeting were approved by the members.

- **Reviewing of AQAR 2020-21:**

Dr. Hinduja Srichand informed that the first draft of the AQAR 2020-21 was already sent to all the members of IQAC through mail. He requested to all the members to go through it and to come out with the suggestions for improvement of the same.

- **Reviewing of Gender Audit, Green Audit and Internal Audit:**

Dr. Hinduja Srichand informed that the draft of Internal Audit report for the year 2020-21 was submitted. Shri N. Sasidharan suggested to comprise the report. Prin. K. Venkataramani informed that there is not specific format of Internal Audit Report. He also suggested that the College can have Internal Audit for one year and External Audit for another year. Hence, it was decided to conduct



External Audit for the year 2021-22. Principal K. Venkataramni suggested that Dr. Parvati Venkatesh can be appointed as Chairperson of the External Audit Committee along with one member and submit the External Audit report in the format which may be shared by Principal Dr. Parvati Venkatesh.

Resolved that “External Audit for the year 2021-22 can be held under the chairpersonship of Principal Dr. Parvati Venkatesh”.

Dr. Hinduja Srichand also informed that as per recommendations given by Dr. Madhu Nair, IQAC has approached Dr. George from SIES college, Nerul for Gender Audit and as per his guidance the report of the same has been prepared by Ms. Mamta Meghnani, Chairperson, WDC and the same will be sent to Dr. George for further processing. Prin. K. Venkataramani opined that the Gender Audit be done preferably under the chairmanship of a female and recommended the name of Dr. Vibhuti Patel, however, Dr. Ravindran Karathadi said that since, already the talk has been made to Dr. George so it is better to submit the report to Dr. George.

Dr. Hinduja Srichand also informed that for Green Audit, all the initiatives taken by the College along with the NSS unit, the detailed report on green initiatives have been prepared and will be submitted to Dr. R.O. Patil for Green Audit purpose.

- **Planning for workshops on RTI and IPR:**

Dr. Hinduja Srichand informed that the workshop on NEP 2020 which was conducted by IQAC along with the department of Management Studies was appreciated by participants comprising of students, teachers of schools and colleges and parents.

He informed that IQAC is planning to conduct the workshop in IPR in Hybrid Mode on 22.03.2022 in association with the department of B.Sc. (Information Technology) by calling resource person C.A. Dr. Ajay Garg, Delhi University. IQAC along with the department of B.B.I. (B.Com. in Banking & Insurance) and B.Com. have planned a workshop on R.T.I. in the month of March, 2022. Prin. K. Venkataramani suggested Dr. Rashmi Oza, Principal of Chembur Karnataka College of Law as the resource person. It was discussed and decided to contact Dr. Rashmi Oza for the same and as per the convenient day and time the workshop on R.T.I. can be conducted in Offline mode.

- **Planning for State Level Kabaddi Tournament:**

Mrs. Punam Mujawar, Sports Instructor, who has been invited to present the budget for organising State Level Kabaddi Tournament in our College has informed that about Rs. 3,00,000/- would be the expenditure for conducting the match expecting total 20 teams. Prin. K. Venkataramani asked that how the budget has been prepared for which Mrs. Punam Mujawar explained stating the fees for umpires for 20 teams, and rental charges of for required mats, etc. There was also a suggestion to invite teams from all districts of Maharashtra or to invite the teams through Universities of Maharashtra and prepare the budget and present it before the CDC for the approval.

- **Any other matter with the permission of the chair:**



- Principal Ravindran Karathadi suggested to close down the four Innovative undergraduate programs of B.Com. in Environmental Management, Financial Management, Transport Management and Investment Management as there is no demand from students for these programmes. He also informed that in the year 2021-22 all these programs were suspended except S.Y.B.F.M. Shri N. Sasidharan and Shri. M.I. Damodaran did not agree with it and suggested to out the solution for getting admission for the programmes.
- Shri N. Sasidharan informed Dr. Karishma Kasare to create the awareness among the students to register for Alumni Association. He also suggested to reform the Committee and also to review and modify the bylaws of Alumni Association within the policy and to see that the alumni are actively involved for the development of the College.
- Prin. K. Venkataramani suggested that instead of ISO Certification, College can register for NIRF, which was accepted and decided to register College under NIRF for the year 2021-22.

The meeting was concluded with Vote of Thanks by Mrs. Naveena Suresh at 2:00 p.m.


Principal
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SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICE

Meeting of College Development Committee (CDC)

The members of College Development Committee (CDC) are hereby informed that a meeting of the Committee is scheduled on 6th September, 2021 at 11 a.m. at IQAC Room on the third floor to discuss the following Agenda:

1. To read and approve the minutes of the previous meeting.
2. To read the Action Taken Report on the decision taken in the previous meeting.
3. To approve the finalisation of Accounts for the year 2020-21.
4. To discuss on the start of new programmes in the College from the A.Y. 2022-23.
5. Any other matter with the permission of the Chair.

We shall be sending Zoom Meeting link on 05.09.2021 to outstation members to join the meeting.

All the members are requested to make it convenient to attend the meeting on time.

PRINCIPAL

Members

1	Shri. M. I. Damodaran	Chairman
2	Shri. N. Sasidharan	Special Invitee
3	Shri. N. S. Salimkumar	Member
5	Prin. Dr. T. P. Madhu Nair	Member Education
6	Shri. Sudish Sukumaran	Member-Industry
7	Prin. Dr. Ajay M. Bhamre	Member-Research
8	Shri. Rahul Suresh Gupta	Member Social Service-Alumni
9	Smt. Jayshree Venkatachalam	Member Rep. of Teaching Staff
10	Shri. Vandana H. Gupta	Member Rep. of Teaching Staff
11	Smt. Naveena Suresh	Member Rep. of Teaching Staff
12	Dr. Karishma Kasare	Member Nominated
13	Shri. Rajesh Appa Khaire	Member Rep. of Non-teaching staff
14.	Mrs. Saraswati Nadi	Special Invitee
14	Shri. Hinduja Srichand	IQAC Co-ordinator
15	Prin. Dr. Ravindran Karathadi	Member Secretary



SREE NARAYANA GURU COLLEGE OF COMMERCE

ATTENDANCE


ONLINE CDC (COLLEGE DEVELOPMENT COMMITTEE) MEETING

ON

6th September, 2021

Zoom Meeting

Recording



The Zoom meeting grid shows 12 participants in a 4x3 layout. The participants are: Dr. Ravindran Karathadi, Dr. Srichand Hinduja, Neelambaran Sasidharan, Rahul Gupta, Dr Madhu Nair, Jayasree V, Saraswati N, NAVEENA SURESH, Vandana, karishma kasare, salimkumar ns, and SNGC College. The SNGC College tile features a circular logo with a portrait of a man and the text 'SREE NARAYANA GURU COLLEGE OF COMMERCE'.

Participants (12)

Find a participant

- Dr. Srichand Hinduja (Me)
- Neelambaran Sasidharan (Host)
- DM Dr Madhu Nair (Co-host)
- DR Dr. Ravindran Karathadi (Co-host)
- Jayasree V (Co-host)
- V Vandana (Co-host)
- K karishma kasare (Co-host)
- NAVEENA SURESH (Co-host)
- Saraswati N (Co-host)
- SNGC College (Co-host)
- RG Rahul Gupta
- SN salimkumar ns

Invite Mute Me

ENG 13:00 06-09-2021



SREE NARAYANA GURU COLLEGE OF COMMERCE

MINUTES

Meeting of (CDC) College Development Committee of 6th September, 2021

The CDC (College Development Committee) meeting was held online on Zoom platform on 6th September, 2021 at 11:00 a.m. and the following members were present.

1. Shri. N. Sasidharan	Special Invitee
2. Shri. N. S. Salimkumar	Member
3. Prin. Dr. T. P. Madhu Nair	Member Education
4. Shri. Rahul Suresh Gupta	Member Social Service-Alumni
5. Smt. Jayshree Venkatachalam	Member Rep. of Teaching Staff
6. Shri. Vandana H. Gupta	Member Rep. of Teaching Staff
7. Smt. Naveena Suresh	Member Rep. of Teaching Staff
8. Dr. Karishma Kasare	Member Nominated
9. Mrs. Saraswati Nadi	Special Invitee
10. Shri. Hinduja Srichand	IQAC Co-ordinator
11. Prin. Dr. Ravindran Karathadi	Member Secretary

The meeting started at 11:00 a.m. Principal Dr. Ravindran Karathadi formally welcomed all the members and informed the non-presence of Shri M.I.Damodaran, Chairman, SNMS, due to some unavoidable reasons and requested Shri N. Sasidharan, President, SNMS, to preside over the meeting. Shri N. Sasidharan accepted to chair the meeting and following agenda were discussed.

1. To read and approve the minutes of the previous meeting:

The minutes of the previous CDC meeting held on 7th May, 2021 were read out and were unanimously passed in the meeting.

“Resolved that the minutes of CDC meeting held on 7th May, 2021 are approved by the members of CDC”.

2. To read the Action Taken Report on the decision taken in the previous meeting.

The Action Taken Report on the decisions taken in the previous meeting were read out and the following discussion took place.

- Shri N Sasidharan wanted clarification regarding the Internal Audit for the year 2020-21. Dr. Hinduja Srichand informed that separate committee has been appointed where Dr. Hinduja Srichand and Mrs. Jayasree V are the Chairpersons and faculty representatives of IQAC are the members. He informed that by 15th October, 2021 the report of Internal Audit will be submitted to Principal and the AQAR for the year 2020-21 is to be submitted to NAAC by 31st December, 2021 and before the due date it will be presented in CDC meeting for getting the approval from management. Shri N. Sasidharan suggested to take a note of it that the AQAR 2020-21 is getting presented in the next CDC meeting which may take place in November, 2021.



- Shri N Sasidharan asked about the progress in ISO certification of the College. Mrs. Jayasree V., who has been assigned the duty, informed that three quotations has been collected from three agencies which are Delhi and Haryana based and the fees is ranging from ₹3,000 to ₹20,000 for online evaluation. Shri N. Sasidharan asked about the variation and also suggested to seek the information from others too for the same. Dr. Madhu Nair expressed that since, it is not mandatory, so many institutions don't go for it, however, he promised that he would make an enquiry for the same and will guide us. Shri N. Sasidharan expressed his gratitude to Dr. Madhu Nair and opined that we should wait for the further clarification.
- Mrs. Naveena Suresh informed that the Certificate Course on Teaching of Sree Narayana Guru is going on well and till date 5 sessions has been taken place. Shri N. Sasidharan asked her to share the link of the sessions so that he also can attend the same.
- Shri N. Sasidharan expressed that the new software (Master Software) has been implemented from August 2021 with Admission Module and also suggested that the same should be fully functional for all other modules at the earliest.

“Resolved that the Action Taken Report on the decisions taken in the CDC meeting of 7th May, 2021 are approved by the members”.

3. To present and get the approval for the financial statements for the year 2020-21.

Principal Dr. Ravindran Karathadi presented the Receipt & Payment Account, Income & Expenditure Account and Balance Sheet of Degree College (Aided, Self-Finance and M.Com.). There were no queries from the members.

“Resolved that the financial statements of the Degree College for the year 2020-21 are approved by the members”.

4. To discuss on the start of new programmes in the College from the A.Y. 2022-23.

Dr. Hinduja Srichand suggested that the new programs which has been identified are B.A. (Sociology), B.A. (Political Sciences), M.A. (Communication & Journalism), PG Diploma in Marketing Management, Human Resources management and Financial Management. Mrs. Jayasree V. suggested that we can go for even B.A. in Economics as that program has more demand. It was also discussed that our students should be motivated to do Masters as Dr. Madhu Nair expressed that even with Masters students can do other professional programs also. Principal Dr. Ravindran Karathadi opined about the program B.A. in Psychology, upon this Dr. Madhu Nair expressed that it is a good program but it requires separate arrangements and infrastructure which will become very expensive. However, Dr. Madhu Nair suggested to go for one year PG Diploma programs. Shri N Sasidharan enquired about who will be taking the charge to apply to University for the new programs, Principal Dr. Ravindran



Karathadi suggested Dr. Hinduja Srichand can be given the charge to apply for the said programs. After the discussion the following programs has been decided to introduce in the College in the year 2022-23.

- B.A. (Economics)
- B.A. (Political Sciences)
- B.A. (Public Administration)
- P.G. Diploma in Marketing
- P.G. Diploma in Human Resources Management
- P.G. Diploma in Financial Management.

“Resolved that the new programs in UG i.e. B.A. (Economics), B.A. (Political Sciences), B.A. (Public Administrations), P.G. Diploma in Marketing, Human Resources Management and Financial Management is to be applied to University of Mumbai”.

5. Any other matter with the permission of the Chair.

- Principal Dr. Ravindran Karathadi informed that the 4 Innovative U.G Programs i.e. B.Com. in Financial Management, Transport Management, Investment Management and Environment Management are not in demand and the response is negligible from students end. He opined that these programs can be suspended. Dr. Madhu Nair suggested that these programs can be suspended for one year. He also suggest to put the proposal to management. Shri N. Sasidharan also expressed the same and asked Principal to put it in writing and submit it to the management.
- Principal Dr. Ravindran Karathadi suggested to start the evening college for UG programs. Shri N. Sasidharan instructed to submit the feasibility report along with cost benefit analysis to the management. Principal expressed that the night college will be a separate college which is to be decided by management. However, it was decided that Principal will be sending the report to the management for the same.
- Mrs. Saraswati Nadi informed that Pinnacle Infotech wants to conduct one certificate course on R-Studio, Python and Machine Learning of 30 hours for our B.Sc. (I.T.) students in association with our College with zero cost. She also informed that the 24 hours will be for technical topics and 6 hours for non-technical topics like communication skills and leadership qualities. It was decided to start the course by registering the students of Second year and Third year of B.Sc. (I.T.)
- Principal Dr. Ravindran Karathadi expressed his satisfaction on the Online lectures of all the programs and also appreciated the faculties for sharing the recorded video lectures on the same day with the students who have missed it. Mrs. Naveena Suresh also expressed that the sharing of the recorded videos are really helping the students.



Principal also highlighted that as per University circular the fees for all the programs have been revised and the admission process is going on as per the directions issued by the University of Mumbai. He also said that except B.Com. B.A.F and B.M.S. the admission is very slow in other programs and for B.A.M.M.C. is really alarming. However, the admission process is still going on.

Shri N. Sasidharan informed that Management is taking care of all required measures for the welfare of the staff by providing them interest free loan, insurance facility to Self-finance section staff and also look into the students' welfare measures in all possible manner. Shri N. Sasidharan asked Principal to buy more number of latest computers for the students if required.

- Dr. Hinduja Srichand requested the management for helping the students in providing the internship in Banks, Accounts and Finance, Marketing, H.R., Insurance Companies etc., Shri N. Sasidharan has accepted the request and informed Dr. Hinduja Srichand to collect the required details from students and forward the proposal to management through Principal and promised that surely some steps will be taken on this measure. Shri N. Salimkumar, General Secretary, SNMS has asked to send the details of two students of BAMMC for internship in advertising, Dr. Hinduja Srichand ensured that it will be submitted in 1 day time. Mr. Rahul Gupta, Alumni, also expressed his intention on providing the internship for our students.

The meeting was over with the Vote of Thanks by Mrs. Jayasree V at 1:00 p.m.



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