

Minutes of the Governing Body Meeting

Day & Date: Saturday, 7th January, 2023

Time: 11.00 am

Index:

Sr. No.	Item	Page No.
1	Agenda	2
2	Passing of Minutes of the previous meeting held on 30th April, 2022	2
3	Action Taken Report on Suggestions by Governing Body	3
4	Ratification of syllabi of both Semesters of Second Year of UG/PG Programs	3
5	Approval of Certificate Course	4
6	Report of Academic Audit, 2021 – 2022	4
7	Report on Assessment & Evaluation	5
8	Passing of the Audited Statement of Accounts for the F.Y. 2021–22	5
9	Plan of action for 2022-23.	6

Members present:

Chairperson –

1. Dr. Rajesh Thadani, Chairman&, President, Managing Board
2. Mr Deep Lalvani, Member, Managing Board
3. Mr Alkesh Wadhvani, Member, Managing Board
4. Mr Deepak Malkani, Member, Managing Board
5. MsNamritaJhangiani, Member, Managing Board
6. Prof (Dr) V.S. Chatpalli – UGC Nominee
7. Dr. Sreela Dasgupta, Senior faculty nominated by Principal
8. Dr. Rakhi Sharma, Senior faculty nominated by Principal
9. Mr Maurice Monis, Registrar, Special Invitee
10. Mr Sanjay Pereira, Chief Accountant, Special Invitee
11. Dr. Ashok G. Wadia, Principal & Ex-officio Member

Members Absent:

Prof. (Dr.) S. Ramakrishnan, Educationist, Nominated by Management
Prin. (Dr.) Kiran V. Mangaonkar, University Nominee
Prof. (Dr.) Sonali Rode , State Government Nominee
Prof. (Dr.) Rupa Shah, Special Invitee

Agenda

1. Passing of the Minutes of the previous meeting held on 30th April, 2022.
2. Action Taken Report on Suggestions by Governing Body.
3. Ratification of syllabi of both Semesters of Second Year of UG/PG Programs.
4. Approval of Certificate Course
5. Report of Academic Audit, 2021 – 2022.
6. Report on Assessment & Evaluation
7. Passing of the Audited Statement of Accounts for the F.Y. 2021–22
8. Plan of action for 2022-23
9. Any other matter

Minutes

The proceedings of the meeting were begun by the Principal Dr Ashok Wadia. Principal Wadia placed on record the leave of absence requested by some members of the Governing Body on account of their previous commitments. He welcomed all following which the meeting was taken forward by Dr Sreela Dasgupta under the chairmanship of Dr Rajesh Thadani, President, Management Board.

1. Passing of Minutes of the previous meeting held on 30th April, 2022

The last Governing Body meeting was held on April 30, 2022; the minutes of which were circulated through mail. As none of the members had any query, it was placed for approval.

Proposed	Seconded
Dr. Rajesh Thadani	Prof. (Dr.) V.S. Chatpalli

2. Action Taken Report on Suggestions by Governing Body

The Action Taken Report on suggestions by the Governing Body such as on changes during syllabi revision, alternative sources of revenue, PO-CO mapping, NEP framework and implementation, were discussed by all and noted with satisfaction.

3. Ratification of syllabi of both Semesters of Second Year of UG/PG Programs.

Syllabi was revised for all programs of UG & PG for the 3rd and 4th semesters; the percentage change varying between 5 - 25%. These changes were introduced based on feedback from stakeholders, primarily students & employers. The justification for such changes was discussed in detail for those departments, where such changes were significant.

Philosophy – Topics of global significance such as ‘mysticism’ and ‘ethics’ had been introduced

Life Sciences – Clinical Pharmacology was introduced along with a research component as Skill Enhancement Course from the industry perspective.

Economics - Logical flow was increased by removing overlaps with a sustained focus on market structures and capital markets.

Chemistry – Topics corresponding to current research trends, skill development and competency, as well as of relevance to competitive exams were introduced in MSc II, such as Material Science, Energy and Storage Devices, Cheminformatics, and IPR. The practical component had a literature review section introduced. Weekly internship diaries were introduced as well so that learning outcomes could be mapped.

Accountancy – Students were to be mandatorily involved in different aspects of taxation, auditing, sales which are required to be maintained as record. Internship had been added as a compulsory paper of 100 marks in Semester 3 of M.Com. Internship projects introduced at the PG level to comprise of a minimum period of 20 days in the field of Accounting, Taxation and Auditing.

B. Voc. SD – Newer and contemporary topics such as Python, Advanced Python, Core Java and Advanced JAVA were incorporated as also networking and Data Structures. Mathematical and Statistical Models were worked upon to understand the basis of Artificial Intelligence, Deep Thinking, Machine Learning and Design Thinking. Use of soft wares such as JSS and REACT were also introduced as they are an integral component of video games.

B. Voc. TTM – 10 credits of 720 hours have been embedded in internships to ensure industry exposure is spread out across the 3 years. Nature trails, Pugmarks and others have shown appreciation. This ensured Sustainable Development and Skill Advancement.

BBA - BBA program is run in collaboration with TCS. One of the prime areas of focus is business process services and entrepreneurship. Live projects and internships introduced across several papers. Papers introduced on Marketing and Insurance, Managing the Marketing Process. These changes were made to facilitate Entrepreneurship and the use of the Incubation and Accelerator Centre.

Prof (Dr) Chatpalli enquired if the revised syllabi needed to be ratified by the University. Principal (Dr) Wadia clarified in the negative saying only a report needs to be sent to the authorities, the syllabi being put up on the website and available to all. Prof (Dr) Chatpalli reiterated that it was a good practice and that the changes incorporated should be documented for NAAC purposes.

The syllabi were then placed for approval by the members.

Proposed	Seconded
Ms. Namrita Jhangiani	Mr. Deep Lalvani

4. Approval of Certificate Course

Certificate Course on Biophysics as a AAA component for 30 hours has been designed which will be conducted in the hybrid mode, with the practical component through simulation. This will be accompanied with an on-site visit to a Biophysics lab. The target audience will primarily be students from the biological sciences, although interested students from other disciplines will be equally welcome. Prof (Dr) Chatpalli suggested that the eligibility, objective and outcome should be clearly documented.

The syllabi of the course was placed for approval.

Proposed	Seconded
Dr Rajesh Thadani	Mr Deep Lalvani

5. Report of Academic Audit, 2021 – 2022

The Academic & Administrative Audit was conducted on Dec 5 & Dec 6, 2022 in online mode. Presentations were made by all departments including Exam Cell, Administrative office, and Accounts. The audit team comprised of eminent academicians: Chairperson – Principal (Dr) Shilpa Charankar – Retired Principal B.M.N College, SNTD University, Dr. B.D. Bhole – Retired HOD of Microbiology, IQAC Coordinator, Garware College, Pune, and Principal CA (Dr) Gajanan Wader, N.V. Pillai College Autonomous, New Panvel. The Audit report highlighting the strengths and challenges of the institution was placed on the table which were discussed with the members. Prof (Dr) Chatpalli enquired specifically about any weaknesses mentioned in the report. Principal (Dr) Wadia clarified that the Audit team has lauded the institute in its overall efforts and has only suggested improvements in the existing framework which reflect in the Audit report as ‘**recommendations**’. Prof (Dr) Chatpalli

suggested that these needed to be worked upon to enhance the quality further. He suggested that the Audit format should be as per NAAC parameters. Both Dr Rajesh Thadani and Principal (Dr) Wadia appreciated the suggestions and agreed that quality can be achieved only through corrective measures on any shortcomings in vital parameters.

6. Report on Assessment & Evaluation

Dr Sreela Dasgupta explained the reforms introduced in the examination system to allow a smooth transition into the regular pattern, post pandemic. Offline exams were now held for the First and the Third-year students in the 2nd half, post pandemic, with an online pattern for the second years. The pattern of distribution of questions was also changed. In 22-23, the distribution pattern was 60% subjective and 40% objective questions with all exams conducted in offline mode in the 1st half. Whereas in the 2nd half of 21-22, the pattern was kept at 40% subjective and 60% objective, involving two levels of difficulty. Thus, a greater emphasis was placed on development of writing skills along with a smooth transition. Dr Dasgupta explained the college played a strong supportive role assisted by the Vice Principals, Academic Heads and the Student Council to facilitate the 'online' to 'offline' transition. Principal Dr Wadia ensured the availability of hostels, hotels etc. to facilitate the accommodation of students during their offline exams. The members appreciated the efforts undertaken towards the cause.

7. Passing of the Audited Statement of Accounts for the F.Y. 2021–22

The Chief Accountant and the Registrar explained the nuances of the Audited statement. They explained that the budget showed a deficit which required a revision in fee structure. Prof (Dr) Chatpalli remarked that the if there is justification, it is entirely the prerogative of the Management to increase the fee structure. Dr Rajesh Thadani clarified that there was a shortage of funds due to several reasons: non-salary grant not being received from government, low fee structure for aided programs, significantly lower fee structure even for unaided courses as compared to other city colleges. A revision in fee structure will therefore help to improve infrastructure. At present, the burden is on the Management to take care of the deficit. Ms. Namrita supported saying that the college approves a fee hike in a very conservative fashion so as not to inconvenience the students in any manner. Prof (Dr) Chatpalli observed that the college fees were indeed very reasonable in comparison to others. He extended his full support in the decision to revise the fee structure. However, he also suggested to look out for alternative sources of revenue generation apart from wholly being

wholly dependent upon Management such as donation from alumni, evening or weekend programs etc. The revision in fee structure was supported unanimously.

The Audited statement was then placed for approval.

Proposed	Seconded
Ms. NamritaJhangiani	Mr. Alkesh Wadhvani

8. Plan of action for 2022-23

The plan of action for the year 22-23 was then placed for discussion. Dr Dasgupta briefed about the 4 key areas of focus: implementing NEP, organizing community outreach programs, strengthening research culture, and augmenting interdisciplinary certificate courses. Prof (Dr) Chatpalli observed that any plan of action should always have a time frame of action which ensures its success. Dr Dasgupta agreed and said that it will be kept in mind henceforth.

Prof (Dr) Chatpalli suggested that a list of queries can be prepared and a workshop can be held with any one of the core committee members so that the issues can be addressed. He stated that traditional courses needed to be realigned and revisited. Dr Rajesh Thadani, Principal (Dr) Wadia, Mr Alkesh Wadhvani and Mr Deep LAlvani all thanked Prof (Dr) VS Chatpalli profusely for his enlightening inputs. Prof (Dr) Chatpalli appreciated the efforts of the College under the leadership of the Principal, Dr Wadia, in its journey towards excellence and extended his best wishes for all future endeavours.

The meeting ended with a vote of thanks by Dr Sreela Dasgupta.

Principal

Jai Hind College