

5TH MEETING OF THE GOVERNING BODY 31/12/2021

Minutes of the meeting of Governing body of R J College of Arts, Commerce and Science (Autonomous)
held on 31/12/2020 at 11.00am.

A meeting of the members of Governing Body of R J College of Arts, Science and Commerce (Autonomous), also known as Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College of Arts, Science and Commerce (Autonomous) , affiliated to the University of Mumbai was held on 31/12/2020 at 11.00am via Zoom online meeting platform.

The following members were present:

1. Shri Beniprasad Singhji (Chairperson of the meeting Management)
2. Prof Dr Namita Singh (UGC Nominee)
3. Prof Dr Vibha Surana (University of Mumbai- VC Nominee)
4. Dr Rajendra Singh – Management
5. Dr S K Upadhyay- Management
6. Shri Chandra Mohan- Management
7. Shri Rajdeep Singh- Management
8. Capt Pravin Nayak Teacher of the College- Member
9. Dr Seema Ratnaparkhi IQAC Coordinator, teacher of the College- Member
10. I/C Principal Dr Hiamnshu Dawda (Ex-officio Member)

Leave of absence:

Shri Suresh Chandra Upadhyay- Management

Dr Rohidas Kale (Government of Maharashtra- Nominee)

The following business was then transacted.

Item 1. Minutes of the forth meeting held on 22/02/2020 were read and confirmed.

Resolution 1: The minutes of the meeting held on 22/2/2020 confirmed and passed.

Item 2. The recommendations made by the subject Board of Studies and further approved by the Academic Council meeting held on 21/9/2021 were presented by the I/C Principal . the major highlights being –

- a. The Board of Studies in Statistics approved the proposal to start a new program –MSc in Statistics with the intake capacity of 40 for its implementation from the academic year 2021-22. BoS emphasized on adding more applied aspects of the subject to enhance the job opportunities for the students after completing PG program. The academic council approved the proposal.
- b. Revision of curriculum at second year level in subjects of Botany and Computer science approved by the respective Board of Studies and accepted by the Academic council were presented and discussed for its implementation from the academic year 2021-22.
- c. Incorporation of new topics of 'Leadership Development' and 'Innovation Management' replacing Foundation Course at SYBMS level proposed and recommended by the Board of Studies in BMS and

was discussed and approved by the Academic Council. Also, recommendations by the Board of Studies in BVoc program for the incorporation of value added courses like Business Ethics, Writing Skills, Marketing Skills and Online Trading on choice based criteria approved by the Academic council were presented.

- d. The Board of Studies in Foundation Course approved the revision of the curriculum for the the incorporation of basic human values. In light of the UGC mandate stressing upon the basic human values to be the part of the teaching curriculum at the HEI under Universities, the board members recommended to have more emphasis on learning values by adopting and doing (Project work) than just acquiring the theoretical perspective of the same.

Resolution 2: After a long fruitful discussion, the following resolution was passed-

‘Resolved that all recommendations made by the Subject BoS and duly passed by the Academic Council be accepted and the same is passed to be implemented from the academic year 2021-22’.

Item 3. The minutes of the meeting of the fifth academic council held on 21/9/2020 was presented for the approval by the members of the Governing body.

Resolution 3: The members of the Governing body unanimously approved and passed the minutes of the fifth Academic Council held on 21st September, 2020. The resolution was then passed that the minutes of the meeting of Academic Council held on 21/9/2021 be accepted.

Item 4: Update on new courses started.

I/C principal informed the committee that two new PG programs implemented from the academic year 2020-21, one in ‘Data Science & Artificial Intelligence’ , coordinated jointly by the departments of Computer Science and Information Technology and the second, in ‘Environmental science & Disaster Management’, coordinated by the department of Botany, received an overwhelming response. Student enrollment right from the with pre-admission inquiry to the counseling session and finally the admissions to the program lead to the successful conduct of online lectures from November 8th, 2020. 70 percent of teaching faculty on board from the industry opened a window for the students to peep into actual world wherein they would be entering with the acquired skills and the knowledge in future.

Item 5: The report of the Internal Quality Assurance Cell (IQAC) of R J College was presented for the period of 7th February 2020 to 31st December 2020. The committee was informed about the proactive step taken by RJC- IQAC in making more than 4500 courses free of cost for the benefit of R J students right till 30th September 2020. The college initiated Local Chapter with *Swayam* NPTEL for the benefit of students and the teachers. The teachers provided mentorship to students and short listed courses for the students. PG students were motivated to take up at least one NPTEL course of three months with the provision of credit transfer. During the pandemic, the college on its website created *e-vidya* facility where the courses of *Coursera*, NPTEL and open course work under which all guest lectures are made available and is updated on regular basis. Teaching staff during the lockdown period participated in webinars, FDPs, e-content development workshops and self evaluated and assessed different modes available for online teaching so as to choose the best from for the effective online delivery of content to the students. PG departments started online lectures in July 2020, followed by online lectures for the second and third year BA/BSc/BCom from August 7, 2020. In pandemic, all admissions from UG and PG were made online and help desks were created functioning 24x7 in staggered duty hours to satisfy student queries. First year BA/BSc/BCom lectures started as soon as the admissions were completed. The IQAC organized many capacity building programs online for both teaching and non teaching faculty. To keep physical and mental health of the students during the lockdown, three different popular lecture series were organized. 50 guest lecture inviting faculty from overseas as well as from different parts of the country were invited and the sessions were attended by large number of students, teachers and researchers.

One lecture series was organized in association with ATBS- Association of Teachers in Biological Sciences, Mumbai Chapter, second exclusively by RJC-IQAC and the third series was in association with IAPT- Indian Association of Physics Teachers. A cook and care taker were stationed on the campus for the benefit of staff visiting the college office work coming from far distances.

Resolution 5: the committee appreciated the good work done by IQAC members in the academic engagement of teachers and students during the pandemic and resolved that the report of the Internal Quality Assurance Cell for the period of 7th February 2020 to 31st December 2020 be approved and was passed unanimously.

Item 6: Report on Academic & Administrative Audit 2019-20

The I/C Principal informed the members that the Academic and Administrative Audit 2019-20 of the College was conducted on **Saturday 21/11/2020** from **9.00am** onwards by **online mode**. After a day long interactions with all the stake holders, the experts complimented the management, the I/C Principal and staff for the commendable job they are doing in imparting all round education to students from different strata of society. In light of the fact that the college caters to the wide range of student diversity, the members appreciated the efforts taken by the administration to reach out to them through a good teacher-student mentoring practices. The experts expressed satisfaction over the good efforts put in by all the departments to comply with the quality mandate UGC on value education.

Item 7: Update on the appointment of new principal from 1/4/2020.

I/C principal informed the committee that the process of appointment of new principal from 1/4/2021 could not be completed due to imposed lockdown from 23rd March, 2020. Due to pandemic, the process could not be initiated to complete the final interview after scrutiny committee meeting held on 21st March, 2020.

Item 8: Update on utilization of UGC funds allocated for the year 2019-20 under autonomy.

I/C Principal informed the members of the Governing Body that the funds received from UGC under autonomy for the year 2019-20 have been utilized for the purpose it was sanctioned and the audited statement is submitted to the UGC WRO on 23rd December, 2020. He further informed the members that the budget for the financial assistance from UGC for 2020-21 approved by Finance committee and Governing body has been submitted to UGC WRO for their sanction.

Any other matter:

- a. I/C Principal informed the members of the arrangement of terms for the academic year 2020-21 during the pandemic.
First Term August 7, 2020 to December 31, 2020
Second Term January 2, 2021 to May 31, 2021.
- b. I/C Principal shared with the committee that when blended teaching appears to be the new norms for HEI, preparedness for the blended teaching appears to be the need of the hour. Keeping the happiness quotient high for a student is necessary as the period of Covid-19 has not only been challenging physically but mentally as well and at their age, students are very vulnerable and responsive to the changing situations around. Therefore, the activities of the different departmental associations, organization of departmental festivals by students on an alternate mode of online projection etc have been planned for the second term that would keep students engaged, motivated and in touch with their teachers and batch mates. I/C Principal further stated that if things revert back to normal, apart from class room teaching, emphasis would be given in involving students in research by means of

hands on training, mini projects, survey based studies, organizing career fair and campus interviews for the students and sport activities that would all bring back the life on campus.

I/C Principal thanked the management and his mentor Former Principal and now the Director of HVPS Dr Usha Mukundan for their kind and constant support. He also thanked all the teachers for the continuous support given to him during the pandemic by participating in the online mode of teaching, learning and evaluation. He also expressed his gratitude to the non teaching staff who were on campus during the pandemic making the process of online admissions smooth and timely declaration of the results.

There being no other matter, the meeting ended with vole of thanks to the chair.

Dr Himanshu Dawda