

8th June, 2024

## NOTICE

The thirty-third meeting of the College Development Committee (CDC) will be held on Saturday, 15th June, 2024, at 12.30 pm in the chairman's cabin with the following agenda. Members of CDC are requested to attend the meeting.

### Agenda



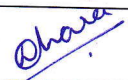
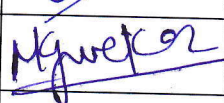
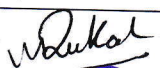


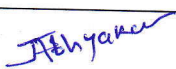
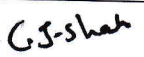
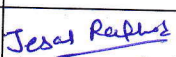
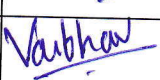
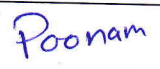
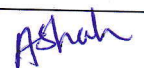
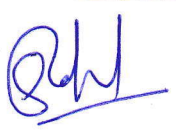
1. To confirm the minutes of the meeting held on Monday, 29th April, 2024
2. To present the academic calendar of term - I.
3. To present the submission status for AQAR 2023-24
4. To present First year all program credit structures under NEP 2020 being introduced in the current academic
5. To discuss any other matter with the permission of the Chair.



I / C Principal Ms. Swiddle D'Cunha

Member Secretary

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

<b>College Development Committee</b>			
<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Signature</b>
1	Ms. Aruna Desai	Special Invitee, Nominated by the Management	
2	Dr. Deniis Desai	Chairperson, Nirmala Memorial Foundation	
3	Ms. Dhara Desai	Secretary, Nirmala Memorial Foundation	
4	Dr. Megha Juvekar	Nominated by the Principal	
5	Dr. Alpa Upadhyay	Teacher Representative	
6	Mr. Vinay Dukale	Teacher Representative	
7	Ms. Vaishali Mishra	Teacher Representative	
8	Ms. Swati Desai	Registrar	
9	Mr. Jagannath Abhyankar	Local Member, Nominated By Management	
10	Adv. Chirag Shah	Local Member, Nominated By Management	
11	Mr. Jesal Rathod	Local Member, Nominated By Management	
12	Mr. Vaibhav Agrawal	Alumnus	
13	Dr. Poonam Kakkad	Co-ordinator, IQAC	
14	Mr. Ayush Shah	Student Representative	
15	Ms. Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science	

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

Minutes of the meeting held on Saturday, 15th June, 2024, at 12.30 pm. The following members were present:

<b>College Development Committee</b>		
<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
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13	Dr. Poonam Kakkad	Co-ordinator, IQAC
14	Mr. Ayush Shah	Student Representative
15	Ms.Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science

**Agenda Item 1: Confirmation of Minutes of the Previous Meeting**

The minutes of the thirty-second CDC meeting held on Monday, 29th April 2024 were read and confirmed unanimously.

## **Agenda Item 2: Presentation of Academic Calendar for Term I**

The Academic Calendar for Term I of the academic year 2024–25 was presented to the committee. The calendar includes commencement dates for lectures, internal assessments, external assessments, co-curricular activities, holidays, and planned academic events. The calendar was reviewed and approved with minor suggestions regarding event spacing and departmental coordination. Budget was presented to meet the expenses in organising the event.

## **Agenda Item 3: Submission Status of AQAR 2023–24**

The Principal informed the committee that the compilation of the Annual Quality Assurance Report (AQAR) for 2023–24 is in its progress. Most departmental data are being received and being validated. Submission to NAAC is targeted by the end of November 2024. The committee appreciated the efforts of the IQAC team and stressed the importance of timely and accurate reporting.

## **Agenda Item 4: Presentation of Credit Structures for First Year Programs under NEP 2020**

The credit structures for all First Year undergraduate programs, redesigned as per **NEP 2020 guidelines**, were presented. Key changes include:

- Introduction of multidisciplinary foundation courses
- Credit allocation for value-based and skill enhancement courses
- Flexibility in choosing elective courses

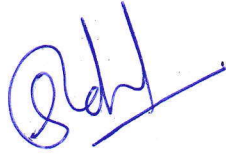
The committee expressed satisfaction with the curriculum planning and emphasized regular review to ensure smooth implementation.

## **Agenda Item 5: Any Other Matter with Permission of the Chair**

No additional matters were formally raised. The Chair acknowledged the contributions of faculty and administrative staff in preparing for the NEP transition and encouraged departments to focus on student orientation and academic support in the coming term.

**Conclusion:**

The meeting concluded with a vote of thanks to the Chair at 1:30 PM.



I / C Principal Ms. Swiddle D'Cunha



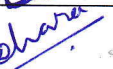
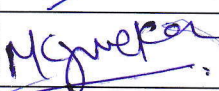



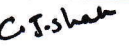

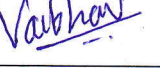


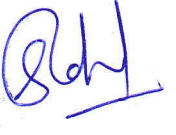
Member Secretary



Dr. Deniis Desai

Chairman

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

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**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

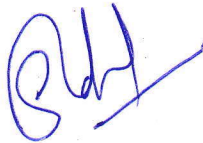
20th July, 2024

**NOTICE**

The thirty-fourth meeting of the College Development Committee (CDC) will be held on Saturday, 17th August, 2024, at 12.00 noon in the chairman's cabin with the following agenda. Members of CDC are requested to attend the meeting.

**Agenda**

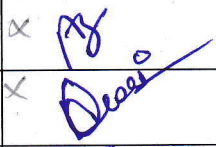
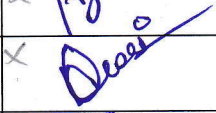

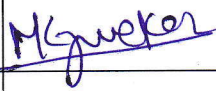


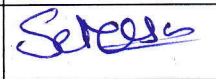
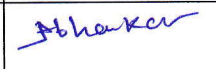
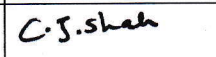
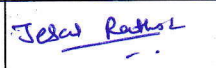
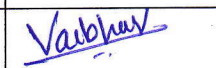
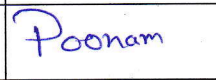

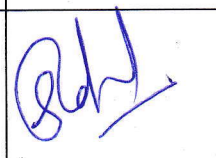
1. To confirm the minutes of the meeting held on Saturday, 15th June, 2024
2. To discuss and confirm the academic and administrative internal audit dates
3. To present the AQAR 2023-24 to be submitted to NAAC
4. To present First year all program credit structures under NEP 2020 being introduced in the current academic
5. To discuss any other matter with the permission of the Chair.



I / C Principal Dr. Swiddle D'Cunha

Member Secretary

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

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15	Ms. Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science	



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

Minutes of the meeting held on Saturday, 17th August, 2024, at 12.30 pm. The following members were present:

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14	Mr. Ayush Shah	Student Representative
15	Dr.Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science

**Agenda Item 1: Confirmation of Minutes of the Previous Meeting**

The minutes of the thirty-third CDC meeting held on Saturday, 15th June 2024 were read and confirmed by all members without any changes.

## **Agenda Item 2: Discussion and Confirmation of Internal Audit Dates**

The committee discussed and finalized the schedule for the **academic and administrative internal audits**. It was decided that audits would be conducted in the **last week of September 2024**. Departments and administrative units will be notified in advance to ensure readiness and documentation. The IQAC will coordinate the audit process and prepare evaluation templates.

## **Agenda Item 3: Presentation of AQAR 2023–24**

The AQAR for the academic year 2023–24 was presented to the committee. All sections of the report, including curricular initiatives, student progression, faculty achievements, and institutional best practices, were reviewed. The committee appreciated the efforts of the IQAC and approved the AQAR for **final submission to NAAC**. It was recommended that future AQARs include a summary of impact-based outcomes.

## **Agenda Item 4: Presentation of First Year Program Credit Structures under NEP 2020**

The credit structures for all First Year programs aligned with **NEP 2020 guidelines** were presented.

Key elements included:

- Introduction of multidisciplinary foundation courses
- Emphasis on skill-based and value-added courses
- Credit flexibility and student choice-based credit systems

The committee expressed satisfaction with the implementation progress and encouraged departments to document the transition process and feedback received from students, parents and faculties. Further feedback from non teaching staff should also be taken as suggested by the chair. Madam Aruna Suggested to give additional attire to female peons for their comfort. Members second and respected the advice.

**Agenda Item 5: Any Other Matter with Permission of the Chair**

There were no additional matters formally raised. However, the Chair emphasized the importance of timely completion of audits and thorough preparation for upcoming accreditation-related processes.

**Conclusion:**

The meeting concluded with a vote of thanks to the Chair at 1:30 PM.



I / C Principal Dr. Swiddle D'Cunha


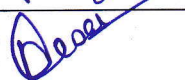
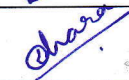
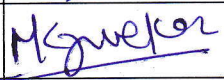



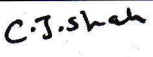
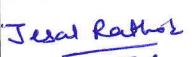
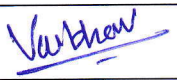

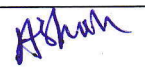
Member Secretary



Dr. Deniis Desai

Chairman

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

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**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

20th November, 2024

**NOTICE**

The thirty-fifth meeting of the College Development Committee (CDC) will be held on Saturday, 7th December, 2024, at 11.30 am in the chairman's cabin with the following agenda. Members of CDC are requested to attend the meeting.

**Agenda**


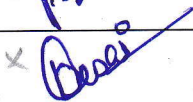
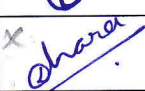
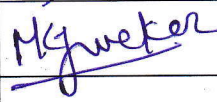
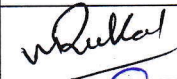

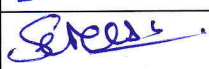

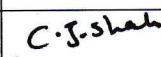
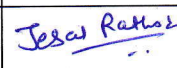
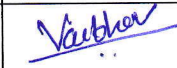


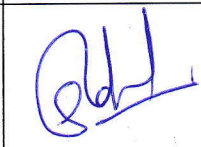
1. To confirm the minutes of the meeting held on Saturday, 17th August, 2024
2. To discuss the progress report of students for term I examination.
3. To discuss the preparatory work for extra curricular activity Annual Day and Cultural Festivals.
4. To present the tie ups the institution has made and propose to make in upcoming months
5. To discuss any other matter with the permission of the Chair.



I / C Principal Dr. Swiddle D'Cunha

Member Secretary

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

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**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

Minutes of the meeting held on Saturday, 7th December, 2024, at 11.30 pm. The following members were present:

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5	Dr. Alpa Upadhyay	Teacher Representative
6	Mr. Vinay Dukale	Teacher Representative
7	Ms. Vaishali Mishra	Teacher Representative
8	Ms. Swati Desai	Registrar
9	Mr. Jagannath Abhyankar	Local Member, Nominated By Management
10	Adv. Chirag Shah	Local Member, Nominated By Management
11	Mr. Jesal Rathod	Local Member, Nominated By Management
12	Mr. Vaibhav Agrawal	Alumnus
13	Dr. Poonam Kakkad	Co-ordinator, IQAC
14	Mr. Ayush Shah	Student Representative
15	Dr.Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science

**Agenda Item 1: Confirmation of Minutes of the Previous Meeting**

The minutes of the thirty-fourth CDC meeting held on Saturday, 17th August 2024 were read and confirmed unanimously by the members.

## **Agenda Item 2: Discussion on Progress Report of Students for Term I Examination**

The committee reviewed the academic performance of students in Term I. Overall, satisfactory results were observed across most departments. However, it was noted that a segment of students requires additional academic support. Remedial lectures and mentoring sessions were suggested for underperforming students. Faculty were encouraged to implement performance-based, focused teaching strategies.

## **Agenda Item 3: Preparatory Work for Annual Day and Cultural Festivals**

Preparations for the Annual Day and upcoming cultural events were discussed in detail. Responsibilities were delegated for event coordination, logistics, and communication.

Suggestions were made to ensure inclusive student participation, thematic representation of various cultural forms, and involvement of alumni. A tentative schedule was proposed, and a final plan will be shared by the Cultural Committee by mid-December.

## **Agenda Item 4: Institutional Tie-ups – Existing and Proposed**

The IQAC Coordinator Dr Poonam Kakkad presented recent collaborations established with industry partners and academic institutions, focusing on internships, training programs, and guest lectures. Proposals for future tie-ups in the areas of digital skills, entrepreneurship, and faculty exchange were also discussed. Members were encouraged to identify and recommend relevant organizations for partnership.

## **Agenda Item 5: Any Other Matter with Permission of the Chair**

Principal discussed the matter on getting permanent approval of three qualified faculties Mr Rahul , Ms Michelee and Ms Zeal. The chair enquired on their feedback on academic and administrative front and agreed for their approval procedure.



No new formal matters were raised. However, the Chair emphasized the importance of tracking the implementation of NEP 2020 reforms and strengthening the feedback system from students and stakeholders. The need for regular communication between administrative and academic departments was also highlighted to ensure seamless functioning.

**Conclusion:**

The meeting concluded with a note of appreciation to all members for their active participation. The Chair encouraged continued collaboration and commitment to the institution's quality and growth. **Meeting adjourned at: 1:00 PM**



I / C Principal Dr. Swiddle D'Cunha

Member Secretary



Dr. Deniis Desai

Chairman

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

<b>College Development Committee</b>			
Sr. No	Name	Designation	Signature
1	Ms. Aruna Desai	Special Invitee, Nominated by the Management	x <u>AD</u>
2	Dr. Deniis Desai	Chairperson, Nirmala Memorial Foundation	x <u>Desai</u>
3	Ms. Dhara Desai	Secretary, Nirmala Memorial Foundation	x <u>Dhara Desai</u>
4	Dr. Megha Juvekar	Nominated by the Principal	<u>M Juvekar</u>
5	Dr. Alpa Upadhyay	Teacher Representative	
6	Mr. Vinay Dukale	Teacher Representative	<u>Vinay Dukale</u>
7	Ms. Vaishali Mishra	Teacher Representative	
8	Ms. Swati Desai	Registrar	<u>Swati Desai</u>
9	Mr. Jagannath Abhyankar	Local Member, Nominated By Management	
10	Adv. Chirag Shah	Local Member, Nominated By Management	<u>Chirag Shah</u>
11	Mr. Jesal Rathod	Local Member, Nominated By Management	<u>Jesal Rathod</u>
12	Mr. Vaibhav Agrawal	Alumnus	<u>Vaibhav</u>
13	Dr. Poonam Kakkad	Co-ordinator, IQAC	<u>Poonam</u>
14	Mr. Ayush Shah	Student Representative	<u>Ayush</u>
15	Ms. Swiddle D'Cunha	Member – Secretary  I/C Principal, Nirmala Memorial Foundation  College of Commerce and Science	<u>Swiddle D'Cunha</u>

21st April, 2025

## NOTICE

The thirty-sixth meeting of the College Development Committee (CDC) will be held on Monday, 29th April, 2025, at 11.30 am in the chairman's cabin with the following agenda. Members of CDC are requested to attend the meeting.

### Agenda


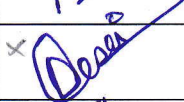
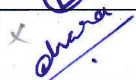
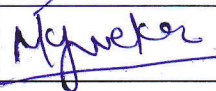




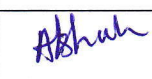

1. To confirm the minutes of the meeting held on Saturday, 7th December, 2024
2. To discuss the admission procedure for the year 2025-26
3. To discuss the on autonomy related formalities and documentation
4. To present the annual report for 2024-25
5. To discuss any other matter with the permission of the Chair.



I / C Principal Dr. Swiddle D'Cunha

Member Secretary

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

<b>College Development Committee</b>			
<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Signature</b>
1	Ms.Aruna Desai	Special Invitee, Nominated by the Management	x 
2	Dr. Deniis Desai	Chairperson, Nirmala Memorial Foundation	x 
3	Ms. Dhara Desai	Secretary, Nirmala Memorial Foundation	x 
4	Dr. Megha Juvekar	Nominated by the Principal	
5	Dr. Alpa Upadhyay	Teacher Representative	
6	Mr. Vinay Dukale	Teacher Representative	
7	Ms. Vaishali Mishra	Teacher Representative	
8	Ms. Swati Desai	Registrar	
9	Mr. Jagannath Abhyankar	Local Member, Nominated By Management	AB.
10	Adv. Chirag Shah	Local Member, Nominated By Management	C.T.shah
11	Mr. Jesal Rathod	Local Member, Nominated By Management	Jesal Rathod
12	Mr. Vaibhav Agrawal	Alumnus	
13	Dr. Poonam Kakkad	Co-ordinator, IQAC	Poonam
14	Mr. Ayush Shah	Student Representative	
15	Ms. Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science	

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE**

Minutes of the meeting held on Monday, 29th April, 2025, at 11.30 pm. The following members were present:

<b>College Development Committee</b>		
<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
1	Ms.Aruna Desai	Special Invitee, Nominated by the Management
2	Dr. Deniis Desai	Chairperson, Nirmala Memorial Foundation
3	Ms. Dhara Desai	Secretary, Nirmala Memorial Foundation
4	Dr. Megha Juvekar	Nominated by the Principal
5	Dr. Alpa Upadhyay	Teacher Representative
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11	Mr. Jesal Rathod	Local Member, Nominated By Management
12	Mr. Vaibhav Agrawal	Alumnus
13	Dr. Poonam Kakkad	Co-ordinator, IQAC
14	Mr. Ayush Shah	Student Representative
15	Dr.Swiddle D'Cunha	Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce and Science

**Opening Remarks:**

The meeting commenced with the **Chairman congratulating the Principal and the IQAC Coordinator** on receiving the **Autonomous Status** for the college, as per the official communication received from the **University Grants Commission (UGC)**.

- The Chairman **commended the efforts** of all stakeholders involved in achieving this significant milestone.
- He further **requested the Principal and the IQAC Coordinator to initiate and maintain formal communication with the University of Mumbai** regarding the next steps and compliance related to autonomy implementation.

#### **Agenda Item 1: Confirmation of Minutes of the Previous Meeting**

The minutes of the thirty-fourth CDC meeting held on Saturday, 7th December, 2024 were read and confirmed unanimously by the members.

#### **Agenda Item 2: Discussion on Admission Procedure for 2025–26**

- It was noted that the H.S.C. results are expected to be declared earlier than usual.
- The Managing Trustee advised that teaching staff be granted vacation in rotation to ensure their availability during the admission process.
- The admission policy was reviewed, and the following decisions were taken: Continue offering scholarships to meritorious students scoring 85% and above. Extend scholarships to students achieving national and international recognition in sports.

#### **Agenda Item 3: Discussion on Autonomy-Related Formalities**

In light of the newly granted autonomous status, the committee emphasized the importance of completing all formalities and documentation related to autonomy.

The Principal and IQAC Coordinator were assigned the responsibility to oversee and facilitate communication with the University of Mumbai and ensure compliance with UGC guidelines.

#### **Agenda Item 4: Presentation of the Annual Report 2024–25**

- The Annual Report for the academic year 2024–25 was presented by the Principal.

- The report highlighted significant progress in research output, academic results, and placement statistics.
- The committee appreciated the dedicated efforts of faculty members and the placement cell.

**Agenda Item 5: Any Other Matter with Permission of the Chair**

- Madam Aruna Desai, the Managing Trustee, suggested the immediate formation and review of various statutory bodies and academic committees required under autonomous status (e.g., Governing Body, Academic Council, Board of Studies, Examination Cell, etc.).
- He further advised that, given the limited time before the academic year begins, the college should avoid implementing sweeping structural changes in the first phase.
- The focus, instead, should be on major but manageable adjustments, especially in the evaluation and examination pattern, which is a key area under autonomy.
- No additional matters were raised for discussion.

**Conclusion:**

The meeting concluded with a note of appreciation to all members for their active participation. The Chair encouraged continued collaboration and commitment to the institution's quality and growth. **Meeting adjourned at: 1:00 PM**


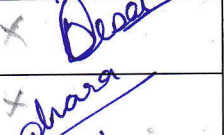
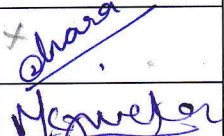
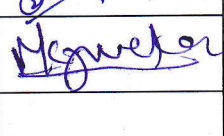
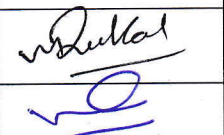
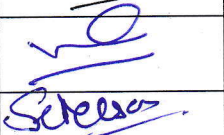
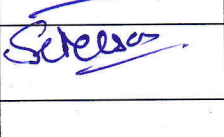
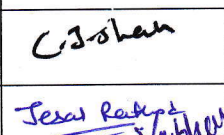
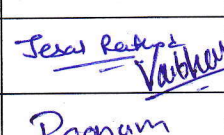
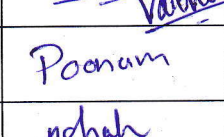
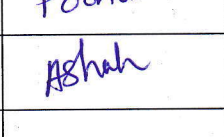
I / C Principal Dr. Swiddle D'Cunha

Member Secretary

Dr. Deniis Desai

Chairman

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