



Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education

Site No. 57, A-Block Road, Near Shahad Railway Station, Ulhasnagar -421001 Dist-Thane. Tel:0251-2733108

Date: 19th June 2023

Office Order

The following committee has been constituted as "College Development Cell" to have smooth functioning of all infrastructures to maintain the proper record and prepare requisite & sanction fund for development and maintenance in college campus.

| Sr. No. | Members | Designation | Sign |
|---------|-------------------------|-----------------------------------|------|
| 1 | Mrs. Vidhi Karia | Chairperson | |
| 2 | Mr. Jawahar Vasyani | Member Secretary | |
| 3 | Dr. Sonia Bhasin | Member | |
| 4 | Mr. Amol Kadam | Member | |
| 5 | Mr. Omie Kalani | Special Invitee | |
| 6 | Mr. Gopinath Patil | Member- Educationist | |
| 7 | Mr. Ishwar Kanchi | Member- Industry- Alumni | |
| 8 | Mrs. Ritu Thakur | Member -Research | |
| 9 | Mr. Krishnan Tharayil | Member-Nominated Alumni | |
| 10 | Mr. Rajendra Dethé | Member -Social Service- Alumni | |
| 11 | Mrs. Nivarozin Rajkumar | Member Rep. of Teaching staff | |
| 12 | Mrs. Shalaka Mohare | Member Rep. of Teaching staff | |
| 13 | Mrs. Zainab Shaikh | Member Rep. of Teaching staff | |
| 14 | Mr. Vishnu Tandale | Member Rep. of Non-Teaching staff | |
| 15 | Mr. Sandeep Bhalerao | IQAC Co-coordinator | |

The committee will be responsible for the Infrastructure Maintenance Record, Audit in each department, Verification of stock register in every lab, classroom in college campus. Committee will be responsible for finding status of equipment's, and repairing and also for verification of inventory before start of semester.

Dr. Sonia Bhasin

PRINCIPAL
S.D.T Kalani Memorial Trust's
College of Education
Ulhasnagar - 421 001.

CC:-

1. All the concerned
2. Office Copy





Shaheed Duni Chand Tejandas Kalani Memorial Trust's College of Education

Site No. 57, A-Block Road, Near Shahad Railway Station, Ulhasnagar -421001 Dist-Thane. Tel:0251-2733108

DATE: 23rd June 2023

NOTICE FOR COLLEGE DEVELOPMENT CELL 1st MEETING FOR A.Y. 2023-24.

The meeting of College Development Cell of Shaheed Duni Chand Tejandas Kalani Memorial Trust's College of Education called on TUESDAY 27th June 2023 from 1 PM TO 2 PM at the Shaheed Duni Chand Tejandas Kalani Memorial Trust's College of Education A- Block Road Near Shahad Railway Station Ulhasnagar 421001.

| Sr. No. | Name of Member | Position in Committee | Signature of Member Present |
|---------|-------------------------|---------------------------------------|-----------------------------|
| 1 | Mrs. Vidhi Karia | Chairperson | <i>Vidhi Karia</i> |
| 2 | Mr. Jawahar Vasyani | Member Secretary | <i>Jawahar Vasyani</i> |
| 3 | Dr. Sonia Bhasin | Member | <i>Sonia Bhasin</i> |
| 4 | Mr. Amol Kadam | Member | <i>Amol Kadam</i> |
| 5 | Mr. Omie Kalani | Special Invitee | <i>Omie Kalani</i> |
| 6 | Mr. Gopinath Patil | Member- Educationist | <i>G. Patil</i> |
| 7 | Mr. Ishwar Kanchi | Member- Industry- Alumni | <i>Ishwar</i> |
| 8 | Mrs. Ritu Thakur | Member -Research | <i>Ritu</i> |
| 9 | Mr. Krishnan Tharayil | Member-Nominated Alumni | <i>Krishnan</i> |
| 10 | Mr. Rajendra Dethé | Member -Social Service- Alumni | <i>Rajendra</i> |
| 11 | Mrs. Nivarozin Rajkumar | Member Rep. of Teaching staff | <i>Nivarozin</i> |
| 12 | Mrs. Shalaka Mohare | Member Rep. of Teaching staff | <i>Shalaka</i> |
| 13 | Mrs. Zainab Shaikh | Member Rep. of Teaching staff | <i>Zainab</i> |
| 14 | Mr. Vishnu Tandale | Member Rep. of Non- Teaching staff | <i>Vishnu</i> |
| 15 | Mr. Sandeep Bhalerao | IQAC Co-coordinator | <i>Sandeep</i> |

Agenda Items of the meeting:

1. Discussions regarding effective use of Shaheed Duni Chand Tejandas Kalani Memorial Trust's College of Education campus.
2. Discussions regarding NAAC PEER TEAM VISIT for accreditation process of the college.
3. Preparation of academic calendar of the institute.
4. Recommendations to management regarding R & D activities in college.
5. To prepare for organizing intercollegiate functions in Shaheed Duni Chand Tejandas Kalani Memorial Trust's College of Education campus.
6. To organize FDP Seminars and other programme for professional development of the staff.
7. Any other Issue to discuss with the permission of the chair.

Vidhi Karia
Mrs. Vidhi Karia

CHAIRPERSON

S. D. T. Kalani Memorial Trust
Ulhasnagar - 421 001





Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education

Site No. 57, A-Block Road, Near Shahad Railway Station, Ulhasnagar -421001 Dist-Thane. Tel:0251-2733108

The minutes of College Development Cell of Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education called on **TUESDAY 27th June 2023 from 1 PM TO 2 PM** at the Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education A- Block Road Near Shahad Railway Station Ulhasnagar 421001.

Members Present: -

| | | | |
|----|-------------------------|--------------------------------------|---------|
| 1 | Mrs. Vidhi Karia | Chairperson | Present |
| 2 | Mr. Jawahar Vasyani | Member Secretary | Present |
| 3 | Dr. Sonia Bhasin | Member | Present |
| 4 | Mr. Amol Kadam | Member | Present |
| 5 | Mr. Omic Kalani | Special Invitee | Present |
| 6 | Mr. Gopinath Patil | Member- Educationist | Present |
| 7 | Mr. Ishwar Kanchi | Member- Industry- Alumni | Present |
| 8 | Mrs. Ritu Thakur | Member -Research | Present |
| 9 | Mr. Krishnan Tharayil | Member-Nominated Alumni | Present |
| 10 | Mr. Rajendra Detha | Member -Social Service- Alumni | Present |
| 11 | Mrs. Nivarozin Rajkumar | Member Rep. of Teaching staff | Present |
| 12 | Mrs. Shalaka Mohare | Member Rep. of Teaching staff | Present |
| 13 | Mrs. Zainab Shaikh | Member Rep. of Teaching staff | Present |
| 14 | Mr. Vishnu Tandale | Member Rep. of Non-Teaching staff | Present |
| 15 | Mr. Sandeep Bhalerao | IQAC Co-coordinator | Present |

Members Absent: - No members were absent

QUORUM: - Mrs. Vidhi Karia Chairperson took the chair and declared that the required quorum was Present to convene the meeting.

Minutes of Meeting:

Agenda Item no.1. Discussions regarding effective use of Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education campus.





Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education

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Resolution: College entrance road bridge is required maintenance, it required side railing also to provide student safety while crossing the bridge. Vermicomposting will be done under NSS.

Agenda Item no. 2. Discussions regarding NAAC PEER TEAM VISIT for accreditation process of the college.

Agenda Item no. 3. Preparation of academic calendar of the institute.

Resolution. The academic Calendar for the academic year 2023-24 is under process.

Agenda Item no.4. Recommendations to management regarding R & D activities in college.

Resolution: Recommendation given to management about conducting R & D activities in college

Agenda Item no.5. To prepare for organizing intercollegiate functions in Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education campus.

Resolution: Discussed about how to conduct intercollegiate function in Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education campus.

Agenda Item no.6. To organize FDP Seminars and other programme for professional development of the staff.

Resolution: Discussed about how to organize FDP, Seminars and the programme for professional development of the staff

Agenda:7 Any other Issue to discuss with the permission of the chair.

Resolution: No issue has been found to discuss.

Vidhi Karia

Mrs. Vidhi Karia

CHAIRPERSON

S. D. T. Kalani Memorial Trust
Ulhasnagar - 421 001





Shaheed Dunchand Tejandas Kalani Memorial Trust's College of Education

Site No. 57, A-Block Road, Near Shahad Railway Station, Ulhasnagar -421001 Dist-Thane. [Tel:0251-2733108](tel:0251-2733108)

Date : 4th December 2023

NOTICE FOR COLLEGE DEVELOPMENT CELL 2nd MEETING FOR A.Y. 2023-24.

The meeting of College Development Cell of Shaheed Dunchand Tejandas Kalani Memorial Trust's College of Education called on TUESDAY 7th December 2023 from 1 PM TO 2:30 PM at the Shaheed Dunchand Tejandas Kalani Memorial Trust's College of Education A- Block Road Near Shahad Railway Station Ulhasnagar 421001.

| Sr. No. | Name of Member | Position in Committee | Signature of Member Present |
|---------|-------------------------|-----------------------------------|-----------------------------|
| 1 | Mrs. Vidhi Karia | Chairperson | |
| 2 | Mr. Jawahar Vasyani | Member Secretary | |
| 3 | Dr. Sonia Bhasin | Member | |
| 4 | Mr. Amol Kadam | Member | |
| 5 | Mr. Omie Kalani | Special Invitee | |
| 6 | Mr. Gopinath Patil | Member- Educationist | |
| 7 | Mr. Ishwar Kanchi | Member- Industry- Alumni | |
| 8 | Mrs. Ritu Thakur | Member -Research | |
| 9 | Mr. Krishnan Tharayil | Member-Nominated Alumni | |
| 10 | Mr. Rajendra Dethé | Member -Social Service-Alumni | |
| 11 | Mrs. Nivarozin Rajkumar | Member Rep. of Teaching staff | |
| 12 | Mrs. Shalaka Mohare | Member Rep. of Teaching staff | |
| 13 | Mrs. Zainab Shaikh | Member Rep. of Teaching staff | |
| 14 | Mr. Vishnu Tandale | Member Rep. of Non-Teaching staff | |
| 15 | Mr. Sandeep Bhalerao | IQAC Co-coordinator | |

Agenda Items of the meeting:

- Welcome and Introduction**
 - Opening remarks by the Chairperson
 - Introduction of member's present
- Review of Previous Meeting Minutes**
 - Approval of minutes from the previous meeting held on 27th June 2023.
- NAAC Accreditation Preparation**
 - Status update on NAAC readiness
 - Criterion-wise progress reports
 - Mock presentation and feedback
 - Training and orientation for staff
 - Community and stakeholder involvement
 - Contingency planning





Shaheed Dhanichand Tejandas Kalani Memorial Trust's College of Education

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4. Planning of Marathon Events in January 2024

- o Event schedule and categories
- o Budget allocation
- o Formation of organizing committee
- o Sponsorship and partnerships
- o Promotion and publicity
- o Volunteer recruitment
- o Logistics and safety arrangements
- o Registration process
- o Post-event activities

5. Resolutions

- o Formal resolutions based on discussions

6. Any Other Business

- o Open floor for additional topics

7. Closing Remarks

- o Summarization of decisions made
- o Next meeting date and agenda items
- o Vote of thanks


Dr. Sonia Bhasin

PRINCIPAL
S.D.T Kalani Memorial Trust's
College of Education
Ulhasnagar - 421 001.





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MINUTES OF THE MEETING OF COLLEGE DEVELOPMENT CELL 2nd MEETING FOR A.Y. 2023-24.

The meeting of College Development Cell of Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education called on TUESDAY 7th December 2023 from 1 PM TO 2:30 PM at the Shaheed Dunichand Tejandas Kalani Memorial Trust's College of Education A- Block Road Near Shahad Railway Station Ulhasnagar 421001.

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| 1 | Mrs. Vidhi Karia | Chairperson | |
| 2 | Mr. Jawahar Vasyani | Member Secretary | |
| 3 | Dr. Sonia Bhasin | Member | |
| 4 | Mr. Amol Kadam | Member | |
| 5 | Mr. Omie Kalani | Special Invitee | |
| 6 | Mr. Gopinath Patil | Member- Educationist | |
| 7 | Mr. Ishwar Kanchi | Member- Industry- Alumni | |
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| 9 | Mr. Krishnan Tharayil | Member-Nominated Alumni | |
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| 11 | Mrs. Nivarozin Rajkumar | Member Rep. of Teaching staff | |
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| 13 | Mrs. Zainab Shaikh | Member Rep. of Teaching staff | |
| 14 | Mr. Vishnu Tandale | Member Rep. of Non-Teaching staff | |
| 15 | Mr. Sandeep Bhalerao | IQAC Co-coordinator | |

Agenda Items of the meeting:

1. Welcome and Introduction

- The meeting was called to order by Mrs. Vidhi Karia at 1 PM
- Members introduced themselves.

2. Review of Previous Meeting Minutes

- The minutes of the previous meeting held on 20th December 2022 were reviewed and approved.

3. ~~Pre~~ NAAC Accreditation Preparation

Post

- **Status Update:** [Summary of NAAC readiness]
- **Criterion-wise Progress Reports:**
 - Criterion I: [Summary]





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- Criterion II: [Summary]
- Criterion III: [Summary]
- Criterion IV: [Summary]
- Criterion V: [Summary]
- Criterion VI: [Summary]
- Criterion VII: [Summary]
- **Mock Presentation and Feedback:** [Summary]
- **Training and Orientation for Staff:** [Summary]
- **Community and Stakeholder Involvement:** [Summary]
- **Contingency Planning:** [Summary]

Dr. Sonia Bhasin discussed the summary report above mentioned points for how to face peer team visit with plan.

4. Planning of Marathon Events in January 2024

- **Event Schedule and Categories:** [Summary]
- **Budget Allocation:** [Summary]
- **Formation of Organizing Committee:** [Names and roles of committee members]
- **Sponsorship and Partnerships:** [Summary]
- **Promotion and Publicity:** [Summary]
- **Volunteer Recruitment:** [Summary]
- **Logistics and Safety Arrangements:** [Summary]
- **Registration Process:** [Summary]
- **Post-Event Activities:** [Summary]

5. Resolutions

- **Resolution 1:** Approval of budget for NAAC preparations
 - **Resolved:** The committee unanimously approved the budget allocation of Rs.20 Lakhs for the necessary preparations for the NAAC visit.
- **Resolution 2:** Implementation of training sessions for staff
 - **Resolved:** The committee agreed to implement training sessions for staff on to ensure readiness for the NAAC visit.
- **Resolution 3:** Engagement of community and stakeholders for NAAC process
 - **Resolved:** The committee approved the engagement plan for students, parents, and alumni.
- **Resolution 4:** Approval of budget for marathon events
 - **Resolved:** The committee unanimously approved the budget allocation of Rs.8 Lakhs for organizing the marathon events in January 2024.
- **Resolution 5:** Formation of organizing committee for marathon events
 - **Resolved:** The committee approved the formation of an organizing committee with the following members:
 - Mrs. Vidhi Karia, Chairperson
 - Mrs. Sandeep Bhalerao, Coordinator
 - Kunal Therani and Mr. Javahar Vasyani, Treasurer
 - Mr. Amol Kadam, Event Manager
 - Mrs. Bhavika Makhija, Volunteer Coordinator
- **Resolution 6:** Approval of promotion plan for marathon events
 - **Resolved:** The committee approved the comprehensive promotion plan to ensure maximum participation in the marathon events.



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6. Any Other Business

- Summary of additional topics discussed

7. Closing Remarks

- Summary of decisions made
- The meeting was adjourned at 2.30 pm with a vote of thanks to the Chair.

Vidhi Karia

Mrs. Vidhi Karia

CHAIRPERSON
S. D. T. Kalani Memorial Trust
Ulhasnagar - 421 001

