

**SEVA MANDAL EDUCATION SOCIETY'S  
SMT. MANIBEN M. P. SHAH WOMEN'S COLLEGE OF ARTS AND COMMERCE  
(AUTONOMOUS)**

**NAAC Re-accredited Cycle 3 'B++' Grade CGPA 2.88/4  
Recipient of UGC - CPE Grant (2016-2021)  
Adjudged Best College 2017-18 by S.N.D.T. Women's University  
338, R.A. Kidwai Road, Matunga, Mumbai – 400019**

**Minutes of the Meeting of Academic Council held on December 20, 2022**

The second meeting of Academic Council for the academic year 2022-2023 was held on 20<sup>th</sup> December 2022 in at 11.30 am in the AV Room in hybrid mode.

Following members were present:

<b>Sr. No.</b>	<b>Category</b>	<b>Name and Designation</b>
1	Chairman	Dr. Archana Patki, Incharge Principal
2	Management Member	Dr. Bharat Pathak
3	HODs and Course Coordinators of the college	Prof. Usha Mishra
		Mrs. Renuka Prajapati
		Dr. Bhavana Premchand
		Dr. Shobha Dedhia
		Dr. Avaneesh Bhatt
		Mrs. Darshana Buch
		Dr. Sarita Kasaralkar
		Dr. Seema Shah
		Ms. Vaishnavi Kamat
		Dr. Shubhangi Kulkarni
		Dr. Rashmi Shetye Tupe
		Ms. Hemlata Kumar
		Ms. Shagufta Memon
		Mr. Dattatrey Gawade
4	Faculty Members of College	Dr. Gouri Mohan
		Ms. Soumya Nichani
5	Experts/Academicians	Dr. Sanjay Singh
6	Nominees of the University	Prof. Meera Shankar
		Dr. Nilesh Thakre
7	Member Secretary	Dr. Jyotsana Lal

Following members were granted Leave of Absence

1. Dr. Parag Ajagaonkar (Academician)
2. Dr. Anagha Tendulkar (Academician)
3. Mrs. Madhavi Sathe (HOD)

4. Dr. Hina Shah (Faculty Member)
5. Prof. Daksha Dave (Faculty Member)

### **Introduction & Welcome:**

Member Secretary Dr. Jyotsana Lal introduced Mrs. Archana Patki as the new chairperson of the Academic Council and welcomed all the members who were present physically and virtually for the meeting.

### **Agenda 1: Confirmation of minutes of the previous meeting held on August 26, 2022 and matters arising out of the minutes.**

The chairperson, Mrs. Archana Patki, presented the minutes of the previous meeting held on 26<sup>th</sup> August 2022. The minutes were confirmed and approved by all the members.

### **Agenda 2: Compliance on the recommendations**

Recommendations given by the esteemed members were considered and corresponding actions were taken.

<b>Recommendations</b>	<b>Action Taken</b>
<b>Retail Management:</b> Dr. Meera Shankar expressed concerns regarding the vastness of the syllabus of retail management. She suggested to pick up the most relevant topics that can be covered in the stipulated time-period for a 3-credit course.	The suggestions were considered, and corresponding changes have been made. Syllabi of Retail Management with all the changes approved by the members.
<b>Mass Media PG: Semester III:</b> It was suggested to follow the industry academia norms and invite concerned competent authority for regular content updating.	The suggestions were considered, and corresponding changes have been made for regular content updating by concerned authority.
<b>Hindi: Add-On Course in Translation:</b> The Add-on course was appreciated as it has surging demand in the market. At the same time, it was suggested to offer this course for multidisciplinary students.	The suggestions were considered, and corresponding changes will be made in future.

Dr. Bharat Pathak suggested that it would be convenient to circulate the revised Syllabi in advance to the members of Academic Council to facilitate more fruitful discussions during the meeting.	The suggestion has been implemented.
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### **Agenda 3: Report of Academic Activities**

The chairperson, Mrs. Archana Patki presented the report of various academic activities of the college conducted since September 2022. She mentioned the inauguration of Research Centre ‘Manthan’ and presented the various activities conducted by IQAC, such as Session on Mapping Program Outcomes and Course Outcomes, Session on Exploring Newer Paradigms in Research under NEP 2020 by Prof Shashikala Wanjari, former Vice-Chancellor SNDT Women’s University and Session on Effective Assessments through Rubrics.

She also highlighted the academic activities conducted by various departments. Research and publication, faculty achievements, examination under autonomy were also elaborated by Mrs. Patki. She briefed members regarding the donation and sponsorship offered by IndiaBulls Foundation, CIBIL, Vatsala and Vinayakrao Fedane Scholarship for students support and progress.

### **Agenda 4: Revision of Syllabi**

Following Course structure and syllabi were presented to the council members. It was resolved to accept the modifications suggested by the following departments for implementation from this semester onwards.

1. English: Semester II, IV and VI
2. Mass Media PG: Semester IV and Add-on Course

**English: Semester II, IV and VI:** Approved without any change

**Mass Media PG: Semester IV:** Approved without any change

**Add-on Course: News Reading and Anchoring Skills:** Approved without any change

Dr. Sanjay Singh had some queries about Mass Media course that was resolved by the Course coordinator, Ms. Shagufta Memon.

### **Agenda 5: Any other matter with the permission of Chair**

- Dr. Nilesh Thakre raised the query about admission of PG Psychology as the college name does not appear on the university portal. Mrs. Patki informed that the follow up

with university was on in this regard. She thanked him since this will be important to raise the number of admissions.

- Dr. Sanjay Singh suggested that media representatives can be invited to interact with students to generate more internship rather than students approaching company individually. He also suggested visiting Media houses. It will facilitate students' en-masse placement and internship.
- Dr. Bharat Pathak suggested to form a common WhatsApp group for new Academic Council. Also, he suggested to send minutes, agenda, Action taken report to all the members in advance so that the session can be more interactive and fruitful.

The meeting was adjourned with the Member Secretary, Dr. Jyotsana Lal proposing the vote of thanks.

Dr. Archana Patki  
Incharge Principal

Dr. Jyotsana Lal  
Member Secretary

### **Action Taken Report of Meeting held on 20<sup>th</sup> December 2022**

As per suggestions of the council, the following changes have been implemented:

<b>Suggestion(s)</b>	<b>Action Taken</b>
<b>Mass Media PG</b> Dr. Sanjay Singh suggested that media representatives can be invited to interact with students to facilitate en-masse placements and internships.	The suggestion has been accepted and noted for implementation.
<b>Any other matter</b> Dr. Nilesh Thakre raised the query about admission of PG Psychology as the college name does not appear on the university portal and suggested for the same.	The suggestion was accepted, and the required action i.e., follow up with university speeded up.
<b>Any other matter</b> Dr. Bharat Pathak suggested to form a common WhatsApp group for new Academic Council. Also, he suggested to send minutes, agenda, Action taken report to all the members in advance so that the session can be more interactive and fruitful.	The suggestion has been noted and implemented.