

# MINUTES OF MEETING

FEBRUARY

- 1). Discussed preparation of Handbook for the Teaching Faculty.
- 2). Discussed the pattern of Mentor Book for Students and analyzed how it can be redesigned and reframed.
- 3). Took a decision to prepare Academic Calendar for the year 2020-21 to decide resources.
- 4). Discussion of any matter with the permission of the Chairman.



JUNE

- 1) Discussed Agenda to decide a strategy in respect of COVID-19.
- 2) To consider the Conduct Online Lectures.
- 3) To finalize Result as per University guidelines for FY (First year) and SY (Second year) classes.
- 4) To prepare - Teachers for making Video lectures and ICT-based education system.



Date  
02/07/2020

NOTICE-1



K. L. E. Society's  
**SCIENCE AND COMMERCE COLLEGE**

(Affiliated to University of Mumbai & MSBSHSE, Mumbai Division J-17.01.040)  
Plot No 29, Sector -1, Kalamboli, Navi Mumbai-410218.  
Ph.:022-2742 3300 Web: <http://www.klemumbaicollege.com> E-mail: [klekalamboli@gmail.com](mailto:klekalamboli@gmail.com)

अत्तदीपभव

No. KLESCNM/023/2020-21

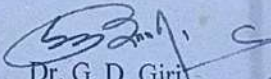
Date: 02/07/2020

Notice  
(DC)

The following will constitute the IQAC Committee of our college:

Sr.No.	IQAC COMMITTEE	DESIGNATION
1.	Dr. G. D. Giri	Chairman
2.	Shri. Mahantesh M. Kavatagimath	Management Representative
3.	Shri. Shankaranna I. Munavalli	Management Representative
4.	Asst. Prof. Dr. Neeraja Enamala Asst. Prof. Dr. Jyoti Nigade Asst. Prof. Dr. Usha Karunakaran Asst. Prof. Dr. Shilpi Teotia Asst. Prof. Dr. Geeta Kohade Asst. Prof. Dr. Nilam Pachupate Asst. Prof. Dr. Shashikala Prajapati Asst. Prof. Dr. Prakash Bhadane Asst. Prof. Yogendra Dalvi	Teachers Representatives
5.	To be decided by the Chairman, Governing Body	Local society Nominee
6.	Mst. Shreyas Sulke Ms. Aarti Rawat	Student Nominees
7.	Mr. Anay Shukla Mr. Madhur Waghmare	Alumni Nominees
8.	To be decided by the Chairman, Governing Body	Nominee from Stakeholders
9.	Mrs. Aparna Deshmukh	Senior Administrative Officer
10.	Asst. Prof. Dr. Fatima Shaikh Asst. Prof. Dr. Richa Singh	IQAC Coordinators



  
Dr. G. D. Giri  
Principal 02/07/2020

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Principal  
K L E Society's  
Science & Commerce College  
Kalamboli, Navi Mumbai - 410218



14/07/2020

14/07/2020



K. L. E. Society's

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No. KLESCNM/038/2020-21

Date: 14/07/20

## NOTICE (DC)

The following will be the appointments for NAAC from the Academic Year 2020-21 onwards:

Sr. No.	Criteria	Faculty Name	Designation
1	IQAC	Assist. Prof. Dr. Fatima Shaikh	Co-ordinator
		Assist. Prof. Dr. Richa Singh	Co-ordinator
2	Criteria-I	Assist. Prof. Dr. Neeraja E.	Convener
		Assist. Prof. Prerna Satav	Members
		Assist. Prof. Trushant Wadkar	
		Assist. Prof. Pradnya Kadam	
3	Criteria- II	Assist. Prof. Dr. Jyoti Nigade	Convener
		Assist. Prof. Payal Sanan	Members
		Assist. Prof. Arun Keskar	
		Assist. Prof. Amar Varma	
		Assist. Prof. Tanushree Patil	
		Assist. Prof. Rajashree Salokhe	
4	Criteria-III	Assist. Prof. Dr. Usha Karaunakaran	Convener
		Assist. Prof. Neha Pandhare	Members
		Assist. Prof. Dr. Kumudini Aher	
		Assist. Prof. New Appointment	

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K. L. E. Society's

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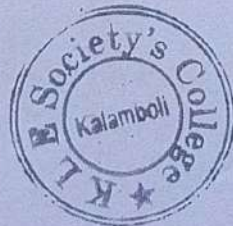
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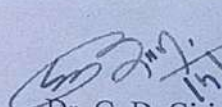
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5	Criteria-IV	Assist. Prof. Dr. Shilpi Teotia	Convener
		Assist. Prof. Poonam Gajakosh	Members
		Assist. Prof. Indrayani Kakde	
		Assist. Prof. Tanuja Suman	
6	Criteria- V	Assist. Prof. Dr. Geeta Kohade	Convener
		Assist. Prof. Dipali Kadam	Members
		Assist. Prof. Prity Yamdagni	
		Assist. Prof. Rajashree Borkhade	
7	Criteria-VI	Assist. Prof. Dr. Nilam Pachupate	Convener
		Assist. Prof. Milind Gurchal	Members
		Assist. Prof. Manoj Naik	
		Assist. Prof. Swapnali Kadge	
8	Criteria-VII	Assist. Prof. Dr. Shashikala Prajapati	Convener
		Assist. Prof. Anju Choubey	Members
		Assist. Prof. Megha Jain	
		Assist. Prof. New Appointment	



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15/07/2020

Dr. G. D. Giri

Principal

Principal

K L E Society's

Science & Commerce College

Kalammboli, Navi Mumbai - 410 218





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No. KLESCNM/041/2020-21

Date: 14/07/2020

## NOTICE (DC)

The following will be the schedule for Criteria wise online presentation of NAAC.

DAY	DATE	TIME	CRITERIA	RESPONSIBILITY
Monday	27-07-2020	2.30 pm To 3.30 pm	CRITERIA-I	Asst. Prof. Nirja & Team
Wednesday	29-07-2020	2.30 pm To 3.30 pm	CRITERIA-I	Dr. G. D. Giri
Tuesday	30-07-2020	2.30 pm To 3.30 pm	CRITERIA-II	Asst. Prof. Jyoti & Team
Saturday	01-08-2020	2.30 pm To 3.30 pm	CRITERIA-II	Dr. G. D. Giri

Other criteria presentations will be declared in due course.

Technical support will be provided by Asst. Prof. Neha Pandhare & Asst. Teacher Prashik Tayde.

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14/07/2020

Dr. G. D. Giri  
Principal  
K L E Society's  
Science & Commerce College  
Kalamboli, Navi Mumbai - 410218



30/07/2020

Notice

K. L. E. Society's

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No. KLESCNM/051/2020-21

Date: 30/07/2020

## NOTICE (DC)

The following will be the schedule for Criteria wise online presentation of NAAC.

DAY	DATE	TIME	CRITERIA	RESPONSIBILITY
Monday	03-08-2020	2.30 pm To 3.30 pm	CRITERIA-III	Asst. Prof. Dr. Usha Karunakaran.
Wednesday	05-08-2020	2.30 pm To 3.30 pm	CRITERIA-IV	Asst. Prof. Dr. Shilpi Teotia.
Friday	07-08-2020	2.30 pm To 3.30 pm	CRITERIA-V	Asst. Prof. Dr. Geeta Kohade.
Saturday	08-08-2020	2.30 pm To 3.30 pm	CRITERIA-VI	Asst. Prof. Dr. Nilam Pachupate
Monday	10-08-2020	2.30 pm To 3.30 pm	CRITERIA-VII	Asst. Prof. Dr. Shashikala Prajapati.

Technical support will be provided by Asst. Prof. Neha Pandhare & Asst. Teacher Prashik Tayde.

30/07/2020

Dr. G. D. Giri

Principal

KLE Society's  
Science & Commerce College  
Kalamboli, Navi Mumbai - 410 218

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DOD: 30-07-2020

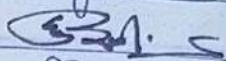
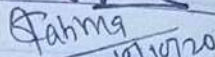






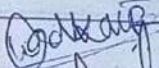
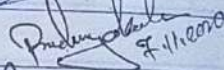
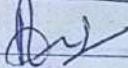
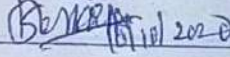
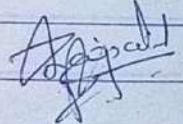
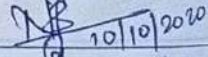
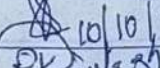
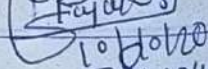
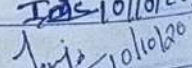
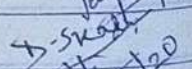
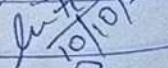
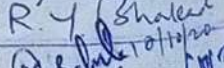
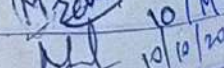
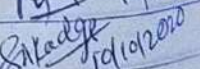
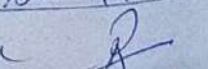
DOR: 11-08-2020



## Minutes of The Meeting Regarding Webinar To be held in the Month of October.

A Meeting was being held to discuss the IOAC Webinar on 10<sup>th</sup> October 2020 at 1:00 PM.

The following members of the IOAC were present;

Sr No.	Names	Signature
1)	Dr. G. D. Giri	
2)	Dr. Fahma Shaikh	 10/10/20
3)	Dr. Neeraja E.	 10/10/20
4)	Dr. Jyoti N.	 10/10/20
5)	Dr. Usha K.	
4)	Dr. Shilpi T.	 10/10/20
5)	Dr. Geeta K.	 10/10/20
6)	Dr. Nilam P.	
7)	Dr. Shashikala P.	 10/10/20
8)	Beerna Satav	
9)	Trushant Wadkar	
10)	Poornima Kadam	 7-11-2020
11)	Payal Sanam	
12)	Arun Keskar	 10/10/2020
13)	Amari Varma	
14)	Tanushree Patil	
15)	Rajashree Salokhe	
16)	Neha Pandhare	
17)	Dr. Kumudini Aher	 10/10/2020
18)	Poonam Gajakosh	 10/10/20
19)	Indrayani Kakde	 10/10/20
20)	Tanuja Saman	 10/10/20
21)	Ditip ka Dipali Kadam	 10/10/20
22)	Priya Yandagni	 10/10/20
23)	Rajashree Bharkade	 10/10/20
24)	Mitini Gurechal	 10/10/20
25)	Manoj Naik	 10/10/20
26)	Swapnali Kadge	 10/10/20
27)	Anju Choubey	
28)	Mesha Tai	

Prakash R. Chavan



10/10/2020  
The following points were being discussed;

1) To Review the activities of The IOAC:

As The Chairperson<sup>(IOAC)</sup> explained about the activities & programs conducted towards improvement & control of teaching in the college. In this respect, the Handbook which was prepared has been explained to the members of the teaching staff. A time-bound program was given to them to complete the same.

2) Monitoring of Online Lectures;

In this meeting, it was decided that a present mechanism in respect of controlling and monitoring the teaching to the satisfaction of students required to be changed. Accordingly, the following procedures were laid down:

a) The respective coordinators of Science and Commerce will monitor the lectures.

b) This will be supervised by the Principals.

c) The coordinators will prepared a report of lectures conducted fortnightly.

d) In case of deficiency, the teachers will undertake extra lectures with the consent of coordinators.

e) Most of the teachers have arbitrarily cancelled the lectures for either personal reasons or official matters. The coordinators will maintain the record of the same and teachers will conduct extra lectures accordingly.

f) The report of the coordinators is expected on 16<sup>th</sup> and 1<sup>st</sup> day of the Month.

3) Interaction with students;

Most of the teachers have no option other than to use PPT for online lectures. By considering the direct control over students, the committee members suggested to have interaction sessions with the students.

4) NAAC Preparation



Due to COVID problems, there was a very big gap in preparation of NAAC. It is decided in the meeting to revive the preparation of respective Criteria by conducting presentations by the respective Criteria owners. The committee will decide the program for the same.

#### 5) Conducting Seminar:

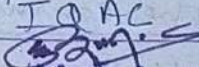
It is suggested by the members that a lecture/seminar be organised to throw more light on the NAAC act by the experts in this field. On discussion, it has been decided to conduct online lecture/seminar of Prof. Dr. S.K. Raju. The IOAC Coordinators are hereby authorized to decide the program by contacting Principal, Dr. S.K. Raju.

#### 6) NAAC Documentation and Filing:

The Chairperson of IOAC, Principal, Dr. G.D. Giri briefed on the methods and procedures of documentation and filing of IOAC Criteria. All the Criteria heads along with members are being asked/instructed to start collecting hard copies as well as soft copies of their respective Criteria and maintain systematic files for the future reference. In this respect, the Principal has instructed the members of teaching staff to help with required resources.

There were no any matter for discussion. The meeting was ended with vote of Thanks to the chair.

- Principal & Chairman -

IOAC  
  
Principal



7/10/2020

K. L. E. Society's

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No. KLESCNM/074/2020-21

Date: 07/10/2020

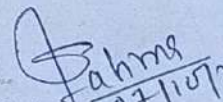
## NOTICE (DC)

A meeting of the IQAC Committee will be held on Saturday, 10<sup>th</sup> Oct. 2020 at 1:00 p.m. in the Conference Room.

The Agenda for the meeting shall be:

1. To review the activities of the IQAC.
2. Monitoring of the Online Lectures.
3. Interaction with students.
4. NAAC Documentation and filing.
5. Any other matter with the permission of the Chair.

KALAMBOLI

  
07/10/20  
IQAC Coordinator



7/10/2020

K. L. E. Society's

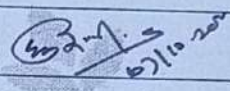
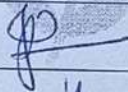

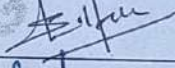

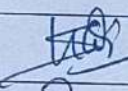
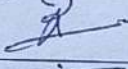
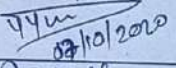
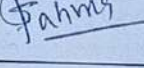
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Sr.No.	IQAC COMMITTEE	Signature
1.	Dr. G. D. Giri	
2.	Shri. Mahantesh M. Kavatagimath	 6/10/2020
3.	Shri. Shankaranna I. Munavalli	
4.	Asst. Prof. Dr. Neeraja Enamala	
5.	Asst. Prof. Dr. Jyoti Nigade	
6.	Asst. Prof. Dr. Usha Karunakaran	
7.	Asst. Prof. Dr. Shilpi Teotia	
8.	Asst. Prof. Dr. Geeta Kohade	 7/10/2020
9.	Asst. Prof. Dr. Nilam Pachupate	
10.	Asst. Prof. Dr. Shashikala Prajapati	
11.	Asst. Prof. Dr. Prakash Bhadane	
12.	Asst. Prof. Yogendra Dalvi	 07/10/2020
13.	Asst. Prof. Dr. Fatima Shaikh	
14.	Asst. Prof. Dr. Richa Singh	
15.	Mrs. Aparna Deshmukh	



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No. KLESCNM/86/2020-21

Date: 03/11/2020

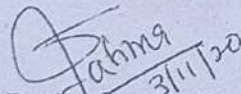
## NOTICE (DC)

All the DC faculty members are hereby being informed that IQAC is organizing a webinar on the topic "NAAC Accreditation Criteria" on Friday, 06<sup>th</sup> November 2020 from 4:30 PM to 5:30 PM on Google Meet. Dr. S. K. Raju, Principal, Saket College of Arts, Science and Commerce, Kalyan and Panel member of Expert Committee of NAAC, Bengaluru shall be the Guest Speaker for the webinar. He will be highlighting the importance of NAAC in the direction of achieving quality in all the spheres of education at the Degree College level.

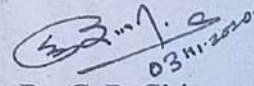
The table below mentions the duties and the responsibilities towards organizing the above webinar:

Sr. No.	Faculty	Responsibility
1	Assist. Prof. Dr. Fatima Shaikh	Anchoring and Official Correspondence
2	Assist. Prof. Dr. Shilpi Teotia	Introduction of the Guest Speaker
3	Assist. Prof. Dr. Jyoti Nigade	Vote of Thanks
4	Assist. Prof. Dr. Usha Karunakaran	Report writing

Technical support shall be provided by IT Head, Assist. Prof. Neha Pandhare and Assist. Prof. Prashik Tayade from Maths Department.

  
Dr. Fatima Shaikh  
IQAC Convenor



  
Dr. G. D. Giri  
Principal (IQAC Chairman)  
Principal  
KLE Society's  
Science & Commerce College  
Kalamboli, Navi Mumbai - 410218

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DOD: 03-11-2020

DOR: 07-11-2020



Following were the members who attended the webinar on "NAAC Accreditation Criteria" on Friday, 6<sup>th</sup> November 2020 ;

Name	Signature
1) Dr. G. D. Giri	
2) Dr. Fatma Shaikh	
3) Swapnali Kadge	
4) Dr. Geeta Kohade	
5) Indrayani, K.	
6) Anju Chonbey	
7) Anshu Kulkarni	
8) Yogendra Dalvi	
9) Dr. S. R. Brajapath	
10) Mrs. Poonam K. Gajakosh	
11) Dipali Kadam.	
12) Pradnya Keshkar	
13) Dr. Umila Sonavane	
14) Dr. Usha Karanekar	
15) Dr. Nilam Pachupate	
16) Dr. Prakash B.	
17) Asst Prof Pooiti Y.	
18) Rajashree Bhatcadi	
19) Dr. Jyoti Nigade	
20) Mr NV Pawar	
21) Dr. Meera J.	
22) Mr. Amar Verma	
23) Mr. Manoj. m. Nark	
24) Mr. Manoj Milind. G	
25) T. R. Wadkar	
26) Ms. Neha Paudhale	



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No. KLESCNM/092a/2020-21

Date: 26/11/2020

## NOTICE (DC)

A meeting of the IQAC Committee will be held on Tuesday, 1<sup>st</sup> December 2020 at 11:00 a.m. in the Conference Room.

The Agenda for the meeting shall be:

1. To review the activities of the IQAC.
2. To discuss the various aspects of campus development.
3. Discussion pertaining to examination.
4. Appointment of Teachers
5. Review of construction work
6. NAAC Documentation and filing.
7. Any other matter with the permission of the Chair.

KALAMBOLI

*Jahmy*  
26/11/20  
IQAC Coordinator



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Copy to:

Sr.No.	IQAC COMMITTEE	Signature
1.	Dr. G. D. Giri	
2.	Shri. Mahantesh M. Kavatagimath	
3.	Shri. Shankaranna I. Munavalli	
4.	Asst. Prof. Dr. Neeraja Enamala	
5.	Asst. Prof. Dr. Jyoti Nigade	
6.	Asst. Prof. Dr. Usha Karunakaran	
7.	Asst. Prof. Dr. Shilpi Teotia	
8.	Asst. Prof. Dr. Geeta Kohade	
9.	Asst. Prof. Dr. Nilam Pachupate	
10.	Asst. Prof. Dr. Shashikala Prajapati	
11.	Asst. Prof. Dr. Prakash Bhadane	
12.	Asst. Prof. Yogendra Dalvi	
13.	Asst. Prof. Dr. Fatima Shaikh	
14.	Asst. Prof. Dr. Richa Singh	
15.	Mrs. Aparna Deshmukh	



A Meeting of the IOAC was being held at 01<sup>st</sup> December 2020 at 11:00 AM in the conference room. Following members were present;

Names	Signature
1) Dr. G. D. Gini	
2) Dr. Fatma S.	
3) Dr. Jyoti N.	
4) Milind G.	
5) Paiti Y.	
6) Yogendra Dahi	
7) Tanushree Patil	
8) T. R. Wadkar	
9) Dr. Neeraja	
10) Dr. Usha K.	
11) Dr. Prakash B.	
12) Dr. Shilpi Teethia	
13) Indrayani K.	
14) Poonam Gajakosh	
15) Tanuja Suman	
16) Dipali kadam	
17) Rajashree Bhorkade	
18) Manoj Naik	
19) Swapnali kadge	
20) Dr. Shashikala P.	
21) Megha Jain	
22) Pradnya kadam	
23) Neha Pandhara	
24) Dr. Pooja Suman	
25) Dr. Geeta Kohade	

Following points were discussed during the meeting:

### 1) Campus Development:

The Principal informed the development of and maintenance of campus in respect of college ground, tree plantation and other maintenance activities. It was planned to plant 105 trees in the college campus on the occasion of 105<sup>th</sup> Foundation Day of our KLE Society.



The development and other activities are quite visible in the area. The committee appreciated the efforts.

## 2) Examination:

In this COVID situation, the directives from the University to conduct examination were received. The Principal informed the committee about the appreciation letter received from Hon'ble Chancellor appreciation. The extra-ordinary efforts contributed by our college and teachers regarding Cluster Colleges' Management which consists of 16 colleges. Our college is lead college. The appreciation was pertaining to Sem VI examination planned and monitored by our college for the entire cluster. The committee was very happy to be the same. The Chairperson and Exam committee and also a member Asst. Prof. Shilpi Teotia explained about the conduct of Semester I, II, III, IV & V examination held on Dec-Jan, 2020. A committee gave several suggestions which are noted by the Chairperson, Exam committee.

## 3) Appointment of Teachers:

The Principal, informed about the appointments of new teachers in the present subjects:

a) Accountancy & Management - (1 Post)

b) Mass Media - (2 Posts)

c) IT - (1 Post)

It was informed about the systematic conduct of online classes and reports sent to the head office. Out of 4 posts, 3 candidates have joined recently and the IT candidate could not join due to previous college obligations. The Principal informed the necessity to appoint an IT Asst. Prof. for the semester which will begin from 5<sup>th</sup> January 2020 onwards. The necessary procedures will be followed for the same.

## 4) Review of NAAC Preparation:

It is decided in the meeting to receive the preparatory



of respective criteria by reviewing the 'work done so far' and 'work to be done' in the future. The IOAC Chairman, Principal Dr. G. D. Giri asked all the criteria members to submit list of work done and work to be done by 25<sup>th</sup> December 2020. The Chairman, informed that at the later stage the report shall be studied in detail by the IOAC committee.

#### 5) Review of construction work:

The committee reviewed construction of road work on adjoining gutter and also work pertaining to entry gate. The Principal informed that the gutter work is over. The committee informed to discuss with the builders and architects to complete gate work at the earliest. The Principal informed that the plan of adjoining building has been approved by Municipal Corporation and also of the two floor extension in the existing college building. The Principal requested the Management Representatives to take up this matter to the Board of Management at the earliest.

#### 6) Students' participation in Association Activities:

The Principal, Dr. Giri stressed on the importance of students' participation in the Association activities so that there is an enhancement in their calibre and personality. The Principal asked the Associations to appoint a student as secretary so that he/she learns managing activities under the guidance of Association conveners and members.

#### 7) Organizing Department-wise National level seminars/FDPs:

The Principal exhorted the departments to organise National level seminars and contribute towards research work to the maximum. The Principal explained the importance of organizing National/International level activities for upbringing the name of the institutions in the educational map.

#### 8) Overall Discussion of miscellaneous matters:



The Principal, Dr. Gini discussed the following miscellaneous matters in the meeting, mentioned below;

- a) Updation of college website
- b) Preparation of class-wise defaulter list for sem. I, II, III
- c) Appreciation of students with 100% attendance class-wise
- d) Completion of course files and Handbook and getting it signed by respective authorities.
- e) Conducting PTM for Science, Commerce + Professional college students
- f) Submission of Mentor-Mentee book by 16<sup>th</sup> Dec. 2020

A staff meeting was decided to discuss these above matters and hence a date was being fixed for the same. A DC staff meeting was decided to be conducted on the 7<sup>th</sup> December 2020.

There were no further matters to be discussed. The meeting was ended with a vote of Thanks to the Chair.

Principal & Chairman

I.A.C.

  
Principal

KLE Society's

Science & Commerce College

Kalamboli, Navi Mumbai - 410 218



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No. KLESCNM/101/2020-21

Date: 17/12/2020

## NOTICE (DC)

A meeting of EOMS (Educational Organisation Management System) Committee will be held on 22<sup>nd</sup> December 2020 at 1:30 P.M. in the Conference Room to discuss the procedures and formalities of EOMS.

IQAC Coordinator, Dr. Fatima Shaikh shall be presenting PPT on EOMS.

  
Dr. G. D. Giri  
Principal & Chairman (IQAC)  
KLE Society's  
Science & Commerce College  
Kalamboli, Navi Mumbai - 410 218

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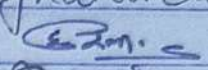
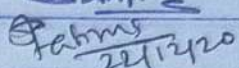
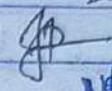
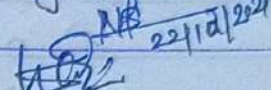

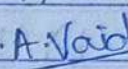
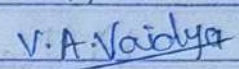
DOD: 17-12-2020

DOR: 23-12-2020



22/12/2020

A meeting of EOME Committee was being held on 22nd Dec. 2020 at 1:30 pm. in the conference room. Following members were present.

Names	Signature
1) Dr. K. D. Giri	
2) Dr. Fatima Shaikh	 22/12/20
3) Dr. Jyoti Nigade	
4) Ms. Neha Panchare	 22/12/2020
5) <del>Dr.</del> Shashi Kala Prajapati	
6) Mr. Nishant Lingayat	
7) Ms. Vaishnavi Vaidya	 V.A. Vaidya

Following points were discussed during the meeting.

- 1) ISO - 21001:2018 Introduction -:  
It is a talk about requirement to enhance the satisfaction of learners by improving educational process of learner's requirement.
- 2) Need of EOMS -:
  - To enhance satisfaction of learners, other beneficiaries of staff.
  - To develop management system.
  - To support teaching-learning of institution.
- 3) Principles of EOMS -:  
Discussed different process, relationship mgmt issues, CSR initiatives of ethical conduct to be implemented in educational institutes.  
Dr. Giri guided about all this in detail.



#### 4. EOMS Requirements :-

- a) Context of orgn - Suggestions in PTM & feedback
- b) Leadership
- c) planning
- d) Support - Resources (Gymkhana, watchman-attendance, Canteen, support staff, admin. staff, library)
- e) Support - mgt. Support, one-way, two-way commn
- f) operations - Activities, teaching learning Process
- g) Performance evaluation - Feedback from Students, Alumni, Superiors.
- h) Improvement - Expert lectures for teachers, Student

#### 5. Overview of BBE - Bureau of Indian Standards

Validity - 3 yrs.

Audit - once a year.

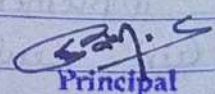
Renewal - once in 3 years.

Dr. Fatima Shaikh explain about BBE with help of PPT Presentation.

Dr. Guri guided regarding all the points of procedure

→ we need to find out what process need to be formalised. & linked to NAAC.  
Next meeting is scheduled on 9<sup>th</sup> Jan 2021.

- Principal & Chairman  
BBE

  
Principal

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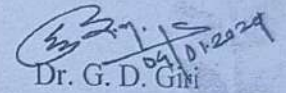
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No. KLESCNM/110/2020-21

Date: 04/01/2021

## NOTICE (DC)

A meeting of EOMS (Educational Organisation Management System) Committee will be held on 09<sup>th</sup> Jan. 2021 at 1:30 P.M. in the Conference Room to discuss the procedures and formalities of EOMS. The entire committee should remain present in the Conference Room sharp at 01:15 P.M.

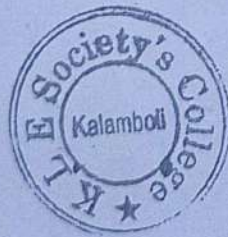
  
Dr. G. D. Giri

Principal & Chairman (IQAC)  
Principal

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Kalamboli, Navi Mumbai - 410 218

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DOD: 04-01-2021

DOR: 10-01-2021



18/01/2021

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No. KLESCNM/118/2020-21

Date: 18-01-2021

## NOTICE (DC)

The following faculty members have be added in NAAC from the Academic Year 2020-21 onwards:

Sr. No.	Criteria	Faculty Name	Designation
1	Criteria- II	Assist. Prof. Vaishnavi Vaidya	Member
2	Criteria-III	Assist. Prof. Dr. Prakash Bhadane	Member
3	Criteria- VI	Assist. Prof. Swapnali Kadge	Convener
		Assist. Prof. Nishant Lingayat	Member
4	Criteria- VII	Assist. Prof. Urmila Sonawane	Member

Dr. G. D. Giri

Principal

Principal

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MOD : 18-01-2021

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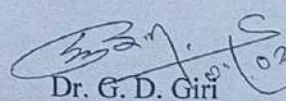
No. KLESCNM/128/2020-21

Date: 01-02-2021

**NOTICE**  
**(DC)**

EOMS (Educational Origination's Management System) Committee is here by informed that each member shall be presenting PPT on 13<sup>th</sup> Feb, 21 in the Conference<sup>Room</sup> on the Scope, Terms & Conditions and Requirements of ISO-21001-2018 according to the following distributions of topics;

Sr. No.	Name of Faculty	Requirement Criteria No.	Page No.
1	Asst. Prof. Dr. Fatima Shainkh	Scope, T & C 03 - 3.44	3 - 7
2	Asst. Prof. Dr. Richa Singh	4.1 - 4.4	7 - 9
3	Asst. Prof. Dr. Shashikala Prajapati	5.1 - 5.3	9 - 11
4	Asst. Prof. Dr. Jyoti Nigade	6.1 - 6.3	11 - 12
5	Asst. Prof. Neha Pandhare	7.1 - 7.5	13 - 19
6	Asst. Prof. Poonam Gajakosh	8.1 - 8.4	19 - 26
7	Asst. Prof. Dr. Prakash Bhadane	8.5 - 8.7	26 - 30
8	Asst. Prof. Nishant Lingayat	9.1 - 9.3	30 - 34
9	Asst. Prof. Vaishanavi Vaidya	10.1 - 10.3	34 - 35

  
Dr. G. D. Giri  
Principal & Chairman (IQAC)

Principal  
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No. KLESCNM/142/2020-21

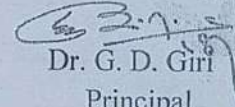
Date: 18/02/2021

## NOTICE (DC)

All the NAAC Criteria heads and their teams are hereby informed that there shall be NAAC Criteria wise PPT presentation on 04<sup>th</sup> March, 2021 at 2:00 pm onwards in the Auditorium.

Technical support will be provided by Asst. Prof. Neha Pandhare.



  
Dr. G. D. Giri  
Principal

Principal  
KLE Society's  
Science & Commerce College  
Kalamboli, Navi Mumbai - 410 218

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