



BOMBAY BUNTS ASSOCIATION'S

BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)

'Bunts Centre', Shashikala Manmohan Shetty Complex, Bunts Centre Marg, Plot No. 42, Sector-24, Off. Gaondevi Chowk, Juinagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400 705. Phone : (022) 27703156 Email : bba.bche@gmail.com

Ref.:

Date :
07th Sep, 2024

All IQAC members are hereby informed that an IQAC meeting has been scheduled as per the details below:

Date: 12th Sep 2023

Time: 6:00 PM

Venue: Chairman's Office

The agenda for the meeting is as follows:

1. Review and update on NSS and DLLE activities and their alignment with NEP guidelines.
2. Discussion on the academic planner and new subject allotment as per the National Education Policy (NEP).
3. Designing a Faculty Development Program to enhance teaching and learning practices.
4. Proposal for procurement of new computers, digital devices, and smart boards to improve infrastructure.
5. Allocation of FY subjects in accordance with NEP subject requirements.

All members are requested to attend the meeting without fail and contribute active



(Co-Ordinator)

[Signature]
07/9/2024

PRINCIPAL

BBA'S Bunts College of Higher Education
(Night College) Juinagar, Navi Mumbai.

(Principal)

Regd. Office : Mukhya Adyapak Bhavan, 3rd Floor, Plot No. 6-B, Road No. 24, Sion (West),
Mumbai - 400 022 Phone : 2407 7783 Email : bombaybuntsassociation@gmail.com



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Ref.:

Date :

15th Sep, 2024

Minutes of the Meeting

Date: 12th Sep 2024

Time: 6:00 PM

Venue: Conference Room

Proceedings:

1. NSS & DLLE Activities - NEP Implementation

- Discussion focused on aligning NSS and DLLE activities with NEP guidelines.
- Suggestions were made to incorporate skill-based and experiential learning activities.
- Proposal to collaborate with local organizations for NSS outreach programs.
- Action Point: A subcommittee will draft a detailed plan by 12th June 2023.

2. Academic Planner & New Subject Allotment

- Reviewed the current academic planner for the upcoming semester.
- Discussed introducing new subjects and updating teaching methodologies as per NEP guidelines.
- Emphasis on holistic development and inclusion of inter-disciplinary subjects.
- Action Point: HODs to finalize the subject allotment list and submit it by 10th June 2023.

3. Faculty Development Program Design

- Agreed on the need for training programs to enhance teaching methods in line with NEP.
- Suggested focusing on the use of technology in classrooms, innovative teaching strategies, and professional growth.
- Action Point: The IQAC team to design a comprehensive Faculty Development Program and propose a schedule by 15th June 2023.

4. Procurement of New Computers, Digital, and Smart Boards

- Discussed the need to upgrade existing infrastructure to support digital learning.
- Decided to procure a batch of new computers and digital/smart boards for selected classrooms.
- Action Point: The procurement team to finalize the vendor and order placement by 20th June 2023.



Shankar
15/9/2024
PRINCIPAL

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Date : 15th Sept, 2024

Ref.: 5. FY Subject Allotment & NEP Subject Guidelines

- Deliberated on the subject allotment for FY students in alignment with NEP.
- Faculty members were advised to integrate multidisciplinary approaches and skill-oriented modules.
- Action Point: A final review meeting will be conducted on 8th June 2023 to ensure readiness.

(Co-Ordinator)



Shandani
15/9/2024
(Principal)

PRINCIPAL

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Ref.:

Date :

02nd April, 2024

NOTICE

Internal Quality Assurance Cell (IQAC) Meeting

Date: 05th April 2024

Time: 6:00 PM

Venue: Chairman's Office

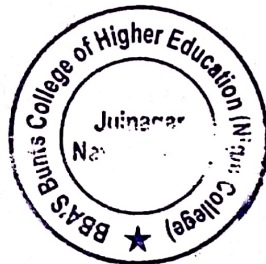
All members of the IQAC Committee are hereby informed that a meeting will be conducted under the guidance of the Chairman and IQAC Coordinator. Your presence is essential to discuss the following agenda items and contribute to the institutional development.

Agenda:

1. Discussion on organizing a Job Fair for TY students to enhance placement opportunities.
2. Planning and implementing a Certification Course for teaching and non-teaching staff to promote skill enhancement.
3. Organizing an Inter-College Competition to encourage student engagement and inter-institutional collaboration.
4. Establishing an MOU with an NGO to strengthen social responsibility and community outreach initiatives.

All members are requested to attend the meeting on time and contribute actively to the discussions.

(Co-Ordinator)




02/4/2024
PRINCIPAL

BBA'S Bunts College of Higher Education
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(Principal)





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Ref.:

08th April, 2024
Date:

Minutes of the Meeting:

1. Job Fair for TY Students

• **Discussion:**

The members proposed organizing a Job Fair for Third-Year (TY) students to enhance placement opportunities. Suggestions were made to invite reputed companies and industry professionals for participation.

• **Action Plan:**

- Form a committee to manage the Job Fair.
- Set tentative dates in October 2024.
- Contact HR representatives of local and national companies.
- Allocate resources for logistics and student preparation sessions (e.g., resume writing, mock interviews).

2. Certification Course for Teaching & Non-Teaching Staff

• **Discussion:**

It was suggested to introduce a skill enhancement certification course for both teaching and non-teaching staff to improve institutional efficiency and personal development.

• **Action Plan:**

- Research relevant courses from reputed institutions or training providers.
- Conduct a survey to understand staff interest and requirements.
- Tentatively schedule the course in the upcoming semester.

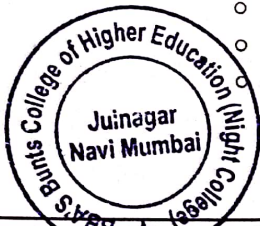
3. Inter-College Competition

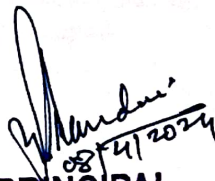
• **Discussion:**

A plan to host an inter-college competition to foster collaboration and showcase student talent was discussed. Events like debates, quizzes, and cultural activities were proposed.

• **Action Plan:**

- Form an organizing committee to finalize events and rules.
- Reach out to colleges for participation.
- Identify sponsors for the event.
- Confirm event dates and venue by mid-September.




08/4/2024

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Ref.:

Date : 08/4/2024

4. MOU with NGO

- Discussion:

Members discussed establishing a Memorandum of Understanding (MOU) with an NGO to promote community service initiatives and provide students with volunteering opportunities.

- Action Plan:

- Identify potential NGOs that align with the college's vision.
- Schedule a meeting with selected NGO representatives.
- Finalize and sign the MOU by the end of September.

Decisions Taken:

- All the proposed activities were unanimously approved.
- Committees will be formed to ensure smooth implementation of all activities.
- Regular updates will be provided during the next IQAC meeting.



(Co-Ordinator)

Shandun
08/4/2024

PRINCIPAL

BBA'S Bunts College of Higher Education
(Night College), Juinagar, Navi Mumbai.

(Principal)





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Ref.:

Date :
06th January, 2024

NOTICE

Internal Quality Assurance Cell (IQAC) Meeting

All IQAC members are hereby informed that an Internal Quality Assurance Cell (IQAC) meeting is scheduled as follows:

Date: 10th January 2024

Time: 6:00 PM

Venue: Chairman's Office

The meeting will be chaired by the Chairman, and discussions will be coordinated by the IQAC Coordinator. All members are requested to attend the meeting and contribute to the deliberations.

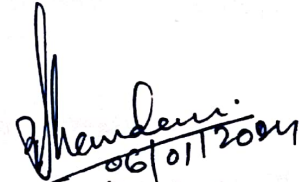
Agenda:

1. To discuss the implementation of a Scholarship Scheme in collaboration with Government and Private Institutions.
2. To explore and finalize staff welfare arrangements for a Staff Picnic.
3. To propose and plan a Research Workshop for Teachers.
4. To design a Stress Management Program for teaching and non-teaching staff.

Your punctuality and active participation will be highly appreciated.

(Co-Ordinator)




06/01/2024
(Principal)

PRINCIPAL

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Ref.:

15th Jan, 2024

Date :

Minutes of the IQAC Meeting

Date: 10th January 2024

Time: 6:00pm

Venue: Chairman's Office.

1. Welcome Address and Confirmation of Previous Meeting Minutes

- The meeting began with a welcome address by Chairperson and Coordinator.
- The minutes of the previous meeting were reviewed and approved by the members.

2. Scholarship Scheme with Government & Private Institutions

- Discussions were held regarding collaborating with government and private institutions to provide scholarships to deserving students.
- It was decided that a dedicated team, led by Ms. Anusha, will identify eligible scholarship programs and liaise with relevant organizations.
- A proposal draft will be presented at the next meeting.

3. Staff Welfare Arrangements for Staff Picnic

- Members agreed to organize a staff picnic to promote team bonding and enhance staff morale.
- A committee was formed to finalize the venue, date, and budget.
- The proposed date for the picnic. Suggestions for destinations are to be collected by.

4. Research Workshop for Teachers

- The committee emphasized the need for professional development through a research-oriented workshop.
- Mr. Abhijeet Pawar was tasked with coordinating with resource persons and finalizing workshop details.
- The tentative timeline for the workshop.

5. Stress Management Program for Teaching & Non-Teaching Staff

- To address workplace stress, it was agreed to organize a stress management program.
- Mr. Santu Parui will research potential trainers and submit a shortlist. The program is planned for upcoming month.

6. Conclusion

- The meeting concluded with a vote of thanks to the chair and participants.

(Co-Ordinator)



Shardha
15/01/2024
(Principal)

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Ref.:

Date :
03rd Sept, 2023

NOTICE

Internal Quality Assurance Cell (IQAC) Meeting

An Internal Quality Assurance Cell (IQAC) meeting will be conducted on **10th Sept, 2023** at **6:00 PM** in the **Chairman's Office**. The meeting will be chaired by the Chairman, coordinated by the IQAC Coordinator, and attended by all committee members.

Your presence is highly valued and requested to discuss important agenda points for the growth and development of the institution.

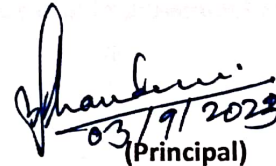
Agenda for the Meeting

1. Review of student enrolment and overall strength.
2. Discussion on activity planning and strategies for effective implementation.
3. Planning lectures under the **Women Development Cell** to promote gender equity and empowerment.
4. Conducting **Parent-Teacher Meetings** to ensure effective communication and collaboration for student improvement.
5. Proposal to introduce **software courses** for FY and SY students to enhance technical skills and career readiness.

All members are requested to attend the meeting. Suggestions are welcomed from every respected members.

(Co-Ordinator)




03/9/2023
(Principal)

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Ref.:

Date :

14th Sept, 2023

Minutes of the Meeting

1. Review of Student Enrolment and Overall Strength

- Current enrolment figures and overall student strength were reviewed.
- Identified areas for improvement in enrolment strategies.
- Discussed targeted outreach efforts to attract more students.

2. Discussion on Activity Planning and Strategies for Effective Implementation

- Proposed a monthly activity calendar to ensure systematic planning.
- Highlighted the importance of student involvement and innovative activities.
- Assigned specific responsibilities to team members for activity execution.

3. Planning Lectures under the Women Development Cell (WDC)

- Focus on promoting gender equity and empowerment through lectures and workshops.
- Tentative schedule for lectures was discussed, with topics to be finalized in the next meeting.
- Suggestions for collaborating with external experts and organizations for impactful sessions.

4. Conducting Parent-Teacher Meetings (PTM)

- Discussed the importance of PTMs for fostering communication between parents and teachers.
- Proposed bi-annual PTMs with the first one tentatively scheduled for April 2023.
- Decided to provide a performance summary and areas of improvement for students during PTMs.



Shandev
14/9/2023
PRINCIPAL

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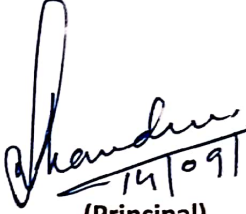
14th Sept, 2023

5. Proposal to Introduce Software Courses for FY and SY Students

- Agreed on the need for technical skill enhancement to improve career readiness.
- Identified potential software courses, including programming and data analysis.
- Formed a subcommittee to explore partnerships with training institutions and finalize the curriculum.

(Co-Ordinator)




14/09/2023
(Principal)

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