

**MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARCHITECTURE
RASAYANI**

Minutes of the meeting of the Governing Body of Mahatma Education Society's Pillai HOC College of Architecture, held on 01/12/2022.

A meeting of the Governing Body of Mahatma Education Society's Pillai HOC College of Architecture, was held on 01/12/2022 at 12 noon in the conference room of Pillai Centre of Innovation and Entrepreneurship, L Wing, First Floor, Dr. K.M. Vasudevan Pillai Campus, New Panvel, Navi Mumbai, Sector 16, New Panvel.

Following members were present:

Sr. No.	Name	Designation	
1.	Dr. K. M. Vasudevan Pillai	Chairman, CEO MES and Member Management Board	Chairman
2.	Dr. (Mrs.) Daphne Pillai	Secretary, MES and Chairperson Management Board	Member
3.	Dr. Priam V. Pillai	Chief Operating Officer and Member Management Board	Member
4.	Mr. Franav Pillai	Member Management Board	Member
5.	Prof. Munavira Pillai	Member Management Board	Member
6.	Dr. M. Sasikumar	Director, C_DAC, Mumbai	Member
7.	Dr. Bernard Menezes	Scientist & Educationist, IIT Bombay	Member
8.	Mr. Pramod Sadarjoshi	Senior Director, APAC-HCM Strategy & Transformation, Oracle India Pvt. Ltd., Mumbai	Member
9.	Mr. Tushar Pradhan	Chief Investment Officer, HSBC, Fort, Mumbai	Member
10.	Mr. Kamlesh Bafna	Vice President, JP Morgan, Mumbai	Member
11.	Mr. Maruti Babu Pawar	MD, Amtronics Techno Pvt Ltd, Navi Mumbai	Member
12.	Mr. Satish Shetty	President Taloja Industrial Association	Member
13.	Mr. Hitesh Modi	Director, Jaydee Electronics Pvt. Ltd.	Member
14.	Dr. Lata Kasture Menon	Dy. CEO, PHEC, Rasayani	Member
15.	Dr. Nivedita Shreyans	Chief Public Relation Officer, MES	Member
16.	Prof. Pragnesh N. Shah	Director-Administration, MES	Member
17.	Prof. Suchita M. Sayaji	Principal, PHCOA	Member Secretary

DTE Representative and University Representative informed their inability to attend the meeting due to their prior commitments for which the Chairman approved their leave.

Dr. K. M. Vasudevan Pillai was in the Chair. He welcomed all the members present.

Agenda 1: To read and confirm the minutes of the previous meeting held on 09/04/2022

Prof. Suchita M. Sayaji, Member Secretary read the minutes of the previous meeting held on 09/04/2022. The minutes were found to be in order, the same were confirmed and signed by the Chairman.

Resolution : PHCOA/GB/12/2022/01 : Resolved to approve the minutes of the meeting held on 09/04/2022.

Agenda 2: To review the action taken on the suggestions of the previous meeting.

Prof. Suchita informed that we have collected feedback as per IQAC suggestions from students, parents, teachers, alumni and employer regarding teaching learning process and curriculum in the month of April. Based on the suggestions we have identified Value Added Courses to be commenced and sent suggestions received regarding curriculum to University.

Prof. Suchita informed the members that the preparation of documents have started to apply for NAAC accreditation. The members discussed the ATR and approved it.

Resolution :

PHCOA/GB/12/2022/02 : Resolved to approve the action taken report (ATR) of the meeting held on 09/04/2022.

Agenda 3: To discuss other academic, administrative matters.

Prof. Suchita informed the members that the Extension of Approval from Council of Architecture for 80 intake which we have received in the month of July and subsequently we have received the continuation of affiliation from University of Mumbai. This year the admission enquiry was very less and we have admitted 45 students out of 80 intake.

Prof. Suchita presented the E-Governance report for the academic year 2021-22. The members discussed the report and approved it.

Prof. Pragnesh N. Shah has suggested to get done Green Audit, Energy Audit, Electrical Safety Audit for the institute. The members approved this suggestion.

Dr. Bernard Menezes has suggested to get certified by ISO 9001:2015 Quality Management System and 21001:2018 Management Systems For Educational Organizations so that our achievements in quality aspects will be audited and certified then it can be presented with documents to all the stakeholders. The members discussed and approved this suggestion.

Prof. Suchita M Sayaji has presented the Action Taken Report of the five year perspective plan for quality enhancement initiatives for the year 2021-2022, implemented by IQAC. The members discussed and approved the Action Taken Report.

Prof. Suchita presented the present faculty position, vacancy position and faculty approval status to the committee. She informed to the committee that all the appointments are done as per the University rules and regulations and the University Teacher Approval is also being sought from the University from time to time. She explained the status of University Teacher approval received for the faculty for their appointments.

Prof. Suchita informed the members that we have 27 faculty members on roll for the academic year 2022-23. Out of this 27 faculty 11 faculty members are approved by University of Mumbai and 16 faculty members are approved by the MES management. 24 faculty members are approved by the Council of Architecture also. The process for the approval of remaining 3 faculty by the Council of Architecture has been started.

Prof. Suchita informed the members that the enquiry for admission is showing a decreasing trend and she suggested for reduction in intake from 80 to 40 seats from the academic year 2023-24.

The members discussed the admission position of the previous years and approved the suggestion.

Prof. Suchita has proposed to sign a MoU with ASADI (Asian School of Architecture, Design and Innovation), Kochi, Kerala to visit the campus to study various housing typologies of Navi Mumbai. It is also suggested that the Institute will conduct a session for the students where the faculties will share their knowledge on the topic. The members approved the suggestion.

Prof. Pragnesh Shah presented the audited balance sheet for the financial year 2021-22. The members discussed details of the balance sheet and approved it.