

BUNTS SANGHA'S

S.M.SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES,
POWAI

NOTICE

Date: 17/06/2019

This is to inform all the teachers of TY B.COM that a meeting will be convened on 19th June 2019 in the Conference Room at 12:30 pm. All are requested to attend the same.


Prof. Sandesha Shetty

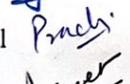
(Vice Principal and Coordinator)

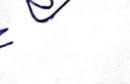

PRINCIPAL
Bunts Sangha's S.M. Shetty College
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Powai, Mumbai - 400 076
Tel. 022 - 6132 7352
Email : college@smshettyinstitute.in

B.Com Teachers:

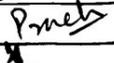
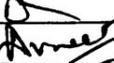
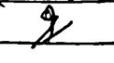
1. Sandesha Shetty
2. Dr. Liji Santosh
3. Mr. John Menezes
4. Ms. Prachi Agarwal
5. Ms. Avneet Kaur
6. Mr. Virendra Singh
7. Ms. Steffi Salve









Sr. No	Name	Signature
1.	Dr. Liji Santosh	
2.	Prof. Sandesha Shetty	
3.	Prof. John Menezes	
4.	Prof. Prachi Agarwal	
5.	Prof. Virendra Singh	
6.	Prof. Avneet Kaur	
7.	Prof. Steffi Salve	

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Bunts Sangha's
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B.Com Department

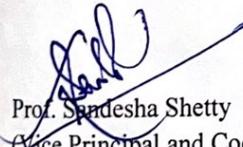
**MINUTES OF THE B.COM DEPARTMENT MEETING ON 19TH June 2019 IN THE
CONFERENCE ROOM AT 12:30 P.M**

Agenda of the Meeting:

1. Strategy for securing 100% results in TY BCOM
2. Improving attendance of the students
3. Preliminary Exams for TY B.COM

Matters Discussed:

1. Result was discussed of TY B.COM 2018-2019 semester VI.
2. Teachers have to formulate a strategy for securing 100% result in their respective subjects and submit the same in written.
3. Respective subject teachers are responsible for improving the attendance of the students in their subjects.
4. Two Preliminary Exams will be conducted for TY B.Com students.
5. First Preliminary Exam will be conducted from 15th July, 2019 to 17th July, 2019 – Syllabus: Unit 1 and Unit 2.
6. Second Preliminary Exam in the month of August- Syllabus: Unit 3 and Unit 4.
7. Each Exam is of 50 marks and Time: 1 hour 30 minutes.
8. It is mandatory for students to pass both the exams.
9. A defaulter list will be prepared every 15 days for the students with less than 75% attendance.
10. Principal sir will orient TYBCOM students on 25th and 26th June, 2019. It is mandatory for the students to attend the orientation programme.
11. FYBCOM orientation programme will be held on 29th June, 2019. All the parents and students of FYBCOM have to be informed regarding the same.


Prof. Sandesha Shetty
(Vice Principal and Coordinator)


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ACTION TAKEN REPORT FOR THE MEETING HELD ON 19TH June 2019

1. TY BCOM Teachers formulated a strategy for securing 100% result in their respective subjects and submitted the same to Principal Sir on 27th June, 2019.
2. First Preliminary Exam for TYBCOM was conducted from 15th July, 2019 to 17th July, 2019.
3. A defaulter list was prepared on 21st June for the students with less than 75% attendance.
4. Principal Sir oriented TYBCOM students on 25th and 26th June, 2019 regarding the rules, regulations, importance and preparation for TY examinations.
5. FYBCOM orientation programme was held on 29th June, 2019.


Prof. Sandesha Shetty
(Vice Principal and Coordinator)


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BUNTS SANGHA'S
S.M.SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES,
POWAI
NOTICE

Date: 26/06/2019

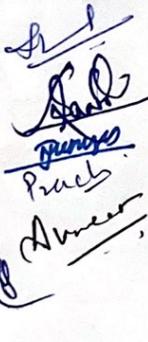
This is to inform all the teachers of TY B.COM that a meeting will be convened on 27th June 2019 in the Principal's office at 1:00 pm. All are requested to attend the same.

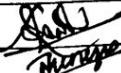
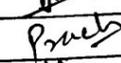
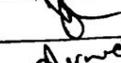
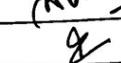
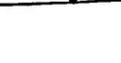

Prof. Sandesha Shetty
Coordinator & Vice Principal


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B.Com Teachers:

1. Dr. Liji Santosh
2. Mr. Sandesha Shetty
3. Mr. John Menezes
4. Ms. Prachi Agarwal
5. Ms. Avneet Kaur
6. Mr. Virendra Singh
7. Ms. Steffi Salve


Liji
Sandesha
John
Prachi
Avneet
Virendra
Steffi

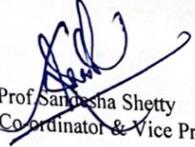
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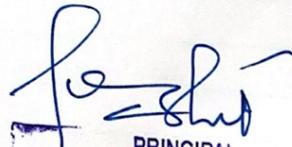
Bunts Sangha's
S M Shetty College of Science, Commerce and Management Studies, Powai
B.Com Department

**MINUTES OF THE B.COM DEPARTMENT MEETING ON 27TH June 2019 IN THE
PRINCIPAL'S OFFICE AT 1:00 P.M**

Matters Discussed:

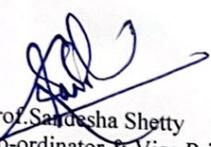
1. Subject wise result analysis was discussed of TY B.COM 2018-2019 semester VI.
2. 2018-2019 result was analyzed in the light of target set previously for year 2018-2019.
3. Teachers' strategy was discussed for securing 100% result in their respective subjects.
4. Subject teachers are responsible for improving the attendance of the students in their respective subjects.
5. Exam oriented teaching has to be adopted by the teachers in order to prepare the students for final exams.
6. Two Preliminary Exams will be conducted for TY B.Com students.
7. A change in the schedule pattern of prelims exams was discussed.
8. Two exams will happen in a day. One exam will be held in the morning from 8:00 am to 9:30am and second exam from 10:30am to 12:00pm.
9. A defaulter list will be prepared every 15 days for the students with less than 75% attendance.
10. Parents Teacher meet will be held on 13th July, 2019 for the TY BCOM 2019-2020 batch.


Prof. Sandesh Shetty
Co-ordinator & Vice Principal


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ACTION TAKEN REPORT FOR THE MEETING HELD ON 27th June 2019

1. Exam oriented teaching has been adopted by the teachers in order to prepare the students for final exams.
2. Schedule pattern of the TYBCOM prelims exams was changed. Two exams were held in one day. First exam was held in the morning from 8:00 am to 9:30am and second exam from 10:30am to 12:00pm.
3. Parents Teacher meet was held on 13th July, 2019 for the TY BCOM 2019-2020 batch.


Prof. Sandesha Shetty
Co-ordinator & Vice Principal


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BUNTS SANGHA'S

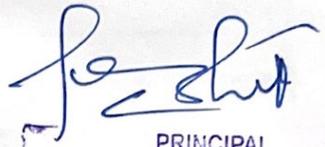
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POWAI**

NOTICE

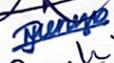
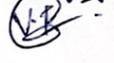
Date: 27/06/2019

This is to inform all the teachers of B.COM Department that a meeting will be convened on 28th June 2019 in the Conference Room at 12:00 pm. All are requested to attend the same.


Prof. Sandesha Shetty
(Vice Principal and B.Com Coordinator)


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B.Com Teachers:

1. Mr. Sandesha Shetty 
2. Mr. John Menezes 
3. Ms. Prachi Agarwal 
4. Ms. Prachiti Pawaskar 
5. Mr. Vijay Vishwakarma 
6. Ms. Vasanti Todakar 

Sr. No	Name	Signature
1.	Prof. Sandesha Shetty	
2.	Prof. John Menezes	
3.	Prof. Prachi Agarwal	
4.	Prof. Prachiti Pawaskar	
5.	Prof. Vijay Vishwakarma	
6.	Prof. Vasanti Todakar	

Bunts Sangha's
S M Shetty College of Science, Commerce and Management Studies, Powai
B.Com Department

MINUTES OF THE B.COM DEPARTMENT MEETING ON 28TH June 2019 IN
THE CONFERENCE ROOM AT 12:15 P.M

Matters Discussed:

1. Class wise digital attendance record should be submitted to Prof. Vinay Shahpurkar at the earliest.
2. Strict actions need to be taken to improve the attendance of the students.
3. Parents Teachers Meeting to be held on 13th July, 2019 for Third Year students.
4. Syllabus for third year should be completed by 21st September, 2019.
5. Syllabus completion date for second year is 21st September, 2019.
6. Students from all FY, SY AND TY need to be encouraged to participate in Seminars, workshops and cultural events.
7. Prof. Prachiti Pawaskar will be cultural head in B.Com department.
8. A placement workshop has to be conducted towards the end of the year for third year students to improve their interview skills.
9. An international conference will be held in February 2020 by Accountancy, Commerce and Management Department.
10. Financial Market workshop for the students of all courses will be conducted from 8th July, 2019 to 24th July, 2019. Students have to be informed regarding the same.
11. Accounts Association Inauguration and Session on GST and its implications will be held on 9th July, 2019. Students and teachers have to be informed regarding the same.


Prof. Sandesha Shetty
(Vice Principal and B.Com coordinator)


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ACTION TAKEN REPORT FOR THE MEETING HELD ON 28th June 2019

1. Class wise digital attendance record was submitted to Prof. Vinay Shahpurkar.
2. Parents Teachers Meeting was held on 13th July, 2019 for Third Year students.
3. It was planned to complete TYB.COM & SYB.COM syllabus by 21st September, 2019.
4. Students from all FY, SY AND TY were encouraged to participate in Seminars, workshops and cultural events.
5. Financial Market workshop for the students of all courses was conducted from 8th July, 2019 to 24th July, 2019.
6. Accounts Association Inauguration and Session on GST and its implications was held on 9th July, 2019.


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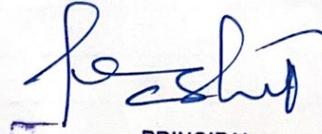
**S.M.SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES,
POWAI**

NOTICE

Date: 05/07/2019

This is to inform all the teachers of B.COM Department that a meeting will be convened on 06th July 2019 in the Conference Room at 12:15 pm. All are requested to attend the same.

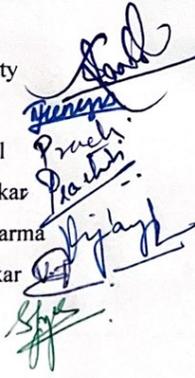

Prof. Sandesha Shetty
(Vice Principal and B.Com Coordinator)

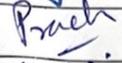
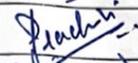


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B.Com Teachers:

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2. Mr. John Menezes
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5. Mr. Vijay Vishwakarma
6. Ms. Vasanti Todarkar
7. Ms. Sparsh Vyas



Sr. No	Name	Signature
1.	Prof. SandeshaShetty	
2.	Prof. John Menezes	
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Bunts Sangha's

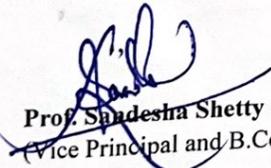
S M Shetty College of Science, Commerce and Management Studies, Powai

B.Com Department

**MINUTES OF THE B.COM DEPARTMENT MEETING ON 6TH July 2019 IN THE
CONFERENCE ROOM AT 12:15 P.M**

Matters Discussed:

1. Class teachers are instructed to build awareness for F.Y.B.Com students on 75% Attendance, strict actions will be taken for maintaining discipline related to attendance.
2. Instruct students on discipline related to dressing and usage of mobile.
3. F.Y.B. Com students Library and Counseling Session will be held post completion of Admission process 2019-20.
4. Chartered Accountant, Company Secretary Course Orientation and Career Counseling for F.Y.B.com to be held on 30th July, 2019.
5. F.Y.B.Com Class Teachers are informed- 3rd October to be the Syllabus Completion date for the semester; same need to be communicated by the class teachers to the Visiting Faculties.
6. Class Teachers will regularly check with subject teachers on Syllabus Completion.
7. F.Y.B.COM External Examination will be conducted from 9th October, 2019.
8. RBI Visit will be organized for SYBCOM students on 16th July, 2019. College bus to leave for the venue at 9.00a.m
9. PTA meet will be conducted for SYBCOM on 20th July, 2019. Meeting will start at 11.15 a.m Students and parents to be informed regarding the same.
10. An Accounts Bridge course will be conducted from 2nd August, 2019 to 30th September, 2019 for the students from science background having difficulty in accounts. Also all the students were invited for the same.
11. Fresher's day for the FYBCOM students will be organized on 14th August, 2019. Students to be informed regarding the same.
12. One day Inter-collegiate workshop on filing of Income Tax Return will be conducted on 21st August, 2019.


Prof. Sandesha Shetty
(Vice Principal and B.Com coordinator)


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ACTION TAKEN REPORT FOR THE MEETING HELD ON 6th July 2019

1. Chartered Accountant, Company Secretary Course Orientation and Career Counseling for F.Y.B.Com was held on 30th July, 2019.
2. Students were instructed on discipline related to dressing and usage of mobile.
3. RBI Visit was organized for SYBCOM students on 16th July, 2019.
4. PTA meet was conducted for SYBCOM on 20th July, 2019.
5. An Accounts Bridge course was conducted from 2nd August, 2019 to 30th September, 2019.
6. Fresher's day for the FYBCOM students was organized on 14th August, 2019.
7. One day Inter-collegiate workshop on filing of Income Tax Return was conducted on 21st August, 2019.


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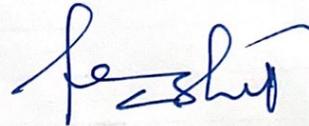
**S.M.SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES,
POWAI**

NOTICE

Date: 16/08/2019

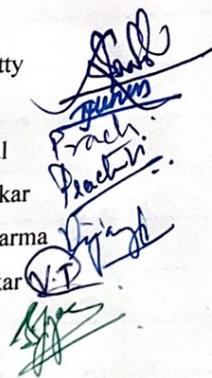
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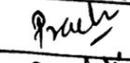
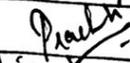

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Sandesha
John
Prachi
Prachiti
Vijay
Vasanti
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Sr. No	Name	Signature
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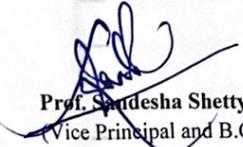
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Bunts Sangha's
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**MINUTES OF THE B.COM DEPARTMENT MEETING ON 19TH August 2019 IN THE
CONFERENCE ROOM AT 12:15 P.M**

Matters Discussed:

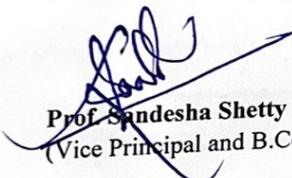
1. Students to be reminded that it is mandatory to maintain 75% Attendance.
2. Coordinator will personally meet all the defaulter students to know about their irregularity.
3. Parents of defaulter students with below 20% attendance will receive letter from college informing them about their ward's irregularity.
4. Parents of defaulter students with attendance between 21% and 75% will be telecommunicated regarding their ward's irregularity.
5. Subject Teachers will conduct Remedial Coaching for students with A.T.K.T in the previous year.
6. PTA meet for FYBCOM students will be held on 31st August, 2019. Students and parents have to be informed regarding the same.
7. FYBCOM and SYBCOM Prelims will be conducted from 14th September, 2019 to 21st September, 2019. Exam will commence from 10.30 a.m. Regular lectures will be conducted in the morning. It is compulsory for the students to attend the morning lectures.
8. Students and Visiting Faculties should be informed about Preliminary Examination and its Pattern.

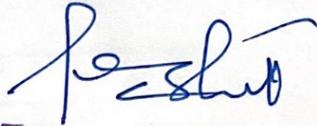

Prof. Sandesha Shetty
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ACTION TAKEN REPORT FOR THE MEETING HELD ON 19th August 2019

1. A letter was sent from the college to the parents of defaulter students with below 20% attendance about their ward's irregularity.
2. Parents of defaulter students with attendance between 21% and 75% were telecommunicated regarding their ward's irregularity.
3. Subject Teachers conducted Remedial Coaching for students with A.T.K.T in the previous year.
4. PTA meet for FYBCOM students was held on 31st August, 2019.
5. Students and Visiting Faculties were informed about Preliminary Examination and its Pattern.
6. BCOM and SYBCOM Prelims were conducted from 14th September, 2019 to 21st September, 2019.


Prof. Sandesha Shetty
(Vice Principal and B.Com Coordinator)


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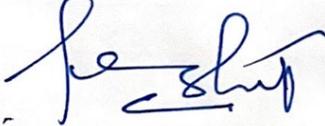
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POWAI

NOTICE

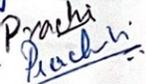
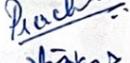
Date: 14/09/2019

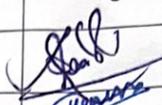
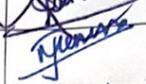
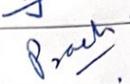
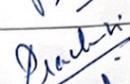
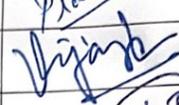
This is to inform all the teachers of B.COM Department that a meeting will be convened on 16th September, 2019 in the Conference Room at 12:15 pm. All are requested to attend the same.


Prof. Sandesha Shetty
(Vice Principal and B.Com Coordinator)


PRINCIPAL
Bunts Sangha's S.M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai - 400 076
Tel. 022 - 6132 7352
Email : college@smshettyinstitute.in

B.Com Teachers:

1. Mr. Sandesha Shetty 
2. Mr. John Menezes 
3. Ms. Prachi Agarwal 
4. Ms. Prachiti Pawaskar 
5. Mr. Vijay Vishwakarma 
6. Ms. Vasanti Todarkar 
7. Ms. Sparsh Vyas 

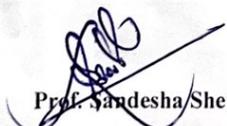
Sr. No	Name	Signature
1.	Prof. Sandesha Shetty	
2.	Prof. John Menezes	
3.	Prof. Prachi Agarwal	
4.	Prof. Prachiti Pawaskar	
5.	Prof. Vijay Vishwakarma	
6.	Prof. Vasanti Todarkar	
7.	Prof. Sparsh Vyas	

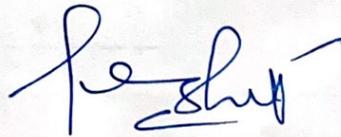
Bunts Sangha's
S. M Shetty College of Science, Commerce and Management Studies, Powai
B.Com Department

**MINUTES OF THE B.COM DEPARTMENT MEETING ON 16TH September 2019 IN THE
CONFERENCE ROOM AT 12:15 P.M**

Matters Discussed:

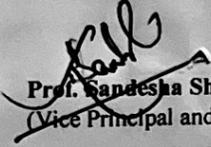
1. Faculty Development Programme on Intellectual Property Rights for teachers will be organized on 18th September, 2019 by IQAC. It will be conducted by Dr.Hema Mehta.
2. Faculty Development Programme on 'Bloom's Taxonomy' will be conducted by Dr.Peeyush Pahade on 27th September, 2019. Timings of FDP will be from 9.00 a.m to 4.00 p.m.
3. Our College has been declared as Lead College for Cluster No.4.
4. SYBCOM-Sem III and TYBCOM-Sem V Syllabus Completion date will be 21st September, 2019.
5. FYBCOM-Sem I Syllabus Completion date will be 3rd October, 2019
6. TYBCOM Semester V University exams will commence from 1st October, 2019
7. FYBCOM Semester I exams will commence from 9th October, 2019
8. SYBCOM Semester III exams will commence from 10th October, 2019
9. Teachers are supposed to write the declaration in the work diary after completion of the syllabus of the respective class.

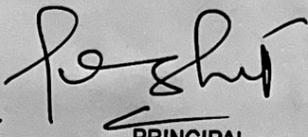

Prof. Sandesha Shetty
(Vice Principal and B.Com Coordinator)


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ACTION TAKEN REPORT FOR THE MEETING HELD ON 16TH September 2019

1. IQAC has organized Faculty Development Programme for teachers on 18th September, 2019. Resource person for the same was Dr. Hema Mehta from Tolani College, Andheri.
2. Faculty Development Programme on Bloom's Taxonomy was conducted by Dr. Peeyush Pahade on 27th September, 2019.
3. FYBCOM, SYBCOM and TYBCOM Syllabus was Completed on time.
4. Teachers have completed the declaration in the work diary and took the signatures of Vice principal and Principal.


Prof. Sandesha Shetty
(Vice Principal and B.Com Coordinator)


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