

1) Need to Start Guardian Angel programme.

2) Categorization of Students in A/B/C Category

3) Report to be submitted to Vice principal

4) Advanced Learners parents meet.

5) To promote extension activity for Students

6) Monthly meeting - Agenda/Notice has to be circulated and maintained in a Register need to be signed by Principal and Viceprincipal.

7) Class Incharge needs to maintain a monthly record of :-
① Special Activity
② Placement/Internship
③ Disciplinary Action
④ Achievement of the class
⑤ Issues reported to the
Counsellor.

8) Hantarwani / Dhware / Resonant to be handled by BMM Department.

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① Kalpana Rai / Minn :-

② Neena Sharma :-

③ Nitin Singh :-

NOTICE.

21/6/17.

Department meeting on 24/6/17. at 11:30
in teacher's corner.

Agenda :-

- 1) Progress on GA meet
- 2) Internal test.
- 3) Debutante week.

~~Rajendra~~

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Neha Sharma :

@ 21/6/17

Nitin Singh :

~~Nitin Singh~~
21/6/17

24/6/17

11:30 am

17 G.A (Guardian Angel) Meet.

* Meeting was held to assess the problem of students and their progress track.

* All teachers were informed to submit Internal Assessment paper.

* Debutant week (Quest were finalised)

* Shortlisting of program

* work was allotted to students

* scheduling of program was prepared

* Meet visit to Film city was discussed in second week of July tentatively

* PTA to be held on 1st July for 5Y and TY Bmm.

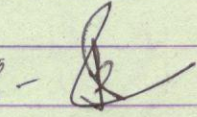
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
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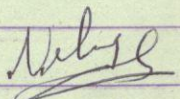
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Kalpana Rai Menon - 

Neena Sharma - 

Nitini Singh - 

NOTICE

3/7/17

Department meeting at 12:30 tomorrow
4th July 2017.

Agenda

- 1) Attendance of students
- 2) Internals
- 3) Debutante week.

Dalpane

HOD - BMM.

Members

1) Neena Sharma

2) Nitin Singh

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Nitin Singh

4/7/17


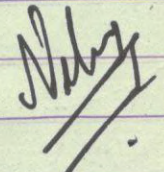
Minutes of Meeting

The following issues were discussed:

1. TYBMM & SYBMM Attendance to be assessed
2. Internal Exam Q.P. & pattern to be discussed
3. Updates on department's work to be held on 15th July.
Cultural programmes & guests were finalised.



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1. Neena Sharma 
2. Netina Singh 

NOTICE

17/7/17

Department meeting on 18th to discuss the following

- 1) Filmy Friday.
- 2) Youth Talk.
- 3) GA meets

Balpatil

BMM - HOD.

HOD

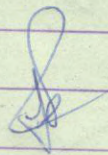
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18/7/17

Minutes of Meeting

- ① G.A Group has been allocated.
- ② From each class 20 Students.
- ③ Youth Talk topic has been decided
"Existence of God".
- ④ Filmy Friday team has been formed.



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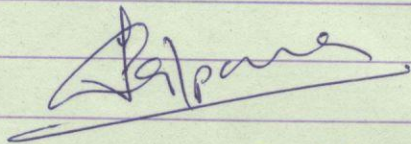
1. Neena Sharma
2. Nitin Singh *Nitin Singh*
- 3) Kalpana Rai Menon.

NOTICE

3/8/17.

Department meeting tomorrow
to discuss the following issues:-


- 1) One day industrial visit to
Prahlad Kakkor institute of
Branding & Entrepreneurship.
- 2) Youth fest & cultural participation
of students.
- 3) TY - J&AD. progress in class.
- 4) Students' feedback

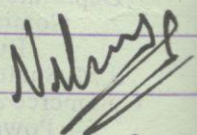


HOD ~~HOD~~ BMM.

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1) Neena Sharma 

2) Nitesh Singh. 

Minutes of meeting

4/8/17

1. Students of TY & SY will visit Pralad Kakkar Institute on 12th August, Saturday accompanied by a teacher.
2. Students to be told in class about Youth Fest participation. Class attendance is to be emphasised upon.
3. An assessment to be made of TYBMM progress and problems if any to be taken care of.
4. Informal feedback to be taken from all classes.
5. Alumni Monika & Abhishek to be invited to interact with students.



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- 1) Neena Kama
- 2) Nitin Singh

11/9/17

Minutes of meeting

1. Id cards to be collected by students by 12th Sept. latest
2. Teachers to be in class on time.
3. Students have to be told about the exam rules and etiquettes.
4. Students to be asked to go to the library if teacher is absent
5. Finalisation of career counselling by R.J. Dilip.

- 1) Neera Sharma
- 2) Nilim Singh
- 3) Kalpana Menon

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Feedback of career counselling by R.J. Dilip.

The guest discussed various opportunities available in radio broadcasting and also offered to guide students in future.

Students appreciated the session. They

21.9.2017

A meeting was held to discuss the following:

1. Syllabus completion dates were finalised for SY (24/9), TY (27/9) and FY (6/10)
2. Prelims for TY to be conducted from 3/10/17. Results on 13/10/17
3. SY Prelims from 3/10, FY from 9/10
4. Question Paper for all exams to be submitted on 23/9/17
5. SY PTA to be conducted on 29/9
6. Letters to be sent to all defaulters of all classes
7. Action to be taken against defaulters for regular exams.
8. Teachers to focus on their own subjects and will be held responsible for results of that subject

HOD

22.9.17 /

Expert lecture for TYBMM (Ad) in ACS
by Sunil Jagwani.

Prof Sunil Jagwani conducted
a session on answering University
exam papers, especially the case
studies.

Students got a chance to solve
a case study and discuss with
the expert and also cleared
doubts.

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Kalpna Bai Menon -
Neena Sharma -
Nitin Singh -

17/11/17

Department Meeting

- ① Samwarta → Collection of articles from Student (By 20/12/17).
- ② Magazine to be ready by 10th December.
 - ① 1 Page photographs of Achievers
 - ② Aluminae
 - ③
- ③ Annual Day preparation need to be done.
- ④ Film Friday invite to be held in month of December (Grand Jivari).
- ⑤ Dr. Harish Shetty for 'Y' talk.
- ⑥ IV need to be planned.

Kalpna Rai Menon

Kalpna
17/11/17

Neena Sharma

Neena

Nitin Singh

Nitin

02/01/18

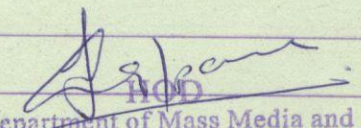
- 1) CIA group monitoring need to be done on a regular basis with focus on result and Attendance.
- 2) Identify weak student from class and help them in their academic progress.
- 3) Analysis of remedial classes.
- 4) 'Y Talk' on 4th work distribution
- 5) To plan on path wise.
- 6) Filmy Friday need to be done in January
- 7) I.V. Cancelled because of poor response of students.

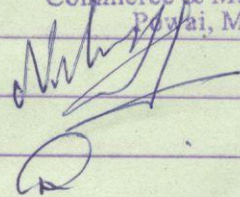
Palpara Rai Menon

Neena Sharma

Nitin Singh

Nana Sharma


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12/1/11

- 1) Work on weak Students
- 2) Pathwise and guest speaker for the same
(1st week of February). need to be arranged
- 3) 2 Subject experts need to be called for the same.
- 4) One day visit to Doordarshan
- 5) Filmy Friday → Documentary. (A. D. Berman)
19/1/18
- 6) Video Editing course by Masnain Khan Student
- 7) Student participating in outside college even need to register for their name with coordinator.
- 8) Paper presentation by department faculty before April.
- 9)

Kalpna Rai Menon
Neena Sharma
Nishi Singh

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23.1.18

The following was discussed:

1. Defaulter to be called, parents be informed
2. Events calendar for next academic calendar to be ready by March.
Dates, Speakers, Budgets to be provided
3. Focus on placement for TYs
Interview, L.D, soft skills course to be done in first week of Feb. - 150/- per p.
be collected
4. Students to be informed about unfair means in exams.
5. Kaarva - 24th Feb. Two events
- 6.

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Neena Sharn

1/82/2018

Department Meeting

Following points were discussed :-


- 1) Prof. Nitin to finalise on Filmy Friday for 9th Feb.
- 2) Class in-charges to do result analysis
- 3) Remedial classes to be scheduled for students with ATRT
- 4) Kacava events to be finalised and work allocated to students.
- 5) GA meet for February to be done class wise
- 6) Pathwise budget to be approved 1st meet on 16th Feb.
- 7) IV to Pune scheduled for 17, 18, 19 requestion for collecting money from students
- 8) To plan internals for students with less attendance in the 1st week of March
- 9) Class teachers to submit Event attendance and winner lists on a monthly bases.

2/2/18

A department meeting to be held
on 3rd Feb to discuss.

→ Path wise

→ Kaarva


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Neena Sharma

09.2.18

A meeting was held to discuss:

1. Speakers for Pathwise to be confirmed - Prof. Renu Nauriyal, Shweta Poojary (PR Professional)
2. Alumni interaction for career development with Sumedh Sengankar.
3. Finalisation of IV details for trip to Pune.
4. Students' feedback given to Teachers



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21.3.18

Minutes of Meeting

The following ~~shall~~ discussed:

1. Plan academic calendar. The following to be planned for:

- Script writing Workshop
- Photo shop workshop
- video editing
- Photo graphy
- Digital Marketing
- Film making
- Event Management
- Debutants
- Pathwise

2. Plan a refresher workshop for TYBMM teachers, intercollegiate level with BOS.

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Neena Sharma
Daryna Manjarkar