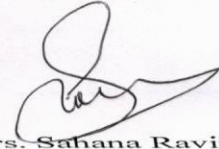


Bunts Sangha's
S.M. Shetty College of Science, Commerce and
Management Studies ,Powai.

Notice No: 001 / 2018-19

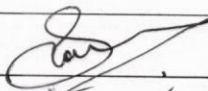

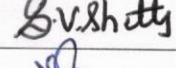

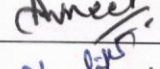
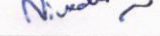
Date: 12/07/2018

This is to inform that Departmental meeting will be convened for departmental teachers on 13th July, 2018 in Conference room at 12:00 p.m. Teachers are requested to attend the same.



Mrs. Sahana Raviprasad
(Co-ordinator)

Departmental Staff:-

CLASS	CLASS INCHARGE	SIGNATURE
TYBAF	Sahana Raviprasad	
SYBAF	Virendra Singh	
FYBAF	Swati Shetty	
TYBBI	Komal Tiwari	
SYBBI	Avneet Kaur	
FYBBI	Niveditha Shetty	

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

Minutes of the meeting

Date: 13/07/2018

Time: 12:00 p.m.

Following issues were discussed in the meeting:-

1. It was decided to maintain the attendance subject-wise in each class to improve the students performance.
2. All the teachers make sure that the students follow proper dress code.
3. Talent hunt will be held from 25th to 28th July, 2018 and the teachers are requested to motivate the students to participate in all the events in maximum numbers.
4. Teachers are instructed to make use of E-learning resources like MOOCS, Moodle etc.
5. College is planning to go for IV to Haridwar, Rishikesh and Dehradun and class teachers are requested to collect the count of students going for IV in their particular class.



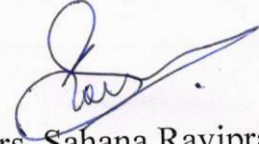
Coordinator's Signature

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

Notice No: 002 / 2018-19

Date: 08/08/2018

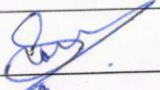

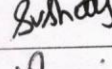
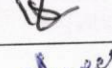
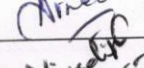
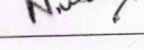
This is to inform that Departmental meeting will be convened for departmental teachers along with coordinator on 9th August, 2018 in Principal's cabin at 10:30 a.m. Teachers are requested to attend the same.



Mrs. Sahana Raviprasad

(Co-ordinator)

Departmental Staff:-

CLASS	CLASS INCHARGE	SIGNATURE
TYBAF	Sahana Raviprasad	
SYBAF	Virendra Singh	
FYBAF	Swati Shetty	
TYBBI	Komal Tiwari	
SYBBI	Avneet Kaur	
FYBBI	Niveditha Shetty	

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

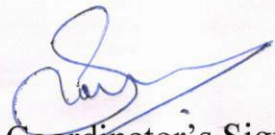
Minutes of the meeting

Date: 09/08/2018

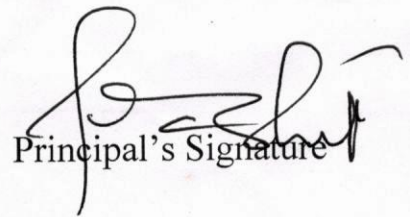
Time: 10:30 a.m.

Following issues were discussed in the meeting:-

1. It was decided to maintain the attendance subject-wise of each class to improve the students' performance.
2. Teachers were instructed to sustain the TYBBI and BAF results. In this regard teachers continuously mentor and motivate students of high caliber for achieving University Rank.
3. Arrange for a skill development training programme for TY students and also make them prepare for giving competitive exams, i.e., UPSC, IBPS, and Income Tax Inspector etc.
4. Principal will be orienting the FY students about the general rules and regulations of the college.



Coordinator's Signature



Principal's Signature

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

Notice No: 003 / 2018-19

Date: 24/09/2018


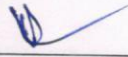
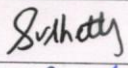

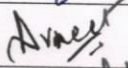
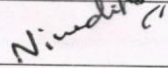
This is to inform that Departmental meeting will be convened for departmental teachers on 25th September, 2018 in Conference room at 12:15 p.m. Teachers are requested to attend the same.



Mrs. Sahana Raviprasad

(Co-ordinator)

Departmental Staff:-

CLASS	CLASS INCHARGE	SIGNATURE
TYBAF	Sahana Raviprasad	
SYBAF	Virendra Singh	
FYBAF	Swati Shetty	
TYBBI	Komal Tiwari	
SYBBI	Avneet Kaur	
FYBBI	Niveditha Shetty	

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

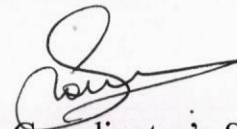
Minutes of the meeting

Date: 25/09/2018

Time: 12:15 p.m.

Following matters were discussed in the meeting:-

1. Teachers are instructed to complete the marksheet of SY and TY classes of internals to catch hold of students with poor performance and to start with remedial lectures.
2. It was decided to keep FY parents meeting on 29th September,2018 at 10:30 am onwards.



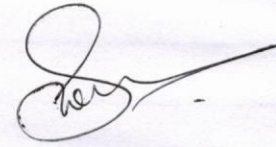
Coordinator's Signature

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

Notice No: 004 / 2018-19

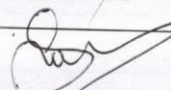

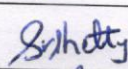

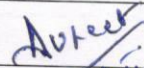
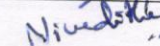
Date: 06/12/2018

This is to inform that Departmental meeting will be convened for departmental teachers on 6th December, 2018 in Conference room at 12:00 p.m. Teachers are requested to attend the same.



Mrs. Sahana Raviprasad
(Co-ordinator)

Departmental Staff:-

CLASS	CLASS INCHARGE	SIGNATURE
TYBAF	Sahana Raviprasad	
SYBAF	Virendra Singh	
FYBAF	Swati Shetty	
TYBBI	Komal Tiwari	
SYBBI	Avneet Kaur	
FYBBI	Niveditha Shetty	

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

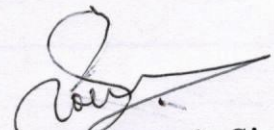
Minutes of the meeting

Date: 07/12/2018

Time: 12:00 p.m.

Following matters were discussed in the meeting:-

1. Teachers were instructed to send a letter to attendance defaulters of each classes who is having below 20% attendance.
2. Teachers were requested to finalise the internal mark sheets of FY and SY as early as possible.
3. All the teachers make sure that students participate in good numbers for Sports day and Annual day and also encourage students to participate in various intercollegiate fests.
4. It was decided to have three team for departmental dance of students on Annual day i.e. for performace,IT and creativity.


Coordinator's Signature

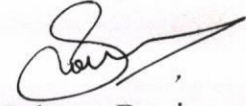
Bunts Sangha's

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

Notice No: 005 / 2018-19

Date: 05/01/2019

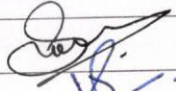
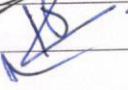
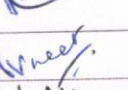
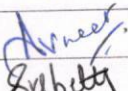
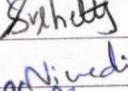
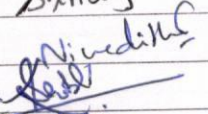
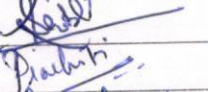

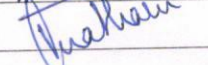
This is to inform that Departmental meeting will be convened for departmental teachers along with coordinator on 10th January, 2019 in Principal's cabin at 12:30 p.m. Teachers are requested to attend the same.



Mrs. Sahana Raviprasad

(Co-ordinator)

Departmental Staff and TY Subject teachers:-

Sr. No	Name	Signature
1	Prof. Sahana Raviprasad	
2	Prof. Komal Tiwari	
3	Prof. Veerendra Singh	
4	Prof. Avneet Kaur	
5	Prof. Swati Shetty	
6	Prof. Niveditha Shetty	
7	Prof. Sandesha Shetty	
8	Prof. Prachiti Pawaskar	
9	Prof. Preeti Matharu	

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

Minutes of the Departmental Teachers meeting with Principal

Date: 10/01/2019

Time: 12:30 p.m.

Following matters were discussed in the meeting:-

1. Teachers were instructed to dictate the syllabus of their respective subjects to the students in the class before starting of the portion.
2. Coordinator was asked to submit a confidential report regarding the performance of departmental teachers. All teachers will be categorized into Grades A, B and C as per their performance.
3. TYBBI and TYBAF teachers were instructed to complete the online paper assessment on time.
4. Teachers were instructed to take necessary actions for improving the attendance of the students in the class. In this regard teachers were advised to send the letter to the defaulters.
5. Teachers were advised to sustain the TY results. In this regard teachers continuously mentor and motivate the students.
6. It was instructed to increase Certificate Courses for students so that we can make them employment ready.
7. Teachers were requested to approach Principal with regard to any difficulty they face.


Coordinator's Signature

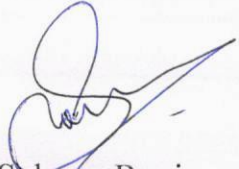

Principal's Signature

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

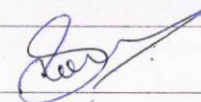

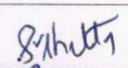
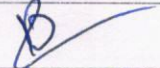

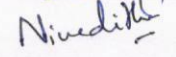
Notice No: 006 / 2018-19

Date: 28/01/2019

This is to inform that Departmental meeting will be convened for departmental teachers on 29th January, 2019 in Conference room at 12:30 p.m. Teachers are requested to attend the same.


Mrs. Sahana Raviprasad
(Co-ordinator)

Departmental Staff:-

CLASS	CLASS INCHARGE	SIGNATURE
TYBAF	Sahana Raviprasad	
SYBAF	Virendra Singh	
FYBAF	Swati Shetty	
TYBBI	Komal Tiwari	
SYBBI	Avneet Kaur	
FYBBI	Niveditha Shetty	

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

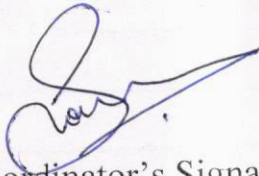
Minutes of the Departmental Teachers meeting with Principal

Date: 29/01/2019

Time: 12:30 p.m.

Following matters were discussed in the meeting:-

1. Teachers were instructed to send letters to defaulters those who are maintaining attendance below 30% and also make their parents to meet the coordinator.
2. Teachers were requested to encourage students for participating in intercollegiate events and also motivate them to win prizes.
3. It was instructed to update the mentor list report till the month of January 2019.



Coordinator's Signature



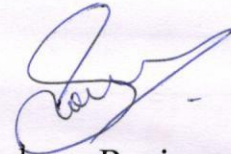
Principal's Signature

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

Notice No: 007 / 2018-19

Date: 11/03/2019

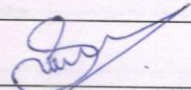

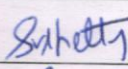

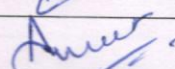
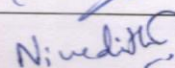
This is to inform that Departmental meeting will be convened for departmental teachers on 12th March, 2019 in Conference room at 12:30 p.m. Teachers are requested to attend the same.



Mrs. Sahana Raviprasad

(Co-ordinator)

Departmental Staff:-

CLASS	CLASS INCHARGE	SIGNATURE
TYBAF	Sahana Raviprasad	
SYBAF	Virendra Singh	
FYBAF	Swati Shetty	
TYBBI	Komal Tiwari	
SYBBI	Avneet Kaur	
FYBBI	Niveditha Shetty	

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

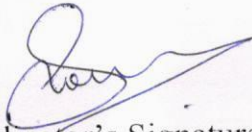
Minutes of the Meeting

Date: 12/03/2019

Time: 12:30 p.m.

Following matters were discussed in the meeting:-

1. Teachers were instructed to make a list of students appearing for ATKT exams from their respective classes and make them to meet respective subject teachers for clearing their doubts.
2. Teachers were requested to do Result analysis of first, third and fifth semester.
3. It was instructed that after ATKT exams, Subject teachers can conduct a test or viva of their respective subjects in order to improve their performance in Semester exam.
4. It was decided to collect 100 Rs. From all SY students for the TY farewell. And overall responsibility to arrange for TY farewell is given to Prof. Virendra Singh, Prof. Komal Tiwari and Prof. Avneet Kaur.
5. Teachers were instructed to intimate the students from their respective classes to follow the line of defence in case of any matter.



Coordinator's Signature