

SEVA MANDAL EDUCATION SOCIETY

**Smt. Parameshwari Devi Gordhandas Garodia Educational Complex
338, R.A. KIDWAI ROAD, MATUNGA, MUMBAI - 400 019**

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17th September, 2022

A Meeting of the Managing Council of Seva Mandal Education Society will be held on Wednesday, 21st September, 2022 at 10.00 a.m. at Audio Visual Aids room, 3rd Floor, Smt. Maniben M. P. Shah Women's College of Arts and Commerce. All the members are requested to make it convenient to attend the same.

AGENDA:

1. To approve the minutes of the Managing Council meeting held on 2nd February, 2022.
2. Matters arising out of the minutes of previous meeting
3. To discuss and approve the Accounts for the year ended 31.03.2022 (subject to audit) of Seva Mandal Education Society and its conducted colleges.*
4. Reports of Principals of conducted colleges of SMES.
5. Any other item with the permission of the chair.

Yours faithfully,
Bharat M. Pathak
Vasant Khetani
Hon. Secretaries

SEVA MANDAL EDUCATION SOCIETY

Encl: Minutes of the meeting held on 2nd February, 2022.

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21st Sep 2022

Name of the Members

Sign.

- 1) Dr. Dilip R. Trivedi - President
- 2) Shri. Pravin G. Shah - Chairman
- 3) Shri. Hiren V. Shah - Vice Chairman
- 4) Shri. Mahesh G. Garodia - --
- 5) Dr. Bharat Pabhak - Hon. Secretary
- 6) Shri. Vasant Khetani - --
- 7) Shri. Atul Sanghavi - Hon. Treasurer
- 8) Shri. Hans B. Khimji - Mg. Trustee
- 9) Shri. Nishant M. Garodia - --
- 10) Shri. Hemant P. Shah - --
- 11) Smt. Chetana Ajmera - --
- 12) Shri. Gurdhan H. Mulani - Member
- 13) Shri. Navendra M. Desai
- 14) Shri. Tatin M. Rajpura
- 15) Smt. Abhilasha R. Shah
- 16) Shri. Gangji L. Dedhia
- 17) Dr. Suresh R. Shah
- 18) Shri. Devendra L. Shah
- 19) Smt. Kaishna C. Sani
- 20) Shri. Pankaj V. Sanghvi
- 21) Shri. Sharadbhai J. Shah
- 22) Shri. Dhirajlal J. Sanghavi
- 23) Shri. Dushyant Mehta
- 24) Shri. Champaklal B. Gangri
- 25) Shri. Sunil V. Saiya
- 26) Shri. Bhailal H. Vora
- 27) Shri. Mahendra G. Ora
- 28) Smt. Pratima Nilesh Gogri
- 29) Shri. Navinchandra K. Shah
- 30) Shri. Hemant Maru
- 31) Mr. Harendra S. Shah
- 32) Dr. Hemali Trivedi

35) Shri. Mahesh H. Rajpura	
36) Dr. Govindaji Jankharia	
37) Smt. Heena R. Vora	
38) Shri. Parag Ladhawala	LOA
39) Shri. Rajen R. Parikh	LOA
40) Shri. Sanjay G. Shah	
41) Shri. Sanjeev V. Parekh	LOA
42) Shri. Atul Chunnihal Bheda	
43) Shri. Chintan Hiren Shah	
44) Shri. Dinesh C. Shah	
45) Ms. Jayashree T. Ganatra	
46) Shri. Gaurang D. Shah	LOA
47) Shri. Rashmi D. Shah	
48) Shri. Ashishbhai N. Sheth	
49) Shri. Shailesh G. Sheth	
50) Shri. Uday Nanavati	
51) Shri. Shalidchandra T. Mehta	
52) Shri. Anant M. Shah	
53) Shri. Vipin M. Shah	
54) Dr. Bhavin G. Jankharia	
55) Shri. Nayan M. Savani	LOA
56) Shri. Arvindbhai Desai (Corda)	LOA
57) Shri. Manharlal Shah	
58) Shri. Abhishek M. Garodia	
59) Smt. Shweta A. Garodia	
60) Shri. Raju Shah	
61) Dr. Vatsala D. Trivedi	Invited
62) Shri. Soumitra R. Kalkoon	
63) Ms. Christine - Suciminathan	Invited 21/9/2022
64) Dr. Shilpa P. Chavankar - Invited	Invited
65) Dr. Leena R. Raje - - -	Invited
66) Prof. Mala Pandurang - - -	Invited
67) Ms. Shilpa Shettigar - - -	Invited
68) Ms. Ralchee Gadhave - - -	Invited
69) Shri. Shashikant Rajpura - - -	Invited

2/2/2022

Dr. Bharat Pathak requested the Managing Council Members to attend the activities organized by the colleges so that they can share their views and suggestions for improving the colleges' operations. On behalf of the Management, Dr. Bharat Pathak congratulated Prof. Mala Pandurang for successful completion of the Residential Program at Berlin.

Agenda Item No. 1

Confirmation of Minutes

The minutes of the previous meeting held on 2nd February, 2022 were taken as read and confirmed.

Agenda Item No. 2

Matter arising out of the minutes of the previous meeting.

There was no matter arising out of the minutes.

Agenda Item No. 3

To Approve the Accounts for the year ended 31.03.2022

Dr. Bharat Pathak complimented the efforts of the accounts department staff and Mr. Shasad Raipura, SMES auditor for preparing and submitting the accounts on time. He informed the house that the hard and soft copies of the accounts were circulated to the members and if there is any query it can be raised during the meeting or even later on. He also gave clarification on certain

7:23

amounts spent during the year.

Agenda Item No. 4

Reports of Principals of conducted colleges
of SMES.

Review of the abbreviated reports sent by
Principals

- 4.
- Ms. Shilpa Shettigar, IIC Principal Smt. Suranda Pravin Gumbharchand College of Nursing shared the following:-
Maharashtra University of Health Sciences

(MUHS):

- 1. The 21st Convocation Ceremony of the University was held on 2nd March 2022 online.

Teachers database:

- 1. Subject wise list updated in teachers database and submitted data to University.

Audit:

- 1. Audit of all the schemes under MUHS have been completed.
- 2. Central Assessment of Papers (CAP) and Practical exam audit has been completed.

Curriculum amendment:

- 1. Orientation of new syllabus of Semester pattern curriculum for A.Y. 2021-22 batches was organized by MUHS on 17th March 2022.

Staff Approval:

- 1. Temporary staff approval of Mrs. Cajetina T. D'Souza and Ms. Priyanka Prasad has been done on 29/07/2022. Mrs. Shital Bhalerao was present as a Subject Expert, from MUHS panel for the same.
- 2. We have received the Permanent Staff approval for the post of Principal, Vice-Principal, Associate Professor, lecturers and clinical Instructors after interview held on 8th February 2022.

Schemes:

- 1. Sanjivani Suraksha Scheme to be introduced in colleges by MUHS for the students

died in accident or any serious disease to compensate the family through this scheme.

Inspection:

1. MUHS LIC Inspection was successfully conducted on 26/07/2022. Dr. Rajesh Kolarkar Principal, Yenela Medical Trust, Prof. Prathiba Athare Principal, Terna Nursing College, Prof. Rosamma Tomy, Principal, MGM College of Nursing were the members of the inspection committee.
2. Training of trainers for new inspection protocol was attended by senior teachers, who disseminated the information to the teachers.
3. 'MUHS Mandate' tab has been created on the college website as per the requirement of University for inspection.

Training:

1. Ms. Shilpa Shettigar, Delphina Guau and Namrata Kubal attended NAAC training organized by MUHS on 21st January, 2022.
2. MUHS Research Methodology and Medical Educational Technology workshop will be arranged in the college for the entire faculty.

Admission Regulation Authority (ARA):

1. ARA Clearance of 39 students of first year Basic B.Sc. nursing received for increasing seats. Same has been submitted to MUHS.

All India Survey of Higher Education (AISHE):

1. Data for AISHE for B.Sc. and ANM has been

submitted on their portal for the A.Y. 2021-22.

Indian Nursing Council (INC):

1. Registration renewal of all staff has been done.
2. 5 staff have completed the capacity building programme conducted by INC.

Maharashtra State Board of Nursing & Paramedical Education (MSBNPE)

1. First year ANM (batch 2021-2022) theory and practical exam was held in the month of March 2022.

Academic activities:

Feedback surveys:

1. Stakeholders survey has been conducted, analyzed and the departmental activities along with the action taken report have been submitted to them.
2. Students feedback about teachers, teaching learning activities, curriculum, infrastructure and facilities provided have been taken and analyzed.

Add on Courses:

1. Image management and life skills session under value added course for 1st year B.B.Sc Nursing students were conducted on 28th and 29th July 2022.
2. Add on course 'colostomy' was conducted for second year B.Sc Nursing students on 28th May 22.
3. First aid course by AUSRA team, was conducted for first batch of 2nd year B.B.Sc Nursing students on 28th April, 2022 and on 5th and 6th May, 2022.

2nd batch Interdisciplinary course:

4. AYUSH Course was attended by 2nd year B.B.Sc Nursing Students on 28th April, 2022.

Clinical Postings Visits

1. On 25th July 2022 first year B.B.Sc Nursing students visited CSSD & Infection Control department in TATA Memorial Hospital, Parel Mumbai.
2. Students from first year to fourth year have completed their posting in S.R. Melita hospital, Tarachand Bapa, 'Mahaal Covid Vaccination Centre, Shivadi T.B. hospital, Shushrausha, Ruxmani, Vanguni & Vinai, LMG Hospital, Jain Hospital, Dhulavi centre for their Urban Health Posting & Kasturba hospital.

SNA / SC / NSS / Alumni Placement Activities:

1. Fundamental breastfeeding skills concepts workshop was conducted by Nourish 1000 days organization for students on 24th August, 2022.
2. On the occasion of Vasundhara Day (Earth Day) awareness session was arranged under the Environmental consciousness NAAC criteria 7.
3. Annual function "Arambh" was held on 10th August 2022 followed by oath taking and Convocation Ceremony.
4. University 'one student one plant' drive was conducted in the campus on 10th June, 2022.
5. Alumni Ms. Anju Marimuthu and Ms. Nitya Mudiliyar delivered motivational session for Nursing Students on occasion of Nurses day.
 - Ms. Manisha Yadav (Staff Nurse) and Ms. Meghana Moore (Staff Nurse) received a Certificate

of appreciation as a life savior in ICU of Naravati Hospital on Nurses day.

- Ms. Divya Chiplunkar (Staff Nurse) received a certificate of appreciation as a Staff Nurse by Bai Terbai Wadia Hospital for children on Nurses day.

- Ms. Nitya Mudaliyar (Staff Nurse) awarded Best Nurse award in Global Hospital on Nurses Day.

- Ms. Meenakshi Narvekar (Staff Nurse) awarded "Utkrashtra Adhiparicharika Seva" award in Thane mental Hospital on Nurses day.

Students Activities:

1. 11 Students from 4th year B.B.Sc Nursing won 2nd prize in Kabaddi at Rashtriya Krida din 2022 by Krida and Yuwak Seva Sanchalaneey, Maharashtra, Pune District Krider Adhikari Karyalay in collaboration with Mahesh Navle Karate and dance association on 29th August 2022.
2. 12 Students from 4th year B.B.Sc Nursing have felicitated with trophy and certificate for participating in 75th Independence Day Celebration at Trombay Police thane for executing self defence demonstrations and pyramids on 15th August, 2022.
3. University "Best Student award" for Ms. Anju Marimuthu was awarded on 10th June, University foundation Day, 2022.

Extension activities /NSS:

1. United way Foundation Mumbai branch organized street play competition in collaboration

with Seva Mandal Education Society's Smt. Sunanda Pravin Gambhirchand College of Nursing under the aegis of the Clean Shores Mumbai project at Dadar beach near Kirti College on 29th May, 2022.

2. Final year students participated in the 4th Poshan Pankhwada to emphasize on identification and celebration of modern and traditional practices for healthy India in joint venture of NSS/Extension activity unit and community health nursing department, on 18th April, 2022.
3. Thalassemia Camp was organized on 9th April, 2022.

Placement :

1. The placement cell organized an orientation session for final year B.B.Sc Nursing students on 26th July, 2022.

Staff welfare / In-service education: Workshop / Webinar / Appreciation :

1. College participated in the National Award festival for Social Work for colleges organized by Nagindas Khandwala College of Commerce, Arts and Management Studies, Malad. We had sent 3 entries in each category. We received consolation Prize for women empowerment initiatives among 186 colleges of the nation.
2. Ms. Delphina Gurav and Ms. Bhakti Kadam delivered lectures on Women health for students of K.G. Shah Law School and BCA dept. on the topics, "Menstrual health: Right of every girl" and "PCOD" on 25th August and 9th September respectively.
3. Lectures on "Communicating the missed communi-

- cation in lactation care" for staff nurses of ESIS hospital, Mulund was conducted by Ms. Delphina Gurew on the 27th August 2022.
4. Mrs. Shilpa A. Shettigar, attended a webinar on Publication of "Arogya Kosh" & "MOU Exchange Ceremony" organized MUHS on 14/07/2022.
 5. Ms. Shilpa Shettigar, Ms. Delphina Gurew, Namrata Kubal, Prashant Tambe and Jyoti Bhosale attended training of Trainers regarding inspection organized by MUHS on 9th May 2022 from 02.00 pm to 05.00 pm. This is going to be paperless inspection for the first time, based on NAAC format.
 6. Ms. Shilpa Shettigar, Principal attended the national TNAT MOD meet held at Delhi on 29th and 30th May, 2022.
 7. IQAC and Staff Development cell in collaboration with Lions Club Sion, conducted a Health Camp under Smt. Dakshaben Health Series, on the occasion of Women's Day celebration on 24th March 2022.
 8. Webinar on the topic - LGBTQIA: Understanding the facts & need for amendment in CBME curriculum.
 9. National level online program on "Provisional Accreditation" organized by NAAC ON 24/02/2022 at 12.00 noon was attended by staff.
 10. International webinar on Diabetes Care - Moving the needle: current trends in insulin inj. Techniques and need for innovation by BD, on 19/02/2022
 11. The college hosted the Republic Day Celebration this year.

Awards and recognitions

1. Ms. Abena PA, clinical instructor, secured second rank in the wound care nursing course conducted by Hinduja hospital's P. D. Hinduja College of Nursing.
2. Ms. Abena PA has secured 2nd Prize in the quiz competition held at Hinduja College of Nursing.
3. Ms. Nilam Kanse won two prizes in Poetry and elocution competition at state level.

Research:

1. Ms. Shilpa Shettigar has published two papers in international journal.
2. A cross sectional study to assess the development of leadership qualities among the nursing students in correlation with the parenting styles and experiences during their childhood period.
3. "A descriptive survey to assess the use of lock down period and the attitude towards it among the adolescents in terms of COVID-19 appropriate behavior, recreation & Creativity, Stress management, health and academics."

Student and faculty Exchange:

1. Under the Faculty Exchange programme, 8 Staff room from MES Nursing Institute Ghanekhuntlate, Tal. Khed, Dist. Ratnagiri visited our college on 25th February 2022, from 9 am to 4 pm in view of getting orientation to NAAC process.
2. Holy family Students visited our college on 24th February 2022, in fulfilling their requirement of

college administration process under student Exchange programme, on 24th February 2022 from 1:30 pm to 4 pm.

Ph.D Announcement:

- 1. Ms. Delphina Mahesh Guav (Vice Principal) and Ms. Namsuta Kubal (Associate Professor) have enrolled for Ph.D at Pravara Medical College, Loni, Ahmednagar.

New College Proposal:

- 1. The Principal visited the Ghatkopar college site, which has been proposed for new nursing college along with management members and donor family on 2nd March 2022. The proposal presentation has been done by principal and further formalities are in process.

NAAC:

- 1. NAAC peer team visit was held on 8th & 9th August 2022. We received Grade B⁺ with CGPA 2.74/4. The college is disappointed with the process of assessment.
- 2. Pre-NAAC Audit was conducted on 29th June, 2022. A three Member panel consisting of Dr. Shubhangi pangam, Hinduja Hospital, Prof. Sunil Mantri Universal lords College, Goregaon & Dr. Mrs. Uma Chaukar, Principal, SIES college assessed the preparedness of the college for NAAC.

Committee meetings:

- 1. CDC meeting was held on 21/01/2022
- 2. IQAC meeting was held on 22/01/2022

Certificate Distribution Ceremony

1. The Certification ceremony of the skill courses under the Chief Minister Maha Arogya Kaushalya Vikas Prashikshan Kayakram (CMMAKV-PK), was held on 29th March, 2022 from 4pm onwards. Dr. B. K. Upadhyay, Director General Maharashtra Home Guard was the chief guest for the program.
2. Signed a MoU with Nidan Laboratory for clinical experience for lab assistants course students.
3. Dialysis course students attended a webinar on "CAHO - ASQUA CQE Series: Theme 11 - Standards for Haemodialysis Centres" on Feb 26, 2022 at 3.00 PM.

Paramedical courses under College:

1. Total 16 students have enrolled for the college run skill courses.

Admission Status:

1. The new academic year for first year batch 2021-22, began from 1st April, 2022. Parents meeting & orientation to the college for the new batch students & parents was held on 4th March 2022 from 9 am to 2 pm.

Transplant Coordinator Certificate course:

1. Inaugural programme of Transplant Coordinator certificate course was held on 13/07/2022. 12 students have enrolled for the said course.

Scholarship:

1. Government scholarship (Mahadbt) forms scrutiny done. Scholarship amount of RS. 800000/- received, the disbursement of scholarship amount is in process.

Budget / Fee review / Income & Expenditure

1. Finalized budget copies for A.Y 2022-2023 as per received guidelines by FRA/NAAC.

MOU:

1. Thane Hostel MOU is in process.
2. MOU with AUSRA firm for First Aid course will be signed on 5th May, 2022.
3. Revised MOU with S.R. Mehta has been signed.
4. Revised MOU with Shushrusha has been signed.

- Ms. Rakhee Gadhave, Incharge Principal, Smt. Kamalaben Gambhirchand Shah Law School reported the following College Activities

Student Centric Activities

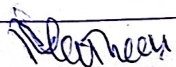
1. A webinar was organised on the theme "Cyber Sakhi" in collaboration with Team responsible Netism by Ms. Steffi Benjamin, Project coordinator, Team Responsible Netism on Wednesday 16th March 2022.
2. A workshop was organised on the theme "How to Manage Money and be a Smart Investor" in collaboration with BSE Investor's Protection Fund and Consumer Guidance Society of India by Dr. M.S. Kamath, Hon. Secretary, Consumer Guidance, on Monday 21st March 2022.

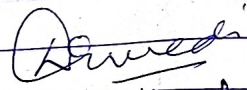
manager for taking good care of safety & security of our campus.

Agenda Item No. 5

Any other item with the permission of the chair.

1. Shri. Nayeent Savani raised a query related to the audit report; Dr. Bharat Pathak clarified the same.
2. Dr. Bharat Pathak appreciated the Nursing College staff for conducting extra courses within the remuneration paid to them.
3. Dr. Bharat Pathak informed the house that Rotary Club of Queen's Necklace has agreed to contribute Rs. 50 lakhs each year towards freeship and scholarship of deserving and needy students.
4. Dr. Charunka complimented Dr. Dilip Trivedi and Dr. Vatsala Trivedi for the setting remarkable standards of the Ethics Committee. She also stated that the colleges Ethics Committee receives proposals for scrutiny from other educational institutions as well and it is indeed a matter of pride for us.
5. Dr. Bharat Pathak shared that if any college wish to start Skill Development courses offered by Government of India they can contact Ms. Christine Swaminathan, She will assist them in obtaining funds for the courses. The meeting concluded with vote of thanks to the chair.


Hon. Secretary


President