Programme	:	**College Development Committee Meeting**
Location	:	**K. P. G. College, Igatpuri**
Organizer	:	**IQAC, K. P. G. College, Igatpuri**
Date	:	**16/01/2025**
Beneficiary	:	**21**

Mr. S. S. Pardeshi

IQAC, Co-ordinator

Co-ordinator
IQAC
K.P.G.Arts Com and Sci.College,
Igatpuri, Dist. Nashik.

Dr. Kiran Rakibe

Principal

PRINCIPAL
M.V.P. Samaj's
K.P.G. Arts. Com. and Sci.College
Igatpuri, Dist. Nashik

Karmveer Punjababa Govardhane Arts, Commerce and Science College, Igatpuri, Dist. Nashik.

College Development Committee (CDC)
Minutes of the Meeting (Year 2024-2025)

Date of meeting : -16 Jan, 2025

Venue of the meeting: -Auditorium hall

Time of the meeting: -10.00 AM to 12.30 PM

Agenda of the Meeting

1. To review and confirm the minutes of last meeting
2. To discuss the renovation of the administrative office
3. To discuss about building a new computer lab in the college
4. To discuss the renovation of the office of hon. principal
5. To create a green lawn in front of the main gate in the college
6. To create a new computer lab in the college
7. To renovate the internal quality room6. Completing the construction of the college main gate
8. To Purchas the latest software to record the digital attendance of the students in the college
9. Considering the topics that come up from time to time with the permission of the chairman

Members were present

College Development Committee (CDC)

Sr. No.	Name	Designation
1	Hon. Adv. Sandip Gopalrao Gulve	Chairman
2	Mr. Kacharu Gabaji Shinde	Member
3	Mr. Uday Devram Jadhav	Member
4	Mr. Pandurang Murlidhar Shinde	Member
5	Smt. Vaishali Vijay Adake	Member

6	Advt. Dilip Bhguji Khatale	Member
7	Mr. Hiraman Raghunath Shejval	Member
8	Mr. Sunil Dagadu Rokade	Member
9	Mr. Samadhan Genu Gunjal	Member
10	Mr. Nandkumar Motilal Singhavi	Member
11	Mr. Dilip Vishnu Chaudhari	Member
12	Mr. Uttam Chatrachal Govardhane	Member
13	Mr. Ganapat Pandurag Rao	Member
14	Mr. Rajendra Ramchandra Rao	Member
15	Dr. B. C. Patil	Teacher Representative
16	Mr. K. K. Chaursiya	Teacher Representative
17	Mr. A. Y. Sonawane	Teacher Representative
18	Mr. Dinesh Patil	Non-teaching Representative
19	Mr. S. S. Pardeshi	IQAC
20	Smt. J. R. Bhor	Member
21	Dr. Kiran Rakibe, Principal	Secretary

Members were absent:

Sr. No.	Name	Designation
1	Mr. Dnyaneshwar Nivrutti Lahane	Member
2	Mr. Tukaram Anandrao Sahane	Member
3	Mr. Sanjay Bandu Khatale	Member
4	Mr. Firoj Ramjan Pathan	Member

The Pricnipal Dr. Kiran Rakibe welcomes and introduced with all members.
After exchange of idea and thoughts made the following resolutions:-

Agenda No. 1:-To review and confirm the minutes of last meeting

Resolution:-According to last meeting discussion and resolution.

❖ According to last meeting discussion and resolution.
❖ Principal Dr. Kiran Rakibe reviewed the NAAC and SSR work in detail.

Agenda No. 2:-To Discuss the renovation of the administrative office

❖ The committee discussed the need for renovation of the administrative office to improve its functionality and aesthetics.

❖ Members reviewed preliminary proposals and budget estimates.

Resolution:-It was resolved to invite quotations from at least three vendors for the renovation work. The Principal was tasked with forming a sub-committee to oversee the tender process and finalize the scope of work. The renovation should aim for completion by

Agenda No. 3:-To Discuss the renovation of the office of Hon. Principal

❖ The renovation of the Principal's office was discussed, focusing on creating a more conducive and professional environment.

❖ Suggestions included upgrading furniture, lighting, and internal layout.

Resolution:-The committee approved the renovation. The Principal, in consultation with a designated committee member, will prepare a detailed plan and budget for approval in the next meeting.

Agenda No. 4:- To Create a green lawn in front of the main gate in the college

❖ The proposal to create a green lawn in front of the main gate was met with enthusiasm as it would enhance the college's aesthetic appeal.

❖ Discussion included suitable plant species, irrigation systems, and maintenance.

Resolution:-Approved. Under the supervision of Principal Dr. Kiran Rakibe, will prepare a plan and budget for the development and maintenance of the green lawn.

Agenda No. 5:- To Create a new computer lab in the college.

❖ The increasing demand for digital literacy and practical computer skills among students necessitated the creation of a new computer lab.

❖ Discussion revolved around the capacity of the new lab, required hardware and software specifications, and suitable location within the college premises.

Resolution: - It was unanimously agreed to establish a new state-of-the-art computer lab. Prepare a detailed list of equipment, and obtain competitive quotes for hardware and software. The Principal was requested to expedite the process.

Agenda No. 6:- To Renovate the internal quality room

❖ The need to renovate the Internal Quality Assurance Cell (IQAC) room was highlighted to ensure it meets the standards required for quality assurance activities and inspections.

Resolution: - Approved. The IQAC Coordinator, in consultation with the Principal, will submit a proposal with renovation requirements and cost estimates for review in the next meeting.

Agenda No. 7:- To Complete the construction of the college main gate

- ❖ The progress of the main gate construction was reviewed. Concerns regarding any pending work or delays were discussed.

Resolution: - The committee emphasized the importance of completing the main gate construction at the earliest. The mother institute contractor was directed to provide a revised completion timeline and ensure all outstanding work is finished.

Agenda No. 8:- Purchasing the latest software to record the digital attendance of the students in the college

- ❖ The advantages of a digital attendance system, including accuracy, efficiency, and data management, were discussed.
- ❖ Members considered various software options available in the market.

Resolution: - Approved in principle. The IT Department, in coordination with the administrative staff, will research and recommend suitable attendance management software. A demonstration of shortlisted software options will be arranged for the committee before final procurement.

Agenda No. 9:- Considering the topics that come up from time to time with the permission of the chairman

- ❖ No additional topics were raised with the permission of the Chairman during this meeting.

The meeting was over with the permission of Chairman, Hon. Adv. Sandip Gopalrao Gulve vote of thanks was proposed by the Dr. B. C. Patil

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