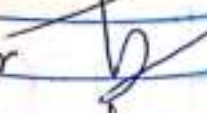
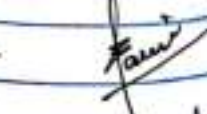


Date : 23/06/2018

Office order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of Academic session & Course Completion as per the Academic calendar. Regular Monitoring on Syllabus Completion & maintain a record for the same is the objective of the committee.

Following are the committee details :

Sr. No.	Members	Designation	Signature
1.	Jyotsna Nettek	Chairperson	Jyotsna
2.	Yogita Patil	Member	
3.	Dattatray Ghodke	Member	
4.	Santu Parui	Member	
5.	Dattatray Bhosale	Member	Bhosale

Roles & Responsibilities of committee members

- 1] The committee will be responsible for smooth academic plan as per the Academic Calendar.
- 2] The committee should make a note to complete all the monitoring with the same effect including conducting events & other co-curricular activities.
- 3] The committee should conduct meetings as per requirements & records be maintained accordingly.

The entire concerned are requested to take the note & act accordingly.



Sham Jari
Principal

**BBA'S Bunte College of Higher Education
(Night College) Junagar, Navl Mumbai.**

Date : 25/06/2018

Notice for the First Meeting
Of the Academic Monitoring
Committee for the
Academic year 2018-2019

The Academic Monitoring Committee meeting is scheduled on 27th June, Wednesday, 2018 at 7.00 pm in the Bunts college of higher education (Night college) in the staff room at 2nd floor.

Sr.No.	Members	Designation	Signature
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Yogita Patil	Member	Y
3.	Dattatray Ghodke	Member	h
4.	Santu Parui	Member	Sanu
5.	Dattatray Bhasale	Member	Bhasale

Agenda for the Meeting

- 1] To assign role & responsibilities to members
- 2] To circulate Academic calendar
- 3] To prepare Master Time Table & Individual Time Table prior to the Semester Start.
- 4] To display onboard in campus.
- 5] To amend & frame policy for discipline in attendance.

All the members are requested to attend the meeting on 24th June 2018 at 7.00pm in the staff room at second floor as aforesaid.

Agatona
Chairperson
AMC.



Date :- 28/06/2018

Minutes of the meeting of the Academic Monitoring Committee held under the guidance of Chairperson on 27/06/2023, Wednesday at 7:00pm in the Bunte College of higher education (Night college) in the staff room at 2nd floor.

Members present :-

Sr.No.	Members	Designation	Signature
1	Jyotsna Netke	Chairperson	Jyotsna
2.	Yogita Patil	Member	
3.	Dattatray Ghodke	Member	
4.	Santu Parui	Member	
5.	Dattatray Bhosale	Member	Bhosale

Members Present : All

Members Absent : None

Jyotsna
Chairperson
AMC

Quorum :- Chairperson took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting :-

- 1] To assign role & responsibilities to the members.
- 2] To circulate Academic Calendar for students.
- 3] To prepare Master & Individual Time Table prior to the semester start
- 4] To display on board in Campus.
- 5] To amend and frame policy for discipline in attendance

Meeting Review :-

1] Chairperson informed that the role of the members have been allotted to prevent any ragging incident as well as to work for adequate information to the fresher's for their right & to seniors for consequences for indulging in ragging & regularity of students. Resolved to authorize to assign role & responsibilities to the members and to amend the same as when required.

2] Chairperson informed that the preparation of academic calendar & display on website & department notice boards and to get it circulated to students.

3] Chairperson informed that master time table have to be provided to the students prior to the starting of semester so that the students will start attending academics without fail.

4] VOTE OF THANKS

Chairperson thanked all the members present in the meeting.

Myetna
Chairperson.
AMC.



Date : 18/01/2019

Office order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session & course completion as per the Academic calendar. Regular Monitoring on Syllabus completion & maintain a record for the same is the objective of the committee.

Following are the committee details :

Sr. No.	Members.	Designation	Sign
1.	Jyotna Netke	Chairperson	Jyotna
2.	Yogita Patil	Member	Y
3.	Dattatray Ghodke	Member	h
4.	Santu Parui	Member	Parui
5.	Dattatray Bhasde	Member	Bhasde

Roles & Responsibilities of committee members

- 1] The committee will be responsible for smooth academic plan as per the Academic calendar.
- 2] The committee should make a note to complete all the monitoring with the same effect including conducting events & other co-curriculum or activities.
- 3] The committee should conduct meetings as per the requirements & records be maintained accordingly.

The entire concerned are requested to take the note & act accordingly.



Shambhu
Principal.

PRINCIPAL
BBA'S Bunt College of Higher Education
(Right College) Junagar, Navi Mumbai.

Date: 19/01/2019

Notice for the 2nd Term Meeting
of the Academic Monitoring
Committee for the Academic
year 2018-2019

The Academic Monitoring
Committee meeting is scheduled on
Monday, 21/01/2019 at 7-30pm in the
Bunts College of higher education
(Night college) in the Staff
room at 2nd floor.

Sr.No.	Members	Designation	Sign
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Yogita Patil	Member	[Signature]
3.	Dattatray Ghodke	Member	[Signature]
4.	Santu Parui	Member	[Signature]
5.	Dattatray Bhosale	Member	Bhosale

Agenda for the Meeting

- 1] To confirm the minutes of last meeting.
- 2] To plan Academic calendar & Extracurricular Activities.
- 3] To finalise workload distribution & timetable preparation as per the Syllabus.
- 4] To plan & implement students' assessment & monitoring on academic performance.
- 5] To arrange guest lectures to fill the Curriculum gap & update the students.

All the members are requested to attend the meeting on Monday 21/01/2019 at 7.30pm in the staff room at second floor staff room as aforesaid.

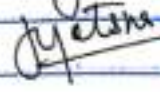
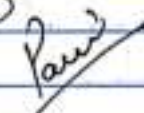
Jyotsna
Chairperson
AMC



Date: 22/01/2019

Minutes of the meeting of the Academic Monitoring Committee, held under the guidance of Chairperson on Monday, 21/01/2019 at 7.30pm in the Burt's College of Higher Education (Night college) in the staff room at 2nd floor.

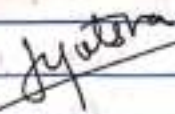
Members present

Sl. No.	Members	Designation	Sign
1.	Jyotsna Netke	Chairperson	
2.	Yogita Patil	Member	
3.	Santu Parui	Member	
4.	Dattatray Ghodke	Member	

Members Present : 04

Members Absent : 01




Chairperson
AMC.

Quorum : Chairperson took the Chair & declared that the required quorum was present to convene the Meeting.

Agenda for the Meeting.

- 1) To confirm the minutes of the last meeting
- 2) To plan the Academic calendar & extracurricular activities
- 3) To finalize workload distribution & timetable preparation as per the syllabus
- 4) To plan & implement student's assessment & monitoring on academic performance.
- 5) To arrange guest lecture to fill the gap & update the students.

Meeting Review -

- 1) As per scheduled meeting was conducted in the staff room. Minutes were read by the chairperson & were confirmed unanimously. The academic calendar for the even semester was finalized along with the workload & timetable as per the college Academic calendar & University Academic calendar.
- 2) It has been resolved that every

teacher should prepare lesson plan for their subjects.

3) It is also decided and resolved by committee member that every teacher should conduct test for their subject for student's assessment monitoring in every subject.

4) It is also decided & resolved by members that every teacher should try for the guest lecture arrangement for students to fill the curriculum gap & update the students.

5) Vote of Thanks
Chairperson thanked all the members present in the meeting.


Chairperson
AMC



Date :- 22/06/2019

Office order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of Academic sessions & course completion as per the Academic calendar. Monitoring of syllabus completion & maintain a record for the same. To confirm the minutes & agendas of last year meetings.

Following are the committee details:

Sr. No.	Members	Designation	Signature
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Yogita Patil	Member	Yogita
3.	Dattatray Ghodke	Member	Dattatray
4.	Pamun Santy	Member	Pamun
5.	Dattatray Bhosale	Member	Bhosale

Roles & Responsibilities of committee Members.

- 1] The committee will be responsible for smooth academic plan as per the Academic calendar
- 2] The committee should make a note to complete all the monitoring with the same effect including curricular & co-curricular activities
- 3] The committee should conduct meetings as per requirements & records to be maintained accordingly.

The entire concerned are requested to take note & act accordingly



Shambhu
Principal.

PRINCIPAL
BBA'S Bunt College of Higher Education
(Night College) Junagar, Navl Mumbai.

Date: 24/06/2019

Notice for the First Meeting of the Academic Monitoring Committee for the 1st half of Academic year 2019-2020

The Academic Monitoring Committee meeting is scheduled on 26th June, Wednesday, 2019, at 7:30pm in the Bunts college of higher education (Night college) in the Staff room at 2nd floor.

Sr.No -	Members	Designation	Signature
1.	Jyotina Netke	Chairperson	Jyotina
2.	Yogita Patil	Member	Yogita
3.	Dattatray Ghodke	Member	Dattatray
4.	Santu Parui	Member	Santu
5.	Dattatray Bhosale	Member	Bhosale

Agenda for the Meeting

- 1] To assign role & responsibilities to members
- 2] To circulate Academic calendar
- 3] To prepare Master Timetable & Individual Time Table prior to Semester Start
- 4] To display on board in Campus
- 5] To plan Extracurricular activities
- 6] To co-ordinate with library committee for procurement of books.
- 7] To conduct extra lectures for slow learners & conduct test, tutorial, assignment, project as per the need of the Subjects.

All the members are requested to attend the meeting on 26th June 2019 at 7:30 pm in staff room on Second floor asforesaid.

Chairperson *[Signature]*
Ame



Date :- 27/06/2019

Minutes of the meetings of the Academic monitoring Committee held under the guidance of Chairperson on 26th June, Wednesday at 7:30 pm in the Bunts college of higher education (Night) college in the staff room at 2nd floor.

Members present :-

Sr.No.	Members	Designation	Signature
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Dattatray Ghodke	Member	Bhaskar
3.	Dattatray Bhasale	Member	h
4.	Parvi Santu	Member	Parvi

Members present : 04

Members Absent : 01



Jyotsna
Chairperson
AME

Quorum:-

Chairperson took the Chair & declared that the required quorum was present to convene the meeting.

Agenda for the Meeting

- 1] To assign the role & responsibilities to members
- 2] To circulate Academic calendar
- 3] To prepare Master Time Table & Individual Time Table prior to semester start
- 4] To display on board in campus
- 5] To plan extracurricular activities
- 6] To co-ordinate with library committee for procurement of books
- 7] To conduct extra lectures for slow learners & conduct test, tutorial provide assignments, projects as per the need of the subjects.

Meeting Review

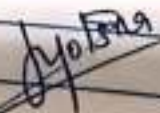
- 1→ As per schedule meeting was conducted in the staff room. Minutes were read by the chairperson & were confirmed unanimously. The Academic calendar for odd semester was finalized along with workload & Time table as per college Academic calendar and University Academic calendar.

2] It is also decided and resolved that every teacher should prepare a lesson plan and complete the syllabus as per planning. In case of weak & slow learners, teacher should conduct a class test, tutorial, assignment, remedial lectures as per requirements of their subject.

3] It is also decided & resolved by the committee to take necessary measures in increasing count of books in library after co-ordinating with library committee in case of change in syllabus or content updation in syllabus.

4] Vote of Thanks

Chairperson thanked all the members present in the meeting.


Chairperson
AMC.



Date : 18/01/2020

Office order

The following Committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of Academic sessions & course completion as per the Academic Calendar, Monitoring of Syllabus completion as per Lesson planning & maintaining a record for the same.

Following are the Committee members details :

Sr. No.	Members	Designation	Signature
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Yogita Patil	Member	Yogita
3.	Dattatray Ghodke	Member	Dattatray
4.	Parvi Santu	Member	Parvi
5.	Dattatray Bhosale	Member	Bhosale

Roles & Responsibilities of Committee Members

- 1] The Committee will be responsible for smooth Academic plan as per the Academic Calendar.
- 2] The Committee should make a note to complete all the monitoring with the same effect including curricular & co-curricular Activities.
- 3] The Committee should conduct a meeting as per requirement & records to be maintained accordingly.

The entire concerned are requested to take note & act accordingly.



Principal
PRINCIPAL

BBA'S Bunts College of Higher Education
(Night College) Julnagar, Navi Mumbai.

Date: 20/01/2020

Notice for the First Meeting of the Academic Monitoring Committee for the Second half of the Academic year 2019-2020

The Academic Monitoring Committee
meeting is scheduled on 22nd January
2020, Wednesday at 7:18 pm in the
Bunts college of higher education
(Night) college in the staff
room at 2nd floor.

Sr. No.	Members	Designation	Signature
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Yogita Patil	Member	Yogita
3.	Dattatray Ghodke	Member	Dattatray
4.	Parul Santu	Member	Parul
5.	Dattatray Bhosale	Member	Bhosale

Agenda for the Meeting .

- 1) To assign the role & responsibilities to members
- 2) To circulate Academic calendar
- 3) To prepare Master Time Table & Individual Time Table prior to semester start
- 4) To display on board in campus
- 5) To plan Curricular & Co-curricular Activities
- 6) To conduct guest lectures for Third Year Students to fill the curriculum gap & update the Students .

All the members are requested to attend the meeting on 22nd January 2020 Wed. at 7:30pm in the staff room at 2nd floor room as aforesaid.

[Signature]
Chairperson
Ame .



Date: 23/01/2020

Minutes of the Meetings of the
Academic Monitoring Committee
held under the guidance of
Chairperson on 22nd January
2023, Wednesday at 7:18 pm in the Bunt
College of higher education (Night)
College in the staff room
at 2nd floor

Members Present :-

Sr. No.	Member	Designation	Sign
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Dattatray Ghodke	Member	
3.	Dattatray Bhosale	Member	
4.	Parvati Santu	Member	Parvati

Members : 04
Present

Members : 01
Absent



Jyotsna
Chairperson
Amc

Quorum :-

Chairperson took the chair & declared that the required quorum was present to the staffs to convene the meeting.

Agenda for the Meeting

- 1] To assign the role & responsibilities to members
- 2] To circulate Academic Calendar
- 3] To prepare master time table prior to semester start
- 4] To display on board in Campus
- 5] To plan Curricular & Co-curricular Activities.
- 6] To conduct guest lectures for third year students to fill the curriculum gap & update the students.

Meeting Review

- 1] As per meeting schedule, the meeting was conducted. Minutes were read by the Chairperson & were confirmed Unanimously. The Academic Calendar for odd semester was finalized along with the workload & time table as per college Academic Calendar & University Academic Calendar.

- 2) It is also decided & resolved that every teacher should prepare lesson plan & complete syllabus as per planning.
- 3) It is also decided & resolved by members that every teacher should try for guest lecture arrangement for students to fill the curriculum gap & update the students.
- 4) It is decided & resolved by members that all the necessary notices, instructions and timetable should be displayed on notice board in Campus.
- 5) Vote of Thanks
Chairperson thanked all the members present in the meeting.

Signature
Chairperson
AMC





Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)

"Bunts Centre", Plot No. 42, Sector 24, Off. Gaondevi Chowk, Julnagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400706
Phone: (022) 27703156 Email: bba.bche@gmail.com

Date: 15/06/2020

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion, Assessment and Analysis of Students Progression and giving quality education and maintain a record for the same.

Sr. No.	Members	Designation
1	Jyotsna Netke	Chairman
2	Yogita Patil	Member
3	Dattatray Ghodke	Member
4	Dattatray Bhosale	Member
5	Parui Santu	Member

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other co-curricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly.




PRINCIPAL

PRINCIPAL
BBA'S Bunts College of Higher Education
(Night College) Julnagar



**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gaondevi Chowk, Jui Nagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400706.
Phone: (022) 27703156 Email: bha.bhce@gmail.com

Date: 17/06/2020

**NOTICE FOR THE MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR
THE AY 2020-2021**

The Academic Monitoring Committee Meeting is scheduled on Friday, 19/06/2020 at 5.30 pm in online mode using Google Meet as platform. Link of the meeting will be provided on the same day prior to start of 30 min.

Sr. No.	Members	Designation	Signature of Member Present
1	Jyotsna Netke	Chairman	present
2	Yogita Patil	Member	present
3	Dattatray Ghodke	Member	present
4	Dattatray Bhosale	Member	present
5	Parvi Santu	Member	present

Agenda for the meeting.

- 1) To assign role and responsibilities to members during online process.
- 2) To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.
- 4) To update to students on regular basis.
- 5) To do planning on giving quality education during online session.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.



Jyotsna
Chairperson



**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gauddevi Chowk, Juiagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400706.
Phone: (022) 27703156 Email: bha.bche@gmail.com

Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Friday, 19/06/2020 at 5.30 pm in online mode using Google Meet as platform. Link of the meeting will be provided on the same day prior to start of 30 min.

Members Present:

Sr. No.	Members	Designation	Present
1	Jyotsna Netke	Chairman	present
2	Yogita Patil	Member	present
3	Dattatray Ghodke	Member	present
4	Dattatray Bhosale	Member	present
5	Parui Santu	Member	present

Members Present: All

Members Absent: 00



Jyotsna

Chairperson



**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gaendevi Chowk, Juhuagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400706.
Phone: (022) 27703156 Email: bha.bhce@gmail.com

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

1. To assign role and responsibilities to members during online process.
2. To circulate Academic Calendar for students.
3. To prepare master and individual timetable prior to semester start.
4. To update to students on regular basis.
5. To do planning on giving quality education during online session.

Meeting Review:

- 1) Chairman informed that role of responsibilities of the members have been allotted. Resolved to authorize to assign role and responsibilities to the members and to amend the same as and when required.
- 2) Chairman informed that preparation of academic calendar and display on website and to be updated to students whatsapp group.
- 3) Chairman informed that we have decided to inform students about master time table and starting of semester prior to starting date so that students will start attending academics without fail.
- 4) Resolved to form a Google classroom to provide contents of subjects in the form of links of the website, videos, documents, pdf, ppts for students progression
- 5) Encourage to use more Technologies and try to start integrating education with Technology.
- 6) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

[Signature]

Chairperson





**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gaondevi Chowk, Julnagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400705.
Phone: (022) 27703156 Email: bba.bhce@gmail.com

Date: 12/06/2021

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion, Assessment and Analysis of Students Progression and giving quality education and maintain a record for the same.

Sr. No.	Members	Designation
1	Jyotsna Netke	Chairman
2	Yogita Patil	Member
3	Dattatray Ghodke	Member
4	Dattatray Bhosale	Member
5	Parui Santu	Member

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other co-curricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly.




PRINCIPAL

PRINCIPAL
BBA'S Bunts College of Higher Education
(Night College) Julnagar, Navi Mumbai



**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gaondevi Chowk, Juhuagar (W), Near Bharat Petrol Pump, Navi Mumbai - 403706.
Phone: (022) 27703156 Email: bha.bhce@gmail.com

Date: 14/06/2021

**NOTICE FOR THE MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR
THE AY 2021-2022**

The Academic Monitoring Committee Meeting is scheduled on Tuesday, 15/06/2021 at 6.30 pm in online mode using Google Meet as platform. Link of the meeting will be provided on the same day prior to start of 30 min.

Sr. No.	Members	Designation	Signature of Member Present
1	Jyotsna Netke	Chairman	present
2	Yogita Patil	Member	present
3	Dattatray Ghodke	Member	present
4	Dattatray Bhosale	Member	present
5	Parui Santu	Member	present

Agenda for the meeting.

- 1) To assign role and responsibilities to members during online process.
- 2) To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.
- 4) To update to students on regular basis.
- 5) To do planning on giving quality education during online session.
- 6) Parent and Community involvement
- 7) To discuss on Technology Integration.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.



Jyotsna

Chairperson





**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gaondevi Chowk, Juhuagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400706.
Phone: (022) 27703156 Email: bba.bhce@gmail.com

Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Friday, 15/06/2021 at 6.30 pm in online mode using Google Meet as platform. Link of the meeting will be provided on the same day prior to start of 30 min.

Members Present:

Sr. No.	Members	Designation	Present
1	Jyotsna Netke	Chairman	present
2	Yogita Patil	Member	present
3	Dattatray Ghodke	Member	present
4	Dattatray Bhosale	Member	present
5	Parvi Santu	Member	present

Members Present: All

Members Absent: 00



Jyotsna

Chairperson



**Bombay Bunts Association's
BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)**

'Bunts Centre', Plot No. 42, Sector 24, Off. Gauddevi Chowk, Jui Nagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400706.
Phone: (022) 27703156 Email: bha.bhce@gmail.com

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

1. To assign role and responsibilities to members during online process.
2. To circulate Academic Calendar for students.
3. To prepare master and individual timetable prior to semester start.
4. To update to students on regular basis.
5. To do planning on giving quality education during online session.
6. Review the integration of technology in education and discuss any concerns or improvements needed.
7. Discuss ways to enhance parent and community involvement in academic matters.

Meeting Review:

- 1) Chairman informed that role of responsibilities of the members have been allotted & Resolved to authorize to assign role and responsibilities to the members and to amend the same as and when required.
- 2) Chairman informed that preparation of academic calendar and display on website and to be updated to students whatsapp group.
- 3) Chairman informed that we have decided to inform students about master time table and starting of semester prior to starting date so that students will start attending academics without fail.
- 4) Resolved to form a Google classroom to provide contents of subjects in the form of links of the website, videos, documents .pdf,ppts for students progression.
- 5) Resolved to effectively use the Google tools as platforms for managing lectures and taking attendance, providing challenging and quality education for students via Google meet and Google form.
- 6) Encourage to use more Technologies and try to start integrating education with Technology.
- 7) Conducting PTA meeting of parents guiding him /her about academic matters of their pupil
- 8) VOTE OF THANKS
Chairman thanked all the members present in the meeting.



[Signature]
Chairperson

Date :- 11/06/2022

Office order

The following Committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of the Academic sessions & course completion as per the Academic Calendar, Monitoring of syllabus completion, Guest Lectures & Remedial lectures for the weak students & to maintain a record for the same.

Following are the Committee details:

Sr. No.	Members	Designation	Sign.
1.	Jyotsna Netke	Chairperson	<i>Jyotsna</i>
2.	Dattatray Ghodke	Member	<i>Ghodke</i>
3.	Dattatray Bhosale	Member	<i>Bhosale</i>
4.	Yogita Patil	Member	<i>Patil</i>
5.	Parvati Santu	Member	<i>Parvati</i>

Roles & Responsibilities of Committee Members

- 1) The Committee will be responsible for smooth Academic plan as per the Academic Calendar
- 2) The Committee should look after the curricular & Co-curricular Activities.
- 3) The Committee should conduct meetings as per the requirements & records has to be maintained accordingly.

The entire Concerned are requested to take note & act accordingly.



Shankar
Principal

PRINCIPAL
BBA'S Buntia College of Higher Education
(Night College) Julnagar, Navi Mumbai.

Date :- 13/06/2022

Notice for the First Meeting
of the Academic Monitoring
Committee for the First half
of Academic year 2022-
2023.

The Academic Monitoring
Committee meeting is scheduled on
15/06/2022, Wednesday at 8 pm
in the Bunte college of
Higher Education (Night) college
in the staff room at the
2nd floor.

Sr. No.	Members	Designation	Sign
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Pavni Santu	Member	Pavni
3.	Yogita Patil	Member	Yogita
4.	Dattatray Ghodke	Member	Dattatray
5.	Dattatray Bhosale	Member	Bhosale

Agenda of the Meeting.

- 1] To confirm the minutes of last Meeting.
- 2] To discuss results of previous years & analyze them subjectwise.
- 3] To plan curricular & co-curricular Activities.
- 4] To finalize workload distribution & time table preparation
- 5] To Implement Attendance Monitoring
- 6] To make alternative arrangements of class before leave.
- 7] To conduct & arrange extra sessions as remedial for weak students & to arrange guest lecture to fill the curriculum gap & update the Students

All the members are requested to attend the meeting on 15/6/2022 Wed, at 8pm in the staff room at 2nd floor aforesaid

Chairperson *[Signature]*
AMC



Date: 16/06/2022

Minutes of the meetings of the Academic Monitoring Committee held under the guidance of Chairperson on 15/06/2022 Wednesday at 8pm in the Bunte College of higher Education (Night) College in the staff room at 2nd floor.

Members present:

Sr.No.	Members	Designation	Sign
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Pavni Santu	Member	Pavni
3.	Yogita Patil	Member	Yogita
4.	Dattatray Ghodke	Member	Dattatray
5.	Dattatray Bhasale	Member	Bhasale

Members present: 05
Members Absent: 00



Jyotsna
Chairperson
AMC

Quorum
Chairperson took the chair & declared that the required quorum was present to convene the meeting.

Agenda for the Meeting.

- 1] To confirm the minutes of last meeting.
 - 2] To discuss result of previous year & analyze them subjectwise.
 - 3] To plan curricular & co-curricular activities
 - 4] To finalize workload distribution & time table preparation
 - 5] To implement attendance Monitoring.
 - 6] To make alternative arrangements of class before leave
 - 7] To conduct & arrange extra sessions as remedial for weak students and to arrange guest lecture to fill gap & update students.
- Meeting Review

- 1] To confirm the minutes of last meeting. minutes were read by the Chairperson and were confirmed unanimously.

- 2] Academic calendar with the plan of co-curricular activities dates was finalized.
- 3]. Finalize workload distribution & timetable as per the syllabus
- 4]. Attendance of student will be monitored by class teacher & to submit defaulter list to the principal.
- 5] It is also be decided that every teacher should conduct class test for students progression monitoring.
- 6] It is also discussed & resolved by members that every teacher should do the arrangement of class before going on leave
- 7] It is also decided & resolved by members that every teacher should try for the guest lecture arrangements for the students & arrange for the extra lectures to fill the curriculum gap
- 8] Every teacher should conduct extra remedial session for academically weak students by giving them assignments & question bank & conducting test

9] It is decided to check the progress of result by doing subjectwise & facultywise analysis.

~~Systems~~
Chairperson
Amc

Date: 13/02/2023

Office order

The following Committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of the Academic Sessions & course completion as per the Academic Calendar, Monitoring of Syllabus completion, Student Progression & Analysis, Arranging Remedial & guest lectures & to maintain record for the same.

Following are the Committee details.

Sr. No.	Members	Designation	Sign.
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Dattatray Ghodke	Member	✓
3.	Dattatray Bhosale	Member	Bhosale
4.	Yogita Patil	Member	Yogita
5.	Parul Santu	Member	Parul

Roles & Responsibilities of Committee Members

- 1] The Committee Members will be responsible for smooth Academic plan as per the Academic Calendar
- 2] The Committee Members are responsible to look after the curricular & co-curricular activities.
- 3] The Committee should conduct meetings as per the requirements records has to be maintained accordingly.

The entire concerned are requested to take note & act accordingly.



Sham Jari
Principal.

PRINCIPAL
BBA'S Bunta College of Higher Education
(Night College) Juinagar, Navi Mumbai.

Date:- 14/02/2023

Notice for the Second Meeting
of the Academic Monitoring
Committee for the Second half
of Academic Year 2022-2023

The Academic Monitoring
Committee members meeting is
scheduled on 16/02/2023 at 8pm
in the Bunts College of higher
Education (Night) college in
the staff room at the 2nd
floor.

Sr. No.	Members	Designation	Sign.
1.	Jyotena Netke	Chairperson	Jyotena
2.	Parvati Sante	Member	Parvati
3.	Yogita Patil	Member	Yogita
4.	Dattatray Ghodke	Member	Dattatray
5.	Dattatray Bhasale	Member	Bhasale

Agenda of the meeting.

- 1] To confirm the minutes of last meeting.
- 2] To plan Academic calendar & extra curricular activities.
- 3] To finalize the workload distribution & timetable preparation as per syllabus prior to Semester start
- 4] To form a whatsapp group as a use of technology for sharing Materials
- 5] To plan alternative arrangement of lectures before leave
- 6] To plan guest lectures for students & remedial lectures for weak students
- 7] To plan & introduce new implementation for assessment of students progression.

All the members are requested to attend the meeting on 16/02/2023 at 8pm in 2nd floor staffroom. aforesaid.

Johny
Chairperson
Amc



Date :- 17/02/2023

Minutes of the Academic Monitoring Committee held under the guidance of chairperson on 16/02/2023 at 8pm in the Bunts College of Higher Education (Night) college in the staff room at 2nd floor.

Members present :-

Sr. No.	Members	Designation	Sign.
1.	Jyotsna Netke	Chairperson	Jyotsna
2.	Pasuni Santu	Member	Pasuni
3.	Yogita Patil	Member	Yogita
4.	Dattatray Ghadke	Member	Dattatray
5.	Dattatray Bhasale	Member	Bhasale

Members present : 05
Members Absent : 00



Jyotsna
Chairperson
AMC

Quorum:

Chairperson took the chair & declared that the required quorum was present to convene the meeting.

Agenda for the Meeting.

- 1] To confirm the minutes of last meeting.
- 2] To plan Academic calendar & extra curricular Activities.
- 3] To finalize the workload distribution & time table preparation as per Syllabus.
- 4] To form a whatsapp group as a use of technology to share study materials.
- 5] To plan alternative arrangements of all the lectures before taking leave.
- 6] To plan guest lectures for students & remedial lectures for weak students.
- 7] To plan and introduce new implementation for the assessment of students progression.

Meeting Review. ∴

- 1] To confirm the minutes of last meeting.
- 2] To finalise workload distribution & timetable preparation as per the Syllabus
- 3] Academic calendar with the plan of co-curricular activities dates were finalized.
- 4] It is also decided and resolved by committee member that every teacher should review / Students & monitor their progression after conducting class test & maintain record for the same.
- 5] It is also decided & resolved by the members every teacher should verify alternative arrangement of class before going on leave.
- 6] It is also decided that all teachers should conduct the academic function as per prescribed by university. Attendance of students will be monitored by class teacher and to submit defaulter list to Principal.

7] It is also decided & resolved by members that every subject teacher lecture should be completed as per syllabus.

8] It is also decided & resolved by members that guest lecture arrangement for students & try to arrange extra lectures as remedial for academically weak students fill the curriculum gap.

9] It is being decided by all the members in the view of using technology, we should form students separate whatsapp group to share the study materials & doubt clearing by respective subject teachers.

10] New implementation is decided & resolve by committee regarding monitoring of students assessment & progression.

Yatens
Chairperson
AMC

