

**TRAINING SHIP RAHAMAN, NHAVA**  
**ADMISSION AND ACADEMIC COMMITTEE**  
**MINUTES OF THE 1<sup>ST</sup> ADMISSION & ACADEMIC COMMITTEE**  
**MEETING**

The 1<sup>st</sup> Admission and Academic Committee Meeting for the month of January 2022 was held on 18<sup>th</sup> January 2022 at 1630 Hrs.

**Members Present:**

Capt. (Dr.) Ashutosh Apandkar	Chairman	
Capt. Arun Choudhry	Secretary	<i>Arun Choudhry</i>
Mr. Paul Koshy	Member	<i>Paul Koshy</i>
Dr. Pankaj Deshmukh	Member	<i>Pankaj Deshmukh</i>
Capt. A.K.Sharma	Member	<i>A.K. Sharma</i>
Chef Anupam Dhondiyal	Member	<i>Anupam Dhondiyal</i>
Mr. Cletus Paul	Member	<i>Cletus Paul</i>
Chef. Siraj Shaikh	Member	<i>Siraj Shaikh</i>
Mr. Sibaram Sahu	Member	<i>Sibaram Sahu</i>
Mrs. Sunita Malkhed	Member	<i>Sunita Malkhed</i>
Mr. Pramod Mhatre	Member	<i>Pramod Mhatre</i>

**Members Absents**

Leave of absence was granted to the following members in view of their leave:-

Capt. Prakash Joag	Member
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Committee Chairman / Principal Capt. (Dr.) Ashutosh Apandkar welcomed all present and requested Committee Secretary Capt. Arun Choudhry to take up agenda, Item No 1.

Minutes of previous meeting were circulated earlier and as there were no comments offered by any of the participants, they were considered as confirmed.

**ITEM 1: DECISIONS TAKEN AT THE PREVIOUS MEETING REQUIRING FOLLOW UP.**

Follow Up Action Required	Action Responsibility	Action By Date	Report To & By Date	Follow Up Status
Nil	NA	NA	NA	NA

***Academic calendar including for the conduct of CIE - Continuous Internal Evaluation:***

Common Academic Calendar to be prepared by CIC detailing all academic activities to be conducted during the semester / Year.

***Effective curriculum delivery through a well-planned and documented process.***

Curriculum Delivery - Lectures conducted are being recorded and data maintained. Faculties must record the "Topics" covered during each Lecture.  
E- Diaries to be made available to "Faculties" to record their daily activities.  
POs, PSOs and COs - To be prepared by concerned department

***Institution participate in activities related to curriculum development, BOS, etc.***

BOS meetings attended by concerned faculties and Principal. Faculties also involved in "Paper Setting / Correction and Moderation".

***Organization of special programmes for -To identify activities for***

- **Advance learners**  
Embed traditional after-school activities like clubs and athletics into the school day
- **Slow Learners**  
As theory Classes being held in "online mode", to understand a topic, Slow Learners encouraged to go through the Lecture Recordings, Should they still need help, they may contact the subject faculty between after class hours (1630 - 1730 Hrs.)

***Student Centric Learning- Common Guidelines for Experimental Learning / Participative learning / Problem solving methodology.***

Guidelines to be prepared

***Use of ICT for effective teaching- Compulsory/workshop for teacher.***

Workshop for Teachers to be arranged for understanding and implementing effective use of ICT in education.

**Agenda III: Number of Add on /Certificate programs offered during the last five years (Names of the Add on /Certificate programs with 30 or more contact hours).**

Yoga Course, STCW courses etc. conducted for all students.

**Agenda IV: Value added courses (Should have 30 or more contact hours- must for every department. Encourage students enrolled in Certificate/ Add-on programs).**

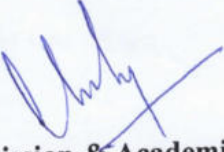
Value added courses to be planned and conducted for students.

**Agenda V: Any other item with permission of the chair.**

NIL

Meeting was closed at 1715 Hrs.

Sign

  
**Secretary: Admission & Academic Committee**  
Capt. Arun Choudhry

Sir Mohamed Yusuf Seamen Welfare Foundation's

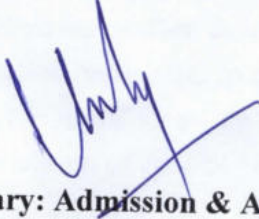
**Training Ship Rahaman**

Nhava, Navi Mumbai.

**Notice**Notice No: TSR:IQAC:AAC:01/2023Date: 02<sup>nd</sup> May 2023

All Teaching staff / Non Teaching Staff / Students are hereby informed that -  
Program / Meeting Name: Admission & Academic Committee is organized on Date: 04<sup>th</sup> May 2023 at Time: 1630 Hrs. in Venue: BP Classroom (NET Building).

All are requested to attend it. Agenda for meeting is attached with this notice.


**Secretary: Admission & Academic Committee**

(Name): Capt. Arun Choudhry

Place: Nhava



**Principal**

(Name): Capt. (Dr.) A. Apandkar

**Copy to: -**Notice board: (DNET Building) Notice board: (MC & HS College) 

IQAC Cell:

ITC Department:

BSc NS Department: BSc MHS Department:- BACA Department: 

Sir Mohamed Yusuf Seamen Welfare Foundation's

## Training Ship Rahaman

Nhava, Navi Mumbai.

# Agenda

Notice No: TSR:IQAC:AAC:01/2023

Date: 02<sup>nd</sup> May 2023

Agenda for meeting is as follow –

**Agenda I:** Follow up of previous meeting.

**Agenda II:**

- A. Academic calendar including for the conduct of CIE - Continuous Internal Evaluation.
- B. Effective curriculum delivery through a well-planned and documented process.
- C. Institution participate in activities related to curriculum development, BOS, etc.
- D. POs, PSOs and Cos - To be prepared by concerned department
- E. Organization of special programmes for -To identify activities for
  - Advance learners
  - Slow learners
- F. Student Centric Learning- Common Guidelines for Experimental Learning / Participative learning / Problem solving methodology
- G. Use of ICT for effective teaching- Compulsory/workshop for teacher.

**Agenda III:** Number of Add on /Certificate programs offered during the last five years (Names of the Add on /Certificate programs with 30 or more contact hours)

**Agenda IV:** Value added courses (Should have 30 or more contact hours- must for every department. Encourage students enrolled in Certificate/ Add-on programs).

**Agenda V:** Any other item with permission of the chair.



**Secretary: Admission & Academic Committee**

(Name): Capt. Arun Choudhry

Place: Nhava






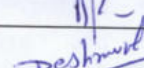

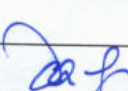
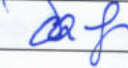
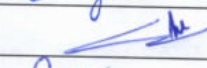
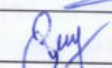
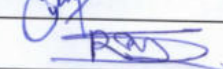


**Principal**

(Name) Capt. (Dr.) A. Apandkar

**TRAINING SHIP RAHAMAN, NHAVA**  
**ADMISSION AND ACADEMIC COMMITTEE**  
**MINUTES OF THE 1<sup>ST</sup> ADMISSION & ACADEMIC COMMITTEE**  
**MEETING**

The 1<sup>st</sup> Admission and Academic Committee Meeting for the month of May 2023 was held on 04<sup>th</sup> May 2023 at 1630 Hrs.

**Members Present:**

Capt. (Dr.) Ashutosh Apandkar	Chairman	
Capt. Arun Choudhry	Secretary	
Mr. Paul Koshy	Member	
Dr. Pankaj Deshmukh	Member	
Capt. Yogiraj Khanwelkar	Member	
Capt. A.K.Sharma	Member	
Chef Anupam Dhondiyal	Member	
Mr. Cletus Paul	Member	
Chef. Siraj Shaikh	Member	
Mr. Sibaram Sahu	Member	
Mrs. Sunita Malkhed	Member	
Mr. Pramod Mhatre	Member	

**Members Absents - Nil**

Leave of absence was granted to the following members in view of their leave:- Nil

Committee Chairman / Principal Capt. (Dr.) Ashutosh Apandkar welcomed all present and requested Committee Secretary Capt. Arun Choudhry to take up agenda, Item No 1.

Minutes of previous meeting were circulated earlier and as there were no comments offered by any of the participants, they were considered as confirmed.

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***Effective curriculum delivery through a well-planned and documented process.***

Curriculum Delivery - Lectures conducted are being recorded and data maintained. Faculties must record the "Topics" covered during each Lecture.  
POs, PSOs and COs - To be prepared by concerned department

***Institution participate in activities related to curriculum development, BOS, etc.***

BOS meetings attended by concerned faculties and Principal. Faculties also involved in "Paper Setting / Correction and Moderation".

***Organization of special programmes for -To identify activities for***

- ***Advance learners***  
Being involved in extra curriculum activities e.g. Naughtica, etc.
- ***Slow Learners***  
Difficulties faced by students being solved after lecture hours.

***Student Centric Learning- Common Guidelines for Experimental Learning / Participative learning/Problem solving methodology.***

Guidelines to be prepared

***Use of ICT for effective teaching- Compulsory/workshop for teacher.***

Installation of smart board in progress. PC's with internet connections and Projectors installed in each classroom.

**Agenda III: Number of Add on /Certificate programs offered during the last five years (Names of the Add on /Certificate programs with 30 or more contact hours).**

STCW courses etc. conducted for all students.

**Agenda IV: Value added courses (Should have 30 or more contact hours- must for every department. Encourage students enrolled in Certificate/ Add-on programs).**

Yoga conducted for students.

**Agenda V: Any other item with permission of the chair.**

NIL

Meeting was closed at 1715 Hrs.






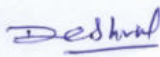

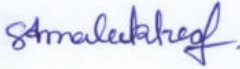

Sign

**Secretary: Admission & Academic Committee**  
Capt. Arun Choudhry



## MINUTES OF ADMISSION COMMITTEE MEETING

Meeting of admission was organized on 25<sup>th</sup> July 2018 at RCAMSAR Conference Hall at 1500 Hrs.

Capt. Ashutosh Apandkar		Chairman
Mr. Paul Koshy		Principal CMCH
Capt. M.D.Makane		Course Incharge BSc NS
Mr. Pankaj Deshmukth		Course Incharge BSc MHS
Mr. Cletus Paul		Course Incharge CCMC 
Mrs. Sunita M		Office Suptd. BSc MHS
Mr. Sibaram Sahu		Office Suptd. BSc NS

Minutes:

Following points were discussed in the meeting:

- 1) Chairman welcomed all present in the meeting and introduced newly inducted member to the committee.
- 2) It was informed to the chair that enrollment for MHS and NS had no glitches and it went smoothly, as per University of Mumbai and D.G. Shipping Guidelines.
- 3) Capt. M.D.Makane informed the chair that this year certain precautions were taken in admission procedure, such as medicals and interviews.
- 4) Principal applauded the efforts by the team Nautical Science and MHS, full seats filled.
- 5) Mr. Sibaram informed the committee that total application received for BSc NS were 376, first time such many applicants received.
- 6) Interview panel for this year consists of Capt. Dr. A.Apandkar, Capt. M.D.Makane, Ms. Charlotte Samson, Mr. Jitendra Mahajan, Silas Shivale. Total 40 candidates shortlisted for BSc NS.

Since there were no other points to discuss, meeting concluded with a vote of thanks to the chair:

## MINUTES OF ADMISSION COMMITTEE MEETING

Meeting of admission was organized on 17<sup>th</sup> July 2019 at RCAMSAR Conference Hall at 1600 Hrs.

Capt.(Dr) Ashutosh Apandkar

Chairman

Mr. Paul Koshy

Principal CMCH

Capt. M.D.Makane

Course Incharge BSc NS

Mr. Silas Hiwale

Course Incharge BSc MHS

Mr. Cletus Paul

Course Incharge CCMC

Mrs. Sunita M

Office Suptd. BSc MHS

Mr. Sibaram Sahu

Office Suptd. BSc NS

Minutes:

Following points were discussed in the meeting:

- 1) Chairman welcomed all present in the meeting and introduced newly inducted member to the committee.
- 2) Chairman informed that all procedures like College Visit, Advertisement in Newspaper, etc. were carried out.
- 3) It was informed to the chair that enrollment for MHS and NS had no glitches and it went smoothly, as per University of Mumbai and D.G. Shipping Guidelines.
- 4) Mr. Sibaram informed the committee that total application received for BSc NS were 226, out of which 40 candidates shortlisted for BSc NS. The programme commenced w.e.f. 15<sup>th</sup> July 2019.
- 5) Mrs. Sunita informed the committee that total application received for BSc MHS were 82, out of which 60 candidates shortlisted for BSc MHS. The programme commenced w.e.f. 15<sup>th</sup> July 2019.
- 6) Interview panel for this year consists of Capt. M.D.Makane, Mr. Bipin Khanna, Ms. Charlotte Samson, Pooja Bhoir, Pranita Patil, Total 40 candidates shortlisted for BSc NS.

Since there were no other points to discuss, meeting concluded with a vote of thanks to the chair.

Sir Mohamed Yusuf Seamen Welfare Foundation's

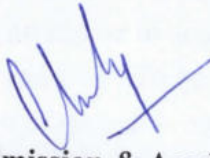
**Training Ship Rahaman**

Nhava, Navi Mumbai.

**Notice**Notice No: TSR:IQAC:AAC:01/2022Date: 17<sup>th</sup> January 2022

All Teaching staff / Non Teaching Staff / Students are hereby informed that -  
Program / Meeting Name: Admission & Academic Committee is organized on Date: 18<sup>th</sup>  
January 2022 at Time: 1630 Hrs. in Venue: Online.

All are requested to attend it. Agenda for meeting is attached with this notice.


**Secretary: Admission & Academic Committee**

(Name): Capt. Arun Choudhry

Place: Nhava


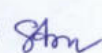

**Principal**

(Name): Capt. (Dr.) A. Apandkar

**Copy to: -**Notice board: (DNET Building) Notice board: (MC & HS College) 

IQAC Cell:

ITC Department:

BSc NS Department: BSc MHS Department: BACA Department: 

Sir Mohamed Yusuf Seamen Welfare Foundation's

## Training Ship Rahaman

Nhava, Navi Mumbai.

# Agenda

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Date: 17<sup>th</sup> January 2022

Agenda for meeting is as follow –

**Agenda I:** Follow up of previous meeting.

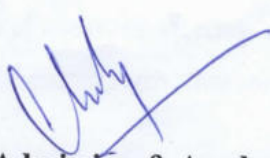
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**Agenda III:** Number of Add on /Certificate programs offered during the last five years (Names of the Add on /Certificate programs with 30 or more contact hours)

**Agenda IV:** Value added courses (Should have 30 or more contact hours- must for every department. Encourage students enrolled in Certificate/ Add-on programs).

**Agenda V:** Any other item with permission of the chair.

  
**Secretary: Admission & Academic Committee**

(Name): Capt. Arun Choudhry

Place: Nhava

  
**Principal**

(Name) Capt. (Dr.) A. Apandkar