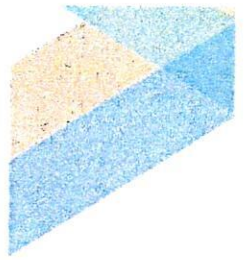




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ACTION TAKEN REPORT

Date : 4th November ,2020

NO.	Areas of Discussion	ACTION TAKEN
1	Meeting Commencement	• Meeting Initiation: The meeting commenced promptly at 11:30 a.m. via Google Meet, acknowledging the ongoing COVID-19 restrictions. The Principal, Dr. B.S. Panigrahi, expressed gratitude for adapting to online education demands.
2	Note-Taking and Recording	• Format Change: Note-taking, presenting, and recording formats were updated due to remote working conditions, with Dr. Panigrahi's consent. New procedures for documenting minutes, were adopted.
3	Review of Previous Meeting Minutes	• Minutes Reading: Mr. Yigal Banker read out the minutes from the previous meeting held on 6th June 2020 to the committee for review.
4	Importance of Maintaining Standards	• Standards Emphasis: Mr. Banker highlighted the importance of maintaining high standards in teacher education within virtual settings.
5	Update on University Guidelines	• Directive Update: Mr. Banker provided a comprehensive update on the latest directives from the University of Mumbai regarding online instruction, examinations, and assessments. Faculty members were encouraged to adhere to these guidelines.
6	Faculty Experiences	• Experience Sharing: Faculty members shared their experiences with online teaching, successfully integrating multimedia resources and interactive simulations. The use of virtual whiteboards was praised for enhancing student participation.
7	Periodic Webinars	• Webinars Recommendation: Dr. Panigrahi recommended organizing periodic webinars to equip faculty with the latest technological tools. This idea was widely endorsed and planned for implementation.
8	Targeted Workshops	• Workshop Proposal: Mr. Banker proposed workshops on pedagogical approaches tailored for virtual learning. The proposal was embraced by faculty members. A plan for these workshops was to be prepared and implemented with the Principal's consent.
9	NAAC Accreditation Update	• Accreditation Progress: Mr. Banker updated the committee on the progress of the NAAC accreditation process and emphasized the importance of meticulous documentation of online teaching and

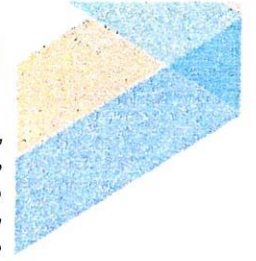
PRINCIPAL

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Mira Road (East), Thane - 401107.



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		learning activities.
10	Documentation of Online Activities	Documentation Importance: Mr. Banker stressed that thorough documentation would showcase the college's commitment to high-quality education despite challenges.
11	Student Feedback	Student Perspectives: The student representative shared positive feedback on interactive and engaging classes and suggested creating virtual forums or study groups for collaborative learning. The suggestion was met with enthusiasm.
12	Accessibility of Online Resources	Support for Technological Constraints: Concerns about the accessibility of online resources for students with technological constraints were addressed. The Principal assured that efforts would be made to ensure equitable access to educational materials.

I/C PRINCIPAL
RAHUL COLLEGE OF EDUCATION
Navghar Road, Bhayandar (E),
Dist. Thane - 401 105.

IQAC COORDINATOR

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PRINCIPAL
Rahul College of Education
Mira Road (East), Thane - 401107.