



RAHUL COLLEGE OF EDUCATION

(N.C.T.E. Regg. No. WRC/5-6/89/2006 Dtd. 27/09/2006 CODE NO.APW03437/123403) AFFILIATED TO UNIVERSITY OF MUMBAI AFF/RECOG.1/1249 OF 2007 Dtd.28 Feb.2007

Ref. DW/RCOE/031/22-23

Date: 07/06/2022



NOTICE

Respected IQAC Members,

Greetings. The 1st IQAC Meeting for the Academic Year 2022 – 2023 has been scheduled on 11th June 2022 at Board Room of Rahul College of Education. The time for the meeting is 09.30 am.

The agenda for the meeting is:

1. Curriculum Enrichment and Feedback System for AY 2022-2023.
2. Initiatives for Honoring Student Diversity, Assessment and Evaluation Process, Competency and Skill Development.
3. NAAC Criteria by IQAC Coordinator.
4. Improvement of Infrastructure and Learning Resources.
5. Financial Management and Resource Mobilization (Budget Finalization)
6. Value Added Course

Your presence and input in the meeting will be pivotal and help the college to maintain its ethos, values and culture to the highest standards.

For more information, please reach out to the IQAC Coordinator – Mr Yigal S Banker at +919619922858 or yigal.banker@rahuleducation.com.

Thanking You,

Mrs Sanjana Mishra,

I/C Principal.

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

IQAC COORDINATOR



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Minutes of Meeting:01

Institutional Quality Assurance Cell (IQAC)

Date: 11th June 2022

Time: 09.30 am

Venue: Board Room of Rahul College of Education

AGENDA 01: Discussion on Curriculum Enrichment and Feedback System for AY 2022-2023

Points of Discussion (POD):

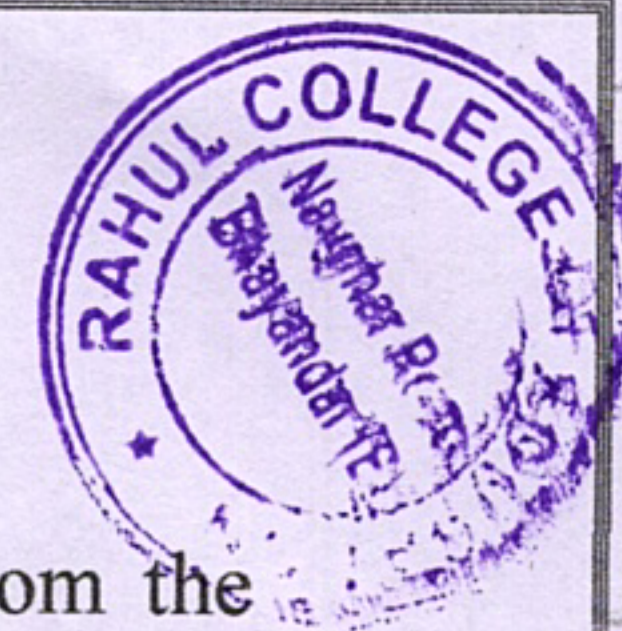
POD 1: Curriculum Review

Details of Discussion (DOD 1): The committee discussed the current syllabus and its alignment with the latest educational trends and needs. Mr Yigal Banker, the IQAC Coordinator mentioned that after a thorough evaluation of the syllabus by the University of Mumbai, the feedback received by the stakeholders, result analysis by the examination department, there was a void between the theory taught to the candidates and the practical aspects. He also pointed out that the Number of Instructional days as stipulated by the University is less, and he proposed to increase the teaching hours and adopt a flipped classroom approach in order to complete teaching of the syllabus.

Mrs Drishti Sharma, Employer pointed out that the college can focus on UN Sustainable Development Goals to incorporate them in the syllabus for sensitizing students and making them aware of the global context as it was found missing in the syllabus.

Mr Yigal Banker proposed a few certificate courses and Seminars for the students after mapping the Course Outcomes and Program Outcomes (done by the faculties for their respective subjects) and interacting with the alumni and other schools where students had completed their internship. It was noted that the syllabus must be coupled with other extracurricular activities to meet the requirements of AY 2022-2023 requirements.

Student representative, Ms Uma Haritwal suggested that the certificate courses be offered in online mode and after college hours. The point was noted to be discussed further.



POD 2: Workload Distribution

DOD 2: Workload distribution among faculty was analyzed by using inferences from the University of Mumbai Academic Calendar, the syllabus and the College Academic Calendar to compute the number of instructional and non-instructional days. The workload distribution was satisfactory and agreed upon by all. The committee emphasized the need for equitable distribution of teaching responsibilities and workload for optimal teaching-learning outcomes.

POD 3: Feedback from Stakeholders

DOD 3: Mr. Yigal Banker presented the summary of the feedback received by the stakeholders on the curriculum. The stakeholders, namely, Students, Teachers, Alumni and the employers. The feedback findings were agreed upon by the members present in the meeting and suggested creating an action plan ahead. The committee also suggested the need to organize more activities to involve the alumni to make it a thriving community.

The members also suggested that the findings be submitted to the University in order to bring a few revisions to the syllabus. Mrs Sanjana Mishra, I/C Principal pointed out that the Board of Studies – Education circulates a Google form seeking suggestions for the syllabus and we can put in the same.

The committee reviewed the feedback received from students, alumni, and employers. It was agreed upon that feedback would be a valuable resource for curriculum enhancement.

POD 4: Academic Calendar

DOD 4: The academic calendar for AY 2022-2023 was discussed, including important dates for admissions, examinations, and holidays. The calendar was appreciated and agreed upon by all the members.

POD 5: Co-curricular Activities

Discussion: The importance of co-curricular activities in holistic student development was emphasized.

Ms Joyce Britto, Asst. Prof. suggested that the students should engage in Public speaking activities and debate competitions/events in order to better their communication skills.

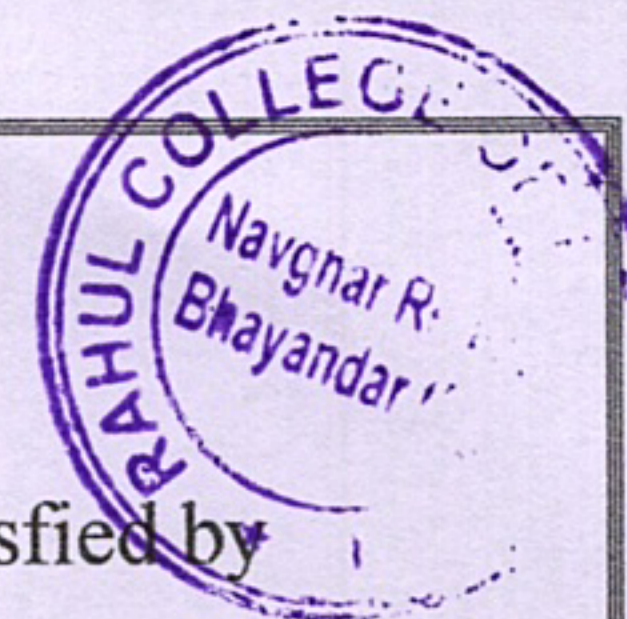
Dr Pooja Birwatkar, Educationist, suggested that the students can form different student-driven – faculty-mentored clubs such as STEM Education Club, Ed Tech Club, etc.

Ms Alka Jain suggested that the students be engaged in more community work in order to sensitize them to social issues and make them more confident and responsible.

Mr Vikash Tiwari suggested that the students be taken for various field trips and other school visits in order to make them aware of the current practices.

POD 6: Mapping of CLO & PLO (Course Learning Outcomes & Program Learning Outcomes)

Discussion: The committee was informed that the CLOs and PLOs were mapped by the respective faculties of their subjects and gaps were identified. Students were informed



regarding the CLOs and PLOs during their induction program. The committee was satisfied by the recommendations put forth by Mr Yigal Banker regarding the Gaps.

AGENDA 02: Initiatives for Honoring Student Diversity, Assessment and Evaluation Process, Competency and Skill Development

Points of Discussion:

POD 1: Offering Internship in CBSE, ICSE & IGCSE Board Schools

DOD 1: The feasibility of offering internships in different types of schools was discussed and appreciated by all that the college is looking to provide internships in schools apart from State Board Curricula. The benefits of diverse internship experiences for student teachers were highlighted and the responsibility of identifying the schools for internship was given to Mrs Alka Jain, Asst. Prof. She was asked to be mindful of the location and vicinity of the school and distance from the college. Furthermore, she was asked to take the lead for conducting orientation to the students regarding the internship.

POD 2: Focusing on Reflective Practices during Internship & Community Work

DOD 2: The importance of incorporating reflective practices during internships and community engagement was emphasized. Methods for promoting reflection were discussed. Mr Yigal Banker pointed out and displayed a few samples of the reflection journals by the students and the committee appreciated the same. Mrs Joyce Britto was asked to take the activity of reflective practices ahead and create a domain in the college.

POD 3: Activity-Based Assignment & Task

DOD 3: The committee considered the inclusion of activity-based assignments and tasks to enhance practical learning experiences. Examples of such activities were shared. It was also stated that the college needs to strictly adhere to the Syllabus regarding Activity Based Assignments and Tasks.

POD 4: Formative Assessment Class Test, Open Book Test & Essay Test in Each Semester and Summative Assessment Semester End Examination

Discussion: Different forms of formative assessments were discussed, including class tests, open-book tests, and essay tests, to assess student progress and understanding. The result analysis provided insights that the college should conduct more formative assessments in order to build up and assess student learning. Such FAs will also help take corrective actions if needed. Faculties were also asked to focus during their Mentor – Mentee discussions around assessments in order for students to appear more confidently and discuss any issues if existing regarding examinations or any topics. Furthermore, the committee emphasized the need for the assessments to be objective-driven, and be aligned with the CLO/PLO and the objectives. The committee reviewed the structure and format of semester-end examinations which were conducted by the University.



AGENDA 03: NAAC Criteria by IQAC Coordinator

Points of Discussion:

POD 1: Presentation and Discussion on NAAC Criteria

DOD 1: Mr Yigal Banker presented an overview of the work done for NAAC highlighting key areas of foci and providing a holistic view of the college. The committee engaged in a detailed discussion to understand the requirements and the work undertaken.

AGENDA 04: Discussion for the Improvement of Infrastructure and Learning Resources

Points of Discussion:

POD 1: Method Rooms and ICT Tools

DOD 1: The condition and availability of method rooms were assessed. Plans for renovating or improving existing facilities were discussed. Mrs Janvhi Naik along with Ms Riya Singh took up the responsibility of conducting a thorough inspection regarding the rooms and the ICT lab (along with the lab in charge) and providing their findings at the earliest to the principal.

POD 3: E-learning Resources (Digital Library - NDLI)

DOD 1: The utilization of digital libraries like NDLI for resource access and sharing was discussed. Strategies for promoting e-learning were considered. A list of action items, responsible parties, and deadlines for applying for NDLI was given. The Librarian was given the responsibility for completing the registration of students for NDLI.

AGENDA 05: Financial Management and Resource Mobilization (Budget Finalization)

Point of Discussion:

POD 1: Planning & Execution of Activity-wise Budget

Discussion: The budget for AY 2022-2023 was reviewed. The committee discussed the allocation of funds for various activities and projects and had no concerns regarding the same.

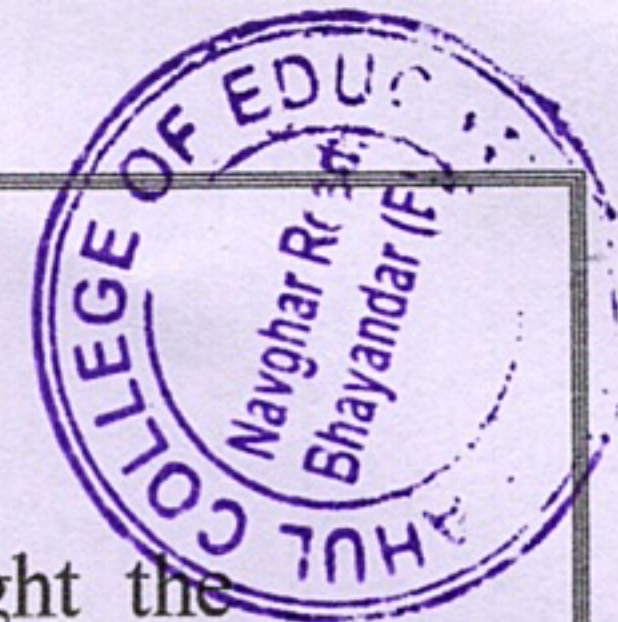
With all agendas being discussed and no new agenda on the floor, the meeting was deemed to have ended. The minutes were asked to be prepared and submitted at the earliest to all the members. The next date and time for the meeting was agreed upon by all the members to be: 06th August 2022.

AGENDA 06: Value Added Course

Point of Discussion:

POD 1: The IQAC coordinator Mr Yigal Banker proposed the list of Value Added Courses that are to be conducted for A.Y. 2022-23

Discussion : Mr Banker suggested to adopt and promote NEP 2020 based practices and hence the Value Added Courses as presented were Multi-disciplinary in nature and promoted Indian



Knowledge Based Systems. He further added that the above courses also highlight the institution commitment in promoting the NEP 2020. All the Value Added Courses were approved in the meet. Dr Pooja Birwatkar complemented on the topics included in the Value Added Courses

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