Date : 04/10/24

Ref No ; OW-RCOE,-97-2024-25

NOTICE FOR INTERNAL QUALITY ASSURANCE CELL MEETING

The Internal Quality Assurance Cell (IQAC) meeting will be held in the Board Room of Rahul College of Education on 7th October 2024 at 10.00 am to transact the following agenda.
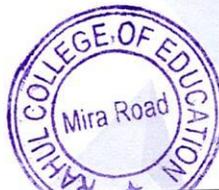
AGENDA

1. Discussion of the Gap in the Curriculum and How to Improve On It
2. Confirmation of List of Value-Added Courses Along with the Dates for Students
3. Staff FDP Program Initiatives to Be Taken
4. Keeping a Record of Self-Study Courses Initiated by the Students
5. Paper Presentations, Publications by Staff Members
6. Field Trips and Community Engagement Work Schedule with Dates for Students
7. Focusing on More Technology Inclusion in Teaching-Learning for Students
8. Based on NEP 2020 Activities to Be Conducted
9. Confirmation of Workshops and Seminars to Be Finalized
10. NAAC Inspection Arrangements and Preparedness to Be Discussed
11. Any other matter with the permission of the chair.

Members:

Mr. Utsav R. Tiwari - Management Representative
Dr. Frances Vaidya – Chairperson
Mr. Yigal Banker -   IQAC Coordinator
Dr. Seema Shaikh- Professor of Practice
Dr. Sangeeta Gole - Advisor
Ms. Janhavi Naik -   Administrative Officer
Ms. Jaya Pathak -Representative of the Teaching Faculty
Ms. Sarita Vishwakarma- Representative of the Teaching Faculty
Ms. Riya Singh - Representative of the Teaching Faculty
Ms. Bhagyashree Vyawahare-- Representative of the Teaching Faculty
Mr. Rajesh Singh - Representative of the Teaching Faculty
Ms. Joyce Britto - Representative of Teaching Faculty
Dr. Pooja Vaibhav Birwatkar -Educationist
Mrs. Drishti Sharma - Nominee (Employer)
Ms. Shraddha Mishra -GS (Student Council)
Ms Kavita Mishra – (Parent Nominee)
Mr. Vikash Tiwari - Alumni Representative

Mr. Yigal Banker
IQAC Coordinator

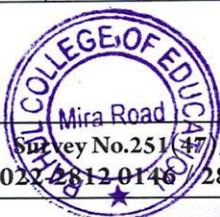**Dr. Frances Vaidya**
Principal

105

RAHUL COLLEGE OF EDUCATION

Approved by NCTE, Govt. of Maharashtra,
Affiliated to University of Mumbai,
Recognized Under Section 2(f)
of the UGC Act 1956 | College Code : 767

★★★ Education For All ★★★

IQAC MEETING held on 7th October 2024

Sr. No.	Name of the Person	SIGNATURE
1.	Mr. Utsav Tiwari (Management Representative)	
2.	Dr. Frances Vaidya (Chairperson)	
3.	Mr. Yigal Banker (IQAC Coordinator)	
4.	Dr. Seema Shaikh (Professor of Practice)	
5.	Dr. Sangeeta Gole (Advisor)	
6.	Ms. Janhavi Naik (Administrative Officer)	
7.	Ms. Jaya Pathak (Representative of the Teaching Faculty)	
8.	Ms. Sarita Vishwakarma (Representative of the Teaching Faculty)	
9.	Ms. Riya Singh (Representative of the Teaching Faculty)	
10.	Ms. Bhagyashree Vyawahare (Representative of the Teaching Faculty)	
11.	Mr. Rajesh Singh (Representative of the Teaching Faculty)	
12.	Ms. Joyce Britto (Representative of the Teaching Faculty)	
13.	Dr. Pooja Birwatkar (Educationist)	ONLINE
14.	Ms. Drishti Sharma (Employer)	
15.	Ms. Kavita Mishra (Parent Representative)	
16.	Ms. Shraddha Mishra (GS – Student Council)	
17.	Mr. Vikash Tiwari (Alumni Representative)	

PRINCIPAL
RAHUL COLLEGE OF EDUCATION
Shree L. R. Tiwari Educational Campus
Mira Road (E).

027

RAHUL COLLEGE OF EDUCATION

MINUTES OF MEETING

Held on : 07th October, 2024

AG 1 :Discussion of the Gap in the Curriculum and How to Improve On It

POD 1 : Result Analysis

DOD 1 : Mr. Yigal Banker began by expressing his congratulations and highlighting the SEM 4 results, which included the number of students for the Academic Batch 22–24 who received O, A+, and A marks.

He added, "We are currently gathering input from all interested parties based on the findings of semesters three and four, which we have mapped as CO & PO and attained Level 3.

POD 2 : Internship and Students attendance

DOD1 : Mr. Yigal Banker provided information regarding the implementation of NEP 2020, emphasizing SDGs and future-ready internships. He also sought advice on how to raise the poor attendance rates of the students.

DOD 2 : The Principal, Madam, has advised that although the majority of students are employed, the institution has now rigorously mandated that they maintain a minimum of 75% attendance. She also advised increasing student participation through a variety of activities, such as book and movie reviews. creative approach to teaching that incorporates ICT. To add to this, Ms. Sangeeta Gole Ma'am recommended setting up some sessions to instill in them a sense of accountability and to involve them in activities for holistic development in addition to offering credits to encourage attendance.

She also suggested that mentors- mentees engage in meaningful discussions on certain topics during circle time. For example, dating apps, social media, and personality development. This was communicated by Principal Madam regarding the paper reading sessions.

POD 3 : Teaching & Learning Methods

DOD : The principal, madam, expressed gratitude to the staff for employing a teaching strategy that engages the pupils. In response, Ms. Bhayashree, Ms. Riya, and Ms. Sarita discussed their experiences instructing classes.

In closing, Ms. Gole made the suggestion that there might be other external factors connected to absence.

AG 2. Confirmation of List of Value-Added Courses Along with the Dates for Students

List of VAC were presented for the approval for AY 24-25. Furthermore, Mr. Banker stated that every Sem 5 VAC is required both online and offline.

In response, Ms. Gole recommended including VAC topics that aren't included in the syllabus. Mr. Banker provided information on a number of skill-building initiatives from the Maharashtra government, including IBM, travel and tourism, and the use of AI in education.

Dignitaries proposed a few VAC on STEAM, design learning, entrepreneurship in education, and ICT tools and AI.

AG 3 & 5. Staff FDP Program Initiatives to Be Taken and Paper Presentations, Publications by Staff Members

Mr. Banker insisted on releasing papers every year and the Principal will decide the strategies for all the staff to have maximum no of papers.

Additionally, Mr. Banker advocated for mandating attendance at FDPs, workshops, and seminars wherever feasible.

In conclusion, Principal RCOE made the decision to give faculty members the chance to get their papers published through workshops and seminars as well as assistance with writing much more.

AG 4. Keeping a Record of Self-Study Courses Initiated by the Students

DOD1: Mr. Banker requested that the greatest number of pupils be enrolled in SSC and that they be assisted in choosing certain subjects for subsequent enrollments.

DOD 2: In addition, Principal RCOE provided guidance to students about MOOc, Swayam, Coursera, and numerous other sites that offer free courses to students.

DOD 3: Ms. Gole inquired about the selection methodology for the SSC themes and insisted on a SWOC analysis to help them with the course requirements for the students' growth. To add on this she suggested having the VACs on Competency based rather than related to the subject areas.

AG 6. Field Trips and Community Engagement Work Schedule with Dates for Students

DOD: Mr. Banker requested that the list of visits and community service projects be placed on the academic calendar for approval, along with the appropriate dates to allow for flexibility in scheduling.

DOD: Ms. Gole expressed gratitude for the list of locations chosen and stressed the importance of understanding the goals and outcomes as well as reading about the past of the locations to instill moral principles.

DOD: Principal RCOE affirmed that the purpose of the Rupantaran initiative was to raise public knowledge of the significance and background of the specific visits.

AG 7. Focusing on More Technology Inclusion in Teaching-Learning for Students

Mr. Banker provided information on how ICT is used in lesson plans, which are now necessary in the digital age. Furthermore, Ms. Bhagyashree provided information on the various ways that ICT is integrated into the curriculum and daily teaching and learning practices. Faculty and student awareness sessions on cyber security.

AG 8. Based on NEP 2020 Activities to Be Conducted

Mr. Banker asked for the suggestions for the activities to be conducted

Ms. Gole suggested conducting activities focused on gender issues and inclusive education, particularly concerning the LGBTQIA+ community and transgender rights. These initiatives aim to raise awareness and sensitivity among students and staff, aligning with NEP 2020's commitment to fostering an equitable, inclusive educational environment that values diversity and promotes respect for all identities.

AG 9. Confirmation of Workshops and Seminars to Be Finalized:

Regarding the workshop and seminars for the AY 24–25, Mr. Banker inquired. There will be sessions covering the SSC, ICSE, CBSE, and IGCSE curriculum. In addition, Ms. Seema Shaikh has recommended Global Citizenship Education, and she is prepared for the workshop and cooperation session on the subject. In addition, she recommended holding at least three two-hour sessions. In addition, Ms. Gole insisted on holding a goal-setting session.

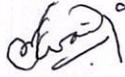## AG 10. NAAC Inspection Arrangements and Preparedness to Be Discussed

Mr Banker then shared our strategies for the upcoming NAAC Visit. He also allocated work to the faculty based on their criteria and NAAC requirements. He also informed everyone that the November end will be the deadline for completion of all the NAAC requirements . All the faculty members agreed upon it .

AG 11. Any other matter with the permission of the chair.

Mr. Banker then asked for any other suggestion from the dignitaries if any. The next meeting was scheduled in the month of December 2024.

Prepared By
Jaya Pathak
Assistant Professor
Rahul College of Education

Confirmed & Verified By
Dr.Frances Vaidya
Principal
Rahul College of Education

Approved by
Mr. Utsav Tiwari
COO
Rahul Education