



# RAHUL COLLEGE OF EDUCATION

UGC Recognition under sec 2(f) of the UGC Act 1956 | N.C.T.E. Reg.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 | NAAC Accredited with Grade 'B++' (1st Cycle) | College Code : 767 | Hindi Linguistic Minority institution


Ref. No. RCOE-2025-2026-CDC-016

Date: 20/03/2026


## Notice

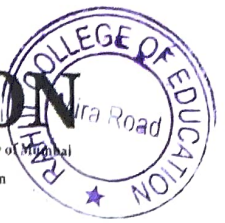
The 4<sup>th</sup> College Development Committee (CDC) meeting of Rahul College of Education will be held in the Boardroom on 27/03/2026 at 1:30 p.m. to discuss and transact the following agenda.

1. To review and approve the minutes and ATR of the previous meeting. ✓
2. To review the Annual Report and approve it for submission. ✓
3. To monitor academic outcomes, placement data, and student progression.
4. To review semester exam preparation and result processing.
5. To evaluate performance of committees and departments.
6. To discuss future strategy and 5-year development plan.
7. To propose recommendations to the management/university on emerging responsibilities.
8. To recommend budgetary allocations, infrastructure development plans, and Teaching & Non-Teaching Staff requirements for approval.
9. To review the admission process in accordance with the prescribed regulatory guidelines.
10. To discuss any other matter with the permission of the chair.

  
Ms Sarita Vishwakarma  
CDC Coordinator



  
Dr. Frances Vaidya  
Principal, Rahul College of Education  
**PRINCIPAL**  
RAHUL COLLEGE OF EDUCATION  
Shree L. R. Tiwari Educational Campus  
Mira Road (E)



## Minutes of the 4<sup>th</sup> CDC Meeting

The College Development Committee (CDC) meeting of Rahul College of Education will be held in the Boardroom on 27/03/2026 at 1:30 p.m. to discuss and transact the following agenda.

POD 1: Review and approval of the Minutes and Action Taken Report (ATR) of the previous meeting  
DOD1: The Minutes and ATR of the previous CDC meeting were presented by Sarita Vishwakarma. Prof Dr. Sunita Magre reviewed the implementation of previously approved resolutions and appreciated the systematic execution of academic and administrative activities. Dr. Frances Vaidya emphasized the importance of timely follow-up and monitoring of institutional action plans. The Minutes and ATR were unanimously approved.

POD 2: Review and approval of the Annual Report for submission

DOD 2: The Annual Report of the institution was presented for discussion and approval. Dr. Frances Vaidya highlighted the major academic, co-curricular, and extension activities conducted during the year. Dr. Sunita Magre suggested strengthening the presentation of institutional achievements, best practices, and student progression data in the report. Sarita Vishwakarma discussed the documentation and evidence compiled for the report. The Annual Report was approved for submission.

POD 3: Monitoring academic outcomes, placement data, and student progression

DOD 3: The committee reviewed academic performance, placement support activities, and student progression records. Dr. Frances Vaidya stressed the need to improve academic excellence and employability skills among students. Prof Dr. Sunita Magre recommended strengthening mentoring practices and conducting additional academic support sessions for students. Sarita Vishwakarma presented student progression data and placement-related initiatives. The committee resolved to enhance career guidance and placement support mechanisms.

POD 4: Review of semester examination preparation and result processing .

DOD 4: Examination preparations and result processing procedures were discussed. Dr. Frances Vaidya instructed all departments to ensure smooth and transparent conduct of examinations. Prof Dr. Sunita Magre emphasized maintaining discipline, confidentiality, and timely evaluation procedures. Sarita Vishwakarma discussed examination schedules, duty allocation, and documentation procedures.

POD 5: Evaluation of performance of committees and departments

DOD 5: The performance of committees and departments was reviewed in detail. Dr. Frances Vaidya appreciated the efforts of various committees in organizing academic and extension activities. Dr. Sunita Magre recommended periodic review mechanisms and documentation of best practices for continuous quality improvement. Sarita Vishwakarma discussed the importance of outcome-based reporting and institutional documentation.

POD 6: Discussion on future strategy and 5-year development plan

DOD 6 : The committee discussed long-term institutional development goals and future strategies. Dr. Frances Vaidya emphasized sustainable growth, academic excellence, and quality enhancement. Dr. Sunita Magre recommended focusing on research culture, faculty development, innovation, and student



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support initiatives. Sarita Vishwakarma suggested integrating digital practices and skill-based initiatives into the institutional development plan.

POD 7: Recommendations to management/university on emerging responsibilities

DOD 7: Emerging educational responsibilities and institutional preparedness were discussed. Dr. Frances Vaidya highlighted the importance of adapting to changing educational trends and regulatory requirements. Prof Dr. Sunita Magre suggested promoting interdisciplinary learning and community engagement activities. Sarita Vishwakarma recommended strengthening institutional digital and quality practices.

POD 8: Recommendation of budgetary allocations, infrastructure development plans, and Teaching & Non-Teaching Staff requirements

DOD 8: Budgetary requirements and infrastructure proposals were reviewed. Dr. Frances Vaidya emphasized effective utilization of resources for institutional development. Prof Dr. Sunita Magre recommended prioritizing academic infrastructure, ICT resources, and faculty development initiatives. Sarita Vishwakarma presented departmental requirements and proposed allocations for approval.

POD 9: Review of the admission process in accordance with prescribed regulatory guidelines

DOD 9: The admission process and compliance with regulatory guidelines were reviewed. Dr. Frances Vaidya instructed that admissions must strictly follow university and regulatory norms. Prof Dr. Sunita Magre emphasized transparency and accuracy in admission procedures and documentation. Sarita Vishwakarma discussed admission documentation and student support processes.

POD 10: Any other matter with the permission of the Chair

DOD 10: With the permission of the Chair, members discussed strengthening institutional visibility, alumni engagement, and quality enhancement initiatives. Dr. Frances Vaidya encouraged all members to continue contributing actively towards institutional growth and excellence.

The meeting concluded with a vote of thanks proposed by Sarita Vishwakarma.

Prepared by  
Ms Sarita Vishwakarma  
Assistant Professor  
Rahul College of Education

Checked & Verified by  
Dr Frances Vaidya  
Principal  
Rahul College of Education

Approved by  
Mr. Utsav Tiwari  
COO  
Rahul Education

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