

Mahatma Education Society's
Pillai College of Education & Research, Chembur
Academic Year 2019-20

Minutes of the Meeting held on 7th December, 2020

Agenda I

➤ **Sharing Action Taken Report 2019-20 prepared by I.Q.A.C.**

Dr. Mary George Varghese, Coordinator IQAC, shared the Action Taken Report. The chair appreciated the initiatives made by IQAC.

Plan of Action	Achievements/Outcomes
Enhance Teaching & Learning	<ul style="list-style-type: none">● Add on courses conducted for students -Skill Development Programme - Communication, Language Enhancement, Social Graces
Strengthen Training & Placements	<ul style="list-style-type: none">● Workshop on Fevicryl Mould It activity – preparation of learning resources● Add on course Job Perfect- sessions on Interview Skills, Resume Writing,
Research Initiatives	<ul style="list-style-type: none">● Nai Talim Week● Working towards Phd centre● Faculty published research papers, books
Integrating Technology in the Classroom	<ul style="list-style-type: none">● Value Added Course - Integrating Technology in the Classroom
Strengthening Alumni Engagement	<ul style="list-style-type: none">● Nai Talim Week

Community Outreach	<ul style="list-style-type: none"> ● Jumble Sale ● Fistful of Grains project ● Extension activity- food mela ● Juhu Beach Clean-up ● Mangrove Clean Up- ● Felicitation of Local Worker
Establishing a Eco-friendly Campus	<ul style="list-style-type: none"> ● Swachhata Abhiyaan in the college premises ● Cloth bag making activity

Agenda 2: Preparing of AQAR.

Teachers were asked to prepare the AQAR report for criterion 5 and 6.

Agenda 3: Discussion on preparing SAR.

Preparation of SAR was discussed among all the teachers and all the teachers were allotted criterion wise tasks to work on the metrics

Agenda 4: Discussion of Plan of Action for the year 2019-2020

Keeping in mind the objectives of the B.Ed programme the teachers discussed about the plan of action for the year 2019-2020 wherein various academic as well as cocurricular activities which can be conducted was discussed.

Agenda 5: Monthly portfolio wise task allocation.

The portfolios for the academic year will be as follows:

Portfolios
Examination, Internal Assessment, Admission
NAAC, NCTE, Online submission
NAAC
Practice Teaching
CCA, Student Council, Assembly, Student Grievance, Add-On course

Website updation, Academic Calendar, Community, work, Extension, Online Feedback mechanism
Alumni
WDC, Anti-Sexual Cell
HORIZON publication
Scrutiny Committee
Placement

<https://www.pcer.ac.in/wp-content/uploads/2021/11/Academic-Calendar-2019-20-Planning.pdf>

Agenda 6: Discussion on Institutional distinctiveness.

The institutional goals which are In line to the institution's vision of making responsible teachers with the help of trained and dedicated faculty, PCER, Chembur were discussed in order to develop professional teachers having respect for the environment and nation but also will contribute to technological development. Dr. Reni Francis, principal shared that expert talks, seminars, conferences, cocurricular activities, various competitions, Workshops, Seminars, Interactions with the experts are all regular events in the college.

Agenda 7: Discussion on Best practices for the academic year 2019-20

Principal shared that the two practices have been identified as the institutions best practices for the said academic year: 1. VENDEL for Holistic Learning and 2. EDU-2030. Keeping in mind the objectives of these practices, college should conduct various events in the said academic year to make the student teachers aware about Gandhiji's ideas on educational values, basic education, vocational education, to cater to the various baselines of student teacher competency differences while ensuring an experiential learning environment and also to create awareness of the 17 Sustainable Development Goals.

<https://www.pcer.ac.in/iqac/institutional-values-best-practices/>