

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

Minutes of the Meeting held on 27th May, 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">● One Day National Seminar on 'Ki & Ka – Gender Equality and Sustainable Development' was organized in collaboration with SIES College● Faculty participated in Refresher, Short Term courses, webinars 2019-2020● Best Practice SDG 2019-2020● Coursera online Courses were completed by faculty 2019-2020● Webinar on Effective Leadership Skills Post COVID -19 Pandemic● Webinar on Reviving Educational Practices Post COVID -19 Pandemic● Session on Disability and Inclusion
Strengthen Training & Placements	<ul style="list-style-type: none">● Workshop on Story Telling● Placement Fair● Creative Talks Activity● Online session on career guidance● Expert Talk on Educational Policy

	<ul style="list-style-type: none"> ● Session on Why you should choose teaching as a profession ● Session on Journey to be a teacher – Student Teacher’s Viewpoint ●
Research Initiatives	<ul style="list-style-type: none"> ● Working towards Phd centre ● Faculty published research papers, books ● Online session on Action Research ● Research papers were presented by student teachers
Integrating Technology in the Classroom	<ul style="list-style-type: none"> ● Digital Literacy workshop was conducted in collaboration with Maharashtra State Commission for Women ● In collaboration with SLN Global Network and Twitter Organised One Day Twitter India Meet- Up ● National level online workshop on Digital Teaching for Smart Learning
Strengthening Alumni Engagement	<ul style="list-style-type: none"> ● Learning Q-EST online sessions by PCER Alumni ● Alumni Achievers Award
Community Outreach	<ul style="list-style-type: none"> ● National Human Rights Commission sponsored Workshop on Human Rights ● Community service by student teachers through academic support at Navjeevan Centre, Murbad, NASEOH ● Participation in Chembur Festival highlighting cultural diversity ● Session on Mental Health ● Street plays for Awareness of Women Rights, Gender sensitization ● Street play, poster making at Udaan Festival ● Preparation of teaching aids for children with special needs
Establishing a Eco-friendly Campus	<ul style="list-style-type: none"> ● Teaching aid competition

Agenda 2: Preparing of AQAR.

Teachers were asked to prepare the AQAR report for criterion 7.

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 2020-2021

Keeping in mind the objectives of the B.Ed programme the teachers discussed about the plan of action for the year 2020-2021 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

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. VENTEL. 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/igac/institutional-values-best-practices/>

Agenda 8: Discussion on submission of AQAR for academic year 2019-2020.

The Chair announced that all reports must be mailed to the principal and IQAC coordinator on or before 30th June, 2020. The chair announced that details of all the events and activities carried out in the said academic year must be duly recorded and documented as the same must be presented in the AQAR. to give a clear representation to NAAC regarding the endeavors made at the institution towards quality improvement.

Submission of Final Draft of A.Q.A.R. to the Principal and the IQAC Coordinator was 30th June 2020.