

Mahatma Education Society's
Pillai College of Education & Research, Chembur
Academic Year 2021-22

Minutes of the Meeting held on 24th May 2021

Agenda I: Sharing Action Taken Report 2020-21 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.

Plans of Action for the year 2020-21 & Action Taken

Academic Year 2021-2022

Plan of Action	Achievements/Outcomes
Enhance Teaching & Learning	<ul style="list-style-type: none">• Short Term Course on Inclusive Learning Environment• Short Term Course on Continuous Professional Development• National Level Live Webinar on NEP 2020- Vision for a Prospective Nation• Expert talk on Swami Vivekananda's Philosophy on Education in association with Ramkrishna Mission• Expert Lecture Series through Youtube Live• Best Practice NEP 2020• Expert Talk on Teacher Education Practices Across Boundaries• Coursera online Courses were completed by faculty• Faculty participated in Refresher, Short Term courses, webinars

Strengthen Training & Placements	<ul style="list-style-type: none"> • Add on course Job Perfect- sessions on Communication Skills, Interview Skills, Resume Writing, Soft Skills • Workshop on VENTEL (Vocational Education Nai Talim Experiential Learning) • Webinar titled 'Prerequisites for being an Educator' was conducted. • Session on Set Induction in a Virtual Classroom. • Internship activities through online mode were organized. • Students participated in Coursera courses. • Content Enrichment Programme was conducted. • Session on Challenges During Distance Learning. • Session on CoRT Tools • Session on Kolb's Learning cycle.
Research Initiatives	<ul style="list-style-type: none"> • Webinar on YouTube titled Different Approaches in Management Research • Research Colloquium on Trends in Education • Seminar on Student Teacher's Action Research. • Working towards Ph. D centre • Faculty published research papers, books
Integrating Technology in the Classroom	<ul style="list-style-type: none"> • Online classroom and virtual lectures through G-Suite • Institution has its own YouTube channel • Short-term course on 'Connecting Classroom through Online Learning'

	<ul style="list-style-type: none"> • 'Digital Stree Shakti-Webinar on Online Safety of Girls' • Lesson demonstration, planning, guidance, lesson delivery through online format • Session for student teachers on creating quiz through google forms • Launch of Digital Library • e-LMS begun for add on courses, value added courses • Enhanced social media presence of institution through Facebook, Instagram
Strengthening Alumni Engagement	<ul style="list-style-type: none"> • Learning Q-EST online sessions by PCER Alumni • Alumni Achievers Award • Teacher Assistant programme was initiated • Publication of book by Alumni

Community Outreach	<ul style="list-style-type: none"> • Online session on Mental Health titled 'Here I am to Hear you' • Yoga for Wellness sessions • Webinar on Population challenges 'Take a Stand, Raise Awareness' • Expert talk titled 'Your Courage – Your Asset' on 'PoSH (Prevention of Sexual Harassment) and the Legal Rights of Teachers. • National Level Inter-Collegiate Essay Competition for a Social Cause. • Online quizzes, slogan writing, essay writing to raise awareness on social issues • Expert Talk session on Cancer Awareness, Early Detection Towards Protection • Special Assembly on World Health Day • Fistful of Grains project • Short movie created and enacted by student teachers on Human Rights, Human Trafficking. • In association with Lions Club of Mumbai Ghatkopar Galaxy and Leo Club of Ghatkopar Galaxy organized the Corona Women Warriors Award, 2021. • YouTube session by experts from various fields on the importance of Health and Safety at Work. • Donate a Meal Drive • Online educational resources were developed by student teachers and provided to the less privileged
Establishing a Eco-friendly Campus	<ul style="list-style-type: none"> • International Conference on Innovative and Sustainable Educational Practices in Higher Education.

	<ul style="list-style-type: none"> • Quizzes, slogan writing to raise awareness on environmental issues • Sessions were conducted on Swachhata, Paper Bag making, kitchen gardening. • Special Assembly on World Water Day to raise awareness • Endeavor towards paperless transactions through promoting online assignments and submissions
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Agenda II: Discussion on Portfolio planning.

Portfolios for the academic year 2021-2022 with Batch 2020-2022 were discussed and distributed among the staff members.

<https://www.pcer.ac.in/wp-content/uploads/2021/11/Academic-Calendar-Jun-July-Aug-2021-22-Planning.pdf>

Agenda III: Preparing of AQAR

Criteria 1 & 2 were discussed and report writing and documentation work was divided among the faculty members.

Agenda IV: Discussion on preparing SAR

Criteria were discussed and report writing and documentation work was divided among the faculty members. Sources for the resources related to each criterion were discussed.

Agenda V: Discussion of Plan of Action for the year 2021-2022

Keeping in mind the objectives of the B.Ed programme the teachers discussed about the plan of action for the year 2021-2022 wherein various academic as well as co-curricular activities which can be conducted was discussed.

Agenda VI: Monthly portfolio wise task allocation

The portfolios for the academic year 2021-2022 were discussed and allocated among the faculty.

<https://www.pcer.ac.in/faculty/faculty-duty-allocation/>