

Mahatma Education Society's  
**PILLAI COLLEGE OF EDUCATION AND RESEARCH**  
CHEMBUR

Academic Year 2020 - 2021  
**College Development Committee**

Date: 20<sup>th</sup> May 2020

Notice

The meeting of the College Development Committee is scheduled on Monday 1<sup>st</sup> June 2020 at 11.00 am through the Google Meet.

1. Planning for academic year 2020 - 2021
2. To discuss of the various academic activities to be done during the period of pandemic
3. To discuss the progress of IQAC towards quality benchmarking and submission of AQAR.

All members are requested to attend the meeting

Sr.No	Name	Designation
1.	Dr.K.M.Vasudevan Pillai	Chairman
2.	Dr.Daphne Pillai	Member
3.	Dr.Reni Francis	Principal Secretary
4.	Dr.Sunita Magre	Member – nominated by Principal
5.	Dr.Mary George Varghese	Member – Coordinator, IQAC
6.	Dr. Sunita Jain	Elected- Teacher's Representative
7.	Dr.Jaya Cherian	Elected- Teacher's Representative
8.	Dr.Sharada Sharma	Elected- Teacher's Representative
9.	Smt.Dharti Latke	Elected- Non Teaching Representative
10.	Mr. Rajendra Deshmukh	Member
12.	Ms. Preeti Pawar	Member (Alumni Representative)
13.	Ms. Jayashree Venugopal	Member (Alumni Representative)
14.	Ms. Sherry Jose	Secretary, College Students' Council

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CHEMBUR  
Academic Year 2020-21  
**College Development Committee**

**Minutes of the meeting held on Monday 1<sup>st</sup> June 2020 at 11.00am through the Google Meet**

The meeting started with the introduction of College Development Committee by Dr. Reni Francis, Member- Principal Secretary.

**1. Review of the the academic year 2019 -20**

The various activities for the academic year were discussed with the portfolio wise plan and an audit by the end of the month.

**2. Planning for academic year 2020 - 2021**

Since it was the period of lockdown due to Covid-19 pandemic, it was decided to conduct all activities academic and co-curricular activities online. To ensure this the students will be invited to google Classroom and the lectures will be taken online and recorded lectures shall be provided. Assignment submission and Internship activities also to be conducted through the online mode.

**3. To discuss of the various academic activities to be done during the period of pandemic**

Activities such as Internship need to be conducted online as schools and colleges were not functional. It was also to be considered to review the academic progress of students regularly and cater to counselling for students during this phase of pandemic. Value added courses and ICT enables courses

can be introduced.

**4. To discuss the progress of IQAC towards quality benchmarking:**

IQAC focuses on the theme for each activity conducted by the college.

The theme for the year was on Online Technology and Sustainable Practices. Few activities that were planned to meet these crucial aspects are:

- Initiating the Online Journal for Action Research.
- Add on courses for Online teaching learning during the period of pandemic.
- Initiate community outreach programmes through fund raising projects.
- Sessions on safety protocols during pandemic
- Augmenting teaching learning through online lessons
- Focus on experiential learning through online mode.
- Starting YouTube Live shows for the benefit of all stakeholders
- Add on courses to be introduced
- TET / CET Workshops for teachers to be planned
- Collaboration with NGO's and other Institutions.
- Community outreach to be enhanced during pandemic

There was no other matter pending for discussion.

The meeting ended with vote of thanks to the chair.

Principal, Secretary

College Development Committee is formed as per Section 97 of the Maharashtra Public Universities Act, 2016.

**The College Development Committee shall**

1. Prepare an overall comprehensive development plan of the college regarding academic, administrative, and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities.
2. Decide about the overall teaching programmes or annual calendar of the college
3. Recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts
4. Take review of the self-financing courses in the college, if any, and make recommendations for their improvement
5. Make specific recommendations to the management to foster academic collaborations to strengthen teaching and research
6. Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college
7. Formulate proposals of new expenditure not provided for in the annual financial estimates (budget)
8. Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations
9. Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution
10. Prepare the annual report on the work done by committee for the year ending on the 30th of June and submit the same to the management of such college

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Academic Year 2020 - 2021  
**College Development Committee**

Date: 10<sup>th</sup> November 2020

Notice

The meeting of the College Development Committee is scheduled on Monday 19<sup>th</sup> November at 11.00 am through the Google Meet.

1. Review of academic activities conducted during the pandemic
2. To discuss of the various academic activities to be done during the period of pandemic
3. To discuss the progress of IQAC towards quality benchmarking and submission of AQAR.

All members are requested to attend the meeting

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1.	Dr.K.M.Vasudevan Pillai	Chairman
2.	Dr.Daphne Pillai	Member
3.	Dr.Reni Francis	Principal Secretary
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**Minutes of the meeting held on Monday 7<sup>th</sup> December 2021**

The meeting started by the Member- Secretary, College Development Committee by Principal Dr. Reni Francis in the staffroom maintaining social distancing.

**1. Review of various activities from June 2021- November 2021**

From the period of June, 2021 the students were well oriented to the Online mode of curriculum transaction. Various university and college assessments were conducted online. The students were able to handle the online mode smoothly. It was also seen that the students had developed confidence in handling technology. A variety of activities were done through YouTube shows, Zoom sessions and Google Meet. Books were published and students were encouraged to publish their articles. TET sessions were conducted successfully and slowly the offline mode was to set in soon since the vaccination drive was happening in full swing and offline lectures began from October 2021 maintaining social distancing and safety protocols.

**2. Planning of Online activities from December 2021 onwards in the offline mode**

A series of activities to be planned offline as physical re-opening of institutions were encouraged. Publications, Research initiatives, Internship, CCA etc to be carried out in the forthcoming period.

**3.To discuss the initiatives of IQAC towards quality benchmarking, submission of AQAR and preparation to SSR.**

As we were gearing for the 4<sup>th</sup> cycle of NAAC accreditation, it was important to have an audit of the various activities conducted by the institution and at the same time review the status of activities. Documentation was given a prime focus. AQAR submission in a timely manner to be maintained, Preparation for SSR was also done simultaneously.

There was no other matter pending for discussion.

The meeting ended with vote of thanks to the chair.

Principal, Secretary