

## Minutes of the meeting of College Development Committee (CDC)

The meeting of the College Development Committee of NMFCE was conducted on 7<sup>th</sup> January 2022 at 3:45 p.m. in the Mini auditorium (Room no 706) of the college.

### Attendees:

1. Dhara Desai
2. Sylvia Fernandes
3. Dr. Tandra Bandhopadhyay
4. Mrs. Nitisha Jha
5. Mrs. Sweety Singh
5. Mrs. Charu Singh
6. Mrs. Navita Sood
7. Mrs. Shubhangi Kore
8. Rakhi Kansara
9. Sheeba Dubey

Agenda wise points were discussed as below:

### 1. Confirmation of Minutes of the CDC Meeting held in the month of October 2021:

Mrs. Dhara Desai read the minutes of the previous meeting held in the month of October 2021 and it was confirmed by the members present.

### 2. Discussing the fee structure for the year 2021-22

Mrs. Dhara Desai and Mrs. Sylvia Fernandes suggested that the fees of the college be kept the same and like in the fees be carried out. Mrs. Nitisha Jha and Mrs. Usha Iyer also agreed on this point. All the members present unanimously decided that the Annual fees for the students be kept the same.

### 3. Discussing the syllabus plan, test, examinations, etc. for the first term.

Principal Dr. Tandra Bandhopadhaya suggested proper planning for the second year B.Ed. students with regard to their internal examinations during the year term wise. The syllabus is distributed equally among the staff members. Common topics in the Pedagogy papers to be discussed together in the whole class and specific topics only to be discussed separately in pedagogy lectures.

**Decision Taken:** Principal Dr. Tandra Bandhopadhyay asked the staff members to distribute the units of the Course equally among staff members.

### 4. Discussing regarding the various co-curricular and cultural activities to be conducted during the year.

Mrs. Usha Iyer suggested that the various co-curricular and cultural activities play a vital role in the overall development of the students. In B.Ed. two year program, special emphasis has been provided to project courses and community service. Marks are also allotted for these compulsory activities. Hence, proper planning and provision for inter college and intra college programs to be done.

**Decision Taken:** Principal Dr. Tandra Bandhopadhyay finalised the dates for the celebration throughout the year and also suggested names of few competitions to be organized at college level and state level.

- 5. **Any other matter with permission from the Chair:**  
No other matter was discussed.  
The meeting ended with a vote of thanks to the Chair.

Principal  
Dr. Tandra Bandyopadhyay

