



NIRMALA MEMORIAL FOUNDATION  
COLLEGE OF EDUCATION

AFFILIATED TO UNIVERSITY OF MUMBAI  
ACCREDITED BY NAAC WITH B+ (1<sup>ST</sup> CYCLE)

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai-400101. Tel: 022-6943 6400

**Minutes of the Meeting of the IQAC Cell held on 19/04/2025**

A meeting of the IQAC was held on 19.04.2025 at 11:30 am in the IQAC room of the college from 12:00 noon to 1:00 pm.

The meeting was attended by the following members

Description	Names
Special invitee	Mr. Chitrasen Abhyankar
Chairperson (I/C Principal)	Dr. Nitisha Jha
Teacher representative (1)	Ms. Shubhangi Kore
Teacher representative (2)	Ms. Anjana Tawani
Teacher representative (3)	Dr. Rupali Wadkar
One member of management	Ms. Dhara Desai
Senior administrative officer (1)	Ms. Swati Desai
Senior administrative officer (2)	Ms. Ronika Ovalekar
Nominee from society	Ms. Rakhee Arora, Heartfulness Education Program
Nominee from student	Ms. Saylee Rathod
Nominee from Alumni	Ms. Zeal Kanani
Nominee from Employers	Ms. Shashikala Yadav
Nominee from Industrialist	Ms. Kankana Joshi
Nominee from Stakeholders	Dr. Poonam Kakkad
One of the senior teacher as the coordinator/Director of IQAC	Ms. Sweety Singh

**Agenda wise points were discussed as below:**

**1. Review of the minutes of the previous IQAC meeting.**

The minutes of the previous meeting held on 04/01/25 were read, confirmed and recorded.

**2. Alumni contribution**

To provide better exposure and training to F.Y.B.Ed student teacher, college have planned to organise demonstration lessons by alumni students for all first year student teachers.



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### 3. Student enrichment activities

To enrich and explore student teachers with better experience, college have planned to organise seminar, workshops, guest lectures, all festival celebrations, days of importance, cultural programs, campus interviews, educational visit, annual picnic, etc.

### 4. Activities under Nai-Talim

Dr. Rupali Wadkar, teacher representative suggested that on account of World environment day, 5<sup>th</sup> June 2025, Green greed project to be organised for first year B.Ed. students. Wherein first year students will be asked to select plants like moong, chilly, garlic, matki, mustard or any medicinal plant to grow at home. Students should be motivated and encouraged to have their own plants and present it in the college. Presentation by students will be done in the month on June 2025.

### 5. Value based reflective assembly

It was decided to have Value based reflective assembly where students can show motivational videos, conduct role plays, explain thought of the day, activities on team work, news reading, etc. followed by reflection. Students should be motivated and encouraged to share their experience

### 6. Planning for Academic Calendar

Detailed discussion on planning an academic calendar was done. Planning of Academic calendar is an essential task that ensures smooth operations throughout the academic year. Feedback was gathered from previous year academic activities 2024-25 to identify areas for improvement or adjustment in the next academic calendar.

### 7. Signing of MOU with NGO

Principal Dr. Nitisha Jha explained the importance of signing MOU with NGO's. Members discussed about various activities to be conducted in collaboration with NGO's, such as community service, street play, expert talk, workshops, etc. Teacher representative Ms. Anjana Tawani will be approaching NGO Adani foundation and Aadhar old age home for collaboration.

### 8. Value added courses

Members discussed on the importance on developing writing, presenting, and public speaking abilities among students. Sessions to be held to highlight the significance of enunciation, intonation, and pronunciation. To build confidence when speaking in front of an audience, a variety of activities should be carried out for the students.



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**9. To undertake capacity development and skill enhancement initiatives**

A brief overview of the quality initiatives taken up by the IQAC was presented by Ms. Sweety Singh. These included

- Sessions under Heartfulness education program to be conducted every Saturday for 2 hours.
- Expert talk on Artificial intelligence
- Expert talk on Cyber security
- Workshop on Stress management

**10. PO's and CO's for each semester**

PO's and CO's were discussed and approved in the meeting. Teacher representatives agreed to implement the discussed and approved PO's and CO's in lessons.

**11. Result analysis**

Result of semester 1 and 3 were discussed and analysed by all the committee members. It has been observed that the performance of semester 1 students especially in internal examinations and assignments were not up to the mark. It was decided to adopt different strategies for the students to improve their performance in internals. Although the performance of semester 3 students have been improved significantly.

**With the permission of the chair**

- Ms. Shubhangi Kore, Teacher representative, discussed the importance of internship in B.Ed. program. The objective of the internship was the attainment of content and pedagogical competencies among student teachers. The objective to be achieved as the student teacher gets opportunities to deliver lessons and get involved with school activities.
- Ms. Saylee Rathod, Student representative, suggested conducting Farewell for second year students in the month of June 2025.

As there was no other relevant matter to be discussed, the meeting ended with a vote of thanks to the Chair.



**Dr. Nitisha Jha**  
**I/C Principal, NMFCE**  
**I/C PRINCIPAL**  
**NIRMALA MEMORIAL FOUNDATION**  
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