



NIRMALA MEMORIAL FOUNDATION COLLEGE OF EDUCATION

AFFILIATED TO UNIVERSITY OF MUMBAI, RECOGNISED BY NCTE

ACCREDITED BY NAAC WITH B+ (1ST CYCLE)

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

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 04/10/25 were read, reviewed and confirmed. The action taken report was discussed, highlighting the progress made on the action items identified in the previous meeting.

2. Capacity development and skill enhancement program

The IQAC members discussed the importance of capacity development and skill enhancement programs for both faculty and students to enrich their knowledge and provide better experiential learning opportunities. The committee proposed organizing seminars, workshops, and guest lectures, along with the celebration of cultural festivals and days of importance. In addition, activities such as cultural programs, campus interviews, educational visits, and an annual picnic were suggested. The members agreed that such initiatives would significantly contribute to enhancing institutional excellence.

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

- Celebration of important days
- Celebration of cultural festivals
- Expert talk on 'The power within: A women's awareness session'
- Expert talk on 'Tips and tricks for CTET examination'
- Workshop on Resume making and Tips to face interview
- Campus placement

3. Appointment of new English method teacher

It was decided during the meeting to appoint a new teacher for English Method Pedagogy to strengthen the academic framework and ensure effective curriculum delivery. The members agreed to appoint a new teacher for English Method Pedagogy, considering the need for specialized instruction and improved academic support.

4. Workshop on Resume making and Tips to face interview

To provide hands-on experience in resume writing, the Placement Officer, Ms. Anjana Tawani, proposed organizing a campus placement drive for second-year B.Ed. students. It was also suggested to invite Alumna Ms. Rakhi Kansar, Coordinator of the D.G.Khetan school, as a resource person for the program.



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5. Mock interview

The Placement Officer, Ms. Anjana Tawani, proposed conducting a mock interview session for second-year B.Ed. students to enhance their interview skills and confidence. The committee recommended inviting Ms. Shashikala Yadav, Principal of Nirmala Junior College, and Ms. Sushma Lopes, Coordinator of Nirmala English School, as resource persons.

6. Visit to community centres

The members recommended engaging first-year and second-year students in community work through visits to orphanages and old age homes to help students understand societal needs and participate actively in social welfare initiatives. In addition, Dr. Rupali Wadkar suggested organizing a beach cleaning drive to promote environmental awareness and social responsibility among students. It was decided to plan for Community service in the month on march 2026. Few places suggested by the committee members were:

- Aadhar old age home
- Assisi Bhavan old age home
- Maru Ghar old age home
- Vimaltidevi old age home
- Shashi Mangalam special school
- Punarvas special school
- INSEED charitable trust for deprived children
- Prayas charitable trust for educating street children

7. Campus placement

The committee discussed organizing a comprehensive campus placement drive for second-year B.Ed. students to enhance their employability and provide practical exposure to recruitment processes. The drive will include sessions on resume writing, mock interviews, and career guidance. It was suggested to invite multiple schools and junior colleges, including the Thakur groups of schools and junior colleges, VIBGYOR Group of Schools, Various NGO's, Nirmala Junior College, and Nirmala English School, to participate in the placement activities. Ms. Nidhi Mehrotra, Coordinator of VIBGYOR Group of Schools, along with Ms. Shashikala Yadav, Principal of Nirmala Junior College, and Ms. Sushma Lopes, Coordinator of Nirmala English School, were recommended as resource persons to mentor the students and support their professional readiness.

8. Educational visit

It was decided to organize an educational visit for both first-year and second-year B.Ed. students. The student representative, Ms. Jayanti Soni, suggested visiting either Nehru Planetarium or Nehru Science Centre on the occasion of National Science Day to



provide students with a practical learning experience in science and astronomy. This will help students with exposure to scientific concepts and experiential learning opportunities.

9. Internship for semester 2 and 4 students

The committee approved internships for semester 2 and 4 students to enhance their practical teaching skills and professional development through school-based experiences. Ms. Kankana Joshi suggested organizing students into small groups during the internship to ensure better engagement, personalized mentoring, and effective learning outcomes.

10. Activities under WDC

The committee proposed organizing workshops, seminars, and debates aimed at promoting women's empowerment among students. Ms. Shubhangi Kore suggested conducting an expert talk on women's empowerment, complemented by workshops on dance and yoga to enhance holistic development. The members appreciated her suggestions and provided additional recommendations to ensure the effective planning, organization, and smooth execution of the activities. It was recommended to invite Ms. Mishika Dhakan as the resource person for the expert talk on Women empowerment and Ms. Preeti Nair to conduct the dance workshop, thereby combining awareness, skill development, and cultural engagement in the program.

With the permission of the chair

- The IQAC Coordinator, Ms. Sweety Singh, suggested that, in addition to the existing value-added courses, the college could introduce an international language course for novice teachers. This initiative is intended to enhance the participants' global communication skills, cross-cultural competence, and overall professional development. The members discussed that learning an international language would not only improve employability but also equip trainee teachers to engage with diverse educational contexts and modern pedagogical practices. The committee recommended exploring suitable languages, course structure, and expert resource persons to implement this initiative effectively.
- Alumna Ms. Zeal Kanani suggested that, to encourage student engagement and social awareness, students should prepare and perform a street play addressing various social



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issues such as gender equality, child rights, environmental awareness, road safety, mental health, and communal harmony to foster awareness, creativity, and teamwork.

This activity aims to sensitize students to societal challenges, promote teamwork, and develop their communication and creative skills. The members appreciated the suggestion and recommended identifying relevant social themes, planning rehearsals, and arranging a suitable platform for the performance.

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

Ms. Sweety Singh
IQAC Coordinator



Dr. Nitisha Jha
I/C Principal, NMFCE

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Action taken report for the meeting held on 10.01.2025

Sr. No.	Decision	Action taken
1	Appointment of new faculty member	➤ Ms. Sejal Dubey joined the institution as Assistant Professor in English Pedagogy on 2 nd January 2026.
2	Capacity development and skill enhancement program	➤ Celebration of Marathi Bhasha Gaurav Din on 07/03/2026. ➤ Toppers felicitation program was held on 17 th April 2026. ➤ Annual certificate distribution ceremony was held on 18 th April 2026.
3	Activities under Campus placement	➤ Conducted campus placement on 13 th & 14 th March 2026. Nearly 5 to 6 institutions visited to take interviews of S.Y.B.ed. students.
4	Educational Visit	➤ Visit to Nehru Science Centre on 11/03/2026
5	Activities under Women development cell	➤ Celebration of Marathi Womens day on 07/03/2026. ➤ Expert talk on "The power within: A womens awareness session." By Ms. Mishika Dhakan on 10/03/2026. ➤ Workshop on "Shri Shri Natya" by Ms. Preeta Nair on 12/03/2026
6	Community service	➤ Semester 4 students completed their community service from 16/03/2026 to 24/03/2026. List of community centre are as follows: <ul style="list-style-type: none">• Prayas charitable trust• INSEED charitable trust• Shashi mangalam special school



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7	Educational Movie	<ul style="list-style-type: none">➤ "Geeta Rani" an Educational movie was shown to S.Y.B.Ed. students as a part of their assignment in course Contemporary India and Education.
8	Activities by Alumni members	<ul style="list-style-type: none">➤ Guest lecture on "Tips & Tricks to crack CTET" by Alumna Ms. Shilpa Gowalkar on 24/01/2026.➤ Online workshop on "Resume making" by Alumna Ms. Rakhi Kansara on 21/02/2026.➤ Workshop on "Tips & Tricks to crack interview" by Alumna Ms. Rakhi Kansara on 28/02/2026.➤ Mock interview conducted by Alumna Ms. Rakhi Kansara on 28/02/2026.

Ms. Sweety Singh
IQAC Coordinator



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