

Sree Narayana Guru College of Education (B.Ed)

Report of College Development Committee for the Year 2019-2020

The meeting of this year of CDC was held on 18th July 2019 at 4.00p.m. with all its members present. The following points were discussed:

Academic Calendar for the year: The tentative academic calendar for the year was discussed as it was already planned, The Principal said that there would be some changes and these would be accordingly introduced in the Academic Calendar for the year. The Management officials cross checked on a few activities of the year.

Use of Interactive board to the Students: As the Interactive board is installed in the B.Ed lecture hall the President wanted to know whether teachers and students were utilizing the board for the teaching learning process. Teaching faculty who were present explained to him on the various ways the Interactive panel is used in class by the faculty and students and now all the students have learnt to operate it. The management were happy to know this.

Staff Enrichment Programmes: The Principal briefed the members on the various seminar, workshops, FDP's that were planned for the staff. The Principal told the management of the Refresher Course that was to be attended by one of the staff members in the course of the year.

Status of Student Composition: The Management showed their discontent at the few admissions done this year as it was much less than the previous year. The Principal told the management of the lack of response of the candidates with respect to it. She told them the long yawning gap is the result for candidates change in choice of course.

The meeting thus ended with a vote of thanks to the Chair.



Report of College Development Committee for the year 2020-2021

The meeting of this year of CDC was held on 29th August 2020. with all its members present. The following points were discussed:

Admission Status: The Principal briefed everyone present about the admission policy decision of the government. She told them about the various rounds of admission . She assured the Management that there would be sufficient students as she had planned an Orientation for CET Exam as students have no idea of the same. She informed the management that because of the Pandemic she had planned these sessions online. The Management told the Principal to find out about the integrated program so that in the near future we could apply for the same.

Information of PAR Online Data: The Principal and IT staff briefed the management on both these online ventures to be completed. She said she was working on it and would complete it before time. She asked Management officials to direct her to someone who could help her with all the building information and papers as it was purely administrative in nature._She was directed to the right source for all these jobs.

Professional Development of Staff: The Principal informed the Management about the ongoing On-line Webinars that have been attended by the faculty and the short term courses too

On-line training sessions for Students to enhance their effectiveness in Teaching: Due to the on-going Pandemic it was decided to engage students in online training sessions that would help them to meet their challenges of stress and anxiety. A no. of sessions to improvise the digital capacity of the students were also planned. Management was informed of the activities and the course of action thereupon.

The meeting can to an end with a Vote of Thanks



Report of College Development Committee for the Year 2021-2022

The College Development Committee met on 19th Nov 2021 to discuss the following points

Orientation for CET: All those present were informed of the Training sessions for B.Ed which were conducted on-line and most of the candidates attended the same.

CTET Training and TET Training: The Principal informed the Management of the training which would help the teachers as it has become mandatory even in the state of Maharashtra. She shared with the members her experience with teachers in the previous year and her willingness to continue with such a training with the help of a resourceful person. The Management were happy with the initiative taken.

Preparation for NAAC: The Principal informed the management that one of the CDC members of the Institution was requested to attend the on-line training session conducted for NAAC for 1st Cycle by the College that had secured an A+ Grade. This would help our institution in preparing for the Accreditation under their guidance.

The meeting came to an end with a vote of thanks



Report of the college Development Committee for the year 2022-2023

The College Development Committee met on 12th February 2022 to discuss the following points

Admission Process 2022-2023:

The Principal informed all those present of the late admissions this year and that the academic year will start only in March 2022. She informed the members of the admission rounds and the number of students who have been admitted.

Admission Regulating Authority Requirements:

The clerical staff briefed all those present, of the documents of students of academic year 2020-2022 sent to ARA Body for Final Verification. She informed them of the delay of this process inspite of repeated correspondence to ARA by the B.Ed Colleges of University of Mumbai.

Preparation of NAAC:

The committee members asked the IQAC Co-ordinator to brief them on the proceedings of NAAC in the College. Mrs. Sabina Nunes, IQAC Co-ordinator told them the preliminary steps taken to understand the new format of NAAC and this she said we were trying to gather information by attending workshops, seminars on NAAC.

New Value Added Courses:

The Principal informed the management of some value added courses that are necessary to be planned for the present batch. She said as most of them are not Computer savy she informed the members that a module will be created for this program along with Proficiency in English course. She also informed the management about the Proposal given to her by Dr. Ketki Satpute on these programs that would be conducted by the Inner Wheel of Hiranani Estate.

The meeting came to an end with a vote of thanks.



Report of the college Development Committee for the year 2023-2024

The College Development Committee met on 10th February 2023 to discuss the following points:

IIQA: The Principal informed the committee of the preparation of IIQA after the HEI's registration. She informed the Management and other members the importance of working on the NAAC document. She requested the management on seeking some guidance from Colleges who have an experience of being a peer team member. She suggested Dr. Rajmane's name who has an experience of being in the peer team. The management permitted her to invite her as a resource person to brief the staff on the entire process of NAAC. The President suggested to add Dr. Rajmane's name as expert in the CDC. Everyone agreed on this point.

Seminars and Workshops:

The committee members were informed of the workshop on Learning Disabilities – Identification and Remediation that was planned for in-service teachers of Sree Narayana Mandira Samiti on 25th February 2023. The Principal informed everyone about the Resource Person who is a Clinical Psychologists too. She explained as to the need for having such workshops for teachers.

Maintaining the Library:

One of the members spoke on the need to maintain the library as this is one of the important aspects of NAAC. The Principal suggested initially the data of no. of books and their details need to be fed in the system so that we have the right record of books. The management also informed the team to find out a soft wear for the library that can help in this work.

To initiate a Research Cell:

The Gen Secretary of the Management informed the team of initiating a Research Cell as the College was preparing for NAAC. It was decided by the 2 colleges- College of Commerce and College of Education to sign a Memorandum for initiating and conducting Research Seminars, Webinars and workshops.

The meeting came to an end with a vote of thanks to the Chair



Report of the College Development Committee for the year 2023-2024

The College Development Committee met on 10th December 2023 to discuss the following points:

DVV: The Principal spoke to the Committee of the DVV process that was going on of NAAC. The IQAC Co-coordinator explained how everyone was revisiting some aspects of the SSR. She said they have almost come to the end of the process of uploading the DVV suggestions

Research Workshops and Seminars: The Gen. Secretary of the Management enquired about the functioning of the Research Cell. He wanted to know whether the Policy statement was prepared and whether both the Institutions have started working in collaboration with each other with respect to research.

Digital Entry of the library Books: Mrs. Kalpana Talekar informed those present of the help need to upload information digitally, of books available in the library. She told them it is not possible to update all information in the given time. Human resources would be provided was a response given by the management to her concerns.

The meeting came to an end with a vote of thanks to the Chair



Report of the College Development Committee for the year 2023-2024

The College Development Committee met on 12th January 2024 to discuss the following points:

To take stock of the NAAC Process: The IQAC Coordinator informed them of the DVV and Recommendations made by NAAC and the procedure thereafter. She told them that the SSR is successfully accepted and that we are awaiting the next process of payment of fees.

Repairs and Maintenance of Physical Resources: The Coordinator expressed her desire on the maintenance that needs to be done in various rooms before the visit. Mrs. Kalpana Talekar reminded them about the problems experienced with her desktop and that it has to be replaced immediately. Action was taken at once by coordinating with the system Manager .

Upkeep of the Rooms: The Management assured the Principal and faculty of overhauling certain physical resources which were pending for a long time.

The meeting ended with an assurance that everyone will work in collaboration with each other.

