



Rizvi Education Society's  
**Rizvi College of Education**  
Khar (West), Mumbai- 400052

**College Development Committee**

Academic Year 2020-2021

Date: 13<sup>th</sup> June, 2020


**NOTICE**

The meeting of the College Development Committee is scheduled on Saturday 13<sup>th</sup> June, 2020 at 3pm. The Agenda of the meeting is given below.

**Agenda**

1. Review of various activities of academic year 2019-20
2. Planning of online conduct of lessons and internship
3. Planning of the National conference which was postponed due to the pandemic lockdown.
4. Planning the Independence day related competition which is conducted annually.
5. Conducting a Short Term Course in STEM Learning with Arts and offering it to school teachers also.

M.:

  
**Dr. Spoty Karthik**  
M.Sc, M.Ed, M.A.NET, Ph.D Education  
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College Development Committee

Minutes of the College Development Committee meeting held  
on Saturday 13<sup>th</sup> June 2020

The meeting was held on Google meet and was hosted by Dr. Radhika Vakharia

The meeting started with the introduction of College Development Committee by Dr. Radhika Vakharia, I/c. Principal and Member- Secretary of CDC.

1. Review of various activities of academic year 2019-20 - The various activities conducted were discussed. Since 11<sup>th</sup> March, 2020 the lockdown was announced most of the activities went online. Several webinars were conducted online both for the students of the college as well as for students and teachers of other colleges.
2. Planning of online conduct of lessons and internship - Considering the extended lockdown and COVID -19 situation, since regular classes are not happening, it was decided that classes can be conducted in the online mode. Regarding the internship decision will be taken later on as per University directives.
3. Planning of the National conference which was postponed due to the pandemic lockdown. - Decision was made regarding the previously planned National Conference on the theme Evolving Trends and New Pedagogic Paradigms in Education can be conducted in the virtual mode in the month of October.

  
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4. Planning the Independence Day related competition which is conducted annually.  
- It was decided that the 4<sup>th</sup> Edition of the Independence Day Competition -Inter school & inter collegiate Digital Poster Making Competition 2020 will be organized online. Participation will be encouraged from different parts of India.
5. Conducting a Short-Term Course in STEM Learning with Arts and offering it to school teachers also - It was decided that the short term course on STEM Learning with Arts conducted for the college students can be kept open to outside students and teachers this year with a fees. Proper publicity needs to be done to get best enrolment.

Since there was no other matter to be discussed the meeting was concluded with thanks to the Chair.



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Members of the College Development Committee present on 13<sup>th</sup> June, 2020

Sr. No	Name of the IQAC Member	Designation	Sign
1.	Shri. Dr. Akhtar Hasan Rizvi	Chairperson	
2.	Smt. Adv. Mrs. Rubina A.H. Rizvi	Secretary	
3.	Dr. Radhika Vakharia (IC Principal)	Member Secretary	
4.	Mrs. Nahida Mandviwala	IQAC Co-ordinator	
5.	Dr. Gyanprakash Arya	Member Representative of Teaching Staff	
6.	Mrs. Spoty Karthik	Member Representative of Teaching Staff	
7.	Dr. Priyanka Pandey	Member Representative of Teaching Staff	
8.	Mrs. Savita Karkera	Member Industry	
9.	Mr. Aashish Nijap	Member Representative of Non- Teaching Staff	
10.	Ms. Rutika Ajgaokar	President of College students Council	
11.	Ms. Simran Shaikh	Secretary of College students Council	
12.	Mrs. Laila Shaikh	Member Social Service Alumni	

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

**NOTICE**

The meeting of the College Development Committee is scheduled on Saturday 05<sup>th</sup> December, 2020 at 11am. The Agenda of the meeting is given below.

**Agenda**

1. Review the minutes of the previous meeting
2. Review of the National conference ETNPPEE conducted in October 2020
3. Discuss about purchase of books for the library and opening a Book Bank facility for students
4. Discuss about starting a short-term certificate course on Learning Disabilities through partnership with an external organization
5. Deciding on the suitable online platform for conduct of exams
6. Discuss appointment of teaching & non-teaching staff members
7. Discuss ways to improve students, placement opportunities

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**College Development Committee**

**Minutes of the College Development Committee meeting held  
on Saturday 05<sup>th</sup> December 2020**

The meeting was held on Google meet and was hosted by Mrs. Nahida Mandviwala

The meeting started with the introduction of College Development Committee by Mrs. Nahida Mandviwala, I/c. Principal and Member- Secretary of CDC.

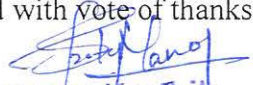
1. Review the minutes of the previous meeting - The minutes of the CDC meeting held on 13<sup>th</sup> June 2020 was read, reviewed and confirmed by the members.
2. Review of the National conference ETNPPEE conducted in October 2020 - The committee reviewed the national conference conducted by the college in October 2020. The members reviewed the event - the sessions, the participation, and the associated paper publication. They confirmed that the conference was conducted very successfully.
3. Discuss about purchase of books for the library and opening a Book Bank facility for students - Principal presented before the committee the need to add more reference books to the library. She also suggested that college can start a book bank facility, wherein a set of B.Ed. text books will be purchased and given to students

  
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VC Principal

for studying and after the exam the books will be returned to college. These books can be reused by the next batch. The committee approved both the requests.

4. Discuss about starting a short-term certificate course on Learning Disabilities through partnership with an external organization - The committee observed that the short term courses offered by the college is a success. So, it was discussed and decided that college can continue with its innovations by starting one more new course for students of the college as well as outside the college. It was decided that a short term certificate course on learning disabilities can be framed and conducted in partnership with some external organization.
5. Deciding on the suitable online platform for conduct of exams - After having faced some difficulties with the online examination platform used for the previous exam, the committee decided that college will look for some other platforms, take quotations and finalise one.
6. Discuss appointment of teaching & non-teaching staff members - Principal presented before the committee the urgency for appointment of two teaching staff and one accountant in place of the persons resigned. Management approved the requirement and decided to appoint them from January 2021.
7. Discuss ways to improve students' placement opportunities - Observing that many of the participating schools were not going for a placement process this year, the committee decided that college can collaborate with EdTech companies and organize placement drives with them so that maximum students get placed by the end of the course.

Since there was no other matter to be discussed the meeting was concluded with vote of thanks.

  
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Members of the College Development Committee present on 05<sup>th</sup> December, 2020

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1.	Shri. Dr. Akhtar Hasan Rizvi	Chairperson	
2.	Smt. Adv. Mrs. Rubina A.H. Rizvi	Secretary	
3.	Mrs. Nahida Mandviwala (IC Principal)	Member Secretary	
4.	Mrs. Spoty Karthik	IQAC Co-ordinator	
5.	Dr. Gyanprakash Arya	Member Representative of Teaching Staff	
6.	Dr. Priyanka Pandey	Member Representative of Teaching Staff	
7.	Mrs. Savita Karkera	Member Industry	
8.	Mr. Aashish Nijap	Member Representative of Non- Teaching Staff	
9.	Ms. Rutika Ajgaokar	President of College students Council	
10.	Ms. Simran Shaikh	Secretary of College students Council	
11.	Mrs. Laila Shaikh	Member Social Service - Alumni	

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