



RIZVI EDUCATION SOCIETY'S
RIZVI COLLEGE OF EDUCATION

Affiliated to University of Mumbai NCTE Recognized Institute (Code No: 123005)

N.A.C Accreditation - 'B+' Grade (1st Cycle)

GOVIND PATIL MARG, KHAR DANDA, KHAR (W), MUMBAI - 400 052

Website: <http://bed.rizvi.edu.in> email: rizvi.college.education@bed.rizvi.edu.in

Date: 24th November, 2025

NOTICE

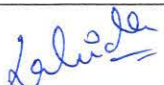
The second IQAC meeting for the academic year 2025-2026 will be conducted on the zoom platform on 29th November, 2025 at 2:00 pm. All members of IQAC are expected to participate in the meeting.

Agenda of the Meeting

1. Sharing the Action Taken Report
2. Application for ITEP
3. Documentation of Lesson Plans
4. Conducting Internal Audits
5. Institutional Best Practices
6. Teacher Preparedness Initiatives
7. Any other concerns with the permission of the Chair.

Members of the IQAC

Designation in IQAC - RCoEd	Name of the Member
Chairperson	Mrs. Nahida Mandviwala (Ic. Principal)
Co-ordinator	Dr. Gyanprakash Arya (Asst. Prof, RCoEd)
Management Representative	Adv. (Mrs.) Rubina Akhtar Hasan Rizvi (Director, Rizvi Education Society)
External Expert	Dr. Reni Francis (Prin. Pillai College of Education and Research, Chembur)
Employers	Mrs. Savita Karkera Prin. Rizvi Springfield High School
Industry Expert/ Industrialists	Ms. Fiona D'costa, Bai Avabai Framji Petit Girls' High School
Nominee from Alumni	Sr. Althiya Arulraj
Member	Ms. Nazia Farooq (Asst. Prof, RCoEd)
Member	Ms. Hemangi Joglekar (Librarian)
Administrative Official	Mr. Aashish Nijap (Admin Staff, RCoEd)
Student Representative	Ms. Alina Qureshi (SYB.Ed)
	Ms. Madiha Shaikh (FYB.Ed)


Mrs. Nahida Mandviwala
Principal I/c




Dr. Gyanprakash Arya
IQAC Co-ordinator



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Date: 29th November, 2025

Minutes of the meeting held on 29th November, 2025

Agenda 1. Sharing the Action Taken Report

The report highlighted the various activities conducted in the first half of the academic year 2025-26. The college successfully conducted lectures and organised various activities and events in the second half.

The IQAC Co-ordinator Dr. Gyanprakash Arya further shared the Action Taken Report in the beginning of the meeting.

June 2025 – November 2025

Domain	Action	Outcomes
Curriculum Transaction	Blended learning approaches through MOOC platforms like Google Classroom and Canvas were used where videos, notes, PPT, quizzes, discussion etc were assigned across various courses like Educational Management, Assessment for learning, etc. These measures ensured to cater to students with different learning needs	Blended, IKS-integrated teaching, detailed planning & systematic evaluation ensured effective curriculum delivery and continuous quality improvement
	Teacher Educators prepared detailed lesson plans prior to conducting sessions and consciously integrated elements of the Indian Knowledge System (IKS) to contextualize the curriculum content.	
	Preliminary examinations for Semester I (2025–2027) and Semester III (2024–2026) are scheduled as per the academic calendar. The Semester IV results of the 2023–2025 batch were declared in July 2025, while the Semester II results of the 2024–2026 batch were declared in September 2025. All students successfully cleared the examinations.	
	Lecture distribution for each semester was planned at the beginning of the semester, ensuring adequate allocation for academic instruction as well as co-curricular activities. For	



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	six-credit courses, 70–75 lectures were allotted, while 35–40 lectures were allocated for four-credit courses. This systematic planning enabled faculty to effectively organize and deliver content for each unit and sub-unit. Student feedback was collected at the end of each semester for all courses taught and analyzed by faculty for their respective subjects. This process helped faculty identify their strengths in classroom delivery and areas for improvement, enabling them to prepare action plans for future teaching. Feedback was also obtained from stakeholders such as alumni, parents, and practice-teaching schools on curriculum implementation. The analysis indicated that the curriculum was effectively implemented. Library reference periods were allotted where under mentoring students were encouraged to write OBAs on essay questions. This encouraged referencing skills amongst students. the answer were checked by the subject mentor.	
NEP Preparedness	The college initiated the process to become an Authorized Learning Center (ALC) for MKCL's iLike Credit Courses. Various Courses were offered like video editing, advanced features of google, etc. In October, 10 SY students had registered for the same, under the guidance and support of the faculty in-charge students are completing the course. Every Thursday students are allowed to use the computer lab to complete their self paced courses.	
	Assemblies were conducted focusing on development of Multiply languages	
	The college established the Equal Opportunity Cell to foster holistic student engagement.	



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External Expert Visit	The college successfully conducted the Academic and Administrative Audit for the year 2024-2025.	
Community Engagement	27 th June – FYB.Ed visited an orphanage and students celebrated the birthday of these students by distributing cake, stationery as well as snacks.	Promotes experiential and community-based learning as envisioned in NEP 2020, enhancing student teachers' social responsibility, environmental awareness and practical pedagogical skills.
	FY.B.Ed. students were sensitized to the importance of community engagement through active participation in a Cancer Awareness Marathon. They coordinated with medical teams such as Nanavati Hospital and I-Care Diagnostic Centre and visited Cancare NGO to invite cancer patients to participate in the event. The management of Rizvi Education Society supported the initiative by providing ration and blankets. The college also invited students from ADAPT (autistic) and SHED (destitute) institutions to attend the marathon free of cost, enabling student teachers to understand the role of education in social responsibility and inclusive community service.	
	The college initiated the enrolment process for the Department of Lifelong Learning and Extension (DLLE), University of Mumbai, in June 2025. Under DLLE, the project Environmental Education was undertaken by SY.B.Ed. student teachers, who participated in activities such as a tree plantation drive during internship and an e-waste donation drive in collaboration with MESCO. For FY.B.Ed. students, the Anna Poorna Yojana (APY) project was selected, under which Swaad Utsav was organized for the staff and students of Rizvi Springfield High School.	
	On the occasion of Children's Day, SY.B.Ed. student teachers distributed pencil pouches with stationery to underprivileged children registered with Angel Express	



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	Foundation, Khar West, promoting empathy and social responsibility.	
Dissemination of Knowledge through Technology Integration	The ICT Cell and Social Science Club organized the 8th Inter-Collegiate and Inter-School Digital Poster Making Competition on 15 August 2025 on the theme “Honouring Freedom, Inspiring the Future.” The event witnessed enthusiastic participation from colleges of education and schools, encouraging creativity, digital literacy, and patriotic values. The event saw winners from Aishabai College of Education and St. Xavier’s Institute of Education in the college category, and Dr. J. N. Barua English School and The Alexandra Girls’ English Institution in the school category. The results were officially announced and published on the college website. The digital poster competition promoted creative knowledge dissemination using ICT, enhancing students’ digital design skills and pedagogical use of technology. Event titled “Malgudi Reimagined” was organised by the SY students on the Birth Anniversary of RK Narayan. Students created digital 3d stories and presented them, integrating literature and technology to promote research, creativity and ICT-based academic expression. Students presentation were uploaded on the YouTube Channel. Through MKCL iLike credit courses, swayam, and other online platforms, students were provided an opportunity to develop their practical digital competencies as well as theoretical knowledge thereby strengthening technology-based knowledge dissemination and employability skills.	Prepare technologically empowered teachers, promotes Independent digital learning, enhances student teachers’ digital literacy, creativity, ICT-based pedagogy, research skills and employability readiness.



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	Weekly computer lab access supported self-paced online courses, enabling students to independently engage with digital learning platforms and strengthen technological proficiency. Faculty conducted lectures using MOOC platforms, modeling effective technology integration and guiding student teachers toward digital pedagogical competence. The AI workshop enhanced research competencies among SY students by introducing digital tools and AI for academic inquiry. It enabled novice researchers to understand quality research processes, reducing research anxiety and building confidence through technology-enabled support.	
Training	Value Added course on Yoga for Wellness was conducted with the Batch 2024-2026. Students were guided on creating models from waste material. These models depicted the freedom struggle of India's Independence. Thereby training students in creating impactful teaching aids. In Semester 3 out of 10 Regular lessons students were encouraged to prepare 2 lessons using innovative methods of teaching, like cooperative learning, STEAM based lesson, Inquiry training method, role play or gaming. The students were provided detailed orientation for the same. A self-paced course on STEM Learning with ARTs was conducted in the month of August 2025 during Ganpati vacation through a MOOC platform using Canvas. Through this VAC students were able to successfully deliver a STEAM based lesson in Semester 3. Student-teachers who	Preparing industry ready teachers



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	successfully completed all tasks and assignments were given a VAC completion certificate.	
Placement	In October 2025 1 week VAC on Soft skills and Interview preparation Training for teachers was conducted with the vision that the placement cell would then be able to organise the placement drive soon after their semester 3 examinations. The Placement Cell and Alumni Association Cell, organized a Career Guidance Talk titled “<i>Career Opportunities in Junior College Post B.Ed. and PG,</i>” aimed to orient student teachers towards career prospects after graduation. The resource person, Mrs. Deepika Lobo, alumnus of the college and Assistant Teacher at St. Andrews College, Bandra, shared insights on teaching and non-teaching roles, evaluation systems, academic responsibilities, and interview preparation. The session enhanced students’ career awareness and professional readiness.	Improved employability and professional preparedness
Clubs	The students of social science club along with their entire class prepared 3D Models depicting the various historic movements that led to the freedom of India. These models were presented during the Independence day program on 15th August, 2025 and a video titled Milestones to Freedom Struggle was uploaded on the college YouTube channel. The social Science Club organised an educational visit to Dr. Bhau Daji Lad Museum, Byculla, on 4 October 2025 for First and Second Year B.Ed. students. The activity enhanced experiential learning and demonstrated the use of museums as effective teaching–learning resources.	Pre-service teachers deepen their content knowledge and stay updated with the latest developments in their field.



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	On 10 October 2025, RCoEd's Language Club organized "Malgudi Reimagined: 3D Narratives & Critical Reflections", integrating literary pedagogy with ICT-enabled learning. The activity promoted research-based analysis, creativity, and digital competence through student-created 3D presentations evaluated by an external subject expert. Students of the Language Club prepared multilingual flip books on various grammar topics in 3 different languages like English, Hindi and Marathi, in line with NEP 2020's emphasis on multilingualism. These flip books serve as effective learning resources for student teachers preparing for the CTET examination, while also functioning as reference materials and teaching-learning aids.	Ensures academic quality, innovation, and continuous improvement in teaching-learning practices. Strengthens conceptual clarity, pedagogical skills and resource-based learning.
Faculty Enrichment	The Research and Development Cell of RCoEd successfully organised Research with AI workshops on 18th and 19th June 2025. The workshop was attended by more than 45 participants working across various schools and B.Ed. colleges along with research students across B.Ed and M.Ed. institutions.	
	The Research and Development cell of the college encouraged faculty members to attend various FDPs, courses, conferences and present papers. Staff were provided either financial support or leaves as per their requests. 2 faculty members completed a 12 week course through Swayam. One of the faculty complete 2 Week Refresher Course.	
Students Enrichment	NEP Cell encouraged students to enhance their ABC IDs by registering for and completing various self-paced courses offered through SWAYAM and other platforms. Two SY.B.Ed. students, under the guidance of two faculty	Enhanced students' academic knowledge, digital skills, creativity,



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	members, successfully completed a SWAYAM course. Additionally, 09 SY.B.Ed. students registered for iLike credit courses such as Introduction to MS Excel, Fundamentals of Image Editing, Video Editing Techniques, Introduction to 3D Modeling and Computer-Generated Imagery (CGI), and Entrepreneurship: From Idea to Impact, which they are expected to complete by March 2026. Students of RES's Rizvi College of Education actively participated in various academic, co-curricular and national-level activities during June–November 2025, including quizzes, seminars, competitions and conferences organized by reputed institutions like Homi Bhabha Centre for Science Education (HBCSE), HJ College of Education,. They also brought laurels to the college by winning a Certificate of Excellence in <i>“Reel O Viksit – Glimpses of Tomorrow”</i>, first prize in a poetry recitation competition, and second prize in an inter-institute short film-making competition.	communication abilities and professional competencies, while promoting holistic development, lifelong learning, and alignment with NEP 2020 and the ABC framework.
Alumni Engagement	The College organised the Convocation ceremony for the Batch 2022-2024. All successful candidates were conferred the convocation by the Chief Guest Dr Shumaila Siddique (Principal Aishabai College of Education) and Mr. Zakaria (Principal Awami Jr. College) on 21st June 2025. Further the toppers across various Semesters as well as the over all batch toppers were felicitated with Medals and Certificate. It was proposed to activate the alumni registration link on the college website, enabling alumni to stay connected. A dedicated Google Classroom for alumni will be created to provide updates on college events, share value-added course materials, and summaries of key activities. Additionally, a quarterly alumni newsletter will be sent via	Strengthening the Alumni Network and Leveraging Expertise and Experience, Providing Real-world Insights



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	email, and a Google Form embedded on the website will invite alumni to express interest in delivering guest lectures and suggest topics of their expertise. These steps aim to foster long-term partnerships and deepen alumni involvement in institutional development.	
	The Alumni Cell of the college organised the Annual General meeting on 21 st June 2025. The meeting was attended by the alumni of 2022-2024 along with few alumni from previous years.	

Agenda 2: Application for ITEP

The Chairperson briefed the members on the Government of India's initiative to introduce the Integrated Teacher Education Programme (ITEP) and discussed the institution's preparedness for applying to the programme in accordance with the regulatory requirements prescribed by NCTE and the University. After deliberation, the IQAC resolved to closely monitor the latest guidelines and notifications related to ITEP and initiate the necessary documentation, infrastructural planning, and institutional preparedness measures to ensure timely compliance whenever the application process is announced.

Agenda 3: Documentation of Lesson Plans

The IQAC deliberated on the importance of maintaining uniformity and quality in lesson plan documentation across all courses. Members emphasized that lesson plans should reflect the principles of Outcome-Based Education (OBE), NEP 2020, Indian Knowledge Systems (IKS), ICT integration, experiential learning, and the Sustainable Development Goals (SDGs). After discussion, it was resolved that faculty members maintain both digital and printed records of lesson plans, and systematically document innovative teaching strategies and reflective practices as evidence of continuous quality improvement.

Agenda 4: Conducting Internal Audits

The IQAC discussed the importance of strengthening institutional quality through regular internal academic and administrative audits to ensure continuous improvement and readiness



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for NAAC and other statutory inspections. Members recommended conducting periodic department-wise documentation reviews and maintaining systematic records of institutional activities. The committee resolved to conduct internal academic and administrative audits at least once a year, ensure that all committee convenors maintain updated documentary evidence, and submit reports to the IQAC.

Agenda 5: Institutional Best Practices

The IQAC deliberated on the institutional best practices that contribute to quality enhancement and distinguish the college in teacher education. Members appreciated initiatives such as blended learning, technology-enabled teaching, multilingual learning resources, value-added courses, AI-enabled research training, community engagement, NEP 2020 implementation, student mentoring, and experiential learning as significant best practices. The committee resolved that all such practices should be systematically documented, and the college should prepare an annual report highlighting innovations, outcomes, and their impact. It was further suggested that these initiatives be widely disseminated through the college website, newsletters, and videos on the official YouTube channel to enhance institutional visibility. The committee also recommended organizing NEP 2020 awareness programmes for both pre-service and in-service teachers to promote effective implementation of the policy.

Agenda 6: Teacher Preparedness Initiatives

The IQAC deliberated on various initiatives to strengthen the professional preparedness and employability of student teachers. In view of the Supreme Court's mandate regarding Teacher Eligibility Tests, the committee resolved that all faculty members should actively contribute to the planning and conduct of the College's CTET Crash Course by delivering sessions aligned with their respective areas of specialization. Members also suggested offering the Value-Added Course on Enhancing Teacher Performance through Entrance Coaching (ETpEC) to both First Year and Second Year B.Ed. students, subject to the completion of the prescribed 75 lectures across all courses and the feasibility of the academic timetable. The committee further recommended integrating such initiatives into the annual academic plan to ensure systematic preparation of student teachers for professional certification examinations and enhance their career readiness.



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Agenda 7: Any Other Matter with the Permission of the Chair

The following suggestions were placed before the committee:

- Teacher preparedness programmes should commence from Semester I to strengthen internship readiness.
- SDGs and NEP 2020 components should be integrated into lesson planning across courses.
- Community engagement initiatives for both First and Second Year B.Ed. students should be strengthened through active collaborations and MoUs with community organisations.
- DLLE activities should be expanded.

Since there were no other concerns the meeting ended with the thanks to the Chair.

Mrs. Nahida Mandviwala
Principal I/c



Dr. Gyanprakash Arya
IQAC Co-ordinator