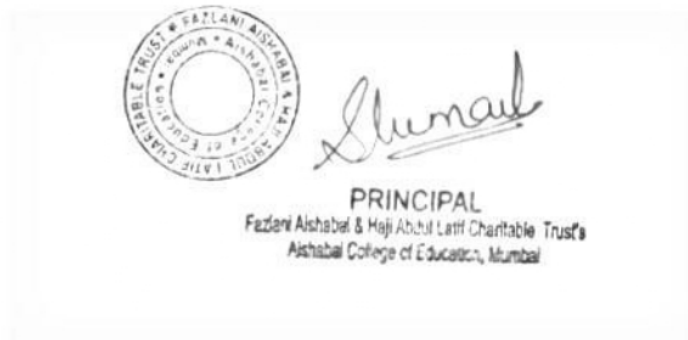


Fazlani Aishabai & Haji Abdul Latif Charitable Trust's
AISHABAI COLLEGE OF EDUCATION
Affiliated to S.N. D.T. Women's University.

CIRCULAR

Date: 8th January 2024

This is to inform all concerned that the Internal Quality Assurance Cell (IQAC) will hold a meeting on January 12, 2024, at 10:00 AM in the Conference Room. The primary agenda of this meeting will include discussions on the ongoing quality assurance initiatives, evaluation of current processes, and planning for upcoming activities. We will also address any outstanding issues and review proposals for enhancing our quality framework. Your presence and active participation are essential to ensure that we continue to uphold and advance the standards of our institution. Please confirm your attendance by January 5, 2024.



Dr. Shumaila Siddiqui

Principal

Minutes of the IQAC Committee Meeting

Date: 12th January 2024

Time: 10:00 AM - 11:30 AM

Venue: Conference Room, Aishabai College of Education

Attendees:

| Sr. No. | Description | Names |
|---------|---|----------------------------|
| 1 | Members from the Management | Dr. Shabir Mushtaq Mir |
| 2 | Chairperson (Head of the Institute-Principal) | Dr. Shumaila Saif Siddiqui |
| 3 | Teacher Representative | Dr. Jyotsna Sangore |
| 4 | Teacher Representative | Dr. Nafisa Roopawalla |
| 5 | Teacher Representative | Dr. Jasvanti Adhangale |
| 6 | Teacher Representative | Dr. Madhuri Bendale |
| 7 | Teacher Representative | Ms. Joya Chaudhari |
| 8 | Nominee from Student | Ms. Qunoot Shaikh |
| 9 | Nominee from Student | Ms. Zufi Shah Zafar |

Agenda:

1. Review of Previous Meeting Minutes
2. Accreditation Status and Progress
3. Curriculum and Pedagogical Enhancements
4. Faculty Development Initiatives
5. Infrastructure and Resource Allocation
6. Student Feedback and Performance Analysis
7. Any Other Business

1. Review of Previous Meeting Minutes

- The minutes of the previous meeting held on October 14, 2023, were reviewed and approved.
- Key action items from the last meeting were discussed. All action points were completed except for the development of an online feedback system, which is in progress.

2. Accreditation Status and Progress

- Dr. Shumaila Siddiqui provided an update on the accreditation process. The college is due for NAAC.
- A self-study report is being drafted, and preliminary data collection is complete.
- The committee agreed to form a sub-committee to finalize the self-study report by May, 2024.

3. Curriculum and Pedagogical Enhancements

- Dr. Nafisa Roopawalla reported that the curriculum review committee has proposed updates to the B.Ed curriculum to include recent pedagogical research and best practices.
- A new course on "Digital Pedagogy" will be introduced in the upcoming semester.

- Faculty members were encouraged to integrate more experiential learning opportunities into their courses.

4. Faculty Development Initiatives

- The committee discussed the need for increased faculty development programs.
- Dr. Jyotsna Sangore highlighted a proposal for a series of workshops on “Innovative Teaching Methods” to be conducted in collaboration with external experts.
- It was agreed that a faculty development calendar will be prepared, and the workshops will commence in February 2024.

5. Infrastructure and Resource Allocation

- The committee decided to prioritize upgrading the ICT infrastructure and to prepare a budget proposal for the procurement of new equipment.
- A plan for the renovation of library facilities was also discussed, and a detailed proposal will be submitted.

6. Student Feedback and Performance Analysis

- Dr. Madhuri Bendale presented the results of the recent student feedback survey. Overall satisfaction was high, but areas for improvement were identified in library resources and the availability of extracurricular activities.
- The committee decided to address these concerns by enhancing library resources and increasing support for student-led clubs and activities.

7. Any Other Business

- It was proposed organizing an alumni meet to foster stronger connections between current students and graduates.
- The committee agreed to support the event and tasked the alumni association with planning and logistics.

Action Items:

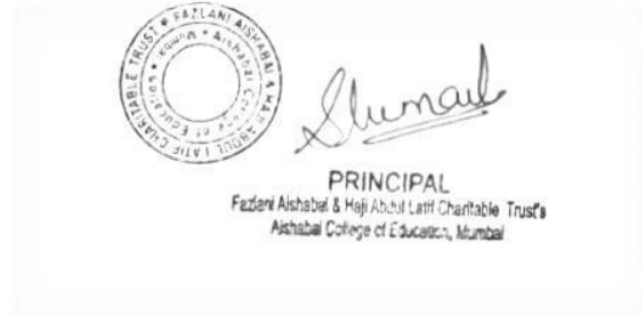
1. Form a sub-committee to finalize the self-study report by May, 2024.
2. Prepare and distribute the faculty development calendar.

3. Develop and submit a budget proposal for ICT infrastructure upgrades and library renovation by.

4. Plan the alumni meet, with details to be communicated by the alumni association.

Adjournment:

- The meeting was adjourned at 12:00 PM.



Dr. Shumaila Siddiqui

Principal