

Date : 24/06/2022

**NOTICE: C.D.C MEETING**

The meeting of College Development Committee for the academic year 2022-'23 will be held on 9<sup>th</sup> July, 2022 at 4.00 pm. at the Conference Hall. All the members are requested to attend it on time.

**A G E N D A**

1. To read and confirm the minutes of the previous meeting
2. To discuss on points arising out of the minutes read out.
3. To report on major activities/development activities
4. Any other matter with the permission of the Chair



Dr. Sally Enos  
Member Secretary  
C.D.C.

**Committee Members**

- |                              |   |                                       |
|------------------------------|---|---------------------------------------|
| 1. Dr. K.M. Vasudevan Pillai | : | Chairman                              |
| 2. Dr Sandeep Shinde         | : | Management Nominee                    |
| 3. Dr. Saramma Mathew        | : | Rep.of Teaching Staff                 |
| 4. Dr. Geeta S. Thakur       | : | Rep. of Teaching Staff                |
| 5. Dr. Jiji Sahaya           | : | Rep. of Teaching Staff                |
| 6. Dr. Elizabeth Mathew      | : | Member (Research)                     |
| 7. Mr. Jomon Mathew          | : | Member (Education)                    |
| 8. Mrs. Anuradha Kolhe       | : | Member (Social Services)              |
| 9. Ms. Ichha Mehrotra        | : | Member (Alumni).                      |
| 10. Dr. Bhavna Dave          | : | Co-ordinator, IQAC                    |
| 11. Mr Nirmith Dhuri         | : | Students' Council (General Secretary) |
| 12. Ms. Pramila Shivkar      | : | Rep. of Non-Teaching Staff            |

## **Minutes of the meeting of the College Development Committee for the Academic Year 2022-23 held on 09/07/2022**

The meeting of the College Development Committee for the academic year 2022-23 was held on **9<sup>th</sup> July, 2022** at 4.00 pm. at the Conference Hall, PCER Panvel.

Dr. Sally Enos, Principal & Member-Secretary welcomed the committee members for the College Development Committee meeting.

Agenda wise points were discussed as below:

### **1. To read and confirm the minutes of the previous meeting held on 14<sup>th</sup> May, 2022**

The minutes of the previous meeting was read out by Dr. Sally Enos, Principal & Member-Secretary and confirmed.

### **2. Points arising out of minutes of last meeting**

- Maintenance work of washroom and water cooler was completed as discussed in the previous meeting.
- It was informed that more value-added courses were introduced in the academic year 2022-'23 to enhance the students' learning experience.

### **3. To report on major activities/development activities conducted**

#### **Community work:**

Students of PCERP were placed in the community centers at different branches in Navi Mumbai (Kal ki Chhaya, Jeevan Jyoti, Navjeevan, Nirmal Jyoti). At PCER, students benefit greatly - both academically and emotionally - from volunteering their time to make the community and world a better place. The students are involved in a range of community service activities have been actively involved in social service, and have sought ways to enhance this involvement.

#### **Women's Day celebration**

In order to raise awareness about the status and dignity of women among students, an International Women's Day celebration was organized by the students of PCERP. The celebration highlighted the importance of a woman in our lives. Students took the opportunity to celebrate Women's Day by playing games, dancing, and giving each lady sitting in the classroom a token of respect in the form of a message on a piece of paper.

### **Talking Creative**

A seminar on 'How to make learning resources in a creative way' was organized at PCERP on 9<sup>th</sup> and 10<sup>th</sup> May 2022, so that it enhances the method and strategy of the teaching-learning process and makes the teaching more effective and efficient. It is a truth that everyone has an artist inside them only the thing is how and when to make use of their creativity. As it is known the method of play and learning or a fun way to learn PCERP also believes to make each and every student aware of their capabilities, abilities and potential.

### **Polish Yourself**

Various competitions were organised on 30<sup>th</sup> and 31<sup>st</sup> May 2022, it helps in polishing the students in every facet of their personality. Students here participate with a positive attitude. Taking it as a learning and moving with the spirit is our main goal to achieve from competitions. Pillai college arranges many competitions like Dance, Rangoli, Spell bee, Mehndi, best out of waste, etc. Folk dances were arranged to get the awareness of different cultures.

### **World Environmental Day**

World Environmental Day was celebrated on 5<sup>th</sup> June, 2022. The main aim of celebrating this day was to raise awareness about emerging environmental issues. A group of student teachers presented an activity in the form of a skit and speech that depicted the "Need of the Hour" to save our environment from various elements such as marine pollution, human overpopulation, global warming, etc. The major issues that need to be discussed were highlighted in order to protect nature, our environment. A pledge was taken with the classmates that all would do their best to create a healthy environment.

### **International Yoga Day**

International Yoga Day was celebrated on 21<sup>st</sup> June, 2022. The celebration of the day started by sharing the health benefits of doing Yoga. Few asanas were demonstrated to encourage relaxation, build strength and reduce stress. A dance performance by a student teacher with some easy yoga steps exhibited in a novel way.


### **4. Future Plan:**

- It was decided to submit the AQAR for the academic years 2020-'21 and 2021-'22 as NAAC has restarted the procedure for B.Ed Colleges.
- It was also conveyed that work allotments for the preparation of the Self-Study Report (SSR) are to be distributed among the staff members.

- The meeting also addressed the maintenance of rainwater harvesting systems. The discussion emphasized the importance of ensuring that the rainwater harvesting infrastructure is properly maintained. The necessity of regular upkeep and monitoring was highlighted to optimize the effectiveness of the rainwater harvesting initiative.

**5. Any other matter with the permission of the Chair**

As there was no matter to discuss, the meeting ended with vote of thanks.

  
*Dr. (Ms.) Sally Enos*  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
Dr Pillai Teacher Training & Research Centre  
Plot No 1, Sector-8, Khanda Colony,  
New Panvel-410 206.

Date :06/10/2022

**NOTICE: C.D.C MEETING**

The meeting of College Development Committee for the academic year 2022-'23 will be held on 21<sup>st</sup> October, 2022 at 4.00 pm. at the conference hall. All the members are requested to attend it on time.

**A G E N D A**

1. To read and confirm the minutes of the previous meeting held on 9<sup>th</sup> July, 2022.
2. To discuss on points arising out of the minutes read out.
3. To report on major activities/development activities
4. Any other matter with the permission of the Chair



Dr. Sally Enos  
Member Secretary  
C.D.C.

**Committee Members**

- |                              |   |                                       |
|------------------------------|---|---------------------------------------|
| 1. Dr. K.M. Vasudevan Pillai | : | Chairman                              |
| 2. Dr Sandeep Shinde         | : | Management Nominee                    |
| 3. Dr. Saramma Mathew        | : | Rep.of Teaching Staff                 |
| 4. Dr. Geeta S. Thakur       | : | Rep. of Teaching Staff                |
| 5. Dr. Jiji Sahaya           | : | Rep. of Teaching Staff                |
| 6. Dr. Elizabeth Mathew      | : | Member (Research)                     |
| 7. Mr. Jomon Mathew          | : | Member (Education)                    |
| 8. Mrs. Anuradha Kolhe       | : | Member (Social Services)              |
| 9. Ms. Ichha Mehrotra        | : | Member (Alumni).                      |
| 10 Dr. Bhavna Dave           | : | Co-ordinator, IQAC                    |
| 11. Mr Nirmith Dhuri         | : | Students' Council (General Secretary) |
| 12. Ms. Pramila Shivkar      | : | Rep. of Non-Teaching Staff            |

**Minutes of the meeting of the College Development Committee for the academic year  
2022-23 held on 21/10/2022**

The meeting of the College Development Committee for the academic year 2022-23 was held on 21<sup>st</sup> October, 2022 at 4.00 pm. at the Conference Hall, PCER Panvel.

Dr. Sally Enos, Principal & Member-Secretary welcomed the committee members for the College Development Committee meeting.

Agenda wise points were discussed as below:

**4. To read and confirm the minutes of the previous meeting held on 9<sup>th</sup> July, 2022**

The minutes of the previous meeting was read out by Dr. Sally Enos, Principal & Member-Secretary and confirmed.

**5. Points arising out of minutes of last meeting**

- The principal informed that AQAR for the A.Y.2020-'21 was submitted on 30<sup>th</sup> August, 2022.
- The principal also declared that work allotment to the staff members was done for the preparation of SSR.
- It was also informed that the Rain water harvesting was maintained as discussed in the previous meeting.
- Celebration of days

**3. To report on major activities/development activities conducted after 9<sup>th</sup> July, 2022**

**Activites**

- International Friendship Day was celebrated on 6<sup>th</sup> August, 2022.
- Independence Day was celebrated on 12<sup>th</sup> August, 2022.
- Teacher's Day was celebrated on 9<sup>th</sup> September 2022.
- International Literacy Day was observed on 8<sup>th</sup> September, 2022.
- Hindi Diwas Celebration on 15<sup>th</sup> of September 2022=
- International Day of Peace was celebrated on 21<sup>st</sup> September, 2022.
- International Non-Violence Day was observed on 2<sup>nd</sup> October, 2022.
- International Food Day was observed on 16<sup>th</sup> October,2022.
- Book Pe Charcha: 'Books are a gateway to unfettered imaginaiton and limitless creativity', from 27<sup>th</sup> August 2022, a series of book review sessions was conducted by the college.
- Educational visit: On 29<sup>th</sup> August 2022, an educational visit was organized for the S.Y. B.Ed. students to SOPAN: Society of Parents with Autistic Disorders – Shanay.
- Educational visit: On 14<sup>th</sup> September 2022, an educational visit was organized to Muenzer Bharat Private Limited, an organization which collects Used Cooking Oil (UCO) and processes it into sustainable biofuel.
- Fabric Painting Workshop: On 28<sup>th</sup> September 2022, a workshop on fabric painting was organized by the college in collaboration with Pidilite Pvt. Ltd.
- Garba Dandiya was conducted on 1<sup>st</sup> October 2022.
- Alumni Meet was organised on 1<sup>st</sup> October, 2022.

## **Examination**


- 6<sup>th</sup> to 8<sup>th</sup> September, 2022 – Class test: M.Ed

## **9. Future Plan:**

- It was decided to work for the preparation of SSR
- It was also discussed to add more VAAC courses.
- It was instructed to all the teaching staff to publish more research papers.

## **10. Any other matter with the permission of the Chair**

The meeting ended with vote of thanks.

  
*Dr. (Ms.) Sally Enos*  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
Dr Pillai Teacher Training & Research Centre  
Plot No 1, Sector-8, Khanda Colony,  
New Panvel-410 206.

Date : 12/01/2023

**NOTICE: C.D.C MEETING**

The meeting of College Development Committee for the academic year 2022-'23 will be held on 28<sup>th</sup> January, 2023 at 3.00 pm. at the Conference hall. All the members are requested to attend it on time.

**A G E N D A**

1. To read and confirm the minutes of the previous meeting held on 21<sup>st</sup> October, 2022.
2. To discuss on points arising out of the minutes read out.
3. To report on major activities/development activities conducted
4. Future Plan
5. Any other matter with the permission of the Chair



Dr. Sally Enos  
Member Secretary  
C.D.C.

**Committee Members**

- |                              |   |                                       |
|------------------------------|---|---------------------------------------|
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| 5. Dr. Jiji Sahaya           | : | Rep. of Teaching Staff                |
| 6. Dr. Elizabeth Mathew      | : | Member (Research)                     |
| 7. Mr. Jomon Mathew          | : | Member (Education)                    |
| 8. Mrs. Anuradha Kolhe       | : | Member (Social Services)              |
| 9. Ms. Ichha Mehrotra        | : | Member (Alumni).                      |
| 10 Dr. Bhavna Dave           | : | Co-ordinator, IQAC                    |
| 11. Mr Nirmal Dhuri          | : | Students' Council (General Secretary) |
| 12. Ms. Pramila Shivkar      | : | Rep. of Non-Teaching Staff            |



## **Minutes of the meeting of the College Development Committee for the Academic Year 2022-23 held on 28/01/2023**

The meeting of the College Development Committee for the academic year 2022-23 was held on 28<sup>th</sup> January, 2023 at 3.00 pm. at the Conference Hall, PCER Panvel.

Dr. Sally Enos, Principal & Member-Secretary welcomed the Chairman and the committee members for the College Development Committee meeting.

Agenda wise points were discussed as below:

### **6. To read and confirm the minutes of the previous meeting held on 21<sup>st</sup> October, 2022**

The minutes of the previous meeting was read out by Dr. Sally Enos, Principal & Member-Secretary and confirmed.

### **7. Points arising out of minutes of last meeting**

- The committee members were informed that the preparation of the SSR has commenced, and all staff members are diligently working on it.
- It was communicated that additional value-enhancing courses were included to enrich the students' learning experience, as previously discussed in the meeting.

### **3. To report on major activities/development activities conducted after 21<sup>st</sup> October, 2022**

#### **World Kindness Day**

World Kindness Day was observed on 13th November, 2022. The activity started with a small role play followed by a speech highlighting the purpose of world kindness day. With the help of a Power point presentation, the need and importance of world kindness day was explained. Importance of the charity box was explained. The event concluded by explaining the benefits of being kind.

#### **National Integration Day**

National Integration Day was celebrated on 19<sup>th</sup> November, 2022. This day is celebrated on the birthday of our honourable first Lady Prime Minister Mrs. Indira Gandhi. The day holds significance because it promotes the message of preserving unity and integrity among the citizens of India, regardless of their caste, color, language, religion and societal status.

**Literacy Awareness:** We at PCER believe in making a difference to the world we live in. In alignment to the college objective, the student teachers from the F.Y. B.Ed. 2022-24 –

batch started their first year in college by participating in literacy awareness drive at four different NGOs located in Navi Mumbai.

### **Student Council Election**

Student council elections were held on 9<sup>th</sup> January 2023. Each student teacher cast their vote for the elective representative of the student council group. The elected representatives pledged to fulfil their duties diligently and strive for the well-being of all students and the institution. Teachers welcomed all the members by presenting them with badges.

### **Webinar on "Implementing Well-being in Educational Settings"**

MIT School of Education and Research in Pune hosted a webinar titled "Implementing Well-being in Educational Settings" on January 12, 2023. Dr. Debarati Basak, our esteemed guest speaker, began by emphasizing the significance of understanding learners' needs in a classroom and delved into the impact of online classes on students during the COVID era. Dr. Basak also outlined crucial teacher skills, including counseling abilities, mindfulness, and acceptance. A pivotal aspect underscored in the webinar was the imperative of addressing mental health challenges among students and devising strategies to assist them effectively. Additionally, the webinar emphasized the implementation of inclusive education practices and differentiated instruction in classrooms.

### **Annual Sports Day**

Annual Sports Day was hosted on January 14, 2023, by Pillai College of Education and Research's Well-Being Club in New Panvel. The primary objective of this sports day was to promote the virtues associated with sports, such as discipline, perseverance, sportsmanship, and teamwork.


## **4. Future Plan:**

- During the meeting, it was decided that the Annual Quality Assurance Report (AQAR) for the Academic Year 2021- '22 will be prepared and submitted. The decision reflects our commitment to maintaining and enhancing the quality of education and institutional processes. The submission of AQAR serves as a vital tool for self-assessment and quality improvement, aligning with our dedication to fostering continuous enhancement in the academic standards and overall functioning of the institution.
- In the course of the meeting, a decision was reached to submit the Institutional Internal Quality Assurance (IIQA). It was acknowledged that the IIQA plays a crucial role in evaluating and maintaining the internal quality parameters of our institution. The decision underscores our commitment to ongoing self-assessment and improvement.
- During the meeting, it was collectively decided that e-waste management will be conducted on a regular basis. The importance of addressing electronic waste was emphasized, and a commitment was made to implement a consistent and systematic

approach to ensure the proper disposal and recycling of electronic materials. Moving forward, a dedicated plan and schedule will be established to effectively carry out e-waste management activities, contributing to a greener and more environmentally conscious workplace.

**5. Any other matter with the permission of the Chair**

As there was no matter to discuss, the meeting ended with vote of thanks.

  
*Dr. (Ms.) Sally Enos*  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
Dr Pillai Teacher Training & Research Centre  
Plot No 1, Sector-8, Khanda Colony,  
New Panvel-410 206.

Date : 13/05/2023

**NOTICE: C.D.C MEETING**

The meeting of College Development Committee for the academic year 2022-'23 will be held on 29<sup>th</sup> May, 2023 at 3.00 pm. at the Conference Hall. All the members are requested to attend it on time.

**A G E N D A**

1. To read and confirm the minutes of the previous meeting held on 28<sup>th</sup> January, 2023
2. To discuss on points arising out of the minutes read out.
3. To report on major activities/development activities conducted
4. Future Plan
5. Any other matter with the permission of the Chair



Dr. Sally Enos  
Member Secretary  
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**Members:**

- |                              |   |                                       |
|------------------------------|---|---------------------------------------|
| 1. Dr. K.M. Vasudevan Pillai | : | Chairman                              |
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| 11. Mr Nirmith Dhuri         | : | Students' Council (General Secretary) |
| 12. Ms. Pramila Shivkar      | : | Rep. of Non-Teaching Staff            |

## **Minutes of the meeting of the College Development Committee for the Academic Year 2022-23 held on 29/05/2023**

The meeting of the College Development Committee for the academic year 2022-23 was held on 29<sup>th</sup> May, 2023 at 3.00 pm. at the Conference Hall, PCER Panvel.

Dr. Sally Enos, Principal & Member-Secretary welcomed the Chairman and the committee members for the College Development Committee meeting.

Agenda wise points were discussed as below:

### **8. To read and confirm the minutes of the previous meeting held on 28<sup>th</sup> January, 2023.**

The minutes of the previous meeting was read out by Dr. Sally Enos, Principal & Member-Secretary and confirmed.

### **9. Points arising out of minutes of last meeting**

- It was informed that AQAR for the academic year 2021-'22 was submitted on 22<sup>nd</sup> May,2023.
- All members were notified that the IIQA was submitted on March 29, 2023.
- It was also conveyed to all members that the E-waste management initiative had been started as decided in the previous meeting

### **10. To report on major activities/development activities conducted after 28<sup>th</sup> January, 2023**

#### **Community Service Day**

Community Service Day is celebrated every year by the Pillai Group of Institution. On 4th February 2023, Pillai College of Education & Research, New Panvel invited children from Immanuel Mercy Home Ashram to celebrate the day. Various games and dance party were arranged by the teachers and volunteers, which the children really enjoyed. Refreshments were given to the children and gifts were distributed by our Principal Dr. Sally Enos.

#### **Intercollegiate Dance Competition**

The student teachers from Pillai College of Education and Research, New Panvel secured the second prize at the intercollegiate dance competition hosted at Tilak Education Society's Sharda Kurup College of Education and Research on February 11, 2023.

### **Workshop on 'Inclusive Education for Children with Autism and Intellectual Disability'**

The workshop on 'Inclusive Education for Children with Autism and Intellectual Disability' was organized by Sopan Suvidya College of Special Education on February 24, 2023. Richard Rose, Professor Emirates of Inclusive Education, University of Northampton, UK, was the speaker of this workshop. The workshop focused on examining the nature of inclusive education, the challenges faced by students and teachers, and how to overcome these challenges.

### **Yoga Sessions**

Yoga Sessions were arranged by the Well-Being Club of PCER, Panvel from 21st March to 24th March, 2023 for the student teachers, teacher educators and non-teaching staff. These sessions were conducted by Mrs. Bharti Iyer, an alumna of our college and a member of Om Yoga Pranayam Centre, Panvel.

### **Indoor Sports Event**

The Indoor Sports Event was held on 16<sup>th</sup> and 17<sup>th</sup> May, 2023 with the motto 'Participation matters more than victory.' Games like Chess, Carrom, Table tennis, and Badminton was conducted by the council members in association with the B.P. Ed faculty. Each game had a teacher in-charge and a student volunteer. All the students had a great time. The two-day event was truly a stress buster for all the students and faculty members.

### **Workshop on 'Bulletin Board Display.'**

Bulletin boards serve as potent educational aids within classrooms, offering a platform for sharing information and showcasing students' work. On May 18, 2023, Ms. Reshma Sudhir Nair, an alumna of PCER Panvel, conducted a workshop titled 'Bulletin Board Display.' During the session, she presented diverse types of bulletin boards and emphasized the significance of concept-driven, interactive, and imaginative displays. Following this workshop, a board decoration activity took place at PCER, Panvel on 22<sup>nd</sup> May, 2023.

### **Cultural Fest**

PCER organized Cultural fest on May 23, 2023, for the batch of 2022-24 with the help of Student Council Members and the Teacher Educators. Various competitions were conducted which helped the student teachers to exhibit their talents in Fine Arts, Literary Arts and Performing Arts.

## **4. Future Plan:**

- During the meeting, the issue of the non-functional landline phone was raised and discussed. It was emphasized that immediate repairs are necessary, given that the phone number is widely used in various contexts, particularly during admissions and for other

communication purposes. The importance of restoring its functionality to ensure effective communication was highlighted.

- The meeting addressed the initiation of documentation related to NAAC (National Assessment and Accreditation Council). It was emphasized that the necessary steps for starting the documentation process should be taken promptly. The discussion underscored the significance of adhering to NAAC requirements and guidelines, and the need to begin the documentation promptly to facilitate a smooth and organized accreditation process.
- A decision was reached to increase the number of computers in the staff room to cater the needs of the staff. The decision aims to enhance the accessibility and availability of computing resources for the staff members, ensuring a more efficient and convenient work environment.

#### **5. Any other matter with the permission of the Chair**

As there was no matter to discuss, the meeting ended with vote of thanks.

  
*Dr. (Ms.) Sally Enos*  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
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