

ANJUMAN-I-ISLAM'S
(AKBAR PEERBHOY COLLEGE OF EDUCATION)

Plot No. 15, Sector 10/A, Vashi , Navi Mumbai – 400 703.
022 27801214/ 2780 0169


MEETING MINUTES

Meeting Date: 20th July, 2017

Meeting Location: Zoom meeting

Approval: Dr. Asma Shaikh

Signature:


PRINCIPAL
ANJUMAN-I-ISLAM'S
Akbar Peerbhoy College of Education

Recorded By: Mrs A. Fatema Q. Saleem

Associate professor AIAPCE and IQAC Coordinator

Signature:



1. ATTENDANCE:

1. Mr. Burhan Harris. : Hon. Executive Chairman, BINM
Chairperson, IQAC
2. Dr. Asma Shaikh : Principal, AIAPCE
Member , IQAC
3. Dr. Razak Honnutagi : Director, AIKTC & ARKP
Member, IQAC
4. Mrs. Zulekha Siddiqui : H.M., AI's A. Khatakhatay Secondary School
Member, IQAC
5. Mrs. A. Fatema Q. Saleem : Assoc. Prof., AIAPCE & IQAC Coordinator
6. Mr. Mohd. Qamar Saleem : Assoc. Prof., AIAPCE
Member, IQAC (Rep. Teaching Staff)
7. Dr. Supriya Deka : Assoc. Prof., AIAPCE
Member, IQAC (Rep. Teaching Staff)
8. Mrs. Hoorjahan Hasan : Assoc. Prof., AIAPCE
9. Ms. Rahiya Baig : H.M., AI's A. Khatakhatay Primary School
Member, IQAC (Rep. Alumni)
10. Ms. Raein Sadiya : Member (Rep. Student Council)

2. MEETING LOCATION

PRINCIPAL OFFICE, AIAPCE

3. MEETING START

Meeting Started: 03.30

Meeting Minutes Recorded By: Mrs A. Fatema Q. Saleem

Agenda:

Admission

Assessment of procedure of admission- having done following:

A. Distributed handbills

B.Placed advertisement in newspaper

C. worked, with collaboration with practice teaching schools undergraduate colleges and alumni

D. We were able to fill 50 number of seats of total intake capacity.

Having assessed our infrastructure, we opted to conduct only one unit comprising of 50 students from this academic year. We realised that our efforts have borne fruit and we have filled all available seats.

Publication

It was decided I ISBN physical form should be released this academic year. Mr Mohammad Qamar Saleem was appointed the coordinator for the planning and execution of the book release function.

Course Transaction

In charge of practice teaching Mrs Fatima Qamar Salim was asked to plan workshop prior to practice teaching internship.

Mrs Fatima Q Saleem Incharge of EPC and Community was asked to plan the various activities in keeping with annual plan of the college.

In service teachers training program


Mr Mohammad Qamar Saleem in charge was asked to plan an execute t 12 in service teachers training programme in keeping with the annual plan of the college theme was decided benchmarking for modern teaching pedagogy and quality standard.

The teacher in charge of Co-curricular activities was asked to all important days along with the student council to plan and organise.

Seminar

Mrs Hoor Hassan was asked to plan and organise national level seminar on the theme we are teaching are they learning in collaboration with H B B Ed college Vashi.

Meeting Ended: < 5.15 P.M.>



PRINCIPAL
ANJUMAN-I-ISLAM'S
Akbar Peerbhoy College of Education

Minutes Recorded By: Mrs. A.Fatema Q. Saleem (I.Q.A.C Coordinator)

Minutes Approved By: Dr. Asma Shaikh (Principal)

