

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: 04th May 2018

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

Having achieved are target of filling all available seats, it was decided to continue with the same strategies from coming academic year 2018.

Publication

The proceedings of the seminar Nurturing learner autonomy in its physical form was released on September 23 2017 by Mr Ahmed Javed ,IPS Commissioner of Police, Mumbai.

Course Transaction

Though the curriculum has changed and did not required training in micro skills , we continue with the practice of organising micro teaching workshops ,believing that doing so will enable student to approach the practicals and internship with confidence.

Following were the workshop conducted Micro teaching, Set Induction ,Questioning Skills, Chalk Board Skills, Sample Lesson Plan, Professional Growth, Maxims of teaching, Correlation, Methods of teaching & Principles of teaching.

Cocurricular Activity

Following were the activities conducted: Book Review, Reflective Journals maintained, Lesson Plan prepared on Listening, Reading, Speaking and writing, Team teaching and experiential teaching, correlation and constructivism, Concept mapping, Indoor Sports Activity

Best Practices

E- Waste Management contributed with A.A.Khatkhatay School, Spread A Smile Campaign ,Wellness Activity: Morning half an hour daily lecture on health & wellbeing &

Inservice Teachers Training Programme:

Organized 5 days 12th Refresher Course for the Inservice Teachers of Anjuman Group of Schools on the Theme – “**Benchmarking for Modern Teaching Pedagogies & Quality Standard**” between 05th to 09th March, 2018.

Community and extension work.

The following activities were conducted for community and extension work.

Collaboration with MCC college for EPC activities

Rally on 8th awareness

Rally on human rights

Annapurna yojana

Survey: A. Health and Hygiene

B. sanitation

C. Gender and Society


Any other matter

It was decided Seminar on the theme Energizing and Nurturing the Capacity of Supporting Staff to be organized in the month of July, 2018.

Proposal of **Short Term Training Programme** were prepared and sent to management approval.

Library upgraded with Purchased of online new books .

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)
(Signature)

Minutes Approved By: Dr. Asma Shaikh
(Principal)

