

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

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

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**COLLEGE DEVELOPMENT COMMITTEE MEETING MINUTES**

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Meeting Date: **30<sup>th</sup> June, 2025**

Meeting Location: Anjuman-i-Islam, **Head Office Campus**

Approval: **Mr. Moiz Miyajiwala, Hon. Vice President, AI.**

Signature:

Recorded by: **Ms. Sofia Edroos, Faculty, AIAPCE.**

Signature:

**1. ATTENDANCE:**

Sr. No	Name of members	Designation	Present
1.	Dr. Zahir I.Kazi	Hon. President, Anjuman-i-Islam	Yes
2.	Mr. Moiz Miyajiwala	Hon. Vice President, Anjuman-I-Islam, <b>Ex Officio Chairperson, CDC</b>	Yes
3.	Mr. Burhan Harris	Hon. Executive Chairman, BINM, <b>Member, CDC</b>	Yes
4.	Mr. Iqbal Kaware	<b>Member, CDC</b>	Yes
5.	Mrs. Zaibunnisa Bakerywala	<b>Member, CDC</b>	<b>No</b>
6.	Mr. Shaukat Ali Betgeri	<b>Member, CDC</b>	Yes
7.	Dr. Rajendra Magar	<b>Member, CDC</b>	<b>No</b>
8.	Dr.(Mrs)Asma Shaikh	<b>Member Secretary</b>	Yes
9.	Dr. Supriya Deka	<b>Member</b> (Rep. Teaching Staff)	Yes
10.	Dr. Shireen A. Patel	<b>Member</b> (Rep. Teaching Staff)	Yes
11.	Ms. Sofia Edroos	<b>Member</b> (Rep. Teaching Staff)	Yes
12.	Ms. Nusrat Siddiqui	(Rep. Teaching Staff)	Yes
13.	Mrs. Rahiya Baig	<b>Member</b> (Rep. Alumni Association)	Yes
14.	Mr. Salim Javed	<b>Member</b> (Rep. Teaching Staff)	Yes
15.	Ms Gulshan Sayyed	(Rep. Teaching Staff)	Yes
16.	Mr. Junaid Khan	(Rep. Teaching Staff)	Yes

*Mrs. Zaibunnisa Bakerywala and Dr. Rajendra Magar had sought leave of absence.*

**2. Meeting Location:** Anjuman-i-Islam's Akbar Peerbhoy College of Education, Vashi, Navi Mumbai.

**3. MEETING START**

Meeting Started: 04.00 p.m.

Meeting Minutes Recorded By: Ms. Sofia Edroos, Faculty, AIAPCE.

Meeting began with Qirat -e- Quran by Mr. Javed S. Ansari, Accountant, AIAPCE.

**4. AGENDA****1. Confirming the Minutes of the last meeting held on 08.04.2025**

Minutes of meeting were read and confirmed. Action Taken for the last meeting with regards to action plan for NAAC related criterias presented by Principal and Faculty of AIAPCE.

**2. IQAC Initiative:**

- Highlighted the strategic plan to overcome the weaknesses observed in NAAC ratings. For the improvement in the grade, 4 College Development Committee Meetings (CDC), 4 Internal Quality Assurance Cell Meetings (IQAC) and Parents Teachers Association (PTA) Meeting will be conducted annually. Staff meetings will be on monthly basis and Alumni meet will be on yearly basis. Under Criteria 1 where the focus will be on review of curriculum and to provide scope for experiential learning, linking of

curriculum with local, regional and national aspects of development. Plans to undertake more participative and outreach activities to increase Anjuman brand visibility and that the students remain connected with the college.

- Under Criteria 2 which focuses on teaching learning processes, ongoing efforts will be made to maintain learners profile and include a variety of teaching learning strategies. Here the focus will be more use of LMS for interactive sessions like Mentimetrics, Moodle, MOOC. All faculty members will be encouraged to participate in ICT related FDP's to enhance their IT skills.
- Mentor-Mentee program in college. Academic, social, financial issues are discussed under 6 mentees and one mentor.
- Enhancement of Reading and Writing: Library period integrated in the time-table to show the required footfalls and promote reading habits among today's generation. The activities undertaken by the librarian were highly appreciated.
- Practical Aspects: the process of training students for lesson delivery with innovative techniques, method and different activities during internship in various schools were explained.
- Criteria 3 where the focus is on development of Research Cell to be headed by Ms. Nusrat Siddiqui and collaborative activities with different organizations like Spark-A-Change, NGO's and in-house teaching learning.
- Aspire Leadership program started by AIAPCE leading to the signing of MOU with Aspire India.
- Lastly, Principal highlighted about the placement drive, research papers publication and Alumni meet held in San Francisco, USA.
- The meeting concluded with a vote of thanks

**3. Any Other matter with the permission of chair: No matter raised.**

- Informed the management that received an application from one candidate for the post of assistant professor in replacement of a faculty member. Subsequently, interview conducted and approved by the management.

**Management Suggestions:**

- Invite AIKTC staff for ICT Training.
- Use resources from within Anjuman to promote admissions and upgrade social media along with the college website continuously.
- Mentor mentee program should be based on better outcome.
- All MoU's should be signed by the Hon. President, AI.
- In every CDC Meeting there must be research presentation by a teacher.

- Meeting Ended: < **05.00 P.M.**>

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Minutes Recorded By: Ms.Sofia Edroos, Faculty  
AIAPCE

Minutes Approved By: [Mr. Moiz Miyajiwala](#),  
[Hon. Vice President, AI & Chairperson, CDC.](#)