

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

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Plot No. 15, Sector 10/A, Vashi , Navi Mumbai – 400 703.  
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**IQAC MEETING MINUTES**

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Meeting Date: 01 January 2026

Meeting Location: College Campus.

Approval by: Dr. Asma Shaikh

Signature:



Recorded: Ms. Sofia Edroos

Signature:



**ATTENDANCE :**

Sr. Nos.	Name	Designation	Present
1.	Mr. Burhan Harris	Hon. Executive Chairman, BINM (Management Representative) Member IQAC	YES
2.	Dr. Asma Shaikh	Principal, AIAPCE & Chairperson IQAC	YES
3.	Dr. Rajendra Magar	Dean, School of Engineering and Technology, AIKTC (Senior administrative officers), Member IQAC	YES
4.	Mrs. Zulekha Siddiqui	H.M AI's AAK Secondary School,	YES
5.	Dr. Shireen A. Patel	Asso. Prof., AIAPCE & Member IQAC (Rep. Teaching Staff)	YES
6.	Ms. Sofia Shaikh	Asso. Prof., AIAPCE & IQAC Coordinator	YES
7.	Ms. Sufia Shaikh	Asso. Prof., AIAPCE & Member IQAC (Rep. Teaching Staff)	YES
8.	Ms. Aeman Dhamaskar	Asso. Prof., AIAPCE & Member IQAC (Rep. Teaching Staff)	YES
9.	Mrs. Rahiya Baig	H.M. AI's AAK Primary School, Member IQAC (Rep. Alumni)	NO
10.	Ms. Noor Afsha	Member IQAC (Rep. Student Council)	YES
11.	Mrs. Ibrahim Humduley	Stakeholder, Member IQAC	NO
12.	Ms. Adeeba Humduley	Member IQAC (Rep. Student Council)	NO

**Time:** 2.00 p.m.

**Mode:** Blended Mode (Offline & Online)

1. Confirmation of the minutes of the previous IQAC meeting held on 04 September 2025
2. Review of Research Publications
3. Practice Teaching in alignment with NEP 2020
4. Any other matter with the permission of the Chair.

### **Agenda-wise Proceedings**

The meeting commenced with **Qirat recitation by Mr. Javed.**

The **Chairperson, Dr. Asma Shaikh**, welcomed all members and placed the agenda before the house.

### **Agenda 1: Confirmation of Previous Minutes**

The minutes of the IQAC meeting held on **04 September 2025** were read out by the **IQAC Coordinator, Ms. Sofia Edroos**, and were **confirmed unanimously.**

## Agenda 2: Research Publications

Dr. **Shireen A. Patel** initiated the discussion on research publications. It was highlighted that the **ancillary curriculum research project** could not be published without prior **management approval**, as the data was sourced from teachers of Anjuman Islam schools.

It was proposed that the work be published as a **book with ISBN**, as it provides a conceptual framework aimed at enhancing curriculum implementation across sister institutions of Anjuman Islam.

Members emphasized that the **review of literature must be rigorous**, as editorial boards do not approve substandard work for ISSN publications. Quality benchmarks for institutional research publications were discussed and agreed upon.

It was resolved that **all research projects undertaken by AIAPCE faculty must obtain prior approval from the Research Cell.**

Dr. **Rajendra Magar** suggested that research projects should have **clearly defined objectives, timelines, and documentation**, and should be uploaded on the institutional website for **social and academic utilization.**

Dr. **Babita** updated the members on the progress of **ISBN and ISSN registration**. She informed that the ISSN process is under progress, while the ISBN registration has been completed. Submission of book title and cover is underway.

The **Action Taken Report** was presented by the Chairperson and was **appreciated by the Management Representative**, Mr. Burhan Harris.

## Agenda 3: Practice Teaching and NEP 2020 Alignment

Mrs. **Zulekha Siddiqui** suggested conducting **research and pedagogical workshops for school teachers** to enhance teaching quality. She emphasized the need to strengthen **classroom management skills**, especially in handling hyperactive students, in view of the transition towards **inclusive education.**

Ms. **Sufia Shaikh** presented a report on **practice teaching conducted at Panchgani**, which focused on **eLP-based training**, enabling interns to teach across different educational levels. She informed that **STEAM components** will be integrated into lesson planning, supported through faculty-led workshops.

The members expressed appreciation and gratitude to Mrs. Zulekha Siddiqui for granting permission for practice teaching.

Ms. Sufia Shaikh shared the process of her research work on Joyful Teaching. Dr. Rajendra Magar advised that **STEAM-based research must be explicitly aligned with NEP 2020.**

**Agenda 4: Any Other Matter**

The Principal, AIAPCE, informed the members about the proposed **Alumni Series** scheduled on **06 and 07 January 2026**, to be conducted in blended mode from **3:30 p.m. to 5:30 p.m.** The invited speakers are **Mr. Azim Durrani** and **Ms. Veena Kamble**, with the theme *“Teaching is not a profession but a responsibility.”*

Ms. **Aeman Dhamaskar**, in charge of Cultural Activities and the Student Council, briefed the house on initiatives undertaken to promote **student leadership and 21st-century skills**. She informed that cultural activities are mapped with the **B.Ed. curriculum**, ensuring discipline, time management, and academic integration. All activities are supported with **geo-tagged photographs, feedback forms, and digital documentation**.

The **Placement Cell** initiatives were discussed, including mock interviews, professional skill development workshops, and CV writing sessions. Students will be awarded certificates upon completion of **30 hours of soft skills training**, facilitating their transition from practice teaching to professional engagement.

Mr. **Burhan Harris** emphasized that **soft skills development is essential for staff across all Anjuman Islam institutions** and suggested extending workshop invitations to sister institutes. He also granted permission for the proposed **vermiculture project** on the college campus.

**Resolution / Outcome**

- Research approval through Research Cell made mandatory
- ISBN publication process strengthened
- Practice teaching aligned with NEP 2020 and STEAM integration
- Alumni engagement and soft skills initiatives approved
- Vermiculture project approved

**Vote of Thanks**

The meeting concluded with a **vote of thanks proposed by the Chairperson, Dr. Asma Shaikh**.



Minutes Recorded By:  
Ms. Sofia Edroos



Minutes Approved By:  
( Dr. Asma Shaikh)