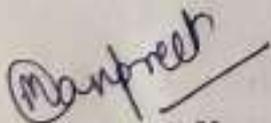


QUALITY INITIATIVES
2023-24

ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
Mira Road

ACTION TAKEN AS PER IQAC MEETING HELD ON 24TH JANUARY 2024

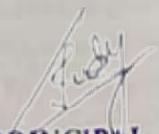
AREAS	PLAN	ACTION
Internship	<ul style="list-style-type: none">To continue with internship as plannedTo take strict disciplinary action against Non Naya Nagar students for being absent during internship	<ul style="list-style-type: none">Internship continued in schools/college as per planList of students not belonging to Naya Nagar created and circulated to faculty members for 5% marks deduction in internship.
Research	<ul style="list-style-type: none">To provide seed money to faculty for encouraging research work	<ul style="list-style-type: none">1500/- to be given to faculty members every year for research work
Students Scholarship	<ul style="list-style-type: none">To provide scholarship to students of Royal College for pursuing B.Ed. from its campus which will help in promoting B.Ed. course.	<ul style="list-style-type: none">10,000/- to be given to students of Royal College for pursuing B.Ed. from its campus



Ms. Manpreet Kaur
IQAC Coordinator


Dr. Judy Grace Andrews
Principal




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Royal College Campus, Penkar Pada,
Mira Road (E), Dist. Thane-401 107.

ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN

S.Y. B.Ed.

(9)

ROLL NO.	NAME OF THE STUDENT	METHOD
101	AER VEDIKA MANOJSINGH NIRMALA	Shantinagar Sector 1 (Near station)
102	ANSARI SEEMA KAUSAR MOULANA SHEHZAD FARZANA KHATOON	NAYA NAGAR
103	BAIG MARIYA AHMED MIYA SABERA BANO	Vasai (W)
104	BAIG MISBA AJAZ TANZEEM	NAYA NAGAR (ASMITA)
105	DABRE SARA RICHARD SUNITA	Nallasopara, Virar (Bhuigaon)
106	DBRITTO RIA RICHARD FLORINA	Nalasopara (W)
107	FAROOQUI RIFAT MOHD AFGAN NUZHAT	NAYA NAGAR
108	GARYA NIOMY JAMES NIRMALA	Bhayandar (uttan)
109	GUNVANTNOOR PRATHANA JOHNSUDHIR MEENAKSHI	Dahisar East
110	GUPTA MAHIMA ANIL SUNITA	Poonam Sagar
111	GUPTA RENUKA VEDMANI MANJU	Nalasopara (west)
112	KHAN KULSUM MOHAMMED AHMED KHALIDA	Vasai (E)
113	KHAN NASIM FATIMA HASANALI KALAMUNNISA	Naya Nagar
114	KHAN SHABA AZAD SHAMA	Ritu Paradise,
115	KHAN SHAFIQUE ABDUL RAHIM SHAMSHAD	Naya Nagar (near zudio)
116	KHAN SHIFA BANO ZUBER WASIMA BANO	Naya Nagar(near zudio)
117	LOPES LIZA AUGUSTIN IRENE	Nallasopara (W)
118	MACHADO LISA LAWRENCE SANGEETA	Virar (w)
119	PANCHAL DNYANESHWARI GORAKHNATH ANURADHA	Kashmira



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Except those who are highlighted all others who were not present on 23rd 24th 25th 26th + 27th will be deduct marks from internship.

23/11/21.



APPLICATION LETTER

To

The Honorable Founder Sir,

Royal College Campus,

Shristi, Mira Road, East.

Subject: Seeking for Seed Money for Research Activity

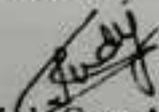
Respected Sir,

This is to inform you that, as per the requirement of NAAC, the institution should encourage faculty members by providing seed money for research purposes. This is an in house support to boost the research activity among the faculty members. We request you to provide an amount of ₹1500/- per faculty member per annum for research paper presentation and publication.

Looking forward with great hope for your kind consideration to propel the research minded activities.

With Regards,

Yours sincerely


Dr. Judy Grace Andrews,

Principal,

Royal College of Education and Research for Women.

Mira Raod East.

Date : 19/11/2024

OK
JG
23/1/24

PAID
Amount ₹3000/-
Date 12/03/2024
Cheque No. C985




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Royal College Campus, Penkar Padi,
Mira Road (E), Dist. Thane-401107.

ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN

Payment (Cash) Voucher

No. : 252

Dated : 12-Mar-2024

Particulars	Amount
Account : Workshops & Seminars Expenses A/c	3,000.00
	₹ 3,000.00

Through :

Cash

On Account of :

Paid to MS. Manpreet Kaur Sangha & Ms. Shaishta Shaikh towards Research paper presentation and publicaion

Amount (in words) :

Indian Rupees Three Thousand Only

Manpreet *Shaishta*

Receiver's Signature:

Authorised Signatory



[Signature]
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ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
Mira Road

ACTION TAKEN AS PER IQAC MEETING HELD ON 30TH OCTOBER 2023

AREAS	PLAN	ACTION
IQAC Committee	<ul style="list-style-type: none"> Restructuring of IQAC Committee for academic year 2023-2024 	<ul style="list-style-type: none"> IQAC Committee restructured due to joining of new faculty.
ECCEd.	<ul style="list-style-type: none"> Plan academic calendar of ECCEd. 	<ul style="list-style-type: none"> ECCEd. Curriculum reviewed by the committee. First semester Examination decided to be conducted after Diwali vacations and Second semester to be completed by April 2024. ECCEd. Co-ordinator Ms. Suchita instructed to make necessary planning for examination and future activities.
NAAC Process	<ul style="list-style-type: none"> Plan for IQA and SSR submission 	<ul style="list-style-type: none"> Staff instructed to prepare NAAC SSR for academic years 2018-2023 however clarity regarding the same is initiated through NAAC Portal.
Workshops	<ul style="list-style-type: none"> Planning for Workshops to be conducted by International Speakers 	<ul style="list-style-type: none"> Feedback taken on planning of Intercollegiate Workshop on Inclusive Practices by Ms. Debbie Gerring to be held on 4th November 2023 from coordinators Ms. Sonal Chavan and Ms. Manpreet Kaur Feedback taken on planning of Intercollegiate Workshop on Instructional Strategies by Ms. Ulla Sirvio-Hyttinen to

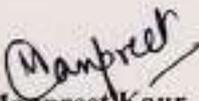


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 Mira Road (E), District Thane-401 107.



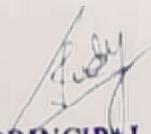
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 Royal College Campus,
 Mira Road (E), District Thane-401 107.

		be held on 2 nd December 2023 from coordinators Ms. MandritaMitra and Shaista Shaikh.
Feedback from Students and teachers	<ul style="list-style-type: none"> Feedback on academic year 2022-2023 by student representatives and teachers 	<ul style="list-style-type: none"> Feedback taken on the first year of the F.Y B.Ed. batch (2022-2024) from Class Representative Ms. Vedika Aer and Assistant Class Representative Ms.MariyaBaig. College timing changed to 8.30 to 2.30 as per the suggestion of students. Provision of appearing for Re-Test of Essay test and Class Test given to students as per students suggestion. Examination Incharges Ms.MandritaMitra and Ms.SonalChavan instructed to implement the suggestion given.


Ms. Manpreet Kaur
IQAC Coordinator


Dr. Judy Grace Andrews
Principal




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 Mitra Road (E), Dist Thane- 401 107.

ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
Mira Road

MINUTES OF THE IQAC MEETING HELD ON 30TH OCTOBER 2023

Agenda I: To read and confirm minutes of the previous IQAC meeting

The IQAC Coordinator Ms. Manpreet Kaur Sangha presented the minutes of the previous IQAC meeting held on 07th August 2023 along with the report on actions taken as per the suggestions.

Agenda II: To restructure IQAC committee

Dr. Judy Grace Andrews (Principal) and other staff members suggested CBT to restructure IQAC committee due to new joining of faculty. CBT finalized the members of the IQAC Cell and The Chairperson of IQAC, Prof. Dr. Judy Grace Andrews announced the name of the members of restructured IQAC Committee as follows:

S. No.	Name	Designation
1	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC
2	Prof. Asgar E. Lakdawala	Management Member (Founder & Chairman, RCERW)
3	Ms. Afroz Shattari	Management Member (Managing Trustees, RCERW)
4	Ms. Zainab Valikarimwala	Local Society Member (Managing Trustees, Royal College of Arts, Science and Commerce)
5	Ms. Maleka Bootwala	Local Society Member (Managing Trustees, Royal College of Arts, Science and Commerce)
6	Ms. Rachna	Stakeholders (Royal H.A. Girls' High School)
7	Ms. Anjum Parveen	Stakeholders (Royal Y.F Zaveri Urdu School)
8	Asst. Prof. Mandrita Mitra	Representative of Teaching staff (CDC Coordinator)
9	Asst. Prof. Sonal Chavan	Representative of Teaching staff
10	Asst. Prof. Joya Chaudhari	Representative of Teaching staff
11	Asst. Prof. Shaista Shaikh	Representative of Teaching staff
12	Ms. Pradnya Nerurkar	Senior Administrative staff
13	Aer Vedika Manoj Singh Nirmala	Student Representative
14	Baig Mariya Ahmed Miya Sabera Bano	Student Representative
15	Asst. Prof. Manpreet Kaur Sangha	IQAC Coordinator

Agenda III: To plan for annual calendar of ECCEd.

The Curriculum of ECCEd. Course was reviewed by the committee. The first term of the course had completed and exams will be conducted after Diwali vacations and second semester will be completed by April 2024. Various activities to be conducted in future were planned and discussed by the ECCEd. Co-ordinator Ms. Suchita.

Agenda IV: To plan for IQA and SSR submission of NAAC process

Chairperson, Prof.Dr.Judy Grace Andrews suggested the staff members to prepare NAAC SSR for the academic years 2018-2023 as NAAC IQA submission will be initiated in June 2024 by the college however clarity regarding assessment years for NAAC process is initiated through NAAC Portal. As soon as clarification is received, planning will be done accordingly.

Agenda V: To plan for the future workshops to be done by International speakers

Chairperson, Prof.Dr.Judy Grace Andrews took feedback about the planning of workshops to be organised by the IQAC Cell. She discussed planning of Intercollegiate Workshop on Inclusive Practices by Ms. Debbie Gerring(Educator in Special Needs from UK) to be held on 4th November 2023 and coordination of the workshop has been given to Ms.Sonal Chavan and Ms.Manpreet kaur. She also initiated the planning of the Workshop on Instructional Strategies by Ms. Ulla Sirvio-Hyttinen (Educator from Finland) to be held on 2nd December 2023 and coordination of the workshop has been given to Ms.Mandrita Mitra and Ms.Shaista Shaikh.

Agenda VI: To take feedback on the first academic year (2022-2023) of Batch 2022-2024 of B.Ed. Programme

Chairperson, Prof.Dr.Judy Grace Andrews took feedback on the first year of the F.Y B.Ed. batch (2022-2024) from Class Representative Ms.Vedika Aer and Assistant Class Representative Ms.Mariya Baig. The students appreciated the opportunities and exposure provided by college for personality development of students and also valued the guidance provided by the teachers for internship and other college activities. The student representative also gave following suggestions to improve upon:

- Audit courses i.e Art and Drama in Education and Understanding the Self should be made Optional. .Chairperson, Prof.Dr.Judy Grace Andrews stated that option for both the audit course was given. However as there weren't many takers the course Understanding the self was dropped. It was taken as a value added course as it is a requirement of NAAC and also useful for student teachers because of this Understanding the Self has been converted into value added course. She stated it is also important for learning of life skills by all.
- As our college has long working hours, Changes in timing of college put forth by student representatives as 8:30 to 3:30 (Monday to Saturday) or 9:30 to 4:30 (Monday to Friday and Saturday OFF). Chairperson, Prof.Dr.Judy Grace Andrews stated timing will be discussed and finalised by CBT.
- Upgradation of Sound system in Multipurpose Hall required as it adversely affects smooth transaction of college teaching learning activities as well as co-curricular activities and events. Prof.Dr.Judy Grace Andrews suggested the committee to take the suggestion into consideration, keeping the financial constraint in mind.
- Changes in duties or responsibilities given to students to avoid repetition of activities or duties of similar nature among students. The representatives of Teaching Staff



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**STUDENTS AND FACULTY FEEDBACK FOR THE ACADEMIC YEAR 2022-23 IN
IQAC MEETING (30TH OCT 2023)**



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Mira Road (E), Dist. Thane- 401 107.



GPS Map Camera



Google

Mira Bhayandar, Maharashtra, India

building no 1to6, SHANTI GARDEN, Sector 6, Sector 2, Srishti Complex, Mira Road East, Mira Bhayandar, Maharashtra 401107, India

Lat 19.270683°

Long 72.871161°

30/10/23 02:23 PM GMT +05:30



GPS Map Camera



Google

Mira Bhayandar, Maharashtra, India

shanti garden sector 6 building no 1 to 5, Sector 6, Sector 2, Srishti Complex, Mira Road East, Mira Bhayandar, Maharashtra 401107, India

Lat 19.270933°

Long 72.87107°

30/10/23 02:33 PM GMT +05:30



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ROYAL COLLEGE OF EDUCATION & RESEARCH FOR WOMEN
 Royal College Campus, Srishti Housing Complex,
 Mira Road (E), Dist. - Thane, 401107

IQAC Cell
Organizes

INTERCOLLEGIATE WORKSHOP

On

**INSTRUCTIONAL STRATEGIES-
 EMPOWERING TEACHERS FOR GLOBAL TOMORROW**

LEARNING OUTCOMES:

Participants will be able to:

- Cater the individual differences in class in a better way.
- Frame customised educational programs
- Design learning materials based on need identification
- Gain hands-on experience in instructional strategies

Principal:

Dr. Judy Grace Andrews

Coordinators:

Asst. Prof. Ms. Mandrita Mitra
 Asst. Prof. Ms. Shalsta Shalkh



Ms. Ulla Sirviö-Hyttinen

CEO, The Dissertation Researcher
 Liikuttavaa Ltd/movEDUCA
 Finland

On Saturday, 2nd December, 2023

Multi-purpose Hall- 4th floor

College building



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 Royal College Campus, Penkar Pada,
 Mira Road (E), Dist. Thane- 401 107.

Since 2012



ROYAL COLLEGE OF EDUCATION & RESEARCH FOR WOMEN

Royal College Campus, Srishti Housing
Complex, Mira Road, (E), Thane

**IQAC Cell
ORGANISES**

INTERCOLLEGIATE WORKSHOP ON INCLUSIVE PRACTICES

special needs in diverse classrooms

KEYNOTE SPEAKER

MS. DEBBIE GERRING

- An International leader of Education from UK
- Specialised in Special Educational Needs
- An advisor and supporter in school improvement across globe.

Date: 4th November, Saturday, 2023

Time: 9:30 am to 1:00 pm

Venue: Multipurpose Hall- 4th floor, 419

Coordinators:

**Asst. Prof. Sonal Chavan
Asst. Prof. Manpreet Kaur**

Principal

Dr. Judy Grace Andrews



29th APRIL 2024 to 1st MAY 2024

F.Y.B.ED. TIME TABLE FOR SEMESTER -II (2023-2025)

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
DATE	29/04/2024	30/04/2024	01/05/2024	02/05/2024	03/05/2024	04/05/2024
8:30 AM-8:50 AM	MORNING ASSEMBLY					
8:50 AM-9:40 AM	LC-2 SC	C.C-3 MM		LC-2 SS	C.C-3 MM	VALUE ADD COURSE- MM
9:40 AM-10:30 AM	YOGA					
10:30 AM-10:40 AM	SHORT BREAK					
10:40 AM-11:30 AM	AUDIT COURSE- SS	E.C-1 MM/SC	HOLIDAY- MAHARASHTRA DAY	E.C-1 MM/SS	LC-2 SS	AUDIT COURSE- SC
11:30 AM-12:20 PM	LONG BREAK					
12:20 PM-12:50 PM	LONG BREAK					
12:50 PM-01:40 PM	IN-DOOR GAMES	PEER TUTORING		PEER TUTORING	PEER TUTORING	PEER TUTORING
01:40 PM-02:30 PM	LIBRARY	LIBRARY		LIBRARY	LIBRARY	LIBRARY

NOTE: *Library reference work for faculty/book bank activity

[Signature]
Principal

Dr. Judy Grace Andrews

[Signature]

Co-ordinators

Prof. Ms Sonal Chavan

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Royal College Campus, Prekar Pada,
Mira Road (E), Dist. Thane-401102



ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN

26th FEB 2024 to 26th MARCH 2024

S.Y.B.ED. TIME TABLE FOR SEMESTER -IV (2022-2024)

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
DATE	26/02/2024	27/02/2024	28/02/2024	29/02/2024	01/03/2024	02/03/2024
MORNING ASSEMBLY						
8:30 AM-8:50 AM						
8:50 AM-9:40 AM					INTERNSHIP FEEDBACK	IC-4 MK
9:40 AM-10:30 AM					E.C-3 MM/SC	
10:30 AM-10:40 AM					SHORT BREAK	
10:40 AM-11:30 AM	INTERNSHIP PROGRAM	INTERNSHIP PROGRAM	INTERNSHIP PROGRAM	INTERNSHIP PROGRAM	C.C-5 SS	C.C-5 SS
11:30 AM-12:20 PM					LONG BREAK	
12:20 PM-12:50 PM						
12:50 PM-01:40 PM					IC-4 MK	WORKSHOP ON ARTIFICIAL INTELLIGENCE BY DR.AM UBAL
01:40 PM-02:30 PM						

NOTE: *Library reference work for faculty/book bank activity, Timing for long break- 12:00pm-12:30pm on 2/03/24, Workshop timing- 12:30pm-2:30pm

Co-ordinators

Prof. Mrs Sonal Chavan

Principal

Dr. Judy Grace Andrews



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Mira Road (E), Dist. Thane- 401 107.

Roll No. 02 In words TwoExamination class test Date 22/6/24Semester II Course CC-3 Subject Learning & teaching

SEAT NO. MUST BE WRITTEN ON EACH ANSWER PAPER

Supplement Number	Supervisor's Sign. with Date	
	<u>[Signature]</u> / 22/6/24	
Total Marks Obtained	Out of	Examiner Sign.
<u>B</u>		<u>[Signature]</u>

Q.1.

"Maslow's theory"Name - Abraham MaslowHe is American psychologist.Born - 1908Died - 1970

He proposed to 'Hierarchy of Need' to explain what motivate human behaviour.

eg:- If you are hungry or thirsty, you can tend to try to take care of thirst first. Thirst is stronger need to hunger.

* Hierarchy of Need.1) lower order. (Internal)

psychological need and
safety need



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Retest

ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN

SUPPLEMENTARY SHEET RECORD

F.Y. B.ED / S.Y. B.ED.

SESSION: 2022-23
S.Y. B.ED

Class Test

SEMESTER :

Sem IV

NAME OF THE EXAM :

CC5, EC3, IC4

DATE :

22/6/23

NAME OF THE COURSE :

ROOM NO. :

Library

S. NO.	ROLL NO.	NAME OF THE STUDENT	NO. OF SHEETS TAKEN	TOTAL SHEETS TAKEN	SIGN
1	CC5	Tejashwini	1	1	<u>[Signature]</u> <u>22/06/23</u>
2					
3					
4					
5					
6	EC3				
7					
8					
9					
10	IC4				
11					
12					
13					
14					
15					
GRAND TOTAL					

INVIGILATOR'S NAME WITH SIGN AND DATE :

[Signature]
22/6/23



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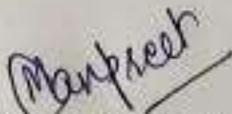
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Mira Road

ACTION TAKEN AS PER IQAC MEETING HELD ON 07TH AUGUST 2023

AREAS	PLAN	ACTION
NAAC Process	<ul style="list-style-type: none">• Identification of Key indicators of various criteria	<ul style="list-style-type: none">• Discussion of Key indicators of each criteria with the allotted faculty
Quality Planning and Administration	<ul style="list-style-type: none">• Discussion on Format of Teacher's Diary	<ul style="list-style-type: none">• Format finalized after approval by management and faculty. Printed copy given to faculty for implementation in the present session.



Ms. Manpreet Kaur
IQAC Coordinator



Dr. Judy Grace Andrews
Principal




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TEACHER'S LOG BOOK

Academic year 2023 - 2025

Name of the Teacher : Ms Sonal Gamedes Chavan

Department : B.Ed



Sonal Gamedes Chavan
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Royal College Campus, Penkar Pada,
Mira Road (E), Dist. Thane- 401 107.

Class : F.Y. B.Ed Sem I (2023-25)

Paper : Knowledge & Curriculum

Month	Topics to be taught during the month	Mode of teaching*
November	Unit - 1 Perspective of Knowledge and Education.	
6-11-23	a) Knowledge - meaning & characteristic of knowledge	PPT & Discussion
7-11-23	Types of Knowledge.	PPT Lecture & Discussion
9-11-23	b) Education - meaning	PPT Lecture & Discussion
December		
1/12/23	c) Epistemological basis of Education	
	Unit-2 Social and cultural context of Education.	PPT & Discussion.
	a) change in education due to industrialisation, democracy & individual autonomy	
4/12/23	a) change in democracy & individual autonomy	PPT & Discussion
	b) B.R. Ambedkar - equity, equality	

(CC/EC/IC) Course/Tutorials Value Added Course/Audit Course any other



[Signature]
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Royal College of Education and Research for Women

TEACHER'S LOG BOOK

Academic year 2023 - 2024

Name of the Teacher : Ms. Shaista Shaikh

Department : B.Ed.




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LEAVE RECORD

1. CL

Date / Period / particulars	No. of days	Date / Period / particulars	No. of days	Date / Period / particulars	No. of days
4-12-2023	1				
6-02-2024	1				
21-2-2024 22-2-2024 23-2-2024	3				
14-06-2024	1				



2. PL

Date / Period	Total days	Particulars
14-10-2023	1	Due to not keeping well.

Principal _____

LEAVE RECORD

3. DL

Date / Period	Total days	Particulars
8/12/23	1	Gone to Naigao for DLLE 2 nd Term Training Program.
13/2/23	1	Gone to Udaan Festival of DLLE to Arora Melba College.

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ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN

Royal College Campus, Penkar Pada, Mira Road (E), Dist. Thane (M) (PHD Research Work)

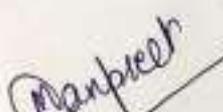
Date / Period	Total days	Particulars
27-2-24	2	University Exam
28-2-24		
29-2-24	1	not well
13-4-24	1	not well

Principal _____

**ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
Mira Road**

ACTION TAKEN AS PER IQAC MEETING HELD ON 30TH JUNE 2023

AREAS	PLAN	ACTION
Restructuring of statutory and non-statutory cells	<ul style="list-style-type: none">Portfolio distribution for new academic year 2023-2024	<ul style="list-style-type: none">Portfolio distributed among faculty as per the available staff
Assessment	<ul style="list-style-type: none">Preliminary examination for Semester IV S.Y and class test of F.Y Semester II	<ul style="list-style-type: none">Examination dates finalized as 1st, 3rd, 5th July 2023Examination incharge, Ms. Mandrita Mitra and Ms.Sonal Chavan instructed to make necessary preparations
Internship	<ul style="list-style-type: none">Two weeks internship for Semester II	<ul style="list-style-type: none">Internship activities of Semester II decided to be held from 17th July to 28th July 2023Ms. Mandrita Mitra, internship incharge instructed to do the necessary planning.


Ms. Manpreet Kaur
IQAC Coordinator


Dr. Judy Grace Andrews
Principal




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ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
Royal College Campus, Penkar Pada,
Mira Road (E), Dist. Thane- 401 107.

**ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
Mira Road**

MINUTES OF THE IQAC MEETING HELD ON 30TH JUNE 2023

Agenda I: To read and confirm minutes of the previous IQAC meeting

The IQAC Coordinator Ms. Manpreet Kaur Sangha presented the minutes of the previous IQAC meeting held on 25th May 2023 along with the report on actions taken as per the suggestions.

Agenda II: To restructure statutory and non-statutory cells and distribute portfolios for new academic year

The staff members suggested the chairperson Dr. Judy Grace Andrews (Principal) to restructure statutory and non-stutory cells due to resignation of faculty members and distribute portfolios to the present staff. The Chairperson of IQAC, Prof. Dr. Judy Grace Andrews announced the name of the members for different cells as follows:

Portfolio	Faculty
Statutory Cells	
Anti-Ragging, Internal Complaint Committee (ICC), Women Development Cell (WDC), Grievance cell	Ms. Mandrita Mitra Ms. Sonal Chavan
Minority, SC, ST OBC cell	Office, IQAC Incharge.
College Development Cell. (CDC)	Ms. Mandrita Mitra
Internal Quality Assurance Cell (IQAC)	Ms. Manpreet Kaur Ms. Joya Chaudhari
Website Updation	Ms, Pradhnya Nerulkar Ms. Joya Chaudhari
Admission process	Office, Ms. Mandrita Mitra Ms. Sonal Chavan
Non- Statutory Cells	
Time Table	Ms. Sonal Chavan
Attendance	Ms. Manpreet Kaur
Internship	Ms. Mandrita Mitra Ms. Jasvanti Adhangale
Outreach Activity Cell (DLLE, Community, MOUs)	Ms. Jasvanti Adhangale Ms. Joya Chaudhari
Assembly , Paper reading	Ms. Manpreet Kaur
Research Cell (Seminar, Workshop, FDP, Action Research)	Ms. Sonal Chavan Ms. Jasvanti Adhangale
Alumni, Placement cell	Ms. Mandrita Mitra Ms. Sonal Chavan



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Student Support (Student Council, CCA, Sports, Student Welfare)	Office Ms. Jasvanti Adhangale Ms. Joya Chaudhari
Examination, Practicum	Ms. Mandrita Mitra Ms. Sonal Chavan
Guidance and Counselling	All
Self-study ; Add on courses	Ms. Mandrita Mitra Ms. Joya Chaudhari
Magazine	All
Vriksha Vatika	Ms. Mandrita Mitra
Literary Club	Ms. Jasvanti Adhangale
Cultural Club	Ms. Manpreet Kaur
Electoral Literacy Club	Ms. Sonal Chavan
Purchase	Office Ms. Mandrita Mitra

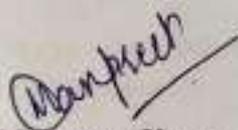
Agenda III- To plan for preliminary examination of S.Y. Semester-IV and class test of F.Y Semester-II.

The Chairperson and faculty members decided the preliminary examination for Semester IV S.Y and class test of F.Y Semester II on 1st, 3rd, 5th July 2023. The examination incharge, Ms. Mandrita Mitra and Ms.Sonal Chavan are instructed to make necessary preparations.

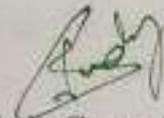
Agenda IV -To plan for Internship activities for Semester II

The Chairperson and faculty members decided the internship activities of Semester II to be held from 17th July to 28th July 2023 consisting of two weeks internship. Ms. Mandrita Mitra, internship incharge instructed to do the necessary planning.

Overall it was very productive meeting as it provide clarity for the activities of the new academic year 2023-2024.

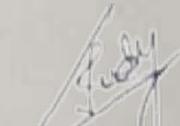


Ms. Manpreet Kaur
IQAC Coordinator



Dr. Judy Grace Andrews
Principal




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ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN
SEM II F.Y.B.Ed
ACADEMIC YEAR 2022-24
INTERNSHIP GROUP LIST
GROUP I- RBK SCHOOL, MIRA ROAD

DATE: 07/07/2023

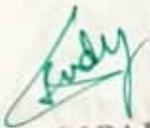
Sr.No.	R.No.	NAME OF THE STUDENT	METHOD
1	4	BAIG MARIYA AHMED MIYA SABERA BANO	HISTORY
2	21	MHATRE SIMRAN RAMESH SANGEETA	ENGLISH
3	25	SHAH SHAMA PARVEEN ABDUL RAUF MEHNAZ	SCIENCE
4	26	SHAIKH ASARA FAUZDAR NASREEN	ENGLISH
5	29	SIDDIQE SOFIA FIROZ AHMAD NOORJHAN	SCIENCE

TOTAL NO. OF STUDENTS

5

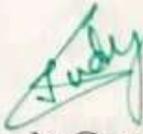
Prof. Incharge- Prof. Ms. Manpreet Kaur




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Rajy. College Campus, P. S. D. P. S.
Mira Road, Thane, Dist. Thane - 401 107.

List of Activities to be done during internship (Semester II)

- I] a) Shadowing of subject teacher in Pedagogy of school Subject-I
(Five lessons)
- b) Observation of School Activities (Any three)
- c) Conducting practice teaching lessons (five lessons)
- II] a) Organizing & Participating in Morning Assembly
- b) Observation of School /Junior College Time Table.
- c) Visiting and writing reports on lab work, library work and audio visual room.
- d) Assisting curricular and co curricular activities
- e) Remedial work
- f) Assisting Teachers in correction/Supervision/Science Exhibition, Maintenance of A.V. Aids etc.
- g) Value Education
- h) Extension activities
- i) Maintaining of Attendance Registers
- f) Music, Art and Craft activities during proxies.


Dr. Judy Grace Andrews
PRINCIPAL



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RESEARCH & EDUCATION FOR WOMEN

Internship Activities

1. Classroom teaching *
2. Mentoring *
3. Time-table preparation*
4. Student counselling*
5. PTA meetings (Attend/ Assist)
6. Assessment of student learning – home assignments & tests*
7. Organizing academic and cultural events (any 3)*
 - Sports
 - Special Events (Independence Day/ Vanmaohstov etc)
 - Art & Craft activities
 - Songs Teaching
8. Maintaining documents (any 2)*
 - Attendance/ Stock Register/ Lab Register etc
9. Administrative responsibilities- experience/exposure.
10. Preparation of progress report.
11. Remedial Teaching*
12. Morning Assembly

Judy

Prof. A. E. Lakdawala
The Founder & Chairman



Royal Higher Education Society's
**Royal College of
Education & Research
For Women**

(A Minority Institution Affiliated to University of Mumbai)

Royal College Campus, Plot No. 236, Srishti Hsg. Complex, Sector I, Penkarpada, Mira Road (E), Dist. Thane - 401 107.
Tel: 022-28459930 / 022-28456786 • Email: b.edroyalcollege@yahoo.co.in • Website: www.royalbertcollege.com

Ref: RCER/PT/1173 (D)/2023

Date: 27/06/2023

To,
The Principal
Abhinav College, Bhayandar

Dear Sir/Madam,

Sub: - PERMISSION FOR INTERNSHIP PROGRAMME

Royal College of Education & Research for Women is recognized as a Minority Institution under the aegis of ROYAL HIGHER EDUCATION SOCIETY. The Institute aims at par excellence with secular perspectives imparting value based education to create socially responsible, eco-conscious; disciplined citizens empowered to contribute in economic and cultural growth of the Nation.

Royal College of Education and Research for Women is affiliated to University of Mumbai running B.Ed. course since 2012. As per the two years B.Ed. course syllabus, the students of S.Y.B.Ed. are required to be trained for 2 weeks Internship in a reputed Secondary/Higher Secondary Institution. With the mission to provide holistic academic programmes for nurturing personal, professional and social growth of our students, we request you to permit our students to be trained with an opportunity to conduct their Internship Programme in your Esteemed Institution from **17th July, 2023 to 28th July, 2023**.

I am sure under your able guidance and rich environment, our students will learn a lot.

Kindly provide our students the opportunity to grow. The list of various activities is attached along with this, for your kind perusal.

Looking forward for your kind co-operation in this endeavor.

Thanking you,

Yours in service



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