

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

Date: 16/06/25

**NOTICE OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Thursday 19<sup>th</sup> June, 2025 at 11.30 am in the college premises of Royal College of Education and Research for Women to transact the following business:

**AGENDA**

- To read and confirm minutes of the previous IQAC meeting.
- To discuss about Portfolio distribution for the academic year 2025-2026
- To discuss about distribution of subjects of Semester III and Semester I among faculty members
- To discuss about planning of upcoming celebrations and special assemblies.
- To discuss about planning for Semester II and III internship in schools.
- Any other matter with the permission of the Chairperson.

Dr. (Ms) Judy Grace Andrews

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|--------------------------------------|--|
| • Prof. Dr. Judy Grace Andrews       | Chairperson, IQAC                                  |
| • Asst. Prof. Mandrita Mitra         | Representative of Teaching staff (CDC Coordinator) |
| • Asst. Prof. Sonal Chavan           | Representative of Teaching staff                   |
| • Asst. Prof. Shaista Shaikh         | Representative of Teaching staff                   |
| • Asst. Prof. Dr. Jasvanti Adhangale | Representative of Teaching staff                   |
| • Asst. Prof. Manpreet Kaur Sangha   | IQAC Coordinator                                   |

**MEMBERS PRESENT IN THE MEETING (19<sup>th</sup> June, 2025)**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Sign</b>
1.	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC	
2.	Asst. Prof. Mandrita Mitra	Representative of Teaching staff(CDC Coordinator)	
3.	Asst. Prof. Sonal Chavan	Representative of Teaching staff	
4.	Asst. Prof. Shaista Shaikh	Representative of Teaching staff	
5.	Asst. Prof. Dr. Jasvanti Adhangale	Representative of Teaching staff	
6.	Asst.Prof. Manpreet Kaur Sangha	IQAC Coordinator	

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

**MINUTES OF THE IQAC MEETING HELD ON 19<sup>TH</sup> June 2025**

**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 15<sup>th</sup> March 2025 along with the report on actions taken as per the suggestions.

**Agenda II: To discuss about Portfolio distribution for the academic year 2025-2026**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC distributed the various portfolios among the faculty members for the new academic year 2025-2026 for the smooth planning and execution of various college activities under proper guidance. The suggestions of faculty members were also considered and incorporated in the distribution of portfolios.

**Agenda III: To discuss about distribution of subjects of Semester III and Semester I among faculty members**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC distributed the various core courses, interdisciplinary courses, elective courses, ability and audit courses of Semester III and Semester I among the faculty members for the new academic year for balanced distribution of workload and proper planning.

**Agenda IV: To discuss about planning of upcoming celebrations and special assemblies**

The duties and responsibilities for the planning and execution of upcoming celebrations and special assemblies were also assigned to faculty members for the academic year 2025-2026 by the principal, Dr. Judy Grace Andrews.

**Agenda V: To discuss about planning for Semester II and III internship in schools**

Prof. Dr. Judy Grace Andrews instructed the School Internship incharge Ms. Mandrita Mitra to do planning for the two week school internship of Semester II to begin from 23<sup>rd</sup> June 2025 and also plan for the 11 weeks internship for Semester III planned to begin from 11<sup>th</sup> August 2025.

**Ms. Manpreet Kaur  
IQAC Coordinator**

**Dr. Judy Grace Andrews  
Principal**

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

**ACTION TAKEN AS PER IQAC MEETING HELD ON 19<sup>TH</sup> JANUARY 2025**

<b>AREAS</b>	<b>PLAN</b>	<b>ACTION</b>
<b>Portfolios</b>	<ul style="list-style-type: none"> <li>• To distribute the various portfolios among the faculty members for the new academic year 2025-2026</li> </ul>	<ul style="list-style-type: none"> <li>• Portfolios distributed among faculty members to balance the workload.</li> </ul>
<b>Teaching</b>	<ul style="list-style-type: none"> <li>• To distribute the various core courses, interdisciplinary courses, elective courses, ability and audit courses of Semester III and Semester I among the faculty members</li> </ul>	<ul style="list-style-type: none"> <li>• Subjects distributed as per the experience and expertise of faculty members</li> </ul>
<b>Celebrations and special assemblies</b>	<ul style="list-style-type: none"> <li>• To distribute the duties and responsibilities for the planning and execution of upcoming celebrations and special assemblies for the academic year 2025-2026</li> </ul>	<ul style="list-style-type: none"> <li>• Celebrations and special assemblies for the whole academic year distributed among faculty members</li> </ul>
<b>Internship</b>	<ul style="list-style-type: none"> <li>• To plan for two weeks internship of Semester II and 11 weeks internship for Semester III</li> </ul>	<ul style="list-style-type: none"> <li>• School Internship incharge instructed to do the necessary planning</li> </ul>

**Ms. Manpreet Kaur**  
IQAC Coordinator

**Dr. Judy Grace Andrews**  
Principal

**DISTRIBUTION OF COURSES AMONG FACULTY MEMBERS**

**ACADEMIC YEAR- 2025-2026**

**SEMESTER III**

<b>COURSE</b>	<b>FACULTY</b>
CC4	SC, MK
EC-II: PEDAGOGY OF ENGLISH	SS, DJ
PEDAGOGY OF MATHS	MM
PEDAGOGY OF ECONOMICS	SC, MK
IC3	SS, DJ
VALUE ADDED COURSE	DJ,MM
(DRAMA AND ART)AUDIT COURSE-UNIT3	DJ

**SEMESTER I**

<b>COURSE</b>	<b>FACULTY</b>
CC1	MM,MK
CC2	JA, SC
IC1	SS, DJ
(ICT)ABILITY COURSE: UNIT1	DJ
UNIT 2	MM
UNIT 3	SS
UNIT 4	SC
(DRAMA AND ART)AUDIT COURSE: UNIT 1	MK (SEM I)
UNIT 2	SC
UNIT 3	DJ
UNIT 4	SS

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

Date: 12/07/25

**NOTICE OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Saturday 19<sup>th</sup> July, 2025 at 11.45 am in the college premises of Royal College of Education and Research for Women to transact the following business:

**AGENDA**

- To read and confirm minutes of the previous IQAC meeting.
- To discuss about feedback on internals by principal mam.
- To discuss about planning for Samavartana-Convocation Ceremony for B.Ed Batch 2022-2024 and E.C.C.Ed Batch 2023-2024
- To discuss about planning for internship for Semester III
- Any other matter with the permission of the Chairperson.

Dr. (Ms) Judy Grace Andrews

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|--------------------------------------|--|
| • Prof. Dr. Judy Grace Andrews       | Chairperson, IQAC                                  |
| • Asst. Prof. Mandrita Mitra         | Representative of Teaching staff (CDC Coordinator) |
| • Asst. Prof. Sonal Chavan           | Representative of Teaching staff                   |
| • Asst. Prof. Shaista Shaikh         | Representative of Teaching staff                   |
| • Asst. Prof. Dr. Jasvanti Adhangale | Representative of Teaching staff                   |
| • Asst. Prof. Manpreet Kaur Sangha   | IQAC Coordinator                                   |

**MEMBERS PRESENT IN THE MEETING (19<sup>th</sup> July, 2025)**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Sign</b>
1.	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC	
2.	Asst. Prof. Mandrita Mitra	Representative of Teaching staff(CDC Coordinator)	
3.	Asst. Prof. Sonal Chavan	Representative of Teaching staff	
4.	Asst. Prof. Shaista Shaikh	Representative of Teaching staff	
5.	Asst. Prof. Dr. Jasvanti Adhangale	Representative of Teaching staff	
6.	Asst.Prof. Manpreet Kaur Sangha	IQAC Coordinator	

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

**MINUTES OF THE IQAC MEETING HELD ON 19<sup>TH</sup> July 2025**

**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 19<sup>th</sup> June 2025 along with the report on actions taken as per the suggestions.

**Agenda II: To discuss about feedback on internals by principal mam.**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the faculty members about submission of all internal examination papers after evaluation to the authority to get proper feedback.

**Agenda III: To discuss about planning for Samavartana-Convocation Ceremony for B.Ed Batch 2022-2024 and E.C.C.Ed Batch 2023-2024**

Ms. Mandrita Mitra and Ms. Manpreet Kaur, teacher incharges for Samavartana-Convocation Ceremony discussed regarding planning of the program to be held on 26<sup>th</sup> July 2025. Different areas of the program were identified and duties for the same were distributed among faculty members and students for smooth execution.

**Agenda IV: To discuss about planning for internship for Semester III**

School internship for Semester 3 decided to start from 18<sup>th</sup> August till 28<sup>th</sup> November 2025. Prof. Dr. Judy Grace Andrews instructed the School Internship incharge Ms. Mandrita Mitra to do necessary planning and preparation for internship. It was decided that in this session practice teaching will be conducted for 4 Days every week from Tuesday to Friday and Saturday & Monday will be college days to complete syllabus as well as other academic activities.

**Ms. Manpreet Kaur  
IQAC Coordinator**

**Dr. Judy Grace Andrews  
Principal**

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

**ACTION TAKEN AS PER IQAC MEETING HELD ON 19<sup>TH</sup> July 2025**

<b>AREAS</b>	<b>PLAN</b>	<b>ACTION</b>
<b>Examination</b>	<ul style="list-style-type: none"><li>• To provide constructive feedback to students</li></ul>	<ul style="list-style-type: none"><li>• Faculty members instructed to submit internal examination papers after checking to get feedback from principal mam</li></ul>
<b>Samavartana-Convocation Ceremony</b>	<ul style="list-style-type: none"><li>• To take feedback on planning of the program</li></ul>	<ul style="list-style-type: none"><li>• Duties allotted to faculty members and students for smooth execution</li></ul>
<b>Internship</b>	<ul style="list-style-type: none"><li>• To plan for eleven weeks internship for Semester III</li></ul>	<ul style="list-style-type: none"><li>• School Internship incharge instructed to do the necessary planning</li></ul>

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

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

Date: 28/08/25

**NOTICE OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday 1<sup>st</sup> September, 2025 at 11.00am in the college premises of Royal College of Education and Research for Women to transact the following business:

**AGENDA**

- To read and confirm minutes of the previous IQAC meeting.
- To discuss about planning and availability of ICT Lab in collaboration with Royal College of Arts, Science and Commerce
- To discuss about the theme for the current Academic Year 2025-2026 and also project theme for DLLE
- To discuss about planning and preparation for new admissions of F.Y. 2025-2027
- To discuss about distribution of subjects of Semester I among faculty members
- To discuss about planning for Founder's Day Celebration and Diwali Celebration
- Any other matter with the permission of the Chairperson.

Dr. (Ms) Judy Grace Andrews

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|--------------------------------------|--|
| • Prof. Dr. Judy Grace Andrews       | Chairperson, IQAC                                  |
| • Asst. Prof. Mandrita Mitra         | Representative of Teaching staff (CDC Coordinator) |
| • Asst. Prof. Sonal Chavan           | Representative of Teaching staff                   |
| • Asst. Prof. Shaista Shaikh         | Representative of Teaching staff                   |
| • Asst. Prof. Dr. Jasvanti Adhangale | Representative of Teaching staff                   |
| • Asst. Prof. Manpreet Kaur Sangha   | IQAC Coordinator                                   |

**MEMBERS PRESENT IN THE MEETING (1<sup>st</sup> September, 2025)**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Sign</b>
1.	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC	
2.	Asst. Prof. Mandrita Mitra	Representative of Teaching staff(CDC Coordinator)	
3.	Asst. Prof. Sonal Chavan	Representative of Teaching staff	
4.	Asst. Prof. Shaista Shaikh	Representative of Teaching staff	
5.	Asst. Prof. Dr. Jasvanti Adhangale	Representative of Teaching staff	
6.	Asst.Prof. Manpreet Kaur Sangha	IQAC Coordinator	

**ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN**  
**Mira Road**  
**MINUTES OF THE IQAC MEETING HELD ON 1<sup>st</sup> September, 2025**

**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 19<sup>th</sup> July 2025 along with the report on actions taken as per the suggestions.

**Agenda II: To discuss about planning and availability of ICT Lab in collaboration with Royal College of Arts, Science and Commerce**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the faculty members about planning the use of ICT lab for courses and various other activities as per the time table provided by Royal College of Arts, Science and Commerce as they will also be using ICT lab for their classes.

**Agenda III: To discuss about the theme for the current Academic Year 2025-2026 and also project theme for DLLE**

The theme for the Academic year 2025-2026 finalized as Climate Change. Prof. Dr. Judy Grace Andrews instructed the faculty members to align their portfolio activities as per the theme. Ms. Shaista Shaikh and Dr. Jasvanti Adhangale, teacher incharges for DLLE discussed various themes for its project work, out of which Voting rights was finalized for college level and Human Rights was finalized for school level activities. Various sub-themes were also shortlisted for school activities as First Aid Awareness, Water Harvesting, E-waste management, Harassment, Violence against Women.

**Agenda IV: To discuss about planning and preparation for new admissions of F.Y. 2025-2027**

As per the university guidelines it was decided that Semester I for F.Y. 2025-2027 will begin from the date of admission i.e 22<sup>nd</sup> August. However initially Ability courses, Audit courses and value added courses will be started from September 1 and core courses will begin from 25<sup>th</sup> September 2025.

**Agenda V: To discuss about distribution of subjects of Semester I among faculty members**

It was decided that distribution of ability course remains same as earlier. However other courses were distributed as follows:

**Audit Course:**

Unit 1:MK                      Unit 3:SS  
Unit 2:SC                      Unit 4: DJ

**Value added course: DJ**

**Core Courses:** CC1: Childhood and Growing up: MM, MK

CC2: Knowledge and Curriculum: JA, SC

IC1: Gender, School and Society: SS, DJ

**Agenda VI: To discuss about planning for Founder's Day Celebration and Dussehra /Diwali Celebration**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the co-ordinators for Founder's Day celebration, Ms. Sonal Chavan and Ms. Manpreet Kaur to prepare a group dance as per the theme of "Navras". The co-ordinators for Dussehra and Diwali Celebration also discussed their planning regarding celebration including Dance and Community lunch on 14<sup>th</sup> October and organisation of Sharamdaan and Diwali competitions on 15<sup>th</sup> October 2025.

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

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

**ACTION TAKEN AS PER IQAC MEETING HELD ON 1<sup>st</sup> September, 2025**

<b>AREAS</b>	<b>PLAN</b>	<b>ACTION</b>
<b>MoU</b>	<ul style="list-style-type: none"> <li>• To plan use of ICT lab</li> </ul>	<ul style="list-style-type: none"> <li>• Faculty members instructed to utilize ICT Lab as per the time table provided by Royal College of Arts, Science and Commerce.</li> </ul>
<b>DLLE</b>	<ul style="list-style-type: none"> <li>• To finalize themes for DLLE and Academic year</li> </ul>	<ul style="list-style-type: none"> <li>• DLLE themes finalized as Voting Rights and Human Rights. Academic year theme finalized as Climate Change</li> </ul>
<b>Admissions</b>	<ul style="list-style-type: none"> <li>• To plan for new admissions of F.Y. 2025-2027</li> </ul>	<ul style="list-style-type: none"> <li>• Session to begin from 22<sup>nd</sup> August with audit, ability and value added activities and core courses to begin from 25<sup>th</sup> September</li> </ul>
<b>Academic Planning</b>	<ul style="list-style-type: none"> <li>• To distribute Semester I subjects among faculty members</li> </ul>	<ul style="list-style-type: none"> <li>• All subjects distributed among faculty members on sharing basis</li> </ul>
<b>Special Assemblies and Celebration</b>	<ul style="list-style-type: none"> <li>• To plan for Founder's Day Celebration and Dussehra and Diwali Celebration</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of Group dance "Panchras Nritya" on the theme of Navras showcasing five emotions</li> <li>• Special assembly and Garba followed by community lunch in college canteen to be held on 14<sup>th</sup> October</li> <li>• Sharamdaan and organisation of Diwali competitions to be held on 15<sup>th</sup> October</li> </ul>

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

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

Date: 03/12/25

**NOTICE OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Wednesday 10<sup>th</sup> December, 2025 at 11.00am in the college premises of Royal College of Education and Research for Women to transact the following business:

**AGENDA**

- To read and confirm minutes of the previous IQAC meeting.
- To discuss about distribution of subjects of Semester II and Semester IV
- To discuss about the internship dates and planning for skill development workshop of F.Y
- To discuss about planning of Secret Santa and preparation for Christmas Celebration
- Any other matter with the permission of the Chairperson.

Dr. (Ms) Judy Grace Andrews

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|--------------------------------------|--|
| • Prof. Dr. Judy Grace Andrews       | Chairperson, IQAC                                  |
| • Asst. Prof. Mandrita Mitra         | Representative of Teaching staff (CDC Coordinator) |
| • Asst. Prof. Sonal Chavan           | Representative of Teaching staff                   |
| • Asst. Prof. Shaista Shaikh         | Representative of Teaching staff                   |
| • Asst. Prof. Dr. Jasvanti Adhangale | Representative of Teaching staff                   |
| • Asst. Prof. Manpreet Kaur Sangha   | IQAC Coordinator                                   |

**MEMBERS PRESENT IN THE MEETING 10<sup>th</sup> December, 2025**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Sign</b>
1.	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC	
2.	Asst. Prof. Mandrita Mitra	Representative of Teaching staff(CDC Coordinator)	
3.	Asst. Prof. Sonal Chavan	Representative of Teaching staff	
4.	Asst. Prof. Shaista Shaikh	Representative of Teaching staff	
5.	Asst. Prof. Dr. Jasvanti Adhangale	Representative of Teaching staff	
6.	Asst.Prof. Manpreet Kaur Sangha	IQAC Coordinator	

**ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN**  
**Mira Road**  
**MINUTES OF THE IQAC MEETING HELD ON 10<sup>th</sup> December, 2025**

**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 1<sup>st</sup> September 2025 along with the report on actions taken as per the suggestions.

**Agenda II: To discuss about distribution of subjects of Semester II and Semester IV**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC distributed the various core courses, interdisciplinary courses, elective courses, ability and audit courses of Semester II and Semester IV among the faculty members for the new academic year for balanced distribution of workload and proper planning.

**Agenda III: To discuss about the internship dates and planning for skill development workshop of F.Y**

The internship incharges, Ms. Mandrita Mitra and Ms. Sonal Chavan discussed to begin internship for Sem IV from 12<sup>th</sup> January, 2026 and for Sem II from 19<sup>th</sup> January, 2026. Also planning for teaching skill development workshop for Sem II decided to be conducted between 12<sup>th</sup> to 17<sup>th</sup> January 2026 by all the faculty members as per the assigned topic.

**Agenda IV: To discuss about planning of Secret Santa and preparation for Christmas Celebration**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the co-ordinator for Christmas day celebration, Ms. Mandrita Mitra to plan for the secret Santa activity and its celebration on 24<sup>th</sup> December, 2025.

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

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

**ACTION TAKEN AS PER IQAC MEETING HELD ON 10<sup>th</sup> December, 2025**

<b>AREAS</b>	<b>PLAN</b>	<b>ACTION</b>
<b>Academic Planning</b>	<ul style="list-style-type: none"><li>• To distribute Sem II and Sem IV subjects among faculty members</li></ul>	<ul style="list-style-type: none"><li>• All subjects distributed among faculty members on sharing basis</li></ul>
<b>Internship</b>	<ul style="list-style-type: none"><li>• To plan for internship for Sem II and Sem IV and Teaching Skill development workshop</li></ul>	<ul style="list-style-type: none"><li>• Internship dates finalized to begin from Sem IV from 12<sup>th</sup> January, 2026 and for Sem II from 19<sup>th</sup> January, 2026</li><li>• Teaching Skill distributed among faculty members to be conducted from 12<sup>th</sup> to 17<sup>th</sup> January</li></ul>
<b>Celebrations</b>	<ul style="list-style-type: none"><li>• To plan for Secret Santa and Christmas Celebration</li></ul>	<ul style="list-style-type: none"><li>• Students oriented for Secret Santa Activity and its celebration on 24<sup>th</sup> December</li></ul>

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

**DISTRIBUTION OF COURSES AMONG FACULTY MEMBERS**

**ACADEMIC YEAR- 2025-2026**

**SEMESTER IV**

<b>COURSE</b>	<b>FACULTY</b>
CC5	SS, MM
EC-III: ENVIRONMENT EDUCATION	MM
GUIDANCE & COUNSELLING	SC
IC4	MK, DJ
VALUE ADDED COURSE	DJ,MM
(DRAMA AND ART)AUDIT COURSE-UNIT3	DJ
UNIT4	SS
(READING AND REFLECTING)ABILITY COURSE: UNIT1	SS
UNIT2	DJ
UNIT3	SC
UNIT4	MM

**SEMESTER II**

<b>COURSE</b>	<b>FACULTY</b>
CC3	MM,MK
EC1: PEDAGOGY OF SCIENCE	MM
PEDAGOGY OF HISTORY	SC
PEDAGOGY OF COMMERCE	MK
PEDAGOGY OF ENGLISH	SS,DJ
IC2	SS, DJ
(DRAMA AND ART)AUDIT COURSE: UNIT 2	SC

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

Date: 13/02/26

**NOTICE OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Friday 20<sup>th</sup> February, 2026 at 11.00am in the college premises of Royal College of Education and Research for Women to transact the following business:

**AGENDA**

- To read and confirm minutes of the previous IQAC meeting.
- To discuss about planning for upcoming assemblies
- To discuss about the planning of internal examination
- To discuss about planning of 14<sup>th</sup> Annual Day Celebrations
- To discuss about agendas for upcoming mentor mentee meeting
- Any other matter with the permission of the Chairperson.

Dr. (Ms) Judy Grace Andrews

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|--------------------------------------|--|
| • Prof. Dr. Judy Grace Andrews       | Chairperson, IQAC                                  |
| • Asst. Prof. Mandrita Mitra         | Representative of Teaching staff (CDC Coordinator) |
| • Asst. Prof. Sonal Chavan           | Representative of Teaching staff                   |
| • Asst. Prof. Shaista Shaikh         | Representative of Teaching staff                   |
| • Asst. Prof. Dr. Jasvanti Adhangale | Representative of Teaching staff                   |
| • Asst. Prof. Manpreet Kaur Sangha   | IQAC Coordinator                                   |

**MEMBERS PRESENT IN THE MEETING 20<sup>th</sup> February, 2026**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Sign</b>
1.	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC	
2.	Asst. Prof. Mandrita Mitra	Representative of Teaching staff(CDC Coordinator)	
3.	Asst. Prof. Sonal Chavan	Representative of Teaching staff	
4.	Asst. Prof. Shaista Shaikh	Representative of Teaching staff	
5.	Asst. Prof. Dr. Jasvanti Adhangale	Representative of Teaching staff	
6.	Asst.Prof. Manpreet Kaur Sangha	IQAC Coordinator	

**ROYAL COLLEGE OF EDUCATION AND RESEARCH FOR WOMEN**  
**Mira Road**  
**MINUTES OF THE IQAC MEETING HELD ON 20<sup>th</sup> February, 2026**

**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 10<sup>th</sup> December 2025 along with the report on actions taken as per the suggestions.

**Agenda II: To discuss about planning for upcoming assemblies**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the coordinators of various assemblies to plan as per the dates finalized Holi and International Women Day (9<sup>th</sup> March), Gudi Padwa and Eid (18<sup>th</sup> March), Shivaji Jayanti (21<sup>st</sup> March), Easter and Ram Navmi (11<sup>th</sup> April).

**Agenda III: To discuss about the planning of internal examination**

The examination incharges, Ms. Sonal Chavan and Ms. Shaista Shaikh discussed about conducted S.Y B.Ed. Essay Test on 25,26,27<sup>th</sup> February, class test on 16,17,18<sup>th</sup> March and prelims on 20,22, 24<sup>th</sup> April after completion of their syllabus and submissions by 11<sup>th</sup> April 2026.

F.Y B.Ed. Essay Test on 6,7,8<sup>th</sup> April and Class Test on 4,6,8<sup>th</sup> May, Content Test 20<sup>th</sup> June

**Agenda IV: To discuss about planning of 14<sup>th</sup> Annual Day Celebrations**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the co-ordinator for Annual Day, Ms. Mandrita Mitra to plan the programme for Annual Day to be conducted on 28<sup>th</sup> March, 2026.

**Agenda V: To discuss about agendas for upcoming mentor mentee meeting**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed all the faculty members to encourage students to use suggestion box by providing feedback on the teaching learning activities, infrastructure, facilities provided and behavior of teaching, non-teaching staff and management.

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

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

**ACTION TAKEN AS PER IQAC MEETING HELD ON 20<sup>th</sup> February, 2026**

AREAS	PLAN	ACTION
Special assemblies and Celebrations	<ul style="list-style-type: none"> <li>To plan for the upcoming assemblies</li> </ul>	<ul style="list-style-type: none"> <li>All coordinators instructed to plan for allotted assemblies and celebrations as per the date finalized</li> </ul>
Examination	<ul style="list-style-type: none"> <li>To plan for internal examinations of S.Y and F.Y</li> </ul>	<ul style="list-style-type: none"> <li>S.Y B.Ed. Essay Test on 25,26,27<sup>th</sup> February, class test on 16,17,18<sup>th</sup> March and prelims on 20,22, 24<sup>th</sup> April after completion of their syllabus and submissions by 11<sup>th</sup> April 2026.</li> <li>F.Y B.Ed. Essay Test on 6,7,8<sup>th</sup> April and Class Test on 4,6,8<sup>th</sup> May, Content Test 20<sup>th</sup> June and prelims in June</li> </ul>
Annual Day Celebrations	<ul style="list-style-type: none"> <li>To plan for 14<sup>th</sup> Annual Day Celebration</li> </ul>	<ul style="list-style-type: none"> <li>The theme for Annual Day finalized as “Mosaic: Celebrating the Inclusion” to be depicted through performances like group song, group dance and skit related to the inclusion of four groups i.e Women, ST, Transgender and Differently abled. Students groups formed and duties allotted to all faculty members.</li> </ul>
Student Support	<ul style="list-style-type: none"> <li>To plan for agenda for mentor-mentee meeting</li> </ul>	<ul style="list-style-type: none"> <li>Students encouraged to put their suggestions in suggestion box for overall improvement in the teaching learning process and infrastructural resources.</li> </ul>

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IQAC Coordinator

Dr. Judy Grace Andrews  
Principal

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Mira Road**

Date: 04/04/26

**NOTICE OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on Saturday 11<sup>th</sup> April, 2026 at 11.00am in the college premises of Royal College of Education and Research for Women to transact the following business:

**AGENDA**

- To read and confirm minutes of the previous IQAC meeting.
- To discuss about the grievances received from the students
- To discuss about the planning of Farewell of S.Y B.Ed. and group photograph
- To discuss about planning for university paper checking
- Any other matter with the permission of the Chairperson.

Dr. (Ms) Judy Grace Andrews

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| • Prof. Dr. Judy Grace Andrews       | Chairperson, IQAC                                  |
| • Asst. Prof. Mandrita Mitra         | Representative of Teaching staff (CDC Coordinator) |
| • Asst. Prof. Sonal Chavan           | Representative of Teaching staff                   |
| • Asst. Prof. Shaista Shaikh         | Representative of Teaching staff                   |
| • Asst. Prof. Dr. Jasvanti Adhangale | Representative of Teaching staff                   |
| • Asst. Prof. Manpreet Kaur Sangha   | IQAC Coordinator                                   |

**MEMBERS PRESENT IN THE MEETING 11<sup>th</sup> April, 2026**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Sign</b>
1.	Prof. Dr. Judy Grace Andrews	Chairperson, IQAC	
2.	Asst. Prof. Mandrita Mitra	Representative of Teaching staff(CDC Coordinator)	
3.	Asst. Prof. Sonal Chavan	Representative of Teaching staff	
4.	Asst. Prof. Shaista Shaikh	Representative of Teaching staff	
5.	Asst. Prof. Dr. Jasvanti Adhangale	Representative of Teaching staff	
6.	Asst.Prof. Manpreet Kaur Sangha	IQAC Coordinator	

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**MINUTES OF THE IQAC MEETING HELD ON 11<sup>th</sup> April, 2026**

**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 20<sup>th</sup> February 2026 along with the report on actions taken as per the suggestions.

**Agenda II: To discuss about the grievances received from the students**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC discussed the grievances given by the students in suggestion box with all faculty members to work on the possible solutions after the approval of the management. The grievances submitted by students can be classified in the following areas :

AREA	GRIEVANCES	DECISIONS TAKEN
Attendance	<ul style="list-style-type: none"> <li>• Compulsion to submit leave application for every leave taken</li> </ul>	<ul style="list-style-type: none"> <li>• Leave letter will be submitted for leaves of 3 days and above although students will be informing attendance incharges (S.Y: SS, F.Y: DJ) for any other leave taken</li> <li>• Students will follow the hierarchy of approaching the teachers first and then approaching principal mam</li> </ul>
Community service	<ul style="list-style-type: none"> <li>• Students not satisfied with the place selected for Community work</li> </ul>	<ul style="list-style-type: none"> <li>• Students will suggest the place for community work</li> <li>• More of teaching based community work like Aamcha Ghar</li> <li>• Flexibility in hours of community work</li> </ul>
Internship	<ul style="list-style-type: none"> <li>• Not satisfied with the grouping for internship schools</li> </ul>	<ul style="list-style-type: none"> <li>• Flexibility in grouping due to genuine concerns</li> </ul>

		<ul style="list-style-type: none"> <li>• Students to understand certain constraints in grouping and avoid comparison of feedback given by supervisors</li> </ul>
Placement	<ul style="list-style-type: none"> <li>• Students want placement mela</li> </ul>	<ul style="list-style-type: none"> <li>• It is not possible because of less students although various workshops are conducted for preparing students for the same</li> </ul>
Funds	<ul style="list-style-type: none"> <li>• Continuous expenses incurred on college activities and celebrations</li> </ul>	<ul style="list-style-type: none"> <li>• 3 main programmes i.e Convocation, Founders Day, Annual Day will be funded by the college</li> <li>• Digital Backdrop for most of the activities and celebrations</li> <li>• CCA activities to be selected by the students</li> </ul>
Assignments	<ul style="list-style-type: none"> <li>• Difficulty in submission of assignments on time</li> </ul>	<ul style="list-style-type: none"> <li>• Submission date is always decided by the students and format is always given</li> </ul>
Teacher's Behaviour	<ul style="list-style-type: none"> <li>• Continuous taunting and remarks in classroom</li> <li>• Feedback given is harsh</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers instructed to avoid remarks towards students and be careful with the feedback language</li> </ul>
Paper reading	<ul style="list-style-type: none"> <li>• Expenses on printout</li> </ul>	<ul style="list-style-type: none"> <li>• Paper reading and script can be handwritten</li> </ul>
Facilities	<ul style="list-style-type: none"> <li>• Permission to use lift by students</li> <li>• Lack of cleanliness in campus</li> <li>• Lack of Soap in washroom</li> <li>• Permission to use Burqa in Classroom</li> </ul>	<ul style="list-style-type: none"> <li>• All requests forwarded to management for decisions</li> </ul>

	<ul style="list-style-type: none"><li>• Reduction in college hours</li><li>• No fixed classroom for S.Y</li></ul>	
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**Agenda III: To discuss about the planning of Farewell of S.Y B.Ed. and group photograph**

The Coordinators for Farewell, Ms. Mandrita Mitra and Ms. Shaista Shaikh discussed about organizing farewell party and Group photograph on 2<sup>nd</sup> May 2026 which will be organized by the F.Y B.Ed. 2025-2027 with the support of student council.

**Agenda IV: To discuss about planning for university paper checking**

Prof. Dr. Judy Grace Andrews, Chairperson, IQAC instructed the staff to give priority to paper checking from 2<sup>nd</sup> May onwards as soon as paper are available on OSM of the university.

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**

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**ACTION TAKEN AS PER IQAC MEETING HELD ON 11<sup>th</sup> April, 2026**

<b>AREAS</b>	<b>PLAN</b>	<b>ACTION</b>
<b>Student Support</b>	<ul style="list-style-type: none"><li>• To plan for measures and support to resolve student grievances</li></ul>	<ul style="list-style-type: none"><li>• Various decisions, mentioned in minutes of meeting, are taken to resolve grievances of students.</li></ul>
<b>Farewell Party</b>	<ul style="list-style-type: none"><li>• To plan for Farewell party of S.Y 2024-2026</li></ul>	<ul style="list-style-type: none"><li>• Farewell party and Group Photograph organised on 2nd May 2026 by the F.Y B.Ed. 2025-2027 with the support of student council</li></ul>
<b>Examination</b>	<ul style="list-style-type: none"><li>• To plan for OSM by Faculty members</li></ul>	<ul style="list-style-type: none"><li>• Teachers instructed to prioritize University paper checking by checking OSM regularly</li></ul>

**Ms. Manpreet Kaur**  
**IQAC Coordinator**

**Dr. Judy Grace Andrews**  
**Principal**