



CLARA'S COLLEGE OF EDUCATION

(Managed by : CHILDREN WELFARE CENTRE)

YARI ROAD, VERSOVA, MUMBAI - 400 061.

TEL.: 26365385, 26322003

Ref _____

Date _____

Date- 01-04-2023

Notice of the College Development Committee Meeting

A meeting of the College Development Committee will be held, **Saturday 8th April 2023** at 1.30 pm. in the premises of Clara's College of Education, Yari Road Versova, Andheri West - Mumbai- 400063.

The following business will be transacted in the meeting.

1. To review of the minutes of the previous meeting, conducted on on2nd January 2022,
2. To brief the committee members of the programs / events conducted since the last meeting
3. To review the progress made in preparation of the Academic Calendar for AY 2021-22
4. To brief the committee members of the schedule for exams / results and admission for scheduled in the coming months
5. To inform and discuss the budget allocated for the forthcoming academic year.
6. Any other matter with the permission of the chairperson.

Date- **Saturday 8th April 2023**

Place- Mumbai

Members: -

1. Mrs. Shabnam Kapoor – President of Children Welfare Center Management
2. Mr. Ajay Kaul - Hon. Gen Secretary Children Welfare Center Management
3. Prin. Dr. RatnaprabhaRajmane – Prin. Clara's College of Education /CDC Coordinator
4. Dr. Madhukar. Gitte- Educationist, Principal Clara's College of Commerce
5. Smt. Shaista Munshi - Member representative of Social Activist
6. Dr. Sunayana J. Kadle - Member representative of Research Expert
7. Mrs. Rabia Gupta - Member representative of staff.
8. Mrs. Seema Singh-Member representative of staff
9. Mrs. Upasna Roy- HOD Member representative of staff.
10. Miss. Sunita Kamble - Member representative of Admin Staff
11. Miss. Kajal Kothari - Member representative of Students Council
12. Miss. Mayuri Avsar - Member representative of Students Council
13. Mr. Yogesh Bousker Member representative of Alumni

Principal
PRINCIPAL

Clara's College of Education
Yari Road, Versova,
Andheri (W), Mumbai - 400061.

Clara's College of Education College Development Committee Members

Attended meeting:-

The meeting of the College Development Committee (CDC) of the college was held on Saturday 8th April 2023 at 1.30 Pm. where the following members were present.

College Development Committee Members

Sr. No.	Designation Name of member
1	Mrs. Shabnam Kapoor – President of Management
2	Mr. Ajay Kaul - Hon. Gen Secretary
3	Prin. Dr. Ratnaprabha Rajmane – Prin. Clara's College of Education / Ex-officio Secretary & CDC Coordinator
4	Dr. Madhukar. Gitte- Educationist, Principal Clara's College of Commerce
5	Smt. Shaista Munshi - Member representative of Social Activist
6	Dr. Sunayana J. Kadle - Member representative of from Research Section, Prin. GSBS Smt. Surajba College of Education
7	Mrs. Rabia Gupta - IQAC Coordinator and member representative of staff.
8	Mrs. Seema Singh- Member representative of staff
9	Mrs. Upasna Roy- HOD Member representative of staff.
10	Miss. Sunita Kamble - Member representative of Non-Teaching Staff
11	Miss. Kajal Kothari - Member representative of Students Council
12	Miss. Mayuri Avsar- Member representative of Students Council
13	Mr. Yogesh Bousker Member representative of Alumni

**Minutes of The Meeting of the College Development Committee Meeting Held
On Saturday 8th April 2023 at 1.30 Pm.**

The following points were discussed:

1.To review of the minutes of the previous meeting, conducted on 10th March 2022.

The minutes of the last CDC meeting were read and confirmed the committee members. The action taken report read after reading of the meeting minutes.

2.To brief the of the academic programs conducted since the last meeting
Many of the academic program conducted till last meeting. The following is the list of program:-

S. Y. B. Ed. Activity for Second Year

Sr. No.	Date	Activity
1.	04.07.2022 to 30.07.2022	Practice Teaching& School internship (3 weeks)
2.	10.08.2022 to 15.08.2022	Azadi Ka Amrit Mahotsav (As per Joint Director circular)
3.	12-08-2022	Royal Inter-Collegiate Competition
4.	10.08.2022	Rally 1 (Salute to Corona warrior) in collaboration with "Ekta Manch"
5	13-08-22	Rally 2 (Har Ghar Tiranga) in collaboration with "Ekta Manch"
6	15-08-2022	Institutional -Independence Day Celebration
7	23.08.2022	Blended Learning Workshop
8	05.09.2022	Teachers Day Celebration
9	07.09.2022	Onam Celebration (Culture of Kerala to promote Brotherhood)
10	10.09.2022	Museum Visit (A Field Trip)
11	12.09.2022 To 16.09.2022	Teachers Training Programme in collaboration with "Nehru Science Center"
12	16.09.2022	Nehru Science Center (field visit)
13	17.09.2022	Online Webinar on Financial Literacy Programme (As per NEP2020 Guidelines)
14	20.09.2022	Bank Visit – (Pedagogy: Commerce, Economics)
15	22.09.2022	Correlation Workshop for all methods.
16	30.09.2022	Critical Analysis of Text Books- Workshop for all methods

3. To review the progress made in preparation of the Academic Calendar for AY 2021-22

Progress made in preparation of the Academic Calendar Year 2021-22 that while teaching the Theory Courses CLO and PLO program as per NAAC information started. Faculty has plan for the program and they have started working on the same.

4. To brief the committee members of the schedule for exams / results and admission for scheduled in the coming months.

Principal has allotted the work to the faculty members and briefed them about their work. Prof. Upasna Roy is in-charge for university exam. University exam results announced in the meeting.

5. To inform and discuss the budget allocated for the forthcoming academic year.

Institutions admin section done budget part and given it to college admin staff

6. Any other matter with the permission of the chairperson.

As per the University circular college has to complete NAAC status. IIQA submission is essential

Allotment of Subject and Coordinators of various committee duties given to the staff.

Meeting ended with the vote of thanks.



Principal

Dr. Ratnaprabha Rajmane
PRINCIPAL

Clara's College of Education

Yari Road, Versova,

Andheri (W), Mumbai - 400061.

College Development Committee Meeting Action Taken Report

Date of the meeting –03/09/2022, at 1.30 college campus

Sr.No	Agenda	Decision	Action taken
1	To read and confirm last 13/05/22 Meetings minutes and read action taken report.	Yes Minutes read and confirmed.	Minutes confirm and action taken report read. In the previous meeting whichever decision taken that report read in the meeting.
2	To brief the committee members of the programs and events conducted since the last meeting	Activities done at institutional level.	Year 2022-2023 many activities done in the session. Basically activity focus was on the Aazadika Amrit Mhotsav, Ghar Ghar Tiranga, Neheru science Centre etc.
3	To review the progress made in preparation of the Academic Calendar for AY 2022-23	Academic calendar reviewed.	Progress made in preparation of the Academic Calendar Year 2021-22 that while teaching the Theory Courses CLO and PLO program as per NAAC information started. Faculty has plan for the program and they have started working on the same.
4	To brief the committee members of the schedule for exams / results and admission for scheduled in the coming months.	Faculty allotted for University examination.	Principal has allotted the work to the faculty members and briefed them about their work. Prof. Upasna Roy is in-charge for university exam. University exam results announced in the meeting.
5	To inform and discuss the budget allocated for the forthcoming academic year.	Budget done	Admin has given information about budget.
6	Any other matter with the permission of the chairperson.		As per the University circular college has to complete NAAC status. IIQA submission is essential


Principal

Dr. Ratnaprabha N. Rajmane

PRINCIPAL

Clara's College of Education

Yari Road, Versova,

Andheri (W), Mumbai - 400061.