

**R.R. Educational Trust's
B.Ed. College, Mulund East
Batch 2017-2019**

Minutes of the meeting held on 02/05/2019

Agenda 1: Sharing Action Taken Report of the batch 2017-2019

Following activities were under taken in the academic batch 2017-2019

Plan of Action	Achievements/Outcomes
<i>1. Enhance Teaching & Learning</i> ("Enhancing Teaching and Learning" typically focus on strategies and practices that help future educators improve their teaching skills and facilitate effective learning experiences)	❖ Detailed planning and delivery of lessons: This entails the creation of comprehensive plans for teaching specific topics, encompassing objectives, instructional strategies, assessment methods, and necessary resources. ❖ Classroom Management: Acquiring skills in establishing and maintaining a positive and organized classroom atmosphere conducive to effective learning. ❖ Development of learning materials: Crafting instructional resources such as worksheets, visual aids, and multimedia tools to enhance the learning process. ❖ Engaging in Action Research: Undertaking small-scale research projects to investigate and address specific teaching and learning challenges. ❖ Practical classroom experience and practicum: Acquiring hands-on experience in real classroom environments, observing seasoned educators, and gradually assuming teaching responsibilities under supervision.

<i>2. Strengthen Training & Placements</i> ("Strengthening Training and Placements" typically refers to activities aimed at preparing future educators for their professional roles, and assisting them in securing teaching positions after completing their studies.)	❖ Hands On Minds On- Workshop ❖ Value Added Courses ❖ Classroom level Workshop ❖ Participation in workshop, seminar, Webinars, online activities, Quizzes, Paper presentation, inter collegiate activities, intra collegiate activities. ❖ Workshop on Fevicryl Mould: Art infused to further develop skills. ❖ Preparation of Learning Resources Internships or Teaching Practicums: Providing opportunities for students to gain hands-on teaching experience in real classroom settings, which can also lead to potential job offers.
<i>3. Research Initiatives</i> ("Research Initiatives" encourage students to engage in systematic inquiry, critical thinking, and exploration of educational issues.)	❖ Session on Action Research: Infuses skills to solve immediate classroom problems. ❖ Classroom level Seminar presentation: Promotes skills of seminar presentation. ❖ Expert talk on importance of Research: Fosters interest for research. ❖ Faculty published Papers. ❖ Engaging with Educational Research Journals: Encouraging students to read and critically engage with current research published in educational journals.
<i>4. Integrating Technology in the Classroom</i> ("Integrating Technology in the Classroom" are designed to help future educators effectively incorporate technology into their teaching practices.)	❖ Lesson demonstration, Planning, Guidance, Lesson delivery through online mode. ❖ Classroom level session on developing E-content. ❖ Presentation with Interactive Power point presentation. ❖ Social media in Education: Discussing strategies for using social media platforms for educational purposes, such as sharing resources and facilitating class discussions.

5. Strengthening Alumni Engagement (Alumni engagement fosters a sense of community, provides networking opportunities, and can be beneficial for both the institution and its former students.)	❖ Alumni Associations: Establishing and maintaining an alumni association or network to stay connected with each other and the institution. ❖ Social Media Groups: Establishing and managing social media groups or pages dedicated to alumni, where they can connect, share experiences, and engage in discussions. ❖ Alumni Events and Reunions: Organizing reunions, homecoming events, or alumni gatherings to bring former students back to campus and facilitate networking. ❖ Alumni Speaker Series: Inviting accomplished alumni to return to campus or participate in events as guest speakers, sharing their insights and experiences.
6. Community Outreach (“Activities for community outreach help students understand the role of educators beyond the classroom and promote a sense of civic responsibility.”)	❖ Community service by student teachers through academic support at RRET’s English medium and Marathi medium school and Junior college. ❖ Swachh Abhiyan conducted in the institution’s premises ❖ Street play and Poster making at Udaan Festival. ❖ Extension Work Activity – Food Stalls by students ❖ Cultural Fest: “MRIDANG”
Establishing Eco- friendly campus	❖ Slogan Writing activity to raise awareness on environmental issues ❖ Cleanliness Drive conducted in the institution’s premises ❖ Awareness Programme on – ‘Must use cloth bags and paper bags’ ❖ Activity – Go Green: Promotes respect for environment and importance of GREEN.

Agenda 2: Discussion on Portfolio planning:

Academic portfolio for the academic batch 2018-2020 were discussed and was distributed accordingly amongst the faculty members.

Agenda 3: Discussion on Plan of Action for the Academic Batch 2019-2021:

A thorough discussion was done on the Plan of Action for the Academic Batch 2019-2021 keeping in mind the objectives of the B.Ed. Program. Discussion was carried out on various curricular and co-curricular activities which can be conducted in the said batch.