

**R.R. Educational Trust's
B.Ed College, Mulund East
Batch 2021-2023**

Minutes of the meeting held on 01/02/2023 in the staffroom

Agenda 1: Sharing Action Taken Report of the batch 2021-2023:

Following activities were under taken in the academic batch 2021-2023

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)	❖ Lesson Planning and Delivery: This involves creating detailed plans for teaching specific topics, including objectives, instructional strategies, assessment methods, and resources. ❖ Classroom Management: Learning how to establish and maintain a positive and organized classroom environment conducive to learning. ❖ Creating Learning Materials: Developing instructional materials, such as worksheets, visual aids, and multimedia resources, to support the learning process. ❖ Action Research: Conducting small-scale research projects to investigate and improve specific teaching and learning issues. ❖ Field Experience and Practicum: Gaining hands-on experience in actual classroom settings, observing experienced teachers, and gradually taking on 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.)	❖ Workshop on Objectives and Specification ❖ Value Added Course ❖ Classroom level Workshop was conducted on Story Telling in Education ❖ Participation in classroom workshop, seminar, Paper presentation, inter collegiate activities, intra collegiate activities. ❖ Preparation of Learning Resources: Providing opportunities for students to gain hands-on teaching experience in real classroom settings, which can also lead 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. ❖ 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 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.)	❖ 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.
<i>5. Strengthening Alumni Engagement</i> (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 virtual 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. ❖ Swachhta Abhiyan conducted in the institution's premises ❖ Street play and Poster making at Udaan Festival. ❖ Extension Work Activity – Food Stalls by students
Establishing Eco- friendly campus	❖ Energy Conservation Campaigns: Launch awareness campaigns to promote energy-saving practices, such as turning off lights and appliances when not in use. ❖ Community Clean-Up Days: Organize clean-up events where students and faculty come together to pick up litter and beautify the campus environment. ❖ Grow Green Drive undertaken ❖ Awareness Programme on – "Avoid Plastic" ❖ Green Initiatives

Agenda 2: Discussion on Portfolio planning:

Academic portfolio for the academic batch 2022-2024 were discussed and was distributed accordingly amongst the faculty members.

Agenda 3: Discussion on Plan of Action for the Academic Batch 2022-2024:

A thorough discussion was done on the Plan of Action for the Academic Batch 2018-2020 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.