

# **Bombay Teachers' Training College**

(A constituent College of HSNC University, Mumbai)

**Minutes and Action Taken Report of the Meeting of College Development Committee held on Monday, 18<sup>th</sup> April 2022, at 4:00 p.m. in the HSNC Board Office.**

A meeting of the College Development Committee of Bombay Teachers' Training College for the year 2022-2023 was held on Monday, 18<sup>th</sup> April 2022 at 4.00 pm to 4.30 pm in the Board's office on 5<sup>th</sup> Floor, K.C. College Building, Vidyasagar, Prin. K. M. Kundnani Road, Churchgate, Mumbai- 400020. Mr. Kishu Mansukhani presided over the meeting. The following members were present at the meeting.

**The following members were present: -**

1. Dr Niranjana Hiranandani	Immediate Former President, H.S.N.C. Board (Proxy of the President Mr. Hoshang Gotla)
2. Mrs Maya Shahani	Trustee, H.S.N.C. Board
3. Prin. Dinesh Panjwani	Secretary, H.S.N.C. Board
4. Dr Hemlata Bagla	Principal, K. C. College
5. Mr Rajkumar Nagpal	General Manager (Accounts) H.S.N.C. Board
6. Dr Bhagwan R. Balani	In Charge, Principal & Member Secretary
7. Dr.Mandeep Kaur Kochar	Member, Teaching Staff
8. Dr. Rajeev Jha	Member, Teaching Staff
9. Dr. M. A. Ansari	Member, Teaching Staff
10. Mr Vishal H. Gur	Member, Non-Teaching Staff
11. Ms. Jyotsna Tahilramani	Alumni

## Minutes and action taken report of the CDC meeting -

### 1. Point of Discussion and Suggestions

The Minutes and Action Taken Report of the last meeting held on 30<sup>th</sup> April, 2019 were expounded by Dr. Rajeev I. Jha. The same were confirmed and approved by the CDC Members.

#### **Action Taken**

The approved minutes of the meeting have been placed on record.

### 2. Point of Discussion and Suggestions

The Financial Audit Report for the year 2019-2020 and 2020-21 were presented by Dr. Bhagwan Balani & Mr. Vishal Gur & it was approved in the meeting. Mr. Rajkumar Nagpal confirmed the same.

#### **Action Taken**

The financial statements are being prepared in consultation with the express with the guidance of Mr Rajkumar Nagpal as per the scheduled budget for the current year.

### 3. Point of Discussion and Suggestions

The salient features of the HSNCU's two-year M.A. in Education (Educational Management & Technology) Programme was appraised by Dr. Rajeev I. Jha with respect to theory, practical, internship & research components that distinguished it from similar programmes of other universities. The CDC members acknowledged the innovative curriculum.

#### **Action Taken**

This year 7 students have taken admission in M A Education Program, we are expecting that this number will go in two digits, all faculty members are working very hard to popularise this program.

#### **4. Point of Discussion and Suggestions**

The salient features of ECEP Certificate Programme was appraised by Dr. Mandeep Kochar. Dr Hemlata Bagla informed and advised to upgrade the ECEP by offering it as a Certificate Course (for 20 credits or less & 1 year or less, for UG students under credit transfer / twin degree / Lifelong Learning - open to all age groups). She further informed that a two-year programme could be offered as a Diploma Programme (40 credits or less, but more than 20 credits & 2 years) for UG students. She also suggested popularizing the programme by circulating posters and circulars in all HSNC Board Institutions.

#### **Action Taken**

- The ECEP continues as a certificate programme with 2 Semesters and 40 Credits. It is popularised in Local newspapers.

#### **5. Point of Discussion and Suggestions**

Dr Hemlata Bagla recommended designing dual mode programmes (online + offline + hybrid) to popularize the various programmes.

#### **Action Taken:**

- In BTTC all our programmes function in Online, Hybrid Modes besides Offline Modes.
- The Pre-Ph.D Course work was a successful example online + offline + hybrid
- College has planned an International Conference to be held in collaboration with SEE Learning India on 6th March, 2023- in Hybrid mode. The theme of the conference is - Enriching Education: Integrating SEE Learning.

#### **6. Point of Discussion and Suggestions**

Dr Hemlata Bagla advised the college to introduce a certificate programme or an internship component wherein along with child care, Geriatric Care could be a value addition. It could be offered as a component of the NSS volunteering programme of HSNCU as a community service component. She also opined to collaborate with the Geriatric Care Society of India in this regard.

**Action Taken**

- The issue was discussed among the faculty members and opined that we must initiate deliberation with the experts and work very positively to come up with a better course.

**7. Point of Discussion and Suggestions**

Dr Hemlata Bagla encouraged BTTC to emerge as a centre for Faculty Development Programmes (FDP), Short Term Courses (STC), CAS Promotions, and Innovative Pedagogies for the HSNC University, Mumbai academic staff & offer its expertise by being Resource Persons for other faculties of constituent colleges. She appreciated and acknowledged the fact that BTTC has created a record by being a cent per cent 'Doctorate' teachers.

**Action Taken**

- Five faculty members ( Prof. (Dr) Rajeev Jha, Prof. (Dr.) M. A. Ansari, Prof. (Dr.) Priya Pillai, Dr. Neelu Verma, Dr. Raju Talreja) were invited as resource persons at ZIET (Zonal institute of Education and Training of KVS) in November and December 2022.
- Prof. (Dr.) Mandeep Kaur Kochar & Dr. Neelu Verma was invited as resource person in MMK college
- Dr. Bhagwan Balani, Prof. (Dr) Rajeev Jha, Prof. (Dr.) M. A. Ansari, Prof. (Dr.) Priya Pillai, Dr. Manisha Tyagi, Dr. Neelu Verma, Dr. Raju Talreja were invited as resource persons at Thakur Shyam Narayan Degree College at Kandivali.
- Prof. (Dr.) Mandeep Kaur Kochar was on the Panel of educationists for the Selection Principals Post at Army Public School. At University of Mumbai she was invited to be on the panel for selection of Ph.D Students. At Somaiya university and KK College of Education She was on the panel for career advancement.
- Dr. Manisha Tyagi & Dr. Raju Talreja were on the Panel of educationists for the Selection PRT at Army Public School.
- Prof. (Dr) Rajeev Jha, Prof. (Dr.) Mandeep Kaur Kochar were invited as external examiner for Pre-Ph.d Course work at Dept. of Education, University of Mumbai.

**8. Point of Discussion and Suggestions**

The present status of the Construction work carried out was updated by Dr. Bhagwan Balani.

**Action Taken:**

- The structural repair work has been completed in the building. The first floor auditorium is under construction. Otherwise almost all work has been completed successfully. Only painting of the classroom work is pending.

**9. Point of Discussion and Suggestions**

Ms. Maya Shahani advised to have a microwave and an induction stove instead of continuing to use gas cylinders with immediate effect for safety reasons and also to conform to government regulations.

**Action Taken**

Induction stove has been purchased and used at times. The college should use the same on a regular basis.

**10. Point of Discussion and Suggestions**

The members were pleased to know about the efforts of the BTTC library in collecting books in Sindhi Language.

**Action Taken:**

The Dr Priya Pillai is working in collaboration with Dr Madhuri Tikam and both are them are working to create a network to collaborate the library resources of University Campus and of constituent colleges to offer very comprehensive and widened services to all stakeholders of University's constituent colleges and University Schools.

**11. Point of Discussion and Suggestions**

The AQAR Reports which were uploaded on the NAAC portal were apprised by Dr. Bhagwan Balani. Dr Hemlata Bagla informed that now the college has to undergo NAAC

accreditation process as a constituent college of HSNCU, though submitting of AQARs has to be continued as earlier.

**Action Taken:**

- AQAR 2020-21 submitted and AQAR 2021-2022 is in the process of submission.

**12. Point of Discussion and Suggestions**

The NCTE PAR Report which was uploaded on the NCTE portal was apprised by Dr. Bhagwan Balani. Dr Hemlata Bagla advised to invite the NCTE Chairperson to the college / University for an appropriate occasion to seek further guidance and build strong relations.

**Action Taken**

- The College has uploaded the data for AISHE on Government AISHE Portal and has supplemented the data to HSNC University, Mumbai as and when required.

**13. Point of Discussion and Suggestions**

The progress of Ph.D. Course course work, PET question papers and filling up of possible vacant seats of Ph.D. in Education under the HSNC University was informed by Dr Balani. The President Dr Kishu Mansukhani and Dr Hemlata Bagla appreciated the potential of BTTC and the teachers. All the teachers of BTTC are eligible for PhD in Education Research Guidance. Out of the 4 faculty members who have qualified CAS Promotion for Professor stage, two members are Ph D Guides, and one faculty member is due for CAS Promotion for Professor stage, the intake capacity is bound to increase.

**Action Taken**

- The applications are being pursued with the JD Office for fixation of the CAS approved cases.

**14. Point of Discussion and Suggestions**

Dr Bhagwan Balani informed the members that the Research Advisory Committee (RAC) in Education of the college is already constituted with External Experts of Professor grade levels.

**Action Taken**

- The RAC has conducted the interviews of Ph D Scholars and has given its report to admit 18 Ph D students at BTTC. 7 students have cleared HPET Examination and they will be also admitted to Ph D Program.

**15. Point of Discussion and Suggestions**

Dr Hemlata Bagla informed the members about the incorporation of NEP 2020 guidelines for Ph D Programmes of HSNCU by providing opportunities for Teaching Assistantships / Research Associates to research scholars and thereby having triple benefits - enhancing various certificate courses, increasing employability as well as fee exemption in the third (final) year of the doctoral study for research students. Thus various new certificate courses could be curated by the research scholars for the university.

**Action Taken**

- The subject enrichment course work provided opportunities to Ph.D research scholars to teach in all the programmes of BTTC.

**16. Point of Discussion and Suggestions**

Dr Balani informed the planned 6-month Social Emotional Ethical Learning (SEE Learning) workshops to be carried out by distinguished college alumna Ms. Mona Seervai in 8 phases. Dr Hemlata Bagla opined to offer it to all other college teachers and students and thus help in Capacity Building of the HSNCU. She said that we need to merge our resources as constituent colleges for the progress of the university.

**Action Taken**

- College has planned an International Conference to be held in collaboration with SEE Learning India on 6th March, 2023- in Hybrid mode. The theme of the conference is - Enriching Education: Integrating SEE Learning.

**17. Point of Discussion and Suggestions**

Dr. Bhagwan Balani elucidated the prospective plan of the institution from 2022-2023 for 5 years.

**Action Taken**

- The College has started working on the prospective plan presented by Dr Bhagwan Balani. The College has admitted 18 students for Ph D Program and started conducting academic interventions with an aim to promote research culture at BTTC. The college has almost completed the Pre-Ph D Course.

- The College is working hard to adhere to the statutory Body's compliances by submitting the timely reports to the HSNC University, Mumbai, HSNC Board, DHE Office, ARA Office, JD's Office, NAAC and other Government Statutory Bodies.
- The College is working in collaborations with many of its stakeholders and entering in an MOU with potential institutions.
- The College has planned an International Conference on the theme; Enriching Education: Integrating SEE Learning.
- The College has organized many educational seminars and programs to add on values to the B Ed Program.
- The College is also working in collaboration with constituent colleges to take forward HSNC Mumbai's objectives.
- The College is preparing for the submission of AQAR and SSR Report to be submitted to NAAC for its fourth cycle assessment and accreditation.

#### 18. Point of Discussion and Suggestions

Ms. Jyotsna Tahilramani, the alumna member, appreciated and acknowledged the efforts of the teachers of the BTTC and acknowledged the rich learning experience she received during her B.Ed. programme.

#### Action Taken

- Ms Jyotsna Tahiramani's feedback and remarks were placed on records with thanks.

#### 19. Point of Discussion and Suggestions

Dr. M A Ansari presented the slideshow of the college activities on the request of Ms. Maya Shahani.

#### Action Taken

- Dr M A Ansari presented the college activities comprehensively, which was much appreciated by all members.

**Action Taken Report Prepared by:**

**Dr. Rajeev I Jha, Dr. M.A. Ansari**

**Dr Mandeep Kaur Kochar**

**Vice Principal (University Affairs)**

**Approved By:**

**Dr Bhagwan R. Balani**  
**Principal**