

Date 1/08/2019

## MEETING.

A meeting was held with Chair on 1/08/19 for discussing the agenda of IQAC meeting at 10:00 AM in Principal's office. The following Agenda was approved for 1st meeting of session (2019-20

\* writing of Research paper

\* Writing of books for B.S.D students.

\* Faculty Development Prog. on e-books / Blended Courses / e-content.

\* orientation for Admission Committee & other faculty.

\* Composition of clubs on different streams by concerned subject teachers.

\* Organisation of workshop

\* course cover up & student's feedback

Gardhi  
1.8.19

(Dr. Vandana Gardhi)  
Principal

Preeti  
1/08/2019

(Dr. Preeti)  
Co-ordinator  
- IQAC



Date \_\_\_\_\_

## CALL FOR MEETING.

All the worthy members of IQAC are hereby invited by this cell on 2/08/2019 for discussing the following agenda in Principal's office at 11:30 AM.

### AGENDA

- i) Writing of Research Paper.
  - ii) Writing of Books for B.Ed students.
  - iii) orientation for Admission Committee & other faculty.
  - iv) Composition of clubs in different streams by concerned subject teachers.
  - v) organisation of FDP & workshop.
- Signature of IQAC members.

Somy  
01/08/19

Mandeep  
1/8/19

Charvi  
01/8/19



Date \_\_\_\_\_

## Proceeding of The meeting

The following decisions were taken in the meeting regarding the approved agenda:

\* For developing research oriented attitude of teacher educators, it was decided in the meeting that each faculty member will write research papers — at least one upto Dec. 2019.

In session 2019-20, each faculty will try to publish their research papers in UGC-approved list of journals / International journals with impact factor.

\* It was decided in the meeting that for B.Ed II<sup>nd</sup> Year students, for subjects — work education, Peace education, Lang. across the curriculum

& understanding the disciplines & subjects — good books are not available. So, faculty members should take initiative individually / in groups of 2 & 3, for writing qualitative books & try to write up to June 2020, so that next session students can get effective books.



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\* It was decided in the meeting that for conducting B.S.D 1st Year admissions smoothly, one orientation is required regarding ordinances, procedure of admission. So, Convenor of admission committee will conduct orientation for whole faculty on

\* For conducting innovative teaching practices, it was decided in meeting that each subject teacher will start club for his/her specific subject (Teaching) for B.S.D 1st Year students — Debates, Brain storming activities, Discussion, Quiz etc. will be organized in club. on Saturday club activities will be conducted. Newsletter / Record of club activities will be published / kept by concerned teacher educators.

\* It was decided in the meeting that for professional development, faculty development prog. & workshops should be conducted by workshop / Seminar committee. Regarding FDP, presentations of faculty will be started from 13/08/2019. Each faculty will present concept of their interest in FDP. Dr. Sonam Bansal was directed by the chair to organize workshop



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on 'Research methodology & Applied Statistics' from 26th Aug to 1st Sept 2019, so that faculty & staff can refresh & learn statistical knowledge.

\* Faculty developed prog. was decided to be started from 13/08/2019, in which each faculty was supposed to deliver lecture on topic of their interest:

MEETING 2.

All faculty members of IOAC were present in Principal's office on 20/03/2020 at 11:00 am.

AGENDA OF THE MEETING.

- \* Organisation of Research Workshop
- \* Planning for conducting first Term exams.
- \* Evaluation of FDP conducted by faculty in institution.

MEMBERS PRESENTED IN MEETING

Dr. Sonam Bansal

Sh. K.K. Ahuja

Dr. Vijay Saxni

Mrs. Mangel



Date \_\_\_\_\_

MINUTES OF THE  
MEETING.

The following decisions were taken in the meeting: —

\* Dr. Sonam Bansal was requested to arrange resource person & to do required planning for research workshop so that faculty members as well as students can take benefit from research workshop.

Examination incharge, Dr. Poonam Shull was instructed to organise first- term exam after completing 2 units of 80 marks paper & 1 unit of 40 marks paper, probably in Nov-Dec. 2019.

FDP conducted in institution by faculty members was evaluated in meeting. Efforts of all teachers are appreciated & motivated to try on such efforts in coming days also.



