

B. D. Shah College of Education (CTE)

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Minutes of IQAC and Report : 2015-16

Five IQAC meetings were organized on the following date during the year:

1. Date-11.09.2015, Friday
2. Date-21.10.2015, Wednesday
3. Date-23.12.2015, Wednesday
4. Date-23.01.2016, Saturday
5. Date-29.03.2016, Tuesday

1. The First Meeting:

The First meeting was organized on 11.09.2015, Friday at 2.15 pm in room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decision.

Agenda of the meeting on which discussion was made during the meeting were as under:

1. Reading of proceeding of the last meeting and get its approval from the members.
Dr. N.A. Makwana has nicely read out and presented the minutes of last meeting organized in College and it was approved by all the present members by raising their hands and speaking together it is approved.
2. Presentation of the educational and other programmes organized after last meeting till this meeting.
 - (1) The discussion was made regarding arrangement of lessons organized for the student-teachers of BAOU and their lesson observation work done by all the teacher-educators from 17.06.2015 to 23.06.2015 in different practice teaching schools, like, Sharada high School, Modasa; Triveni High School, Modasa; Makhdum High school, Modasa; Dugharwada high school, Dugharwada; J.S.Mehta high school, Dhansura; Sakariya High School, Sakariya.
 - (2) On 21.06.2015, Sunday on international day of Yoga was organized for all the college in the college campus where all the student-teachers, teacher-educators and administrative staff participated collectively.
 - (3) All teacher-educators and administrative staff participated in the orientation programme on new curriculum organized by L.N.K. College of Education, Patan at Ambaji on 22-23, July 2015.

(4) A workshop on “promotion of culture of quality through research” was organized on 24-26, July 2015 by knowledge consortium of Gujarat and Jadar Government Arts College at Jadar was attended actively by our college faculties Dr. N.A. Makawana, Dr. C.H. Rathod, Dr. B.A. Modi and Ms. M.H. Rathod.

(5) The admission process in the education colleges affiliated to HNGU, Patan was organized at Patan from 11.08.2015 to 22.08.2015 in which Dr. G.P. Raval, In charge Principal and Dr. C.H. Rathod along with administrative staff collectively participated at Patan.

(6) The college began with Sem.-I newly admitted student-teachers collectively in UGC Hall and parents-teacher-educators Association (PTA) was constituted and organized meeting on 24.08.2015 in the presence of all the teacher educators and members of PTA.

(7) Curriculum orientation programme was organized for new batch from 25.08.2015 to 29.08.2015.

(8) The teacher’s day was celebrated on 07.09.2015 in the prayer assembly (As there was Janamashtami festival on 05.09.2015).

(10) The second round of B.Ed. admission process was completed from 08.09.2015 to 10.09.2015.

Recommendations for future programmes:

1. Provide various opportunities to develop various efficiencies among teacher educators.
2. To organize various lectures through experts on various socially useful topics.
3. To provide dense training for microteaching and school experiences.
4. Make classroom teaching with varied experiences.
5. To follow functions given by the university effectively.
6. To celebrate Gandhi Jayanti and various days and organize various competitions.
7. To make internship programme qualitative.
8. To provide training planning of lessons in various subjects.
9. To celebrate Navaratri Mahotsav effectively on 17.10.2015.

At last in the concluding remarks that we must increase our potentiality for overall development of student-teachers. We must deliverer effective and qualitative lecture during classroom teaching. We celebrate special days in the prayer assembly and give careful guidance to the student-teachers for their lesson planning and casted vote of thanks to all IQAC members remained present in the meeting. Chairman declares that today’s IQAC meeting has got over.

2. The Second meeting:

The second meeting was organized on 21.10.2015, Wednesday at 2.15pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decision.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of proceeding of the last meeting organized on 11.09.2015, Friday and get its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 11.09.2015, Friday in the college and it was approved by all the present members by raising their hands and speaking together it is approved and every member present has signed it.

[2] Presentation of the educational and other programmes organized after last meeting till this Meeting.

(1) Dr. G.P. Raval went to HNGU, Patan for second round of admission process from 08.09.2015 to 10.09.2015.

(2) Dr. G.P. Raval and Dr. N.A. Makwana attended seminar organized by Anand Education College at Anand on 12.09.2015 on 'Think before Action'.

(3) Hindi divas was celebrated in the assembly on 14.09.2015 in which student-teachers and teacher educators delivered lectures on importance of speaking in Hindi and how Hindi became our national language. Dr. Bhavanaben Modi also spoke about benefits of speaking in National Language Hindi as Teacher educator of Hindi method of teaching.

(4) On 15.09.2015, Shri Kanubhai R. Khant, Teacher, K.N. Shah Modasa High School was invited in the prayer assembly to deliver lecture on "Co-ordination of natya (Drama) and Kala (arts) in education".

(5) From 18.09.2015 to 01.10.2015 the micro-teaching lesson theoretical presentation, demonstration lessons for various skills were organized. The student-teachers were guided for preparation of giving micro-teaching lesson in various methods of teaching and they prepared lessons and demonstrated the lessons in their subject groups. The DVD recording of teacher-educators for bridge lessons were presented in room no. 6 in front of all the student teachers for their learning purposes.

(6) Dr. G.P. Raval went to Gandhinagar to attend CTE meeting on 19.09.2015 at GCERT, Gandhinagar.

(7) Dr. G.P. Raval and Shri Sharadbhai C. Shah went to Pune to attend UGC related work from 20.09.2015 to 22.09.2015.

(8) Dr. G.P. Raval attended interview committee meeting organized at Palanpur to select staff for English Medium Teacher Education College on 26.09.2015.

(9) Prof. G.N. Patel attended seminar organized by L.N.K. College of Education, Patan and Shree Sarswati Shikshan Mahavidhyalaya, Unja organized at Unja on "EDEPC-1301 : READING AND REFLECTING ON TEXTS" on 28.09.2015. This seminar was sponsored by G.C.E.R.T., Gandhinagar.

(10) The Gandhi Jayanti was celebrated in the prayer assembly by lectures and cleaning of the college and college campus on Saturday, 03.10.2015 (as on 02.10.2015 it was declared as holiday) in which all the teacher educators and student teachers participated actively.

(11) Dr. G.P. Raval attended programme on 13.10.2015 organized by MSCERT, Pune at Pune on "Consultation on New education policy".

(12) Sem.-I student-teachers were grouped suitably for school visit along with in-charge appointed teacher-educator on 13.10.2015.

(13) Dr. N.A. Makawana and Prof. G.N. Patel attended meeting called for paper setters of B.Ed. curriculum at Patan on 14.10.2015, Wednesday.

(14) Navaratri Garaba Mahotsav programme was organized for all the student-teachers and Teacher-educator in UGC Hall on 17.10.2015

(15) Lesson guidance was organized for all the student-teachers of Sem.-I from 14.10.2015.to 21.10.2015.

[3] Discussion and planning for incoming future programmes.

1. Planning of internship programme in various practice teaching schools.
2. Planning to organize cultural programmes in the college.
3. Do the assessment work of internal submissions for Sem-I.
4. To plan for organizing internal examinations of the college.
3. Presentation of new educational programmes and planning coming in the future time.
4. Presentation by the chairman of the IQAC meeting.

3. Third meeting:

The third meeting was organized on 23.12.2015, Wednesday at 2.15pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decision.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of the proceedings of the meeting: IQAC chairman Dr. G.P. Raval gave warm welcome to all the members present in the meeting and asked IQAC coordinator Dr. N.A. Makawana to read out the proceedings of the last IQAC meeting organized by the institution. Reading of proceeding of the last meeting organized on 21.10.2015, Wednesday and gets its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 21.10.2015, Wednesday in the college and it was approved by all the present members by raising their hands and speaking together it is approved and every member present has signed it.

Now the meeting began to discuss on the second onwards agenda pre-decided for the meeting.

1. It was discussed among present members of IQAC regarding organizing of SEM-I internship organized from 26.10.2015 to 02.11.2015 in different practice teaching schools like, Smt. M.K.Kadakiya High School, Dugharwada; G.K.Bhatt High School Medhasan ; Makhdum High School, Modasa; Triveni High School, Modasa and Sharada High School, Modasa.

2. A cultural programme of “A Hasya Darbar” was organized on 03.11.2015, Tuesday in which guest artist Mr. Natubhai Patel, Comedy Artist presented nicely about human life and place of daughter in it. He also presented intelligent jokes to the audience which was nicely welcome by round of applause by the student-teachers and staff members.

3. Dr. G.P. Raval attended IQAC Seminar organized by Shamlaji Arts College, Shamlaji on 21.12.2015.

Recommendations for future programmes:

1. Planning of internship programme in various practice teaching schools.
2. Planning to organize cultural programmes in the college.
3. Do the assessment work of internal submissions for Sem-I.
4. To plan for organizing internal examinations of the college.
5. Presentation of new educational programmes and planning coming in the future time.
6. Presentation by the chairman of the IQAC meeting.
7. Presentation of vote of thanks was made by IQAC coordinator Dr. N.A. Makawana.

4. Fourth meeting:

The fourth meeting was organized on 23.01.2016, Saturday at 2.40pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decisions.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of the proceedings of the meeting: IQAC chairman Dr. G.P. Raval gave warm welcome to all the members present in the meeting and asked IQAC coordinator Dr. N.A. Makawana to read out the proceedings of the last IQAC meeting organized by the institution. Reading of proceeding of the last meeting organized on 23.12.2015, Wednesday and gets its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 23.12.2015, Wednesday in the college and it was approved by all the present members by raising their hands and speaking together “it is approved” and every member present has signed it.

[2] Now the meeting began to discuss on the second onwards agenda pre-decided for the meeting.

1. It was discussed among present members of IQAC regarding programme conducted after last meeting.

From 24.12.2015 to 26.12.2015 three programmes were conducted and their discussions were done by the members. There programme were: 1. Class room teaching, 2. Internal Evaluation work, 3. Library reading activities performed by the student-teachers.

2. It was taken to attention to the entire members that F.Y.B.Ed University examination was nicely conducted by the college organized from 28.12.2015 to 31.012.2015.

3. All the student teachers, teacher educators and administrative staff took part in International Kite Festival organized in Modasa by state Government at Kumkum party plot, Meghraj Road, Modasa on 08.01.2016, Friday.

4. From 01.01.2016 to 22.01.2016 the classroom teaching work was conducted in the college.

5. Prof. G.N. Patel served as evaluator in GUNOTSAV PROGRAMME organized for Modasa taluka from 7th to 9th January, 2016.

[3] Discussion on planning of nearby future programmes.

1. Development of internship programme for Sem-II student-teacher in college's practice teaching schools.
2. To provide qualitative guidance for lesson planning and preparation of incoming submissions.
3. To make the planning of counselling programmes to be organized for BAOU student-teachers.
4. To participate in campus level inter college competitions organized by various sister institutions under the guidance college management.
5. To prepare to organize an activity or programmes given by the college management for inter college competition.
6. To decide an activity to be conducted by the college in management establishment day celebration programme.
7. To discuss about OSA adhiveshan to be organized.
8. To discuss collectively about organizing "The university lecture series" and "College's Annual Day celebration".

[4] Presentation by the chairman of the IQAC meeting.

Chairman Dr. G.P. Raval requested every one about Internship programme, university examination, establishment day of college management, OSA Adhiveshan and Annual programme the institution must be planned and organized with all quality aspects and all the members related to different activities must give very nice co-operation to the Institution in all possible way.

5. Fifth meeting:

The fifth meeting was organized on 29.03.2016, Tuesday at 2.15pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decisions.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of the proceedings of the meeting: IQAC chairman Dr. G.P. Raval gave warm welcome to all the members present in the meeting and asked IQAC coordinator Dr. N.A. Makawana to read out the proceedings of the last IQAC meeting organized by the institution on 23.01.2016, Saturday.

Reading of proceeding of the last meeting organized on 23.01.2016, Saturday and gets its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 23-01-2016, Saturday in the college and it was approved by all the present members by raising their hands and speaking together "it is approved" and every member present has signed it.

[2] Now the meeting began to discuss on the second onwards agenda pre-decided for the meeting.

To present the details of educational, co-educational and cultural programme conducted after the last meeting organized on 23.01.2016.

1. Organized internship programme for student-teachers of Sem-II from 25.01.2016 to 06.02.2016 in different practice teaching schools .Also Prof.G.N.Patel was given congratulations for serving as assessor for primary schools of Modasa taluka in Aravalli district primary schools Gunotsav programme organized from 7th to 9th January, 2016 and Dr. G.P. Raval and Prof. G.N. Patel were given congratulations on attending on ICT seminar organized by Gujarat Vidyapith on 15th to 17th February, 2016 at Ahmedabad.

2. To give detail and congratulate the student-teacher presented dance programme in college auditorium organized by the college management on 23.02.2016 on college management's establishment day celebration programme.

3. The authentic detail about getting education in the foreign countries in various universities was explained by Ashifbhai and Mohammed Rafiqbhai of PYRAMID institute in detail and nicely answered questions asked by the student-teachers on 27.02.2016.

4. Shree Ramtejashbhai , Chiragbhai Patel and Ravi Padamani presented nicely information on animation film on the topic "Rise your career with experts by Ram Animation" on 01.03.2016. They presented with examples animation film on screen using laptop and explained how to prepare it with the help of technology.

5. The Old Students Association's 47th Adhiveshan was organized at C.G.Butala Sarvoday High School, Modasa, Dist. Aravalli on 06.03.2016, Sunday from 10.30am onwards till the end of the meeting and lunch programme.

6. The college's 48th Annual Function was celebrated on 12.03.2016, Saturday in the presence of Dr. Sanjaybhai Vedia, Principal-in-Charge of Sir P.T.Science College, Modasa and Mr. Balachandra N.T., Principal, J.B. Shah English Medium School, Modasa and Channel-9 magazine was released on the same day.

7. University lecture Series was organized on 16.03.2016, Wednesday in which chief speaker Dr. R.S. Patel, Professor & Head of Department of Education, Gujarat University, Ahmedabad remained present and delivered lecture on the topic "Changing Streams of Education: National and International".

[3] To discuss collectively about incoming new educational and co-educational programmes:

1. To fruitfully plan and organize incoming internal and university examinations.
2. To plan about organizing workshop for student-teachers of BAOU Study centre.
3. To be aware of instruction given by Admission Cell of parent university HNGU, Patan and organize online admission process as centre for admission to B.Ed. programme of the university.
4. To organize orientation programme for newly admitted student-teachers in the college.

[4] Presentation by chairman of IQAC of the college:

Dr. G.P. Raval concluded about

1. Giving proper guidance to student-teachers
2. We shall make admission process to B.Ed. programme easy and fast for student-teachers.
3. We shall organize orientation programme for newly admitted student-teachers.
4. Lastly chairman Dr.G.P.Raval casted vote of thanks to all IQAC members present in this meeting.