

MINUTES OF IQAC MEETING

KIIT COLLEGE OF EDUCATION

Date: 29/11/2022

Time: 03:00 PM

Location: Maruti Kunj, Bhondsi, Gurugram.

Venue: Director Office

Hosted by: Prof. Indira Dhull

The following members attended the meeting:

Prof. Indira Dhull (Director)

Dr. Anshu Radha Aggarwal (Principal)

Dr. Rachna Sharma

Ms. Anupam Bansal

Dr. Shikha

Dr. Aruna

Dr. Neetu Dahiya

Dr. Parul

Ms. Vandana Arora

Agenda of the Meeting

- Proposal for NAAC Sponsored Seminar.
- Planning of Orientation Programme for students of academic session 2022-23
- Status of AQAR 2021-22.
- Conduction of Extension/ Special Lectures/ Workshop in December 2022 & January 2023.
- Discussion on Value Added Courses (VAC)
- The organisation of Fresher's Party.
- Commencement of B.Ed. 2nd year 16 weeks internship programme.

Proceeding/ Points discussion and Decision taken

- Director Prof. Indira Dhull started the meeting.

- Director Ma'am presented the previous meeting's minutes and report on different activities conducted/ executed in the previous meeting.
- Updated status of AQAR 2021-22 given by faculty.
- In the discussion on the theme and dates for the proposed NAAC Sponsored Seminar, it was decided that the seminar may be held in the 2nd or 3rd week of February 2023 on the theme '**NEP 2020: Opportunities, Challenges and Strategic Implementation**'.
- As per recommendations of IQAC, it was decided that more Value-Added Courses need to be introduced w.e.f. the session 2022-23 includes Soft Skills, Arts and crafts, Professional Ethics, Social Work, Environmental Education and Cyber Security.
- The objectives & course content of the upcoming VAC were discussed and the faculty concerned was reminded to finalise the same up to 15th Dec. 2022.
- As an outcome of the discussion about the Planning of the Orientation Programme for students of academic session 2022-23, it was decided that the Orientation cum Induction Programme will be held on 1st Dec 2022. Prof. S.S. Agrawal, Director General, and Dr. Neelima Kamrah, Registrar will address the students.
Prof. Indira Dhull, Director (KCEd.) will deliver a welcome note and introduce the teaching and non-teaching staff to students.
Dr. Rachna Sharma will give a presentation about the college. Ms. Anupam Bansal, Ms. Ravneet Kaur/ Dr. Aruna, and Dr. Shikha will orient the students about B.Ed. curriculum, M.Ed. Curriculum and Co-curricular activities & code of conduct respectively. Ms. Mamta Singh, Librarian will explain the resources available in the library and its rules and regulations.
- In the discussion about the topics and resource persons to conduct Extension/ Special Lectures in December 2022 & January 2023, it was decided that the special lectures may be conducted on Assessment Techniques / Personality Development/ National Education Policy and a workshop may be done on Development of ICT tools for teaching and learning.
- It was decided in the meeting that the Fresher's Party may be organised on 16th / 17th Dec 2022 and B.Ed. 2nd year's 16-week internship programme will start from 19th Dec 2022.
- The meeting was adjourned at 4.00 pm.

Plan of Action

- Completion of AQAR 2021-22.
- Preparation of proposal for NAAC Sponsored Seminar.
- Finalising the objectives & course content of the upcoming VACs.
- Preparation of the Orientation cum Induction Programme and Fresher's Party for students of the academic session 2022-23.
- Planning of Pre-internship session for B.Ed. 2nd year.



Prof. Indira Dhull
Director


Principal
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Prof. Anshu Radha Aggarwal
Principal