MAHARSHI VALMIKI COLLEGE OF EDUCATION

(UNIVERSITY OF DELHI)

GEETA COLONY, DELHI 110 031

MINUTES OF THE SECOND MEETING OF IQAC HELD ON 16TH DEC 2016

The second meeting of the IQAC was held on Friday, 16th December 2016 at 03.00 PM in the Committee Room of the College.

The following members were present:

1. Dr. PK Sharma (Chairperson, IQAC)
2. Dr. Ila Mehrotra (Coordinator, IQAC)
3. Professor Anant Narain Sahi
4. Ms. Minu Talwar
5. Dr. Gopal Rana
6. Dr. Ramjee Dubey
7. Dr. Satveer Singh Barwal
8. Mr. Harish Kumar
9. Mr. Pritam Chand Dogra
10. Ms. Ekta Sharma

Business Transacted:

1. The Minutes of the IQAC Meeting held on 28.08.2016 were confirmed.
2. It was suggested that quantifiable measures be adopted to monitor the work done for each target set up by the IQAC. Short and long term targets should be set up in all areas of the College’s functioning and there should be constant monitoring of the targets. It was decided to set the target date for the tasks to be listed in the meeting as 28th February 2017.
3. The following decisions were taken: -
4. One institutional workshop will be organized in one of the foundation areas with the target date set as 28th February 2017. The proposal to be made open and floated in the upcoming staff council meeting.
5. One faculty development programme will be organized. The area identified was ‘Measurement and Evaluation’.

(c) In in-house research seminar to be organized.

(d) It was decided that the students should be apprised of their mid-term performance. Internal marks should be displayed. The students should be allowed to improve their performance.

(e) In the next meeting of IQAC the feedback analysis of the feedback obtained from the stakeholders to be presented. The feedback analysis should be kept confidential.

(f) Volunteers from students to be invited to function as peer tutors.

(g) The students of 1st year and 2nd year will be motivated to take up community work as part of the social responsibility. The work would be duly acknowledged by the College.

(h) Environment awareness activities to be organized. An Environment Club to be initiated. The activities to be conducted could be:- Poster making competition, lectures on environment awareness, awareness about minimizing use of electricity, minimizing the use of plastics, keeping the campus litter free, throwing the waste in segregated waste bins etc.

(i) Gender sensitization activities to be organized through lecture and workshop.

(j) Placement cell to initiate the process of inviting schools for campus placement and ensure that interviews are held on campus. An in-house workshop to be organised to prepare students learn to develop their CVs.

(k) Counselling groups to be made for the 2nd year students.

(l) Proper elections of the Alumni Association to be held and process of registration of the Alumni Association to be initiated.

(m) Attempt to initiate the process of bringing out occasional research papers to be made to promote research avenues in the College.

1. The following was placed on record:-
2. The members of the non-teaching staff were regularly being sent for attending the training programmes/workshops on different areas that were organized by the Govt. of NCT of Delhi.
3. The Officiating Principal was Convener of a committee constituted by the Dean, Faculty of Education University of Delhi, to recommend revision of the scheme of examination for the two-year B.Ed. programme of the University of Delhi. The recommendations would be subsequently considered by the respective bodies of university for further action.

The meeting concluded with a vote of thanks to the Chair.

Dr. Ila Mehrotra Dr. PK Sharma

Convener, IQAC Chairperson, IQAC