

Six IQAC meetings were organized on the following dates during the year:

1.25.06.2016, Saturday

2.02.07.2016, Saturday

3.22.10.2016, Saturday

4.17.12.2016, Saturday

5.30.03.2017, Thursday

6.10.06.2017, Wednesday

### **1.The First Meeting:**

The first meeting was organized on 25.06.2016 at 1.00pm in room no.5 in conference Hall of 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 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 the 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 co-educational programmes organized after the last meeting till this meeting.

(1) All staff member and student-teachers of Sem-I remained present in flag hoisting programme organized in the college campus.

(2) Student-teachers were sent to internship programme in five different practice teaching Schools in the villages nearby, namely, 1. Dugharwada, 2.Ranasan, 3.Sardo, 4.Tintoi and Limbhoi

(3) From 08.02.2016 to 29.02.2016 classroom teaching work was conducted in the college according to time –table.

(4) The responsibility to celebrate management establishment day was carried out by the college and an item of “Marathi Dance” was present by selected student-teachers of our college.

(5) On 13.04.2016 “Star-Batch Guidance” programme for brilliant student-teachers of our college was organized in room no.6

(6) The student-teachers are provide reading time from 21.04.2016 to 23.04.2016 for University exam preparation for Sem-II and during 25.04.2016 to 28.04.2016 the university examination for Sem-II was conducted.

(7) The summer vacation was declared in the college by the university from 26.04.2016 to 14.06.2016.

(8) The workshop for the student-teachers of the centre of Dr.Baba Saheb Ambedkar Open University was conducted from 01.05.2016 to 12.05.2016 in the college.

(9) The orientation programme new entrants in this college was conducted from 15.06.2016 to 18.06.2016.

Recommendations for future programmes:

1. Provide preliminary information to student-teachers about internship programme .

2. To give understanding about lessons to be given during internship and conduct cultural

activities and administrative activities in the school.

3.To prepare internship group, ask student-teachers to select school appropriate to them and to give explanation about lesson guidance, lesson observation, understand weightage of internal marks and give explanation about various submission to be prepared during internship.

4.To plan about Praveshotsav and Construction of “Parent Teacher-educator Association”

5.To be presented from the chairman of the meeting.

IQAC chairman Dr.G.P.Raval welcomed and thanked all the members of IQAC and proposed to make sharp planning about teaching-learning process and activities of all the student

teachers. He also informed about the calculation of API Score of teachers educator

Dr.C.H.Rathod has been prepared and will be send to the respective office of the government for further process.

## **2.The Second Meeting:**

The second meeting was organized on 02.07.2016 at 1.30pm in room no.5 in conference Hall of 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 proceeding of the last meeting dtd.25.06.2016 and get its approval from the

members. Dr.N.A.Makwana has nicely read out and presented the minutes of the last meeting organized dtd.25.06.2016 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 co-educational programmes organized after the last meeting till this meeting.

1.The regular class room teaching was conducted in the college from 26.06.2016 to 30.06.2016.

2.On 01.07.2016 the student-teachers were send to school visit in order to take permission for\ Sem-III internship programme to be conducted in various schools.

3. Recommendations for future programmes:

1.It was expressed by the chairman that internship programme for sem-III for two months should be organized qualitatively and all of us will take care of it.

2.Student-teachers along with teachers educators and administrative staff visited exhibition organized on Dr.Vikram Sarabhai, the great Indian Scientist.

3.It was decided that we will be helpful to our sister institution Shree K.H.Patel M.Ed. Institute when NAAC team visit that institution.

4.The activity of observations of lessons to be given by the student-teachers of our BAOU centre will be conducted during our regular batch’s internship programme.

4.It was collectively resolute that API Score and Certificate of refresher course for Dr. Chandreshbhai H.Rathod is to be sent for further /next scale to respective office at Gandhinagar.

5. Presetation by Chairman: All the teachers educator must focus on English speaking and writing for our trainees and organize various programme at school level for personality

development of our student-teachers.

**3.The Third Meeting:** The third meeting was organized on 22.10.2016, Saturday at 1.30pm in room no.5 in conference Hall of 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 proceeding of the last meeting organized on 02.07.2016 and get its approval from The members. Dr.N.A.Makwana has nicely read out and presented the minutes of the last Meeting organized on 02.07.2016 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 co-educational programmes organized after the last meeting till this meeting.

(1) From 03.07.2016 to 11.07.2016 classroom teaching work was effectively conducted in the college.

(2) The trainees of sem-III were gone to school visit on 12.07.2016 for internship programme of two months long.

(3) The student-teachers of sem-II made preparation for internship to be conducted from 13.07.2016 to 16.07.2016 in different practice teaching schools.

(4) On 14.07.2016 a lecture of Shree Jashvantlal Mithawala was organized on 'Social Change' and student teachers visited to see exhibition on Dr.Vikram Sarabhai at Sir P.T.Science College, Modasa.

(5) The internship programme for two months was organized for sem-III student-teachers from 18.07.2016 to 17.09.2016.

(7) The lessons of student-teachers of BAOU, Modasa centre was arranged from 18.07.2016 to 25.07.2016.

(8) On 28.07.2016 the Praveshotsav for newly admitted student-teachers was organized and then after Parents Teachers-educators Association (PTA) for Seem-I was constituted.

(9) The orientation programme for newly admitted student-teachers was organized on 29.07.2016 to 06.08.2016.

(10) On 06.08.2016 the memory competition for newly admitted student-teachers was organized and for the winners of that competition has taken part in elocution competition on 13.08.2016.

(11) Class room teaching was conducted from 08.08.2016 to 29.08.2016 according to time table.

(12) On 22.08.2016 university examination form for sem-III were filled up by student teachers.

On 23.08.2016 the exhibition for birthday card was organized in the college building.

(13) On 27.08.2016 theory of skill of fluency in questioning was presented by Dr.C.H.Rathod and Prof.G.N.Patel presented its demonstration lesson.

(14) On 30.08.2016 Praveshotsav was organized to welcome new entrants of B.Ed. and Parents Teacher-Educators Association was formulated and on the same day meeting was conducted.

(15) On 31.08.2016 the teach and re-teach were conducted for the skill of fluency in questioning in university pedagogy subject to provide learning experiences.

(16) On 01.09.2016 theory of skill of explaining was taught by Dr.B.A.Modi and

Dr.N.A.Makwana presented demonstration lesson on the same. On 02.08.2016 the teach and re teach were conducted for the skill of explaining.

(17)On 04.09.2016 the theory for skill of Black Board work was presented by Dr.N.A.Makwana\ and Dr.G.P.Raval presented Demonstration lesson.

(16) On 06.09.2016 the theory for skill of set induction was presented by Prof.G.N.Patel and Dr.C.H.Rathod presented Demonstration lesson.

(17)On 07.09.2016 teaching and re-teaching of black board work was conducted and On 08.09.2016 teaching and re-teaching of skill of set inducted was conducted

(18)On 12.09.2016 the student-teachers of Sem-I went to allotted practice teaching school for Preparing time-table and collecting their units of teaching.

(19)On 14.09.2016 Hindi Day was celebrated in the prayer assembly and the entire student teachers and staff members were asked to communicate only in Hindi language.

(20)On 15.09.2016 the guidance for lesson was organized and on 16.09.2016 the recorded VCDs for demonstration of stray lesson was shown for various pedagogy subjects.

(21)From 19.09.2016 to 22.09.2016 the lessons for sem-i were organized in four different practice teaching schools.

(22)On 20.09.2016 the lecture of Prin.Uttam Gangurde ,Government arts and Commerce and Education college, Meghraj was organized.

(23)On 23.09.2016 the lecture of Shri P.M.Modi from Surya Foundation was organized.

(24)From 25.09.2019 to 15.10.2016 theory classes were conducted very effectively in the college.

(25)Navaratri Mahotsav was organized on 10.10.2016 in UGC Hall and student-teachers along with teachers educators played Garaba.

(26)From 17.10.2016 to 22.10.2016 the internal examinations were arranged for student-teachers of Sem –I and III. For F.Y B.Ed. student-teachers reading time for internal examination was given for 19 and 20 October,2016.

3. Dr.G.P.Raval informed that there will Diwali vacation from 26.10.2019 to 16.11.2016 according to holidays declared in University circular. Also stressed to conduct university examination for sem-I and III following all rules and regulations of the university. The internship activities for Sem-III for two months will be organized was decided. One day sport activities and twelve days school experience for FYBEd student-teachers will be organized. Ten days programme for FYBEd on “Soft skill and grooming” by Corel Education Foundation Ltd. related to tourism will be conducted in future. And also manage to provide lesson guidance to student-teachers.

4.It was stressed by Dr.G.P.Raval ,as chairman to organized such programmes which help them to enhance their professional growth effectively. And asked to neatly plan for internship more learning oriented in the benefit of student-teachers. Also announced about planning for star batch programme so that student-teachers can score more marks in university examination.

**4.The Fourth Meeting:** The fourth meeting was organized on 17.12.2016,Saturday at 1.30pm in

room no.5 in conference Hall of 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 proceeding of the last meeting organized on 22.10.2016 and get its approval from the members: Dr.N.A.Makwana has nicely read out and presented the minutes of the last meeting organized on 22.10.2016 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 co-educational programmes organized after the last meeting till this meeting.

The chairman Dr.G.P.Raval presented information about the Educational and other programmes organized after last meeting as under:.

1. On 24.10.2016 and 25.10.2016 for two days university examination for S.Y.B.Ed. Student teachers was organized and in same days internal examination for F.Y. B.Ed. student teachers was conducted.

2. According to circular from parent university HNGU, Patan the Diwali vacation was declared from 26.10.2016 TO 16.11.2016.

3. The university examination of Sem-I student-teachers was conducted from 21.11.2016 to 24.11.2016.

4. The preparation of internship programme SYBED was conducted on 25.11.2016. From 28.11.2016 to two month long internship programme SYBED student-teachers was conducted with all sort of preparation.

5. The regular classroom teaching for FYBED student-teachers was conducted from 17.11.2016 to 09.12.2016

6. The training programme on ‘soft skill and grooming’ was organized by Gujarat Government under CORAL EDUCATION PVT LTD, AHMEDABAD for 10 days for our student-teachers.

7. Lesson guidance was organized first year B.Ed. student-teachers from 10.12.2016 to 16.12.2016.

3. Recommendations for future programmes:

1. It was expressed by the chairman that internship programme for FYBED(Sem-II) will be organized for twelve days and we must organize it qualitatively and all of us will take care of it.

2. Like every year it is decided to take part with cultural item in management establishment ceremony day. It was also collectively decided to take part in various activities and competitions organized by our parent university through colleges and our participant perform better presentation in all of it.

3. It was decided to visit all practice teaching school where our student-teachers of SEM-II are giving their lessons and motivate them.

3. All the teachers educators were asked to take part in various seminars or conferences and present their research paper to increase their professional development.

4. To plan about organising educational tour for our student-teachers.

5.To set time table for guidance of Annual lesson and conduct the annual lesson examination according norms of university.

6.Plan for celebration of Annual Day for entire group of student-teachers

7.Prganize the preliminary examination for student-teachers of our college for Sem-II and IV.

4.To be presented from the chairman of the meeting.

IQAC chairman Dr.G.P.Raval welcomed and thanked all the members of IQAC and proposed that all the teachers educators must visit practice teaching schools and be co-operative in development of students-teachers and practice teaching schools. On management establishment day cultural programme prepare and present qualitative cultural item. All the teachers educator should think about educational tour to be organized. We must give stress that all the student teachers deliver their annual lesson in digital form with nice preparations. Every teacher educator must carry on the given responsibility with proper care.

**5.The Fifth Meeting:** The fifth meeting was organized on 30.03.2017,Wednesday at 4.00pm in room no.5 in conference Hall of 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 proceeding of the last meeting organized on 17.12.2016 and get its approval from the members: Dr.N.A.Makwana has nicely read out and presented the minutes of the last meeting organized on 17.12.2016 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 co-educational programmes organized after the last meeting till this meeting.

The chairman Dr.G.P.Raval presented information about \the Educational and other programmes organized after last meeting as under:.

1.Twelve days internship programme for SEM-II was organized in Makhdum High School, Modasa; G.K.Bhatt High School, Medhasan; P.C.N.High School, Megharaj; J.S.Mehta High School ,Dhansura from 19.12.2016 to 31.12.2016

2.On 03.01.2017 Prof .R.R.Pandya, Ex-teachers educator of this college delivered guest lecture on “Professional preparedness”

3.Inter college MAHENDI COMPETITION was organized in our college in collaboration with K.H.Patel M.Ed. institute, Modasa and Bansiben Chhabhaiya and Priyankaben Patel took part in YOG TALIM SHIBIR organized by Himmatnagar Arts College at Himmatnagar.

4.Pinkalben,Vashaben and Falaknaz actively participated in COMPUTER TRAINING SHIBIR organized by local BCA College on 05.01.2017

5.Renuben and Kailashben participated in intercollegiate power point presentation competition organized by local BCA College, Modasa .

6.Intercollege elocution competition was organized by our college for all the colleges in which our college trainee Mohammad MALEK Soeb stood in third position.09.04.2017.

7.our student-teacher Navghan Rabari participated in instant speech competition organized by

sir P.T.Science college on 10.01.2017 .

8.Pinkalben took part in Rangoli Competition organized by Arts College ,Modasa on 11.01.2017

9.The lecture of Shree Jashvantbhai Mithawala on Social ‘Change ‘was organized on 16.01.2017.

10.Student-teachers of sem-II gone for school visit of internship programme 19.01.2017.

11. Pinkalben, Chandrikaben, and Snehaben participated in “Mahila Kanooni Shibir” organized on 20.01.2017 by H.S.Shah College of Commerce, Modasa

12.Prof.G.N.Patel and Dr.C.H.Rathod participated in seminar on “Constructivism in lesson planning ” at Radhanpur B.Ed. college on 20.01.2017.

13.25.01.2017 Navghan Rabari, Bhaichandbhai and Zankhanaben participated in inter college quiz competition organized by BCA and PGDCA colleges, Modasa .

14.The patriotic dance was presented collectively by our student-teachers in the flag hoisting programme in the college play ground very effectively. The participants were Varsha Bansi, Zankhana, Falaknaz, Radhika, Kailash, Amita and Swati.

15.On 28.01.2017 the internship programme for SYBED was completed.

17.The educational tour to Maharashtra was organized from 06.02.2017 to 11.02.2017.

18.The responsibilities as chairman of B.Ed. part-II Examinations self-financed B.Ed. colleges was performed by all the teacher Educators of the college from 13.02.2017 to 16.02.2017.

19.The preparation of B.Ed. Part-II University level examination was done from 17.02.2017 to 18.02.2017.

20.The Annual lesson examination by the HNGU,Patan was conducted for grant-in-aid Education college from 20.02.2017 to 23.02.2017.

21.In the cultural programme on management establishment day on 23.02.2017 spiritual dance was presented by our student-teachers namely, Radhika Makani and Varshaben Rabari.

22.on 28.02.2017 Dr. Bhadreshbhai Patel{Principal, M.Sc.(IT) }and Prof. Arpitbhai Joshi delivered lectures in prayer assembly on “Multiple information Technology”.

3. Recommendations for future programmes:

1.To join the paper evaluation work collectively arranged at patan and co-operate in the central evaluation process.

2.To plan the workshop for twelve days for the student-teachers of BAOU centre of the college.

3.To declare summer vacation for the staff and student-teachers according the decision of parent University.

4.To discuss on curriculum of B.Ed. sem-III collectively with the student-teachers of Sem-II.

5.To be presented from the chairman of the meeting.

IQAC chairman Dr.G.P.Raval thanked all the members of IQAC and proposed that we must explain our student-teachers to appear effectively and sincerely in the university examination and score more marks in it. Every teacher educator must carry on the given responsibility of the college or university with the proper care. In summer vacation we will provide our all necessary services to conduct workshop of first and second year student-teachers of BAOU of our centre.

**6.The sixth Meeting:** The sixth meeting was organized on 10.06.2017,Wednesday at 2.00pm in room no.5 in conference Hall of the college building under the chairmanship of Shri Navinchandra R. Modi, President, The M.L.Gandhi Higher Education Society, Modasa. 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 proceeding of the last meeting organized on 30.03.2017 and get its approval from the members: Dr.N.A.Makwana has nicely read out and presented the minutes of the last meeting organized on 30.03.2017 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 co-educational programmes organized after the last meeting till this meeting.

The chairman Dr.G.P.Raval presented information about the Educational and other programmes organized after last meeting as under:

1. The central evaluation of sem-II of B.Ed. was organized from 26.04.2017 to 29.04.2017 at University at Patan in which the teacher educators worked in their subjects of teaching.

2. The workshop for student-teachers of B.Ed. programme of Dr.Baba Saheb Open University, Ahmedabad was conducted fro, 01.06.2017 to 12.06.2017 in which all the teachers educators worked according to responsibility shared to them.

3. The central evaluation of sem-IV of B.Ed. was organized from 03.04.2017 to 07.04.2017 at University at Patan in which the teacher educators worked in their subjects of teaching.

4. The university declared summer vacation from 27.04.2017 to 11.06.2017.

5. From 12.06.2017 the teaching work of sem-III begin and on 12.06.2017 and 13.06.2017 the curriculum of Sem-III was discussed with student-teachers.

6. The resolution about Dr.G.P.Raval's application for the post principal in this college was Passed by IQAC committee with sign of chairman Shree N.R.Modi looking at the requirements according to UGC rehulation-2010 was signed for the purpose to apply for the post of principal in this college.

7. The discussions on construction of new IQAC for 2017-18 was discussed in the college staff meeting organized on 10.06.2017.

8. In the speech of IQAC Chairman Shree N.R.Modi casted vote of thank to all the member of IQAC.