



શ્રી સી. એચ. શાહ મૈત્રી વિદ્યાપીઠ મહિલા કોલેજ ઓફ એજ્યુકેશન

માનવ મંદિર, સુરેન્દ્રનગર-૩૬૩ ૦૦૨

**Shri C. H. Shah Maitri Vidyapeeth Mahila College of Education**

Manav Mandir, SURENDRANAGAR (Gujarat) - 363002

**NAAC accredited : 'A' Grade (3.09.CGPA)**

Phone : 78198 21565

Website : [www.maitrividyapith.org](http://www.maitrividyapith.org) • E-mail : [edumaitri1988@gmail.com](mailto:edumaitri1988@gmail.com)

ઉ. શિ. કમિ. કચેરી-ગાંધીનગર - કોલેજ કોડ : 078 • સો. યુનિ. રાજકોટ કોલેજ કોડ : 24005

જા.નં. / Q. No.

તારીખ / Date :

Date: 14/06/2018

### Internal Quality Assurance Cell Meeting-1

#### NOTICE (2018-19)

All the members of the teaching faculty of the college are hereby informed that the meeting of the Internal Quality Assurance Cell (IQAC) with the faculty is scheduled on 18/06/2018 at 11.30a.m. in the Library Hall of the College. The following agenda shall be discussed in the meeting. All the members are requested to attend the meeting on the said date and given time and venue.

#### AGENDA OF THE MEETING-1

1. Confirmation of the minutes of the last meeting.
2. To give introduction and aims of the academic session.
3. To decide the opening date of the academic session of 2<sup>nd</sup> year B. Ed.
4. To plan for orientation of faculty regarding revised B.Ed syllabus 2017.
5. To analyze the revised B.Ed. syllabus 2017.
6. To guide about to distribution of the workload for the session 2018-2019
7. To Discuss and finalize the annual plan. To plan for giving best student award of 2017-18.
8. To discuss and finalize B.Ed activities for internal evaluation.
9. To guide about maintain the records for the session 2018-2019
10. To consider, discuss and decide on the distribution of workload among the Faculties.

Principal  
Shri C.H. Shah Maitri Vidyapeeth  
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11. To discuss individual responsibilities and roles of the faculties.
12. To Plan National/ State level Seminar, conference and CTE Training Programme.
13. To Plan Publish an Institutional Quarterly Magazine "Maitri Vidyapeeth"

Following members were present for the meeting.

Chairman : Dr. Mahesh Raval; Principle

Co-ordinator : Dr. Ketan Gohel ; Assistant Professor  
Members :

Dr. Jayshree Desai	Secretary	
Dr. B.K. Chauhan	Retd. Associate Professor	
Dr. Balvant Vyas	Assistant Professor (Sanskrit Pedagogy)	
Dr. Ranjitsinh Pawar	Assistant Professor (Hindi-Gujarati Pedagogy)	
Mr. Paresk Thakkar	Senior Clerk	
Mr. Deepak Trivedi	Librarian	
Miss. Dhara Solanki	General Secretary	
Dr. Naranbhai Prajapati	Principal, D.El.Ed. College	
Dr. Samaben Sofiya	Alumina, Student	
Miss. Rinkuben	Warden of Girl's Hostel	



Principal  
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શિક્ષણ સંન્યાસીઓ તૈયાર કરવા મથતી રાષ્ટ્રીય શિક્ષણ સંસ્થા.





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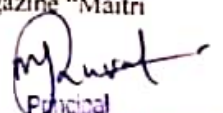
Date: 18/06/2018

**Internal Quality Assurance Cell Meeting-1**  
**Plan of Action (2018-19)**

- Principal : Dr. Mahesh Raval
  - Date : 18/06/2018
  - Time : 11:30 a.m.
  - Venue : Library Hall, Shri C. H. Shah Maitri Vidyapeeth Mahila College of Education, Surendranagar
- The first meeting of IQAC was held on 18/06/2018 in the Library Hall, of the college. Chairman of IQAC, Principal Dr. Mahesh Raval welcomed the members present for the meeting.

➤ Minutes:

1. Review of last meeting's minutes was taken, and next strategies were planned accordingly.
2. The principal Dr. Dr. Mahesh Raval had announced the opening date of the session for B. Ed.
3. Discussion was carried out regarding new revised B.Ed. syllabus and time-table was prepared for orientation of syllabus.
4. Activities for the academic year were decided.
5. Decision regarding tentative planning for the academic year was taken and the activities were finalized according to objectives of the college.
6. Distribution of various departments and course code was done among the staff members. It was decided that IQAC members from the college will guide them in planning and functioning of various activities carried out by the respective departments.
7. Activities related to staff improvement were discussed and finalized.
8. The roles and responsibilities allotted by the Principal Dr. Mahesh Raval.
9. Finalize B.Ed. practicals for all course code and activities for internal evaluation.
10. Planning for National/ State level Seminar/Conference.
11. Planning of giving best students award and higher education award by college.
12. An Editorial board and necessary articles were selected for publication of Quarterly Magazine "Maitri Vidyapeeth"
13. It was decided to arrange CTE Training Programme in September 2018.

  
Principal  
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જા.નં. / Q. No.

તારીખ / Date :

Date: 10/12/2018

### Internal Quality Assurance Cell Meeting-2

#### NOTICE (2018-19)

All the members of the teaching faculty of the college are hereby informed that the meeting of the Internal Quality Assurance Cell (IQAC) with the faculty is scheduled on 15/12/2018 at 12.00p.m. in the library Hall of the college. The following agenda shall be discussed in the meeting. You are therefore requested to kindly make it convenient to attend the meeting.

#### AGENDA OF THE MEETING-2

1. To take review of minutes of last meeting.
2. To take review of S.Y B.Ed Semester activities.
3. To analyze regarding the planning, implementing of various activities organized in S.Y B.Ed Semester.
4. To take review of action research and Project activities for students of B.Ed.
5. To take review of the work done regarding internal assessment activities of B.Ed.
6. To plan for preparation of internal marks record for B.Ed.
7. To take a review of various research activities carried out by the faculty members.
8. To plan to review of school from B.Ed. Internship program.
9. To plan various activity for UDISHA and SAPTDHARA.
10. To plan celebrate various days of Scientist, Sociologist and fighter freedom.

Principal

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11. To plan for one day educational tour. To plan for the Placement for students.
12. To plan one day National Level Seminar.
13. To plan for collect Feedback from Stakeholders.
14. To plan for career Guidance for competitive Examination.
15. To Plan doing CHINTAN SHIBIR for B.Ed. Trainees.

Following members were present for the meeting

Chairman : Dr. Mahesh Raval; Principle

Co-ordinator : Dr. Ketan Gohel : Assistant Professor

Members :

Dr. Jayshree Desai	Secretary
Dr. Bhupendra Chauhan	Retd. Associate Professor
Dr. Balvant Vyas	Assistant Professor (Sanskrit Pedagogy)
Dr. Ranjitsinh Pawar	Assistant Professor (Hindi-Gujarati Pedagogy)
Mr. Paresh Thakkar	Senior Clerk
Mr. Deepak Trivedi	Librarian
Miss. Dhara Solanki	General Secretary
Dr. Samaben Sofiya	Alumina, Student
Miss. Rinkuben	Warden of Girl's Hostel



*(Signature)*  
Principal

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Date: 15/12/2018

### Internal Quality Assurance Cell Meeting-2

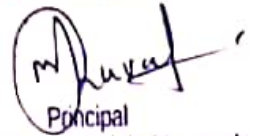
#### Plan of Action (2018-19)

- Principal : Dr. Mahesh Raval
- Date : 15/12/2018
- Time : 12:00 pm.
- Venue : Library Hall, Shri C. H. Shah Maitri Vidyapeeth Mahila College of Education, Surendranagar

The first meeting of IQAC was held on 15/12/2018 in the Library Hall of the college. Chairman of IQAC, Principal Dr. Mahesh Raval welcomed the members present for the meeting.

#### ➤ Minutes :

1. Review of last meeting's minutes was taken, and next strategies were planned accordingly.
2. Report regarding internal activities was presented in front of the committee members. It was decided to organize the activity. It was also decided to communicate with the principals of colleges for feedback.
3. Report of the UDISHA and SAPTDHARA activities organized in the B.Ed.
4. Various issues regarding research activities carried out by faculty were discussed and it was decided to give all the necessary support required to the faculty as far as research activities are concerned.
5. School Review were taken from trainees regarding Internship.
6. Dr. Balvant Vyas gave guideline for B.Ed. preliminary examination and Annual Exam.
7. Work distribution for one day national level seminar.

  
Principal

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8. It was decided to arrange value added course on life skill.
9. Career Guidance program and competitive Examination orientation programme was done.
10. Various days were celebrated with presence of guest faculty.
11. One day tour is done for all kind of development of students.
12. Best students award and Higher Education award was given.
13. Dr. Bhupendra Chauhan give suggestion regarding competitive exam preparation.

Principal

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