



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

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

જા.નં. / Q. No.

તારીખ / Date :

Date: 23/06/2020

### Internal Quality Assurance Cell Meeting-1

#### NOTICE (2020-21)

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 25/06/2020 at 11.00a.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 B.Ed. syllabus of MTE, Gandhinagar
5. To analyze the revised B.Ed. syllabus of ITE.
6. To guide about to distribution of the workload for the session 2020-2021
7. To Discuss and finalize the annual plan. To plan for giving best student award of 2019-20.
8. To discuss and finalize B.Ed. activities for internal evaluation.
9. To guide about maintain the records for the session 2020-21.

  
Principal

Shri C.H. Shah Maitri Vidyapeeth  
Mahila College of Education  
Surendranagar-363 002

શિક્ષણ સંસ્થાસીઓ તૈયાર કરવા મળતી રાષ્ટ્રીય શિક્ષણ સંસ્થા.



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10. To consider, discuss and decide on the distribution of workload among the Faculties.

11. To discuss individual responsibilities and roles of the faculties.

12. To Plan National/ State level webinar or conference.

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. Neha Nandaniya Assistant Professor (Hindi-Gujarati Pedagogy)

Ms. Ankita Acharya Assistant Professor

Mr. Paresh Thakkar Senior Clerk

Mr. Deepak Trivedi Librarian

GS of B.Ed General Secretary

Dr. Naranbhai Prajapati Principal, D.El.Ed. College

Dr. Samaben Sofiya Alumina, Student

Miss. Rinkuben Warden of Girl's Hostel



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ખ.નં. / Q. No.

તારીખ / Date :

Date: 25/06/2020

### Internal Quality Assurance Cell Meeting-1

#### Plan of Action (2020-21)

- Principal : Dr. Mahesh Raval
- Date : 25/06/2020
- Time : 11:00 a.m.
- Venue : Library Hall, Shri C. H. Shah Maitri Vidyapeeth Mahila College of Education, Surendranagar

The first meeting of IQAC was held on 25/06/2020 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.

Principal

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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 Webinar
11. Planning of giving best students award.
12. To plan for trainees to orientation regarding NET/SET Exam and MOOC platform.
13. An Editorial board and necessary articles were selected for publication of Quarterly Magazine "Maitri Vidyapeeth"

Principal

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તારીખ / Date :

Date: 10/02/2021

### Internal Quality Assurance Cell Meeting-2

#### NOTICE (2020-21)

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 16/02/2021 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.

Principal  
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10. To plan celebrate various days of Scientist, Sociologist and fighter freedom.
11. To plan for one day educational tour. To plan for the Placement for students.
12. To plan for collect Feedback from Stakeholders.
13. To plan for career Guidance for competitive Examination.
14. To plan doing CHINTAN SHIBIR for B.Ed. Trainees.
15. To plan for organize National Seminar.

Following members were present for the meeting.

Chairman : Dr. Ketan Gohel; I/c. Principle

Co-ordinator : Dr. Balvrat Vyas; Assistant Professor

Members :

Dr. Jayshree Desai Secretary

Dr. Bhupendra Chauhan Rtd. Associate Professor

Miss. Ankita Achary Assistant Professor (Maths-Science Pedagogy)

Mr. Paresh Thakkar Senior Clerk

Mr. Deepak Trivedi Librarian

Miss. Surbhi Gadhiya General Secretary

Dr. Naranbhai Prajapati Principal, D.El.Ed. College

Dr. Samaben Soliya Alumina, Student

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Date: 16/02/2021

**Internal Quality Assurance Cell Meeting-2**  
**Plan of Action (2020-21)**

- Principal : Dr. Ketan Gohel
  - Date : 16/02/2021
  - 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 16/02/2021 in the Library Hall of the college. Chairman of IQAC, Principal Dr. Ketan Gohel 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. Ms. Ankita Acharya gave guideline for B.Ed. preliminary examination and Annual Exam.
7. Work distribution for one day national level seminar.

Dr. Ketan Gohel  
Shri C.H. Shah Maitri Vidyapeeth  
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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 gave suggestion regarding competitive exam preparation.
14. Dr. Naranbhai Prajapati gave suggestion on Carrier guidance and Digital Communication Skill.
15. Ms. Rinkuben was gave suggestion regarding code of conduct for hostel students.

Principal

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