



Mob. : 8222840508

TIKA RAM COLLEGE OF EDUCATION

SONEPAT-131001 (HR)

Haryana Govt. Aided, Affiliated to DCRUST-Murthal (Sonapat), Approved by: NCTE & UGC - 2 (F) & 12B

website: www.trcesonepat.org

E-mail: principaltrce1@gmail.com

Run by: Tika Ram Edu. Society, Sonapat

Ref. No. TRCE/

Date

Minutes of meeting IQAC (2024-25)

Meeting: 1

Date: July 29, 2024

Venue: Principal Office

Time: 2:00 p.m.

The IQAC meeting for Academic Session 2024-25 was held on July 29, 2024. The following Members attended the meeting.

1. Chairperson:
Principal (Dr. Surender Singh Rana)
2. IQAC Coordinator:
Dr. Indu Rathee
3. Members of IQAC (Teaching Faculty):
Ms. Meenu Kumari
Dr. Rekha Devi
Ms. Seema Dahiya
Dr. Anita
Dr. Anjali Sheokand
Dr. Poonam Deshwal
Dr. Ajay Kumar

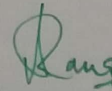
The Chairperson welcomed the members for 1st meeting of 2024-25 session followed by a review presentation made by Dr. Indu Rathee, Coordinator IQAC.

The following points were discussed in the meeting:

Agenda 1- Admission for B.Ed II year.

Resolution:

Schedule of admission for B.Ed II year was discussed and decided to be from (August 01 to August 10, 2024)


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Agenda2 –Orientation on Internship Programme for B.Ed II year students.

Resolution:

Date and Schedule for five days orientation programme was discussed and decided to be from August 12 to August 17, 2024.

Agenda 3: Discussion regarding execution of curriculum.

Resolution: Following points were discussed:

- Internal/External program including orientation program.
- New Strategies for effective teaching with the help of ICT support.

Agenda4: Preparation of Academic Calendar for session 2024-2025.

Resolution: Following points were discussed

- Academic Calendar of the college is to be prepared in light of the Academic Schedule proposed by DCRUST.
- Duration of terms.
- Curricular and Co-curricular and extracurricular Activities.
- Schedule of Pre-University examination.

Agenda5: Formation of Teachers' Administrative Committee

Resolution:

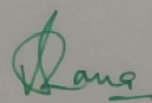
- Discussion on names and formation of different Administrative Committees
- Convener and members' names were discussed.

Agenda6: Proposal for National Seminar (DGHE & ICSSR sponsored).

Resolution:

- Discussion on theme and sub-themes of seminar.
- Discussion on date and schedule regarding above said seminar.
- Preparation of proposal for National level seminar (Online& Offline Proposals).

The meeting was ended with **VOTE OF THANKS!**


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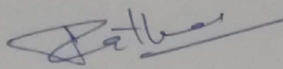
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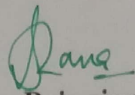
Date

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ACTION TAKEN REPORT OF MEETING – 1 held on July 29, 2024

- B.Ed.II year students got admission in college during decided schedule (August 1-10, 2024).
- Orientation on Internship programme for B.Ed II year students was decided to be from August 12-17, 2024.
- Adaptation of ICT support and other new strategies were decided for effective teaching.
- Academic Calendar was prepared for session 2024-25.
- Teachers' Administrative Committees were formed.
- Proposal for National Seminar (DGHE & ICSSR sponsored) was prepared in online and offline mode and sent to agencies.


IQAC Coordinator


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Minutes of meeting IQAC (2024-25)

Meeting: 2

Date: September 02, 2024

Venue: Principal Office

Time: 2:00 p.m.

The IQAC meeting for Academic Session 2024-25 was held on September 02, 2024. Following Members attended the meeting.

1. Chairperson:
Principal (Dr. Surender Singh Rana)
2. IQAC Coordinator:
Dr. Indu Rathee
3. Members of IQAC (Teaching Faculty):
Ms. Meenu Kumari
Dr. Rekha Devi
Ms. Seema Dahiya
Dr. Anita
Dr. Anjali Sheokand
Dr. Poonam Deshwal
Dr. Ajay Kumar

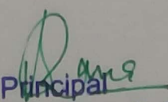
The Chairperson welcomed the members for 2nd meeting of 2024-25 session followed by a review presentation made by Dr. Indu Rathee, Coordinator IQAC.

The following points were discussed in the meeting:

Agenda 1- Discussion & Preparation of Time-Table..

Resolution:

- Number of Lectures for teaching faculty.


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- Discussion on subjects allotted to teachers.

Agenda2 – Student Induction Programme of B.Ed I year students (2024-2025)

Resolution:

- Schedule was decided (time table, date & venue was decided)
- Duties were assigned to teachers.

Agenda 3: Faculty Orientation Programme regarding Orientation of B.Ed.I Year

Resolution:

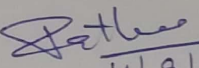
- Role & duty of teachers regarding Orientation programme was assigned.

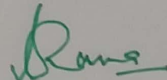
Agenda4: Follow up of Internship Programme of B.Ed.II year

Resolution:

- Teacher Coordinators of different schools discussed details about internship with academic coordinator.

The meeting was ended with **VOTE OF THANKS!**


4/9/2024
IQAC Coordinator


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ACTION TAKEN REPORT OF MEETING – 2nd held on September 02, 2024

- Time table was prepared for B.Ed. I Year & M.Ed. I Semester.
- Schedule for Student Induction Programme (2024-2025) was prepared & executed accordingly.
- Schedule of Internship programme of B.Ed. II year students was executed accordingly.
- Issues related to Internship Programme were discussed with academic coordinator.

IQAC Coordinator

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Minutes of meeting IQAC (2024-25)

Meeting: 3

Date: November 20, 2024

Venue: Principal Office

Time: 2:00 p.m.

The IQAC meeting for Academic Session 2024-25 was held on November 20, 2024. Following Members attended the meeting.

1. Chairperson:
Principal (Dr. Surender Singh Rana)
2. IQAC Coordinator:
Dr. Indu Rathee
3. Members of IQAC (Teaching Faculty):
Ms. Meenu Kumari
Dr. Rekha Devi
Ms. Seema Dahiya
Dr. Anita
Dr. Anjali Sheokand
Dr. Poonam Deshwal
Dr. Ajay Kumar

The Chairperson welcomed the members for 3rd meeting of 2024-25 session followed by a review presentation made by Dr. Indu Rathee, Coordinator IQAC.

The following points were discussed in the meeting:

Agenda 1- Discussion about skill in teaching Programme.

Resolution:

- Schedule about skill in teaching programme was discussed.

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Agenda2 – Academic audit

Resolution:

- Periodic Academic audit was done
- Academic coordinator received updates regarding coverage of syllabus till date.

Agenda 3: Schedule about Orientation Programme related to skill in teaching programme

Resolution:

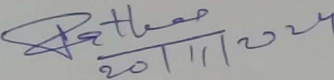
- Orientation Programme related to skill in teaching programme was discussed and tentatively scheduled (from 27th to 29th November 2024).
- Teachers were assigned duties.

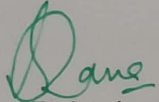
Agenda 4: Feedback of result on First Unit test.

Resolution:

- Feedback was taken.

The meeting was ended with VOTE OF THANKS!


20/11/2024
IQAC Coordinator


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ACTION TAKEN REPORT OF MEETING – 3rd held on November 20, 2024

- ❖ Schedule of Skill in Teaching was prepared.
- ❖ Skill in teaching programme was executed as per schedule.
- ❖ Academic audit was done and proved to be helpful in acquiring knowledge about coverage of syllabus.
- ❖ Feedback on result of unit test was taken in meeting 3 of IQAC.

IQAC Coordinator

Principal

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