



# A. G. TEACHERS COLLEGE

RUN BY THE AHMEDABAD EDUCATION SOCIETY

NAAC Reaccredited with grade A

Ref. No. : 2018-17

Date : 22-06-18

A.G.Teachers College, CTE Ahmedabad

NAAC reaccredited by Grade "A"

IQAC meeting

22-06-2018

Minutes of Internal Quality Assurance Cell meeting organized on 22-06-2018, 12:30 pm at A.G.Teachers College.

Following members attended the meeting:

- |                     |                           |
|---------------------|---------------------------|
| • Dr. K.H.Yadav     | Chairperson               |
| • Dr. S.L.Solanki   | IQAC coordinator          |
| • Shri B M Shah     | Management representative |
| • Dr. A.H.Kalro     | Management representative |
| • Dr. R.M.Patel     | Teaching faculty          |
| • Dr. G.S.Patel     | Teaching faculty          |
| • Dr. Nirav Thakkar | Employer                  |
| • Dr. D. J. Parihar | Alumni                    |
| • Dr. K.H.Pathak    | Alumni                    |
| • Ms.G.R.Parikh     | Administrative Officer    |

Following agendas were discussed in the meeting:

- Approval of academic calendar 2018-19
- Preparation of activity plan 2018-19
- Preparation of programs and budget for CTE centre
- Activities through collaboration
- Appraisal of teaching and non-teaching staff
- Need of adhoc staff
- Any other topic with the consent of chairperson



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Dr.K.H.Yadav welcomed the members of IQAC committee and briefed about the role of IQAC in quality enhancement of institution. Chairperson welcomed newly appointed IQAC coordinator. He expressed his views for the efforts to be put to improve the quality of education and his ideas regarding incorporating new trends. He expressed gratitude towards IQAC cell for the inputs given to college in the direction of quality sustenance. Discussion started for the listed agenda.

## Agenda-1: Approval of academic calendar and Preparation of activity plan

### 2018-19

Action taken: Academic calendar was on the basis of academic calendar of university. Academic calendar comprised of tentative dates for curricular and co-curricular activities. Activity plan and academic calendar were to be synchronized with school calendar. Format of activity plan was discussed and it was circulated among all faculty members. It was decided that each faculty has to plan activity under different heads given. Focus of activity plan will be on areas like ICT integration, usage of Google classroom, organizing National Events, Competitive Exam guidance etc. It was decided to prepare a proposal for organizing a national event and send it to funding agency. Advisory committee will give its valuable inputs. Employer member gave his suggestions regarding activities to be incorporated in the internship program. IQAC coordinator will compile the data and annual report will be prepared. College magazine will be published.

E-portfolio creation should be taught to trainees and will be used for internal evaluation (viva). Program for creating e-portfolio should be included in activity plan.





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## Agenda-2: Planning for programs of CTE center

Action taken: Planning of in-service and pre-service teachers training program will be done by faculty members and interested faculty member will take research project. Programs will start to commence after the grant received. Dr. Kalro suggested to promote research activity under the banner of CTE. In-service programs were suggested by employer member of IQAC.

## Agenda-3: Planning of collaborating with other institutions

Action taken: It was suggested by academic advisor Dr. Kalro to visit or contact various academic institute which are working in the direction in education innovation. Chairperson of IQAC was given the responsibility to perform this task.


## Agenda-4: Appraisal of Teaching and Non-teaching staff

Action taken: It was suggested that on the basis of feedback taken from the students, appraisal of teaching staff will be conducted in the presence of Principal and academic advisor Dr. Kalro. Non-teaching staff appraisal exercise will be conducted by college head and Shree Natubhai Panchal, Secretary AES.


## Agenda-5: Need of adhoc staff:

Action taken: As college is in shortage of teaching staff and non-teaching staff, request to management was decided to recruit two teaching staff, one librarian, one admin staff and two support staff. Management representative present accepted the request in favor of quality assurance.

There being no matter of discussion, the meeting ended with vote of thanks by coordinator.

  
IQAC Co-Ordinator  
A. G. Teachers College, CTE  
Ahmedabad -380009

Place: Ahmedabad

  
Chairman  
I/C Principal  
A. G. TEACHERS COLLEGE CTE,  
AHMEDABAD