



ભારતીય શિક્ષક પ્રશિક્ષણ સંસ્થાન

**Indian Institute of Teacher Education**

(A State Public University established by Government of Gujarat)

17-02-2020

**AGENDA IQAC MEETING**

1. To discuss list of activities to be organized under IQAC.
2. To discuss Faculty Assessment Reports.
3. To discuss about NAAC procedures for IITE
4. To discuss about CAS scheme for the existing faculty of IITE.
5. To propose the Research/Article Paper Reading sessions from the faculty going to present the papers and articles in the seminar/conferences etc.
6. Any other matter proposed by the chair

*Signature*

રામકૃષ્ણ પરમહંસ વિદ્યા સંકુલ, મહાત્મા મંદિર પાસે, ખ રોડ, સેક્ટર-૧૫, ગાંધીનગર, ગુજરાત - ૩૮૨૦૧૬

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# INDIAN INSTITUTE OF TEACHER EDUCATION

## Minutes of the Meeting Held on 20-2-2020

### Internal Quality Assurance Cell

Date of Meeting: 20-2-2020

Place -VCO

#### **Agenda 1 To discuss list of activities to be organized under IQAC.**

It was discussed and proposed that several activities can be organized at the institutional level and the university level. Some of the activities include:

1. Identification of Benchmark standards and practices for IITE.
2. Developing a feedback mechanism for students and faculty.
3. Upgradation of existing curriculum and compiling curriculum of 2011, 2013, 2015 and 2018
4. Compilation of all the old question papers year wise and placed in library for the viewing of the students and teachers.
5. A strong system for the performance appraisal of academics and administrative staff is to be developed.
6. Standards for teaching learning process to be defined in terms of Program outcomes and course outcomes
7. Equip prospective teachers with the knowledge and competences of digital pedagogical strategies.
8. Promote interface through seminars, workshops etc.
9. Documentation process for various programs should be done in an organized manner.
10. Develop practices for analysis of assessment and evaluation practices. Develop mechanism for feedback on evaluation, remedial and mentoring.
11. Provision may be made to prepare for NAAC and conduct of Academic and Administrative Audit (AAA)

#### **Agenda 2 To discuss Faculty Assessment Reports.**

It was discussed and proposed that develop the Performa for Faculty appraisal report and Performance appraisal report. Develop quarterly mechanism for collection and presentation of FAR and PAR.

#### **Agenda 3 To discuss about NAAC procedures for IITE**

## INDIAN INSTITUTE OF TEACHER EDUCATION

It was discussed and proposed that University should request NAAC for the development of provisions for separate NAAC Manual for accreditation of sectorial universities like IITE.

### **Agenda 4 To discuss about CAS scheme for the existing faculty of IITE.**

It was discussed and proposed that a process to develop policy and formats for CAS .

### **Agenda 5 To propose the Research/Article Paper Reading sessions from the faculty going to present the papers and articles in the seminar/conference.**

It was proposed to develop the policy for going to seminar and conference. Faculty should be motivated to participate in seminar and conference and do publication preferably according to CARE list. Students and faculty should be promoted for paper presentation in faculty circles and research circles.

**Prof. Divya Sharma**  
**Coordinator IQAC**  
**IITE Gandhinagar**