

Indian Institute of Teacher Education
Minutes of 4th Meeting of Internal Quality Assurance Cell (IQAC)

Meeting Date: Date: 07-01-2023; Place : VCO

Minutes Submission Date: 02-02-2023

4th Meeting of Internal Quality Assurance Cell (IQAC), IITE on 07-01-2023 at 3:00 p.m.

The meeting started with the welcome of the members by the Head, IQAC. After this the meeting agenda were presented and discussed. The members present in the meeting were:

1. Dr. Harshad Patel, Chair Person, IQAC
2. Dr. Divya Sharma, Head, IQAC
3. Dr. Kalpesh Pathak, Member, IQAC
4. Dr. Bharat Joshi, Member, IQAC
5. Dr. Madhusudan Makwana, Member, IQAC
6. Dr. Kunjan Shah, Member, IQAC

Following discussion and resolution were made during the meeting:

Agenda - 1: Minutes of 3rd Meeting of Internal Quality Assurance Cell (IQAC) held on 26th August 2022 is placed before members for consideration and approval.

Resolution – 1: The IQAC members noted and approved the minutes of the 3rd meeting. (Annexure 1)

Agenda - 2: Action Taken Report on Minutes of 3rd Meeting of Internal Quality Assurance Cell (IQAC) held on 26th August is placed before members for consideration and approval.

Resolution – 2: The IQAC members noted and approved the Action Taken Report on minutes of the 3rd meeting. (Annexure 2)

Agenda - 3: NAAC Accreditation process details, revisit, grade and expenditure incurred is placed before IQAC members for consideration and information.

Resolution – 3: The IQAC members were informed of the process, details, revisit, grade and expenditure and that the same has been placed in AC. (Annexure 3)



Agenda - 4: The six-monthly progress report for the Year 2022-2023 is placed before IQAC members for consideration and approval.

Resolution- 4: The members took note of the NAAC Process, CAS for affiliated colleges and development of CAS Regulations and formats for IITE completed by IQAC.

Agenda - 5: Details of subject experts for CAS Screening cum Evaluation committee of Affiliated Colleges is to be placed before IQAC members for consideration and information.

Resolution – 5: IQAC allocated subject experts for 19 teaching faculty of 13 affiliated colleges for the constitution of screening cum evaluation committee. The IQAC members noted and approved the details. (Annexure 4)

Agenda - 6: Formats as per 'Academic Performance Indicator Based Appraisal System' to provide the benefits of promotion under CAS is submitted to Academic Council for approval. The matter is placed before IQAC members for information.

Resolution – 6 IQAC developed the Performance Based Appraisal System Formats and Annual Performa for the faculty members. The same was submitted to AC for approval. The IQAC members noted the details.

Agenda - 7: Online feedback system integration with ERP is initiated as per the action taken for 2nd IQAC Meeting. The matter is placed before members for information and approval.

Resolution – 7 The integration of Feedback with ERP was discussed. It was suggested to take the feedback at end of semester. The IQAC members noted and approved the same.

Agenda – 8: Action Plan for completing the recommendation of NAAC for quality enhancement of IITE is placed before members for consideration and approval.

Resolution – 8 Recommendations given by NAAC were placed for discussion. It was resolved to strengthen the alumni association, introduce certificate course in guidance and counselling, provide scholarship information to students and researchers and organize seminars and workshops.

Agenda – 9: Budget for the financial year 2023-2024 is submitted to accounts branch. Is placed before IQAC members for information and approval.



Resolution – 9: IQAC members took note of the budget submitted in FC for the year 2023-2024. (Annexure 5)

Agenda from the chair

Agenda – 10: University participated in 8th FICCI Higher Education Excellence Award organized by FICCI in the month of November 2022. IITE was awarded first prize under Excellence in Professional Course category. The agenda put before the IQAC members for information.

Resolution – 10: The IQAC members has noted the details for the same and congratulated the team for the achievement. (Annexure 6)

A