

REGIONAL INSTITUTE OF EDUCATION
BHOPAL
IQAC CELL

Minutes of the Meeting

The first meeting of IQAC was held on 03/05/2017 at 11.00 a.m. at RIE, Bhopal. Following members and special invitees had attended the meeting. Prof. N. Pradhan, Principal RIE, Bhopal chaired the meeting.

1 Prof. I.B. Chughtai, Dean and Head DE	-	Member
2 Prof. J. Mandal, Head DESM	-	Member
3 Prof. Nidhi Tiwari, Head DESSH	-	Member
4 Prof. L.K. Tiwary, Head DEE	-	Member
5 Dr. P.K. Tripathy, Dy. Librarian	-	Member
6 Dr. N.C. Ojha, Assistant Professor	-	Member
7. Prof. Anil Kumar, NITTTR, Bhopal External Expert-		Special Invitee
8. Prof. R. Raizada, Alumini of RIE, BPL & Ex Prof.RIE	-	Special Invitee
9. Mr. Harish Prasad, HM, DMS	-	Special Invitee
10. Mr. Manish Singhal, Administrative Officer	-	Special Invitee
11. Mr. Sher Mohammad, Accounts Officer	-	Special Invitee
12. Prof. Praveen Kulshrestha, Professor	-	IQAC Coordinator

Prof. Praveen Kulshrestha extended warm welcome to Prof. N. Pradhan, Chairperson alongwith all other members in the meeting and meeting was conducted as per agenda.

- 1 Prof. N. Pradhan Chair person IQAC and Principal greeted all the members and on behalf of RIE he welcomed all the members.
- 2 Prof. Kulshrestha briefed about the importance of IQAC and mandatory submission of AQAR of 2016-17 by the Institute to the NAAC after accreditation of the RIE, Bhopal in Sept., 2016. The report is expected to be submitted in August, 2017.

Dr. Kulshrestha told the members that the information has sought by the Chairperson of IQAC on two points from the all Deptt./units /cells of the RIE, Bhopal. Firstly the quality achieved during last few months by them after Sept., 2016 and secondly expected targets to achieve quality in coming five months i.e upto August, 2017. Approximately 69 letters were sent to make it broad based.

- 3 Prof. Pradhan and Prof. J. Mandal shared the views of the NAAC Peer team about the RIE, Bhopal during the visit in August, 2016 and told to the members that three weak points of the RIE, Bhopal were identified.
 - a IQAC Cell not functioning well (b) Research component need to be strengthened (c) The mechanism of students feedback does not exist. (d) Students amneties should be improved. Prof. Pradhan informed about networking plan of PSSCIVE, RIE and DMS. He also intimated about introducing two courses in DMS in vocational stream.

- 4 Prof. Anil Kumar, had expressed the views related to the quality enhancement in evaluation process of the PG courses in RIE, Bhopal and emphasized that modern methods of assessment e.g. Rubrics, Assignment, General seminars may be used to evaluate the students of M.Ed courses and even in B.Ed classes.
Prof. Kumar advised that research base of the Institute should be broad based and dissertations of M.Ed students should be connected to the Quality enhancement in teaching-learning processes in the various classroom situations in school education system. Learning Index should also be devised/standardized classwise.
- 5 Prof. R.Raizada expressed that the quality in each component/function of the RIE, Bhopal should be infused and it should be visible in each aspect of RIE, Bhopal and IQAC should monitor its implementation. The training programme should be need based.
- 6 Prof. I.B. Chughtai presented the quality related achievement of DE and shared that teacher guardian scheme is helpful to solve students problems, tutorial classes are introduced Orientation classes for the students has been organised for SLET(M.P); NET, CTET etc. ET lab facilities are Central facility for students and faculty .National Seminar on minorities was held and its feedback was collected online. The future proposals shared by Prof. Chughtai were,,
 - i Establish the creative space for students in the Department.
 - ii Enhancement of resources to foster research among M.Ed Students and faculty members.,
 - iii Improve the conditions of classrooms
 - iv Feedback from students of different courses online mode to collect the feedback.
 - v Chance to pass out students (of previous batches) in campus placement.
 - vi Involvement of students in the decision making.

The details of quality interventions done by Deptt. will be handed over to IQAC Coordinator to make part of AQAR of the Institute of 2016-17. (Action by: Head DE).

- 7 Prof. L.K. Tiwary Head DEE informed that during the year 2016-17 39 PAC programmes were conducted in RE, Bhopal and out of these 16 PAC programmes were research based. He also told that during 2017-18 NCERT had sanctioned 49 PAC programmes and out of these 12 programmes are research based and one journal will be started/published by the RIE Bhopal during 2017-18.

Prof. Tiwary discussed the future plan of DEE and told about plan to conduct training programme is split mode and develop adequate mechanism to collect feedback from all participants.

- 8 Prof. Nidhi Tiwari, Head DESSH suggested that students may be provided the expertise of clinical psychologist in case of need in the Institute. She also emphasised on establishment of Day Care Centre in RIE for working Women employees of RIE and DMS. She also suggested social science lab and smart class room should be established to improve quality. She shared requirement of furniture in Geography lab reported by Dr. Sebu.

AO Shri M. Singhal told that Day Care Centre establishment is subject to the conditions fulfilled. A detail proposal may be submitted by concerned Head/Chair person of the concerned cell. He also expressed concern that note sheet are not bearing adequate file no. etc. on it. The services of clinical psychological may be provided if there is ill state of mental health of the students” in adequate number. Such cases may be reported by the Head of Deptt. to Dean/Principal. Dr. N.C. Ojha told that the Guidance and Counselling Cell may make arrangement for genuine cases. (Action by : Prof. Nidhi Twari)

- 9 Mr. Harish Prasad, Headmaster proposed establishment of Yoga Centre, Centre for fine arts, language lab in the DMS . He also pointed to make improvement on public displays such as some spelling corrections of display boards in RIE campus will be undertaken by team headed by Prof. Nidhi Tiwari, Head DESSH with help of teachers of DMS (Action by : Prof. Nidhi Tiwari, Head DESSH) HM informed that two vocational courses are going to be started in DMS with collaboration of PSSCIVE.
- 10 Prof. P. Kulshrestha informed that I/C NSS (Boys unit) and I/c Mathematics Dr.Ashwini Garg also intimated about steps taken by them regarding the quality enhancement. I/c Mathematics informed that tutorials/group discussions & practical in Mathematics has been introduced in B.Sc.B.Ed course.

I/c NSS boys unit informed that donation camp for books and other items was organised.

Prof. P. Kulshrestha informed members that anyone who provide the idea of quality enhancement in any aspect of the Institute is welcome to share it any time with IQAC Coordinator.

Prof. Kulshrestha shared the views received from the Medical Officer I/c Dr. Ruchi Gautam, RIE dispensary regarding display of charts /posters on health and hygiene precautions to be taken during common diseases in RIE Hostels, RIE and DMS building. This proposal agreed by all for execution (Action by M.O.RIE dispensary and IQAC Cell)

- 11 Prof. J. Mandal, Head DESM presented the DESM view point to enhance quality in RIE, Bhopal to strengthen the research component in RIE Bhopal in Science education the major drawback is lack of feeder cadre for research hence to overcome it, M.Sc.M.Ed integrated course is to be introduced in various disciplines. Short term courses may be started in various science subjects for inservice teachers (trained and untrained both). Ensuring attendance in classroom, laboratories need to be rennovated. Computer and Projector are required in all labs. Library i n each section of DESM. is to be maintained. Prof. Kulshrestha proposed M.Sc.M.Ed/M.A.M.Ed courses for RIE students who join job after B.Sc.B.Ed course through Distance cum contact mode.

Prof. Pradhan emphasized that the Library of the institute should be utilized effectively and record of the visitors and faculty is to be recorded separately. Dr. P.K. Tripathy agreed to keep the register for faculty separately. It was suggested by the NAAC Peer Team.

(Action by: Dr. P.K. Tripathy)

12. After presentation of the status report by all departments the all points were discussed in detail and following points has been emerged for implementation in RIE Bhopal in coming four months and all members agreed to it unanimously besides the general improvement in all aspects of the Institute.

(a) Internal assessment in M.Ed I Semester (2017-18) will be held in two papers through "RUBRICS" and selection of papers will be done jointly by faculty and students in presence of Head of Education Department. The distribution of marks for various components will be decided by the department for internal assessment component only upto 20th July 2017 and it will be communicated to Convenor, Internal Test and IQAC Coordinator latest by 25th July, 2017.
(Action by Head Deptt. of Education)

(b) Introduction of "Students' feedback" on various courses of the RIE, Bhopal will be done as follows:

b.1. All students of M.Ed IV Semester will be asked to participate.


b.2. The all other courses, students who had been recruited by various schools/group of schools in campus selection 2017 will be asked to participate.

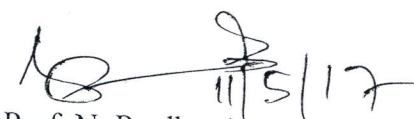
The questionnaire will be finalized by IQAC Cell and to ensure free and frank feedback the target group will be asked to participate in process and submit the feedback twice once during the stay in campus (before issue of T.C.) and again after leaving the Campus (after the issue of the T.C.)

(Action by IQAC)

13. There was no any other issue/agenda item.

14. Prof. Praveen Kulshrestha expressed profuse thanks for all the members and special invitees to participate in the meeting and providing their valuable suggestions to improve the quality. He also expressed thanks to the Chair and with permission of the Chair meeting ended.


(Prof. P. Kulshrestha)
IQAC Coordinator


(Prof. N. Pradhan)
Chairperson