

Shikshan Prasarak Mandali's
Tilak College of Education Pune

Minutes of IQAC Meetings

Academic Year 2018-19

Meeting Dates:


11th July 2018,


8th October 2018,

30th April 2019

**Shikshan Prasarak Mandali's
Tilak College of Education Pune
Internal Quality Assurance Cell (IQAC) Committee
Academic year 2018-19**

Sr. No.	Member	Designation
1.	Dr.Radhika Inamdar	Principal & IQAC Chairperson
2.	Dr.Dipak Chavan	IQAC Coordinator
3.	Dr.Smita Phatak	Member - Faculty
4.	Dr.Madhuri Isave	Member- Faculty
5.	Dr.Suresh Isave	Member- Faculty
6.	Dr.Vijay Dhamane	Member- Faculty
7.	Dr.Jotsna Kamble	Member- Faculty
8.	Dr.Digambar Durgade	Member- Faculty
9.	Dr.Chandan Shingte	Member- M.Ed. In-Charge
10.	Mr.KeshavVaze	Member- Management
11.	Mr. Pawan Patil	Student Representative


Dr. Dipak Chavan
IQAC Coordinator


Dr. Radhika Inamdar
Principal
Tilak College of Education, Pune



PRINCIPAL
Tilak College of Education
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1. First IQAC meeting of Academic Year 2018-19

Date- 11 July 2018

Agenda

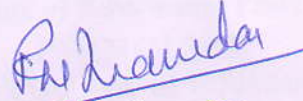
1. To take review of planned activities in last academic year and action taken
2. To Plan the Academic activities and to development of Academic Calendar.
3. To organize a workshop on Programme Outcomes (POs) and Course Outcomes (Cos)
4. To develop Internal Evaluation Manual for Teacher Educators
5. To organize orientation to First Year Students (2018-2019)
6. To organise In-service Teacher Training Programme for School teachers.
7. To development of E-content by our teachers.
8. To identify NGOs and GOs of extension activities.

Proceedings

1. All the activities planned in academic year were reviewed and it was found that these activities were executed satisfactorily.
2. Academic activities for Year 2018-19 were discussed and the Academic Calendar (2018-2019) will be developed immediately in the staff meetings by Academic planning department.
3. Workshop on Programme Outcomes (POs) and Course Outcomes (Cos) will be organised in July 2018
4. Internal Evaluation Manual for Teacher Educators will be developed in August 2018
5. Orientation lecture for First Year Students (2018-2019) will be organised in the beginning of academic year.
6. In-service Teacher Training Programme for School teachers on New trends in Education will be organised in August 2018
7. E content- Flexible Approach of learning will be developed and implemented.
8. Identify and approach the NGOs and organise Extension activities.


Dr. Dipak Chavan
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Dr. Radhika Inamdar
Principal

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2. Second IQAC meeting of Academic Year 2018-19


Date- 08 October 2018

Agenda


1. To take review of planned activities in last meeting and action taken
2. To organise extension activities with NGOs
3. To organize workshop for Ph. D., M. Phil. and M.Ed. Students
4. To organize Gender Awareness Programme for B. Ed. Students
5. To organize Placement Training
6. To organization of Alumni Meet

Proceedings

1. All the activities planned in last meeting held on 11 July 2018 were reviewed and it was found that these activities were executed satisfactorily.
2. Two NGOs are identified and approached and Extension activities will be organised
NGOs- Door Step School, Pune and Reflection Foundation, Pune
3. Workshop on 'How to write Research proposal' will be organised for Ph. D., M. Phil. and M.Ed. Students
4. Gender Awareness Programme for B. Ed. Students will be organised in February 2019.
5. Placement training will be organised by Placement cell in January and February 2019
6. Alumni Meet will be organized on Makarsankranti.


Dr. Dipak Chavan
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3. Third IQAC meeting of Academic Year 2018-19

Date- 30th April 2019

Agenda


1. To take review of planned activities in last meeting and action taken
2. To discuss problems faced by teacher while executing Academic calendar
3. To take review and feedback of all departments from the department in charge teacher.
4. To develop action taken report
5. To decide future plan for Academic Year 2019-20.

Proceedings

1. All the activities planned in last meeting held on 08 October 2018 were reviewed and it was found that these activities were executed satisfactorily.
2. The problems faced by teacher while executing Academic calendar are discussed in staff meetings.
3. The review and feedback of all departments from the department in charge teacher was taken.
4. Action taken report was developed.
5. Future plan for Academic Year 2019-20 was developed.



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**Shikshan Prasarak Mandali's
Tilak College of Education Pune
IQAC Plan of Action and Action taken Report (2018-19)**

IQAC Plan of Action (2018-19)	Action Taken (Achievements/Outcomes)
Planning of Academic activities and Development of Academic Calendar	Academic Calendar (2018-2019) was developed
Workshop on Programme Outcomes (POs) and Course Outcomes (Cos)	Workshop on Programme Outcomes (POs) and Course Outcomes (Cos) was organised in July 2018
Design and development of the Internal Evaluation Manual for Teacher Educators – August 2018	Internal Evaluation Manual for Teacher Educators was developed.
Orientation to First Year Students (2018-2019)	First Year Students (2018-2019) were oriented regarding teaching Profession, The capacity and standard of the College in the formation of Quality Teachers and Syllabus
Organise In-service Teacher Training Programme for School teachers to make them aware about New trends in Education 11August2018	In-service Teacher Training Programme for School teachers on New trends in Education was organised on 11August 2018
Organize of extension activities with GOs and NGOs	Extension activities were organised with NGOs- Door Step School , Pune and Reflection Foundation, Pune
Organize workshop for Ph. D., M. Phil. and M.Ed. Students	Workshop on 'How to write Research proposal' was organised for Ph. D., M. Phil. and M.Ed. Students
Organize Gender Awareness Programme for B. Ed. Students	Gender Awareness Programme for B. Ed. Students was organised from 4 to 8 February 2019
Placement Training	B. Ed students got trained in interview skills and students appointed as graduate teachers and post graduate teachers in various schools through campus interview.
Development of E-content by teachers	E content- Flexible Approach of learning was developed by our teacher and implemented through Mookit Platform of IIT, Kanpur
Organization of Alumni Meet	Alumni Meet was organized on Makarsankranti (15 Jan 2019)


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