A meeting was held in the principal office dated 10/04/2023 (Friday)

All the staff members, Principal, and Management members held the meeting under IOAC.

### **OFFICE BEARERS OF IQAC UNDER SESSION-2023-2024**

- 1. Dr.Geeta Rani (Chairperson of IQAC)
- 2. Dr. Vishal Deep (Co ordinator)
- 3. Dr.Sarvesh Sachdeva (ICT Expert)
- 4. Mr. Hanuman (Member)
- 5. Dr.Rajdeep Kaur (Member)
- 6. Dr.Neetu Bala (Member)
- 7. Dr.Inderjeet Singh
- 8. Mr.Dayanand (Member)

#### MINUTES OF THE MEETING WERE AS FOLLOWS-

- 1) College timing was 9.10A.M.to 4.00 P.M. All the staff members were informed.
- 2) Should start morning assembly with Morning Prayer, Thought of the Day, News and Quiz based G.K, Current affairs of Punjab and India.
- 3) Morning assembly should be compulsory to all
- 4) Lecturer should deliver with the help of Teaching Aids, A-V Aids, Methods of interaction, discussion, quiz etc.
- 5) To promote equity and equality.
- 6) All the Labs of the college should be neat and clean. Prepare the list of shortage of items.
- 7) Preparation of record for online data filling NAAC
  - Co- Curricular Activities:-
  - 1. To celebrate NMD, NSD, NATIONAL SEMINARS, INTERNATIONAL SMINARS DURING THE YEAR 2023-2024
  - 2. Emphasis on sports performance of students at university level.
  - 3. Student's participation in youth festival.
  - 4. Prepare the students for PSTET/CTET/REET/ NET etc.
  - **5. IQAC** recommended purchase of more books/Journals and accordingly books/Journals purchased.
  - 6. IQAC recommended that playgrounds be maintain and used for sports.

# **Action Taken Report**

## Agenda: - 1. To celebrate NMD, NSD, NATIONAL SEMINARS, INTERNATIONAL **SMINARS DURING THE YEAR 2023-2024**

All the staff members were present in the principal office. A meeting was held under IQAC to allocate duties for NMD, NSD, NATIONAL SEMINARS, and INTERNATIONAL SMINARS.

Dr. Vishal Deep

Creeta Principal Maharishi Dayanand College of Education, ABOHAR Mob: 88556-07157

Dr.Geeta Arora – Principal

A meeting was held in the principal office dated 15/05/2023 (Monday)

**Agenda: -2.** To improve your A.P.I.(Academic Performance Indicator)

All the staff members were present in the principal office. A meeting was held under IQAC to improve your A.P.I. Dr. Vishal Deep presented a PPT on "How to improve you are A.P.I"

Dr. Vishal Deep

Principal Maharishi Dayanand College of Education, ABOHAR Mob: \$8556-07157

Dr.Geeta Arora - Principal

A meeting was held in the principal office dated 23/08/2023(Wednesday)

**Agenda: - 3. Preparation of PSTET/CTET** 

All the staff members were present in the principal office. A meeting was held under IQAC to start Free Preparation of PSTET/CTET in normal classroom teaching with the help of audio visual teaching aid, ICT projector, storytelling method, Group Discussion, Questioning etc.

Creeta

Principal Maharishi Dayanand College of Education, ABOHAR Mob: 88556-07157

Dr.Geeta Arora- Principal

Dr. Vishal Deep

Inful

## A meeting was held in the principal office dated 04/09/2023 (Monday)

## **Agenda: - 4. Preparation of Youth Festival items**

All the staff members were present in the principal office. A meeting was held under IQAC to prepare students for Youth Festival (on stage items, off stage items) cultural and heritage items. It was decided the next year college will host the Zonal Youth Festival.

Dr. Vishal Deep

Principal
Maharishi Dayanand College
of Education, ABOHAR
Mob: \$8556-07157

Dr.Geeta Arora-Principal

## Agenda:-5. Prepare the students for PSTET/CTET/REET/ NET etc.

College started coaching in the college Campus for the preparation of teaching exams like PSTET/CTET/REET/ NET etc. Every year students qualified /cleared the pre Job exams.

Dr. Vishal Deep

Maharishi Dayanand College of Education, ABOHAR Mob: 98556-07157

Principal

Dr.Geeta Arora- Principal