

Ref. ACE/NAAC/IQAC- 2023-24/878

Date: 18-01-2024

NOTICE


A meeting of **Internal Quality Assurance Cell (IQAC)** of **Aster College of Education** of the **Session 2023-24** will be held on **29th Jan, 2024 (Monday)** in the **conference hall** at **11:00 a.m.** All the members are cordially invited to attend.

Agenda: -

1. To confirm the minutes of the previous meeting and action taken report.
2. To discuss B.Ed. Session 2022-24 first year results analysis.
3. To discuss the method of quality assessment of teachers.
4. To discuss admission policy and ground work for admissions in B.Ed. Session 2024-26.
5. To organize co-curricular activities.
6. To discuss about the NAAC Accreditation in the year 2024-25.
7. Any other matter with the permission of the Chair.



Prof. (Dr.) Amita
IQAC Coordinator


18/1/24

Prof. (Dr.) Seema Sharma
Chairperson



Aster

College of Education

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(Run by Smt. angoori Devi Educational & Cultural Society (Regd.))

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**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held
on 29-01-2024 at 11.00 AM in the Conference hall.**

The meeting started on the welcome note by the coordinator. The Chairperson asked all the members to start discussion on the agenda of the meeting.

1. The minutes of previous meeting and action taken report were read and confirmed unanimously by the members.
2. Being the head of the college Dr. Seema Sharma asked B.Ed. Coordinator to analyse B.Ed. Session 2022-24 first year result and prepare a report in comparison with previous year's results for setting benchmark for excellence.
3. The Chairperson discussed the need of quality assessment of the teachers, proposed to take feedback of teachers from students and asked the members to suggest various ways to enhance teaching quality.
4. As Bundelkhand University, Jhansi has announced U.P. B.Ed. Joint Entrance Exam Schedule for admissions in B.Ed. Session (2024-26). The members discussed about updating college website, distributing templates at the exam centres and advertising in local news papers.
5. IQAC Coordinator discussed about yearly fest and remaining co-curricular activities of this session.
6. The Chairperson informed the members about the need of NAAC accreditation and it's a mandatory requirement of our institution. She urged to initiate the process and discussed upon the following points.
 - a. Weaknesses & Strengths of the college for quality improvement.
 - b. Work distribution as per criteria given in SSR.

The meeting ended with a vote of thanks to the chairperson.

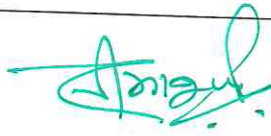

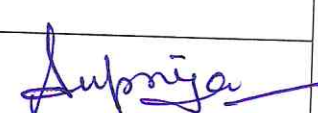
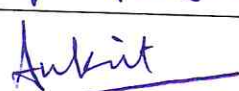
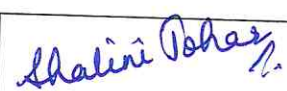
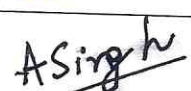
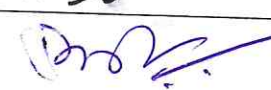
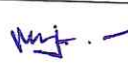


Prof. (Dr.) Amita
IQAC Coordinator

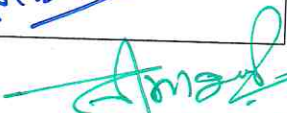
Prof. (Dr.) Seema Sharma
Chairperson

Attendance Sheet

Internal Quality Assurance Cell (IQAC) Meeting (2023-24)

Date: 29-01-2024 (11.00 am)

Chairperson			Signature
1.	Prof. (Dr.) Seema Sharma	Principal, Aster College of Education	
IQAC Coordinator			
2.	Prof. (Dr.) Amita	HOD, Education	
Nominee from Alumni & Students			
3.	Ms. Supriya Pathak	Alumni Representative	
4.	Mr. Ankit Rathor	Student Representative	
Teacher Representative			
5.	Ms. Shalini Johar	Assistant Professor	
6.	Ms. Archana Singh	Assistant Professor	
7.	Mr. Rajesh Kumar	Assistant Professor	
Administrative Officers			
8.	Mr. Manoj Sharma	Chief Librarian	
9.	Mr. Sandeep Sharma	Registrar	
10.	Ms. Moumita De	Account officer	


29/1/24

ACTION TAKEN REPORT

For the IQAC meeting held on 29/01/ 2024 at 11:00AM

1. To confirm the minutes of the previous meeting.
2. The report displayed that the college has set a benchmark in B.Ed. course.
3. Course coordinators collected feedback of the teachers from the students.
4. Faculty development programme was conducted on "Emerging ICT Tools" to enhance ICT skills of teachers.
5. Fests and various co-curricular activities were organised successfully.
6. A team is formed for NAAC and approved by the principal Prof. (Dr.) Seema Sharma. The team started working as per the points discussed in the meeting about NAAC.



Prof. (Dr.) Amita
IQAC Coordinator



Prof. (Dr.) Seema Sharma
Chairperson

NOTICE


A meeting of **Internal Quality Assurance Cell (IQAC)** of Aster College of Education of the Session 2023-24 will be held on **21st May, 2024 (Tuesday)** in the conference hall at **11:00 a.m.** All the members are cordially invited to attend.

Agenda: -

1. To Confirm the minutes of the previous meeting and action taken report.
2. To discuss M.Ed. Session 2022-24 3rd semester result analysis.
3. To discuss about the feedback of stake holders.
4. To discuss the status of NAAC Accreditation preparation.
5. To request the management to purchase new computers for ICT lab.
6. To request the management to enrich library with more books of curriculum & some school books based on NEP curriculum.
7. Any other matter with the permission of the Chair.



Prof. (Dr.) Amita
IQAC Coordinator




Prof. (Dr.) Seema Sharma
Chairperson


**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held
on 21-05-2024 at 11.00 AM in the conference hall.**

The meeting started on the welcome note by the coordinator. The Chairperson asked all the members to start discussion on the agenda of the meeting.

1. The minutes of previous meeting and action taken report were read and confirmed unanimously by the members.
2. Members went through the results presented by the coordinator of M.Ed. session (2022-24) 3rd semester and acknowledged that students have performed well as compared to 2nd semester. Further they expressed that results can be improved in 4th semester and can set a bench mark.
3. Chairperson first discussed the feedback of students regarding teachers and then asked the coordinators of courses to collect feedback from students, parents and alumni. Results of analysis of feedback will be discussed in the next meeting.
4. Chairperson took review of the weaknesses and strengths of the college and suggested all the course coordinators to prepare a plan of action for NAAC SSR on all the individual criteria.
5. After discussion, chairperson agreed to request management for the purchase of new computers to meet the need of the students.
6. Chief Librarian proposed to buy more books of curriculum and NCERT school books based on NEP pattern to enrich library. The Chairperson agreed to request management.

The meeting ended with a vote of thanks to the chairperson.

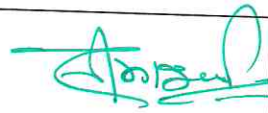

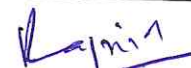
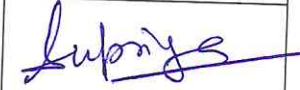

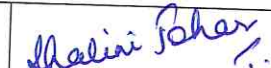
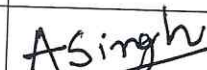


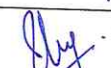


Prof. (Dr.) Amita
IQAC Coordinator

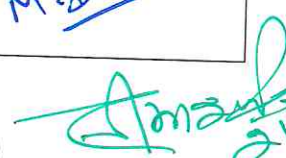

Prof. (Dr.) Seema Sharma
Chairperson 21/5/24

Attendance Sheet

Internal Quality Assurance Cell (IQAC) Meeting (2023-24)

Date: 21-05-2024 (11.00 am)

Chairperson			Signature
1.	Prof. (Dr.) Seema Sharma	Principal, Aster College of Education	
IQAC Coordinator			
2.	Prof. (Dr.) Amita	HOD, Education	
Nominee from Parent, Alumni & Students			
3.	Mr. Rajneesh Bhati	Parent Representative	
4.	Ms. Supriya Pathak	Alumni Representative	
5.	Mr. Ankit Rathor	Student Representative	
Teacher Representative			
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Administrative Officers			
9.	Mr. Manoj Sharma	Chief Librarian	
10.	Mr. Sandeep Sharma	Registrar	
11.	Ms. Moumita De	Account officer	


21/5/24

ACTION TAKEN REPORT

For the IQAC meeting held on 21/05/ 2024 at 11:00AM

1. To confirm the minutes of the previous meeting.
2. Tutorials were included in the class time table to enhance M.Ed. student's performance.
3. The course coordinators informed that feedbacks were taken in the meetings with students, parents and alumnis.
4. All the coordinators and faculties have started working as per the NAAC guidelines.
5. Computers for ICT lab were purchased.
6. Curriculum books and 6th, 7th, 8th and 9th class NCERT books based on NEP curriculum were purchased.



Prof. (Dr.) Amita
IQAC Coordinator



Prof. (Dr.) Seema Sharma
Chairperson