# Govt. College of Teacher Education, Dharamshala 2021-22

### Minutes of the General Body Meeting of IQAC- 2021-2022

General body Meeting of IQAC for the academic session 2021-2022 was held in the office of the Principal on dated 04/09/2021 at 11:30am.

Following members were present in the meeting.

Sr/ no	Name		Signature
1.	Sh S K Pathak	Retd. Principal	2 aumsi
2.	Dr Jayoti Kumar	Retd. Principal	Tayl
3.	Sh Anuj Kumar	Counsellor MC Dharamshala	Dung
4.	Dr Ravinder Singh Gill	Co-ordinator	Rome
5.	Sh Yug Raj Singh	Member Secretary	112
6.	Mrs Babita Kumari	Member	(3/rita 12021
7.	Sh Manoj Kumar (ICT)	Member	
8.	Dr Anup Kumar	Member	Muy 419/2021
9.	Sh Ashwani Kumar	Office Supdt.( Member)	
10.	Sh Munish Kumar	Librarian ( Member)	My .
11.	Miss Kanika	Member (Alumna)	

# Govt. College of Teacher Education, Dharamshala 2021-22

#### Minutes of the General Body Meeting of IQAC- 2021-2022

General body Meeting of IQAC for the academic session 2021-2022 was held in the office of the Principal on dated 04/09/2021 at 11:30am. Prof. Sapna Banta Principal and Chairman, 1QAC 2021-22 welcomed the external and internal members of IQAC and Dr. Ravinder Singh Gill, Coordinator, IQAC 2021-22 briefed the activities taking up for the overall quality enhancement of the institution.

Following members were present in the meeting.

- 1. Prof. SK Pathak (Principal Retd.)
- 2. Dr. Jayoti Kumar (Principal Retd.)
- 3. Sh. Anuj Kumar (MC, Ward No. 8)
- 4. Dr. Ravinder Singh Gill, (Coordinator)
- 5. Prof. Yugraj Singh (Member Secretary)
- Prof. Babita Kumari (Member)
- 7. Dr. Anup Kumar (Member)
- 8. Sh. Munish Kumar, Librarian)
- 9. Ms. Kanika Paddha, Alumna

# Govt. College of Teacher Education, Dharamshala H.P. 176215

#### MINUTES OF IQAC (2021-22) MEETING HELD ON 04/09/2021

- A) Academic Initiatives for the Academic Year, 2021-22
- Purchase of latest Books for Library and Text Books for Skill in Teaching Practice as per recommended by the Board of School of Education, Himachal Pradesh.
  - Above agenda point discussed in the meeting and unanimously decided by all members of General House Meeting call by the IQAC 2021-22 that latest books for Library and Text Books for Skill in Teaching Practice will be purchased well in time by completing all codel formalities from appropriate Funds.
- Subscription of latest Educational Journals for clients of GCTE, Dharamshala recommended by UGC and NCTE (On-line/Offline) for the Library.
  - Unanimously decided by the committee that a list of latest journals should be prepared by College Library Committee and process of purchasing should be initiate by the Library Committee.
- 3. Initiate Internal Academic Audit Mechanism
  - As per the observations of NAAC Peer team in the year 2015, it was unanimously decided that there is need of Academic Audit for improving the institutional functioning. IQAC will initiate the process of Academic Audit as per the observation and recommendation of NAAC.
- Webinar on National Education Policy 2020 and Skill Development Workshops for Staff and Student-teachers of GCTE Dharamshala.
  - General body of IQAC 2021-22 has given the approval to organise a National level webinar on National Education Policy, 2020. This was also approved that a workshop for Skill Development for staff and student-teachers will be organized in current session.

 Initiate the restructure and registration of Alumni Association of GCTE, Dharamshala as society mode.

General Body of IQAC 2021-22 has also approved the agenda point regarding the registration of Alumni Association as society mode. For this work a committee will be constituted with final approval from Principal/ Chairperson of IQAC of GCTE, Dharamshala.

6. Establishment of Language Laboratory

Above agenda point put on the table for discussion and have approved for implementation. A committee comprising of Assistant/Associate Professors of Language and ICT will complete the formalities regarding establishment of modern language lab as resource centre for developing the communication skills of students of GCTE Dharamshala.

 Strengthen and Develop Internal Evaluation Mechanism for Skill in Teaching Practices as per the NAAC peer team observation (2015).

As per observations of previous NAAC Peer team (2015) it was unanimously decided that IQAC (2021-22) will initiate the process by involving the concerned committee entrusted with the work of School Internship including Micro Teaching, Simulation, School Internship Phase-II.

8. Collect feedback from different stakeholders of Institution through On-line Mode.

General Body of IQAC, 2021-22 has also approved that from current session college will collect all types of Feedbacks from all stakeholders of institution through On-line Mode in place previous offline mode.

Adopt at least three schools (nearby GCTE) as per the recommendations of NAAC Pear Team,
 2015.

As per observations of previous NAAC Peer team (2015), it was unanimously decided that School Internship Committee of GCTE 2021-22 initiate this process and adopt at least three schools (nearby GCTE) as per the recommendations of NAAC Pear Team, 2015.

10. To initiate the formation of Student Council (A Student Representative Body).

It was unanimously decided by the General Body of IQAC 2021-22, that the formation process of Student Council (A Student representative Body) for GCTE, Dharamshala must be incorporated as per guidelines given by the Himachal Pradesh University Shimla-5 time to time.

 To get approval of different Academic/Co-curricular/Sports/Cultural Calendars/ Hostel Prospectus for the academic session 2021-2022.

Keeping in the view COVID 19, the General Body of IQAC 2021-22 has approved the different Academic/Co-curricular/Sports/Cultural Calendars/ Hostel Prospectus for the academic session 2021-2022.

### B) Infrastructural Initiatives for the Academic Year, 2021-22

 Installation/laying out of Interlocking Pavers in front of Training Room/Seminar Room and Parking Area near by the Faculty House cum Canteen.

It was unanimously decided by the General Body of IQAC 2021-22 that Installation/laying out of Pavers in front of Training Room/Seminar Room and Parking Area near by the Faculty House cum Canteen should assigned to the Govt. agencies.

(Sh. Anuj Dhiman, Member IQAC and presently Council Member of Ward No. 8, Dharamshala Municipal Cooperation, agreed to get this assignment completed and a request letter in this regard will be sent to the Commissioner, MC Dharamshala).

- Repair work of cement sheet roof and other infrastructure of Old Block of GCTE, Dharamshala.
   It was unanimously decided by the General Body of IQAC 2021-22 that the repair work of cement sheet roof and other infrastructure of Old Block of GCTE Dharamshala should be done after completing the necessary codal formalities.
- Increase additional seating capacity with basic amenities in both Staff Rooms of old campus of College.

The General Body of IQAC 2021-22, has approved the agenda point regarding the increase of additional seating capacity along with providing basic amenities in both Staff Rooms.

Installation and Fixation of Channel Gate for College Library in New Academic Block of GCTE,
 Dharamshala presently allocated to Central University, Himachal Pradesh.

The General Body of IQAC 2021-22, has approved the agenda point regarding of installation and fixation of Channel Gate for College Library in New Academic Block temporarily allocated to Central University, Himachal Pradesh as per requirement.

- Installations of CCTV Cameras in Classrooms for Examination propose.
   The General Body of IQAC 2021-22 has approved the agenda point regarding of installation CCTV Cameras in Classrooms for the better monitoring of Examination and other activities.
- 6. Additional provision of Drinking Water facility for student-teachers in College Campus.
  Presently there is only one spot for facility of drinking water for staff and student-teachers. Keeping in view, the SOPs issued to contain the spread of Covid-19, The General Body of IQAC 2021-22 approved the agenda point regarding the installation of additional water cooler with filtration facility near Science Block.
- 7. Construction of New Girl's Common Room with basic amenities.
  The General Body of IQAC 2021-22 has approved the agenda point regarding creation of infrastructures for New Girls Common Room adjoining to the Room number 14 with all necessary facilities required as per the Girl's common room.
- Repair of leakages in different Building Blocks of Old Campus of GCTE, Dharamshala
   The General Body of IQAC 2021-22 has approved the agenda point regarding repair of leakages of different buildings of the old college campus and get it repaired from appropriate agencies.
- Purchases of computers for ICT Lab/Library/Staff Room/IQAC/College Office as per requirement of different Heads.

The General Body of IQAC 2021-22 has approved the agenda point regarding of purchases of New Computers, Printers, and UPS(s) as per requirement of Staff, Library, Office and ICT Lab.

- 10. To increase additional modern facilities for Person with Disability (PWD) in Old Campus
  The General Body of IQAC 2021-22 has approved the agenda point regarding increase of additional
  modern facility for Person with Disabilities in the College.
- To repair and increase the height of the Main Gate and a new sign board fix on the wall of GCTE
  near the nearby main road of GCTE, Dharamshala.

The General Body of IQAC 2021-22 has approved the agenda point regarding of repair and increase the height of Main Gate of GCTE Dharamshala and also recommend constructing a new sign board.

Installation of LED Screen (outdoor) for updated information for students.

The General Body of IQAC 2021-22 has approved the agenda point regarding purchase of LED Screen which will be used to display important and significant information for students.

13. Purchase of Kiosk for updating the Student-teachers for update information through networking system.

The General Body of IQAC 2021-22 has approved the agenda point regarding purchase of Kiosk which can be used by student-teachers for different academic purposes.

Construction of Basket Ball/Badminton Court to facilitate sports culture in the institution

The General Body of IQAC 2021-22 has approved the agenda point regarding construct the basket ball/Badminton court for student-teachers through Department of Sports, Govt. of Himachal Pradesh with appropriate channel.

The Meeting ended with the vote of thanks given by the Dr. RS Gill Coordinator, IQAC 2021-22

Prof. SK Pathak (Principal Retd.)

Sh. Anuj Kumar (MC, Ward No. 8)

Prof. Yugraj Singh (Member Secretary)

Dr. Anup Kumar (Membe

Coordinator

IQAC-2021-22, GCTE, Dharamshala

Dr. Jayoti Kumar (Principal Retd.)

Dr. Ravinder Singh Gill, (Coordinator)

Prof. Babita Kumari (Member)

Sh. Munish Ramar (Librarian)

Principal

Principal

Govt. CGGJE Pherapshaladucation Dharamshala, Distt. Kangra

(H.P.) Pin - 176215

## **Notice for Meeting**

## Dated 06/09/2021

A meeting of IQAC will be held in IQAC Room on dated 07/09/2021 at 11.30 in Principal Office Room. All members of IQAC 2021-22 will ensure their presence in the meeting

### The agendas of meeting

- 1. Repair of College Boundary Wall
- 2. Fixation of floor tiles in IQAC Room/Venial Flooring.
- 3. Removal of the stairs for the construction of Basket ball Ground of GCTE, Dharamshala
- Repair of Multi Purpose Hall (MPH) entrance (Right Flank) and Creation of alternative exit for safety.
- 5. Any other agenda, if any.

Coordinator IQAC, 2021-22 Member Secretary

The Meeting of IQAC took place in the office of the Principal, GCTE, Dharamshala on dated 07/09/2021 at 11.30 AM. Prof. Sapna Banta, Principal cum Chairman. IQAC 2021-22 chaired the meeting and warmly welcomed the IQAC members. Dr. RS Gill, Coordinator, briefed about the previous General House IQAC meeting (dated 4/09/2021) and taking up the quality enhancement activities of the GCTE, Dharamshala

The agendas of meeting were discussed in the meeting.

#### Repair of College Boundary Wall

The agenda discussed in the meeting was regarding the damaged college boundary walls and decided in the meeting that matter should be brought to the notice to The Higher Authority and budget requirement should be sent through popper channel by the Office.

#### Fixation of floor tiles in IQAC Room/Venial Flooring

The agenda was discussed in the meeting and it was decided to repair the floor of IQAC room with fixation of floor tiles/Venial flooring on priority basis.

#### 3. Removal of the stairs for the construction of Basket ball Ground of GCTE, Dharamshala

The agenda was discussed in the meeting and it was decided to remove the stairs for construction of Basket Ball Ground.

4. Repair of Multi Purpose Hall (MPH) entrance (Right Flank) and Creation of alternative exit for safety.

The agenda was discussed in the meeting and it was decided to repair the MPH entrance (Right Flank) and create an alternative exit for safety.

The meeting ended with the vote of thanks given by the Dr. RS Gill, Coordinator, IQAC 2021-22

The following members of IQAC 2021-22 were present in the meeting

Dr. RS Gill, (Coordinator)

Prof. Babita Kumari (Member)

Dr. Anup Kumar (Member)

Coordinator

IQAC, 2021-22

Prof. Yugraj Singh, (Member Secretary)

Prof. Manoj Kumar (Member)

Sh. Munish Kumar (Librarian)

Member Secretary IQAC 2021-22

Governsipale of Teacher Education DhaGCTE, Dharamshalagra (H.P.)

Ph. No. 01892-223140.

# **Notice for Meeting**

# Dated 14/09/2021

A meeting of IQAC will be held in IQAC Room on dated 15/09/2021 at 11.30 in Principal Office Room All members of IQAC 2021-22 will ensure the presence in the meeting

#### The agendas of meeting

- Constitution of various Committees to speed up given assignments before the visit of NAAC Peer Team
- 2. Any other agenda, if any.

Coordinator IQAC, 2021-22

Member Secretary IQAC 2021-22

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Govt Gerle, Dharamshala, I am angra (H.P.)
Ph. No. 01892-223140.

The meeting of IQAC was held in the office of the Principal, GCTE, Dharamshala on dated 15/09/2021 at 11.30 AM. Prof. Sapna Banta, Principal cum Chairman, IQAC 2021-22 chaired the meeting and warmly welcomed the IQAC members. Dr. RS Gill Coordinator briefed abou the previous General House IQAC meeting (dated 7/09/2021) and taking up the quality enhancement activities of the GCTE, Dharamshala

The agendas of meeting were discussed in the meeting.

1. Constitution of various Committees to speed up given assignments before the visit of NAAC Peer Team.

The agenda discussed in the meeting regarding constitution of various Committees to speed up given assignments before the visit of NAAC Peer Team:

- a) Academic Audit Committee.
- b) Establishment of Language Lab
- c) Alumni Association raising and registration
- d) Development of IEM (STP) Internal Evaluation Mechanism skill in Teaching Practice
- e) Collection of Feedback through on-line mode from all stakeholders
- f) Adoption of (SIP) nearby three schools

The meeting ended with the vote of thanks given by the Dr. RS Gill, Coordinator, IQAC 2021-22

The following members of IQAC 2021-22 were present in the meeting

Dr. RS Gill, (Coordinator)

Prof. Babita Kumari (Member

Dr. Atul Thakur (Member)

IQAC, 2021-22

Sh. Munish Kumar (Librarian)

Prof. Yugraj Singh, (Member Secretary)

Prof. Manoj Kumar (Member)

Dr. Anup Kumar (Member)

Sh. Ashwani Kumar (Office Supdt)

Member Secretary IQAC 2021-22

GovGCTBIDharamshala Education Dharamshala, Distt. Kangra (H.P.)

Ph. No. 01892-223140.

## **Notice for Meeting**

## Dated 03/10/2021

A meeting of IQAC will be held in IQAC Room on dated 04/10/2021 at 10.30 in Principal Office Room All members of IQAC 2021-22 will ensure the presence in the meeting

#### The agendas of meeting

- Celebration of "Swarn Jayanti Samaroho" Golden Jubilee Celebration, by the Department of Higher Education, Govt of H.P. in the upcoming weeks by the GCTE, Dharamshala.
- 2. Celebration of College Annual Prize Distribution Function
- Constitution of various committees for upcoming Document verification committees for B.Ed.
   Online Counselling
- 4. Any other agenda, if any.

Coordinator IQAC, 2021-22 Member Secretary IQAC 2021-22

Principal Govi (GOTE: Dharamshafaloon) os Dharamshafa, Dien Kangra (H.P.)

The meeting of IQAC took place in the office of the Principal, GCTE, Dharamshala on dated 04/10/2021 at 11.30 AM. Prof. Sapna Banta, Principal cum Chairman, IQAC, 2021-22 chaired the meeting and warmly welcomed the IQAC members. Dr. RS Gill Coordinator briefed about the previous General House IQAC meeting (dated 15/09/2021) and taking up the quality enhancement activities of the GCTE, Dharamshala

The agendas of the meeting that were discussed in the meeting are:

- Celebration of "Swarn Jayanti Samaroh", Golden Jubilee Celebration by the Department of Higher Education Govt of H.P. in the upcoming weeks by the GCTE, Dharamshala.
   The following events will be celebrated in the GCTE, Campus to celebrate "Swarn Jayanti Samaroh".
  - a) Celebration of "International Teacher Day" on 5th October, 2021 in GCTE Campus.
  - b) All the facility members will attend the Webinar organised by the SCERT, Solan on dated 5<sup>th</sup> October, 2021 in Seminar Room (Training Room) of GCTE.
  - c) Presentation of Local Folk Songs of Himachal Pradesh on dated 12<sup>th</sup> October, 2021
  - d) Painting Competition will be organised on dated 13<sup>th</sup> October, 2021 with different themes suggested by the department.
  - e) One Act Play with the title "Panjota Satyagraha", Declamation/Debate Contest and Speech Competition will be presented by the by the GCTE students on dated 17/10/2021. To conduct all these activities smoothly, as per the direction given by the Govt. of H.P., various committees will be notified soon by the Office
- Celebration of College Annual Prize Distribution Function
   The celebration of College Annual Prize Distribution Function was discussed in the meeting and it was decided that the Annual Prize Distribution function will be celebrated in the third week of October after completion of "Swarn Jayanti Samaroho" Golden Jubilee Celebration, by the Department of
- Higher Education Govt of H.P.

  3. Constitution of the various committees for upcoming Document verification committees for

The agenda was discussed in the meeting and it was decided that office will notify various committees for upcoming Document Verification Committees for B.Ed. Online Counselling.

The meeting ended with the vote of thanks given by the Dr. RS Gill, Coordinator, IQAC 2021-22

The following members of IQAC 2021-22 were present in the meeting

Dr. RS Gill, (Coordinator)

B.Ed. Online Counselling

Prof. Babita Kumari (Member)

Prof. Yugraj Singh, (Member Secretary)

Prof. Manoj Kumar (Member)

Dr. Atul Thakur (Member)

Sh. Munish Kumar (Librarian)

Dr. Anup Kumar (Member)

Sh. Ashwani Kumar (Office Supdt)

IQAC, 2021-22

Govis Erthopharamshata Education Dharamshala, Distr. Kangra (H.P.) Ph. No. 01892-223140.

Member Secretary

IQAC 2021-22

#### GOVERNMENT COLLEGE OF TEACHER EDUCATION, DHARAMSHALA KANGRA, HIMACHAL PRADESH-176215 PROCEEDINGS OF REVIEW MEETING OF IQAC HELD ON 27/11/2021

A review meeting of IQAC was held on 27/11/2021 at 3.30pm in Principal Office chaired by Principal cum Chairperson of IQAC(Prof Sapna Banta). Following members of IQAC were present in the meeting:-

1.Dr. Ravinder Singh Gill

3.Mrs. Babita Kumari

5.Dr. Anup Kumar Auco

2.Sh. Yug Raj Singh

4.Sh.Manoj Kumar

6.Sh Ashwani Kumar (Office Supdt.)

7. Sh Munish Kumar (Asstt. Librarian)-

This meeting was a review cum follow up meeting for reviewing the work of the various committees constituted for compliance of agenda points passed in the General House Meeting of IQAC held on 04/09/2021

Status of allotted assignments to different committees.

Sr.No.	Name of committee	Convener of committee	Status of Assignment as on 27/11/2021
1.	Academic audit committee	Dr. R K Koundal	No report submitted to IQAC till date
2.	Establishment of language lab	Mrs. Anjali Sharma	No report submitted to IQAC till date
3.	Alumni Association	Sh. Yug Raj Singh	No report submitted to IQAC till date
4.	Development of IEM internal Evaluation Mechanism/Hand book for Micro Teaching, Simulation and school Internship	Mrs. Anjali Sharma	Completed and submitted to IQAC on Dated
5.	Collection of feedback through online mode from stakeholders	Sh. Manoj Kumar	Completed and submitted to IQAC on Dated
6.	Adoption of Three Nearby Govt. Schools	Mrs. Anjali Sharma	Necessary documentation process is complete, Further Initiation required.
7,	Purchase of latest books for Library, School books and journals recommended by UGC and NCTE (online/offline)	Mrs. Shivani Dutta	No report submitted to IQAC till date
8.	Formation of Student Council for GCTE Dharamshala	Dr. Rajeev Kumar	No report submitted to IQAC till date and Dr Rajeev Kumar transferred from GCTE Dharamshala. Now this assignment will be completed by IQAC till 15/12/2021

The status of different assignments related to IQAC was also discussed in the staff meeting held on

As per the feedback received from the students regarding institutional functioning (academic), there is urgent need to include Lab/Practical work as per curriculum requirement.

Online feedback from the students will be obtained after the completion of course or end of semester.

For the completion of online process of SSR submission, two additional member from the field of finance/ commerce and Education are needed. Decided that Prof Pooja Choudhary and Dr Atul will assist the IQAC.

Different conveners of various committees are requested to complete assigned works till 15/12/2021 with compliance to IQAC.

Meeting ended with vote of thanks to the chair.

# NOTICE

A Meeting of the Internal Quality Assurance Cell (IQAC) of the College along with Time Table Committee 2022-23 will be held on 29th March, 2022 at 11.30 AM in the IQAC Room.

All Members of IQAC and Time Table Committee 2022-23 are requested to be present in the meeting.

#### Agenda:

- Proposal of Integration of Laboratory as per B.Ed. Curriculum, and
- Time Table for session 2022-23 IInd Semester and IVth Semester (January 2022 to June 2022)

Coordinator, IQAC-2022-23

GCTE, Dharamshala 26th March, 2022 Principal

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ovt. College of Teacher Education Paramshala, Distt. Kangra

Pin - 176215

### IQAC Minutes of the Meeting

The IQAC meeting was held on 29th March 2022 at 11.30 PM in the IQAC Room, Dr. RS Gill, Coordinator, IQAC 2022-23 welcome all the IQAC Members and Time Table Committee Members in the Meeting

Following Members were present in the Meeting on Dated 29th March, 2022

Dr. RS Gill

Prof. Yugraj Singh 3.

Dr. Anup Kumar 4.

Member, Secretary, IQAC

Member Augustian

Time Table Committee Member

Member Member Member Member Prof. Manoj Kumar (Comp.) 5.

Prof. Renu Chaudhary Time Table Committee Member 29/3/2 6.

The agenda points of the meeting. Discussion held on given agenda points and following decisions were then

#### Agenda: 1

Proposal of Integration of Laboratory as per B.Ed. Curriculum.

The IQAC give the proposal of Integration of Laboratory as per B.Ed. Curriculum for the session 2022-23. Proposed allocation of room/lab form different classes related pedagogical/ practical works as per curriculum

1.	Curriculum -cum- Educational Psychology Lab	Room No. 11
2.	Pedagogy of Physical Sciences	Room No. 29
3.	Pedagogy of Life Science & Math	Room No. 33
4.	Pedagogy of Social Sciences and Commerce	Room No. 31
	Language Lab -cum-ICT Lab	Room No. 35
6.	IT Resource Centre	Room No. 37

#### Agenda:2

- Time Table for session 2022-23 Hnd Semester and IVth Semester (January 2022 to June 2022)
- Time Table committee 2022-23 directed to prepare the time table for upcoming session for Semester II nd and Semester IV as per the curriculum of session 2022-23 (January 2022 to June 2022)

Meeting ended with the vote thanks given by the Dr. RS Gill Coordinator, IQAC 2022-23, GCTE Dharamshala.

(Prof. Yugraj Singh)

Member Secretary, 2022-23

(Dr. RS Gill)

Coordinator 2022-23

Principal, GCTE, Dharamshala