



**MIER COLLEGE OF EDUCATION**  
**(AUTONOMOUS)**  
Accredited by the NAAC with 'A+' Grade

## Monthly Report of IQAC

QF No.: 092C  
Revision:01  
Month: January 2024

### 1. Details of the Activities

S.No.	Name of the Activity	Date	Remarks
1.	Checked monthly reports for November: <ul style="list-style-type: none"><li>▪ Research and Development Cell</li><li>▪ Centre for Women Studies</li><li>▪ CET</li><li>▪ In-charge Computer Lab</li><li>▪ Sports Unit</li><li>▪ Environment Unit</li><li>▪ Extension Unit</li><li>▪ Co-Curricular Committee</li><li>▪ NSS Unit</li><li>▪ Alumni Committee</li><li>▪ Placement Committee</li><li>▪ Leave and Attendance- SOE and SOSHH</li><li>▪ Library – 1 and 2</li><li>▪ Student Support Committee</li><li>▪ Infrastructure &amp; Maintenance</li><li>▪ Examination and Evaluation Committee</li><li>▪ Media &amp; Publication Committee</li></ul>	7/2/2024 to 18/2/2024	All reports were checked and edited reports were submitted to the Principal for final approval.
2.	Life Skills Training and Academic Skills Development	15 <sup>th</sup> – 19 <sup>th</sup> January 24	A comprehensive four-day workshop was organised centred on the theme of "Life Skills Training and Academic Skills Development" for B.Ed., B.Ed. Special Education, and M.Ed. students. The workshop featured Mr. Sumit Dutta, a

			distinguished counselling psychologist and health trainer, as the resource person.
3.	Induction Programme for M.Ed. and M.Ed. Special Education Students	23 <sup>rd</sup> January 24	The College organized a one-day induction programme for incoming M.Ed. and M.Ed. Special Education students. The students were oriented about PLOs and CLOs, digital initiatives, including college ERP, Google Classroom, PI 360, and LinkedIn. They were also acquainted with the grievance mechanisms, the CASH committee and the students code of conduct.

## 2. NAAC Records:

S.No.	Date	Description	Committee / Centre	Remarks
1.	January 24	Compilation of data for AQAR 2022-23	-	<ul style="list-style-type: none"> <li>Uploaded descriptive metrics data of AQAR on the NAAC portal</li> </ul>

## 3. Any other:

- Teaching Assignment: Took UEG -303 (English Minor) classes for students of undergraduate programme as per the allotted time-table.
- Attended the executive body meeting of Alumnaire, the alumni association of MIER on 29<sup>th</sup> January 24.

<b>Prepared by: Co-ordinator IQAC</b> <i>Jeevika</i> <b>Date:</b> 18/2/24	<b>Verified by: Ruchi Sharma</b> <i>Ruchi</i> <b>Date:</b> 18/2/24	<b>Approved by:</b> <i>[Signature]</i> <b>Date:</b> 19/2/24
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