



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

Monthly Report of IQAC

QF No.: 092C
Revision:01
Month: May-June 2023

1. Details of the Activities

S.No.	Name of the Activity	Date	Remarks
1.	Checked monthly reports for the month of January of: <ul style="list-style-type: none">▪ Examination Committee▪ Research and Development Cell▪ Centre for Educational Technology▪ Centre for Women Studies▪ In- charge Computer Lab▪ Environment Unit▪ Extension Unit▪ NSS Unit▪ Co-Curricular Committee▪ Leave and Attendance- UG&PG dept.▪ Library – PG & UG dept.▪ Student Support Committee▪ Infrastructure & Maintenance▪ HR Manager, Training & QA▪ Media & Publication Committee	1/06/2023 to 5/6/2023 & 10-12 /07/2023	<ul style="list-style-type: none">▪ All reports were checked and edited reports were submitted to the Principal for final approval.
2.	Attended workshop on OBE organised by MIET	20-5-2023	The workshop was conducted to orient the faculty regarding preparation of POs, COs, mapping and evaluation of attainment levels of students.

3.	Prepared the annual calendar of IQAC and presented the same in the Planning and Evaluation Committee meeting	24 th and 25 th May 2023	The IQAC coordinator presented the annual calendar and highlighted the preparation of IIQA and SSR as priority areas for re-accreditation in the 4 th cycle.
4.	Attended Board of Studies Meeting	1-6-2023	The meeting was conducted to review the syllabus of BA (Hons) English 3 rd and 4 th semester & MA English.

2. NAAC Records: NIL.

3. Any other:

- Teaching Assignment: Took UEG -102 (English Minor) classes for students of undergraduate programme as per the allotted time-table.

Prepared by: Co-ordinator IQAC Date: <i>Ruchi</i> <i>12/7/2023</i>	Verified by: Ruchi Sharma Date: <i>Ruchi</i> <i>12/7/23</i>	Approved by: Date: <i>[Signature]</i> <i>07/2023</i>
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