



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

Monthly Report of IQAC

QF No.: 092C
Revision:
Month: March-July'2020

1. Details of the Activities

S.No.	Name of the Activity	Date	Remarks
1.	Compiled and submitted AQAR for the session 2018-19	17/03/2020	
2.	Prepared new guidelines for grievance redressal along with a format	10/07/2020	Submitted to the Principal Sir for approval
3.	Preparation of a 'Ready Reckoner' or master document	14/07/2020	The Ready Reckoner fixes responsibility person/department wise for creation of records as per NAAC guidelines
3.	Framed guidelines and formats for report writing and reflective journal for use in B.Ed. internship programme	25/07/2020	
4.	Observed Online classes UG Deptt Mrs. Arpana Kaul B,Ed. Sem III Dr. Reeta Dwivedi B,Ed. Sem III Mrs. Suman Gupta B,Ed. Sem III Ms. Monika Bajaj B,Ed. Sem III Mr. Kuldeep Singh B,Ed. Special <u>II</u> Dr. Rohnika Sharma B,Ed. Special <u>II</u> Mrs. Komal Sharma B,Ed. Sem III PG Deptt Dr. Bharti Tandon M.Ed. <u>III</u> Mrs. Sayka Bano MA (Edu) <u>III</u>	20, 21/07/2020 20/07/2020 21/07/2020 22/07/2020 22/07/2020 24/07/2020 27/07/2020 21/07/2020 21/07/2020	Observations and suggestions of improvement submitted to the Principal
5.	Checked monthly reports of centres and committees of the college	07/08/2020 to 10/08/2020	
6.	AQAR for 2017-2018 under compilation		To be submitted in August.

2. Review of Committees:

S.No.	Name of the Committee	Date	NC / Corrective Action	Remarks

New committees have been constituted and process of handing over of the charge to new conveners has been completed.

3. Visits /Observations (Classroom, Offices, Library, Corridors, etc.)

S.No.	Area / Location	Date	Observations	Remarks

This activity shall be taken in the month of August as per schedule

4. Training/orientation/Workshops Details (Students, Teaching, Non-Teaching and Sub Staff):

S.No.	Topic	Date	Resource Person	Target Group	Remarks
1.	NAAC on assessment and accreditation process for autonomous colleges	23/05/2020	NAAC, Bangalore	Ms. Jasleen Mohial & Mr. Pranav Gandotra	
2.	How to Fill AQAR according to New NAAC Guidelines	03/06/2020	NAAC, Bangalore	Mr. Pranav Gandotra	
3.	Teaching Vocabulary and Grammar Communicatively	18/07/2020	Ms. Jasleen Mohial	English Language Teachers of Model Academy.	

5. Quality Audits: NIL

Type of Audit	Date	Corrective Action / Non Conformance	Action Taken	Remarks

6. Feedback:

Stakeholders	Complaints / Suggestions	Action Taken	Status	Effectiveness Verified

Online feedback was taken from students of UG and PG departments on E-Learning. The online feedback form was administered by Dr. Mool Raj Sharma, HOD PG Dept. The students (40.9% to 43.4%) have found the online learning process moderately effective. However, due to poor internet connectivity students are facing inconvenience.

7. Any Other:

Prepared by: Co-ordinator IQAC <i>Ashish</i> Date: 5-8-2020	Approved by: <i>[Signature]</i> Date: 6/8/20
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The IQAC needs to be activated further and should be proactive to lead in all areas as it is the backbone of the college. *Seen @ 6/8/20*