

MINUTES OF THE IQAC MEETING

A meeting of Internal Quality Assurance Cell (IQAC) was held on 06.08.2016 at 2:00 p.m.

Following were present in the meeting:

1. Prof. S. M. Amin, President, ABES
2. Mr. S. Aman (Member, ABES)
3. Dr. Ahmad Mujtaba Siddiqui (Joint Secretary, ABES)
4. Dr. F.U. Siddiqui (Coordinator, ABEIs)
5. Dr. Nakhat Nasreen (Associate Professor, Dept. Of Education, AMU, Aligarh)
6. Dr. Samina , Principle, ABIE
7. Mr. Himanshoo Sharma, Asst. Professor, ABIE
8. Mrs. Shagufta, Asst. Professor, ABIE
9. Dr. Tabassum Qamar, Asst. Professor, ABIE
10. Dr. Iram Azhar (Coordinator, IQAC)

Agenda 1: Certification of last minutes

Minutes of the last IQAC meeting held on 07.05.2016 were read and confirmed.

Agenda 2: Screening of Action Plan for the session 2016-17

The Action Plan was screened and revised.

Agenda 3: Development of admission strategies

It was recommended that publicity should be done at large scale for securing 100% admissions of B.Ed. through pamphlets, newspaper advertisements, notices, circulars and website update.

Agenda 4: Guidance and Counseling of students during admission

Mr. Himanshoo K. Sharma was assigned the duty of verification of documents and Ms. Shagufta of providing proper guidance and counseling to students of B.Ed. and D.El.Ed. regarding choice of teaching subject and optional papers.

Agenda 5: Revised Composition of Cells and Committees

It was decided that 1st year students should also be included in student representatives. Dr. Samina Fazli will take charge of Scholarship Committee, Mr. Mohammad Anas of Anti-Ragging Cell, and Ms. Shazia Amani of Women Cell. Rest composition will remain the same.

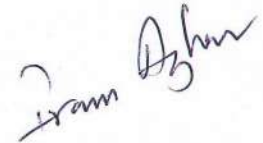
Agenda 6: Organization of Welcome Party for B.Ed. First Year Students

A welcome party for first year students should be organized by the second year students in the month of August, 2016.

Agenda 7: Internship of B.Ed. second year students

B.Ed. second year students shall observe internship from the month of September in Al-Barkaat Public School and Al-Barkaat Afternoon School. In this regard Dr. Samina Fazli and Mrs. Shagufta have to coordinate with the schools to organize internship.

The meeting ended with a vote of thanks to chair.



Dr. Iram Azhar
Coordinator, IQAC

MINUTES OF THE IQAC MEETING

A meeting of Internal Quality Assurance Cell (IQAC) was held on 05.11.2016 at 2:00 p.m.

Following were present in the meeting:

1. Prof. S. M. Amin, President, ABES
2. Mr. S. Aman (Member, ABES)
3. Dr. Ahmad Mujtaba Siddiqui (Joint Secretary, ABES)
4. Dr. F.U. Siddiqui (Coordinator, ABEIs)
5. Dr. Nakhat Nasreen (Associate Professor, Dept. Of Education, AMU, Aligarh)
6. Dr. Samina , Principle, ABIE
7. Mr. Himanshoo Sharma, Asst. Professor, ABIE
8. Mrs. Shagufta, Asst. Professor, ABIE
9. Dr. Shazia Amani, Asst. Professor, ABIE
10. Dr. Tabassum Qamar (Coordinator, IQAC)

Agenda 1: Certification of last minutes

Minutes of the last IQAC meeting held on 06.08.2016 were read and confirmed.

Agenda 2: Reconstitution of the Internal Quality Assurance Cell (IQAC)

- Dr. Tabassum Qamar has been given the charge of IQAC as Coordinator in place of Dr. Iram Azhar, who has resigned from her job.
- Mr. Himanshoo Sharma, Mrs. Shagufta and Dr. Shazia Amani will be the member of IQAC.

Agenda 3: Organization of Educational Tour

- An educational tour for the students of B.Ed. will be organized in the month of November.

Agenda 4: Organization of the Guest Lectures and Workshops for the students

- Mr. Akeelur Rehman, a Certified Planner will be invited to deliver a Lecture for generating awareness among the students of B.Ed. of the importance of financial planning to combat with inflation.
- An awareness session will be organized on the occasion of World Heart Day in order to generate the awareness of the causes and prevention of AIDS pandemic.

Agenda 5: Organization of the workshop by the Faculty Members

- ABIE will organize a Two Days workshop on “**Educating Children in the New Millennium**” for the in-service teachers of ABPS, where the faculty members of ABIE will be the Resource Persons.

Agenda 6: Submission of files by respective Cell In-charges

- The In-charges of all the Cells and Committees were directed to submit the files containing the whole year documentation by the end of July, 2017 to the IQAC coordinator.

Agenda 7: Preparation and submission of AQAR

- The annual Report of IQAC (AQAR) will be prepared and submit to NCTE by the Coordinator of IQAC.

The meeting ended with a vote of thanks to chair.



Dr. Tabassum Qamar

Coordinator, IQAC

MINUTES OF THE IQAC MEETING

A meeting of Internal Quality Assurance Cell (IQAC) was held on 04.02.2017 at 2:00 p.m.

Following were present in the meeting:

1. Prof. S. M. Amin, President, ABES
2. Mr. S. Aman (Member, ABES)
3. Dr. Ahmad Mujtaba Siddiqui (Joint Secretary, ABES)
4. Dr. F.U. Siddiqui (Coordinator, ABEIs)
5. Dr. Nakhat Nasreen (Associate Professor, Dept. Of Education, AMU, Aligarh)
6. Dr. Samina , Principle, ABIE
7. Mr. Himanshoo Sharma, Asst. Professor, ABIE
8. Mrs. Shagufta, Asst. Professor, ABIE
9. Dr. Shazia Amani, Asst. Professor, ABIE
10. Dr. Tabassum Qamar (Coordinator, IQAC)

Agenda 1: Certification of last minutes

Minutes of the last IQAC meeting held on 05.11.2016 were read and confirmed.

Agenda 2: Organization of Workshop by the Faculty members

- A One Day Workshop on "Enhancing Teaching Skills" for the in-service and prospective teachers will be organized.
- The teaching and non-teaching staff was directed to expedite their efforts to organize the workshop.
- Dr. Tabassum Qamar as In charge of Research and Extension Cell will ensure greater participation of students in the Workshop.
- Dr. Tabassum Qamar, In Charge of Research and Extension Cell will prepare the Report of the workshop to be published in University News.

Agenda 3: Sessional Tests mark analysis

- Analysis of the sessional marks obtained by the students in their respective subjects will be done.
- An interactive session with the students will be held in order to discuss their performance and the improvement needed.

Agenda 4: Celebration of National and International Days

- On the occasion of World Cancer day the staff members and students of Al-Barkaat Institute of education will participate in Cancer Awareness Walkathon. The Walkathon is going to be organized by Jawaharlal Nehru Medical College, AMU, Aligarh in collaboration with MEDICS & Society for Breast Cancer Awareness for generating awareness among the public about cancer disease.

- The students of ABIE will make to participate and organize the activities on the theme '**Science and Technology for Specially-Abled Persons**' of National Science Day.
- International Women's Day will be celebrated to signify the contribution of women in different walks of life. The students of B.Ed. will make to participate and present their views on the theme "Be Bold for Change".
- Earth Day will be celebrated in ABIE to highlight the necessity of planting trees and keeping the environment clean for a healthy and happy life.
- A Session on Ideologies of Dr. Bhim Rao Ambedkar will be organized on his Birth Anniversary.

Agenda 5: Students' Seminar

- Students' Seminar will be organized by the teaching faculty in their respective subject on the topics assigned.

Agenda 6: Community Work Participation

- The staff members and students of Al-Barkaat Institute of Education will participate in Voter Awareness Campaign, a rally going to be organized by Dainik Jagran on 6th February to make the people aware of their voting rights and to motivate them to vote.

Agenda 7: Scout and Guide Training Camp

- Scout and Guide Training Camp will be organized in the month of February for the students of B.Ed. as it is a part of B.Ed. curriculum.

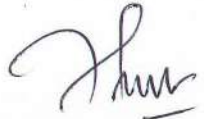
Agenda 8: Yoga Training camp

- A Five Days Yoga Training Camp, a part of B.Ed. curriculum, will be organized by Al-Barkaat Institute of Education, Aligarh for the students of B.Ed.

Agenda 9: Second Sessional Test

- The Examination Committee Incharge was directed to prepare and announce the schedule for seconded Sessional test.

The meeting ended with a vote of thanks to chair.


Dr. Tabassum Qamar
Coordinator, IQAC

MINUTES OF THE IQAC MEETING

A meeting of Internal Quality Assurance Cell (IQAC) was held on 06.05.2017 at 2:00 p.m.

Following were present in the meeting:

1. Prof. S. M. Amin, President, ABES
2. Mr. S. Aman (Member, ABES)
3. Dr. Ahmad Mujtaba Siddiqui (Joint Secretary, ABES)
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8. Mrs. Shagufta, Asst. Professor, ABIE
9. Dr. Shazia Amani, Asst. Professor, ABIE
10. Dr. Tabassum Qamar (Coordinator, IQAC)

Agenda 1: Certification of last minutes

Minutes of the last IQAC meeting held on 04.02.2017 were read and confirmed.

Agenda 2: Feedback from students

- Feedback for each course and each teacher's performance will be taken and analysis will be done using 4 point scale. Dr. Tabassum Qamar will take the feedback on the format provided in SAR Mannual for Teacher Education Institutions.

Agenda 3: Celebration of Labour Day

- Labour Day will be celebrated by Al-Barkaat Institute of Education to pay the respect to all workers, men and women for their contribution towards making our lives easier.

Agenda 4: Knowing the satisfaction level of students regarding teaching and student support services

- The IQAC members were enquired about the proper provision of facilities made available to students under student support services. Though students showed full satisfaction, better student support services were assured for next year.

Agenda 5: Farewell Party

- A Farewell Party will be organized in Al-Barkaat Institute of Education on by the students of B.Ed. first year to bid farewell to the outgoing students of B.Ed. second year.

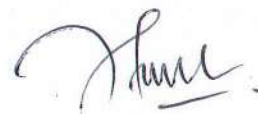
Agenda 6: Celebration of National and International Days

- On the occasion of National Education Day a Symposium on “Life and Teachings of Abul Kalam Azad” will be organized.
- For the celebration of Qaumi Ekta Week, the programme: Group Discussion, Chart Making Competition, Awareness Session on ‘Dignity of Labour’, Skit Competition, Lecture on ‘Importance of Women in Indian Society and their Contribution in Nation Building’ and Awareness Session on ‘Conservation of Natural Resources’ will be organized during the whole week and certificates will be given to the students for performing well.
- A discussion on the rights of Minorities in India will be held on World Minority Day.
- On National Youth Day, the Birth anniversary of swami Vivekananda, discussion will be held with the students on his ideals and philosophy.
- ABIE will organize the programme on Republic Day on behalf of Al-Barkaat Educational Institutions.

Agenda 7: Internship of B.Ed. first year students

- A one week internship for the students of B.Ed. first year will be organized in the month of December in Al-Barkaat Public School and Al-Barkaat Afternoon School. In this regard Dr. Samina Fazli and Mrs. Shagufta have to coordinate with the schools to organize internship.
- One week Community Work, a part of B.Ed. curriculum, will also be organized in the month of December for the students of B.Ed. first year in the vicinity area of ABES.

The meeting ended with a vote of thanks to chair.



Dr. Tabassum Qamar

Coordinator IQAC