



ARMY INSTITUTE OF EDUCATION

Greater NOIDA

(Affiliated to GGSIPU, New Delhi)

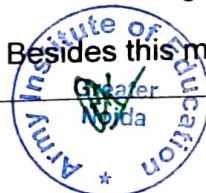
NAAC 'A' Graded, NCTE Recognized, RCI Registered and ISO 9001:2015 Certified Institute

MINUTES OF 28th IQAC MEETING (XXVIII)

31 Oct 2023

1. IQAC meeting was held in offline mode on 31 Oct 2023. The meeting was chaired by Dr Abhilasha Gautam, Principal AIE and attended by Col Abhay Rajvanshi, Registrar & HoA, AIE, Faculty members' Ms Kriti Guleria, Dr Jyoti Tiwari, Dr Saidalavi K, Dr Azkia Khan, Mr Karthikeyan P, Mr Yogesh Kumar, Ms Jyotsna, Ms Devika Naithani, Ms Komal Choudhary and Ms Shweta Das. The meeting commenced at 11.00 AM and was adjourned by 1.30 PM.
2. **Action Taken Report on Previous Meeting:** Action Taken on the 27th Meeting (XXVII) held on 04 Jul 2023 is as under:

S.No	Agenda Points of Previous Meeting	Action Taken
1.	Discussion on NAAC Report and observations of NAAC Peer Team	Based on the discussions held, the faculty is preparing AQAR for the session 2022-23.
2.	Suggestions for improvement under various Criteria for strengthening of score	Efforts are being made to strengthen the documentation and undertaking the activities in the areas where Institute has scored less.
3.	Institute's Distinctiveness and Best Practices	The Army Institute of Education has been honored as the District Eco SDG Champion 2023 in Gautam Buddh Nagar District, UP, achieving an exemplary S grade for its outstanding performance. Through a series of Eco-SDG and Skill Development initiatives, the institution has made a substantial contribution to national development, firmly establishing its commitment to Sustainable Development Goals and Social Responsibility.
4.	Academic Session Meetings	Faculty Meeting was held on 17 August 2023 with following agenda points- <ol style="list-style-type: none">1. Feedback for Online National Seminar.2. Lesson Plan Format3. Subject distribution4. SDG activities (Eco Club)5. Planning for orientation of Sem I students. Besides this many internal meetings were timely held.



5.	Institute's Journal 'Eduspectra'	Editorial Board being finalized with Dr Saidalavi K as the I/C of Eduspectra. Action Plan being chalked out and Peer Reviewers also being finalized. Call for Papers has been floated through mails and social media.
6.	National Seminar 2023	National Seminar was held in the online mode on the topic 'Recent Trends & Strategies in Indian Education System in Light of NEP 2020' on 10 Aug 2023. Proceedings were published with ISBN 978-81-966420-6-8.

AGENDA OF 28th IQAC MEETING (XXVII)
31 Oct 2023

The following agenda points for 28th Meeting were discussed upon and decisions were taken: -

S.No	Agenda Points	Resolutions
1	PSE-I (Batch 2023-25) & SIP (Batch 2022-24)	<p>Mr Yogesh Kumar, I/C SIP, gave status of SIP for Batch 2022-24. Many students are having short attendance, for which Principal guided to take out Notice for payment of fine (as per GGSIPU norms) incase attendance is less than 90%.</p> <p>Regarding checking of Lesson Plans it was suggested to check the plans and undertake simulated teaching for giving observations on teaching. Status of students with short attendance, like that of Shivani Pokhriyal, Mohit, Ashish, Aishwarya Rampal, Supriya and other irregular students need to be strictly observed. Students will show their entire work of SIP to the teacher supervisors on 5 Dec 2023.</p> <p>Status of Spl Ed, Batch 2022-24 was given by Ms Komal Choudhary. Due to continuous absence of Mr Sumit Kumar, Principal suggested to strike off his name from the record and convey the same to his father and to the University.</p> <p>Ms Jyotsna, I/C PSE, gave status of smooth functioning of PSE of Batch 2023-25 in various schools.</p>
2	Internal & University Examinations	<p>Internal Examinations of the following Batches will be held from-</p> <ul style="list-style-type: none"> • B.Ed Batch 2023-25 from 20-25 Nov 2023 • B.Ed Spl Ed 2023-25 from 20-24 Nov 2023 <p>Principal directed faculty to inform students to go through examination policy uploaded on the Institute website. Navitha G (due to child care) from Spl Ed and Kajal Choudhary (due to pregnancy) from B.Ed. will give OBE incase they are unable to report physically.</p>



		<p>Mentors to inform their mentees that Registration Chart (RC) of Batch 2022-24 needs to be signed by the students. Failing to which they themselves have to bear the fine as per the GGSIPU norms.</p> <p>Exam will be written only in blue pen. No use of highlighter or colored pens allowed as per University norms. For enhancing writing skills, faculty was guided to give written assignment/ task to the students.</p> <p>Principal directed the faculty to provide Question Bank and reading material to the students. Upload on respective subject channels in MS Teams.</p>
3	Academic Audit	<p>Dr Saidalavi K is the I/C of Academic Audit. All the Faculty needs to submit records to Mr Indrapal, UDC as per the required format. Submission of details of paper presentation to Dr Saidalavi K and of publications to Ms Kajal Jadaun.</p>
4	CRE Approved Seminar & NAAC Sponsored National Seminar	<p>CRE Approved Seminar</p> <p>Regarding organizing next CRE approved Seminar, Ms Komal Choudhary, Convener, informed that it can happen once the credits of previously held Seminar are received, which usually takes 1-2 months. And only participants with CRE numbers can attend it.</p> <p>Dr Abhilasha Gautam, Principal AIE, took cognizance of it and will approach Member Secretary, RCI to allow participants without CRE number to attend such Seminars.</p> <p>NAAC Sponsored National Seminar</p> <p>Institute is planning to organize NAAC sponsored National Seminar in the month of Apr/May 2024. Mr Yogesh Kumar will be the convener of the same.</p>
5	International Conference	<p>AIE is planning to organize the International Conference in collaboration with ICSSR.</p> <p>Dr Jyoti Tiwari, I/C of International Conference informed the House about the theme- 'Indigenous Knowledge System for Sustainable Future' proposed to be held on Institute's Foundation Day on 21 Feb 2024. Concept Note has been sent to Principal and has been approved for further process.</p> <p>Finalization of the Resource Persons and other requirements are in process.</p>
6	Anusmaran-2023 (Alumni Meet and Awards of Academic Excellence)	<p>Dr Saidalavi K, Convener of the Alumni Committee, informed that the announcements have been done on the Whatsapp groups of the alumni about the proposed date of 18 Nov 2023. Registrations have started for the Meet.</p> <p>Alumni Association- Formalities regarding signatures of the Office Bearers required for Registration of the Association will be undertaken during that time.</p> <p>Principal suggested that the Alumni Meet should be held with the purpose of taking alumni support in enhancing admissions.</p>

		Date of the event depends upon the confirmation of MD AWES as the Chief Guest.
7	Education Conclave-2023	<p>Ms Kriti Guleria, I/C Education Conclave, proposed the suggested topic. After brainstorming finalized topic is 'Equity, Equality & Quality Education: A Step towards Sustainability'. Resource Persons suggested by Principal AIE were-</p> <p>Prof Rainu Gupta- Dean, SOE, Sanskriti University Dr Neetu Kapoor- Principal APS DC, New Delhi Dr Aditi Roy Basu- Principal, Grads Public School, Greater Noida</p> <p>Conclave will be open to outsiders too with registration charge of Rs 300. Certificates will be given in hard copy. Conclave will comprise of 3 parts-</p> <ol style="list-style-type: none"> 1. Speaker Presentation 2. Panel Discussion 3. TLM Exhibition <p>Reg Exhibition-Students will prepare 2 models (1 working & 1 Non-Working in either subject) from biodegradable/waste materials.</p>
8	Academic Progress	<p>All Faculty updated on academic progress for Batch 2023-25. Principal guided them to speed up the pace as the University final datesheet may be received anytime soon. Ms Shweta Das gave the progress of Practical BED151. Principal guided to undertake the Seminar on Glimpses of Different Childhood after Internal Examinations.</p> <p>Practical File submission (Both B.Ed & Spl Ed Courses)-</p> <ul style="list-style-type: none"> • BED153 (PSE-I)- 16 Nov 2023 • BED151 (Understanding the Self)- 23 Nov 2023 <p>Checking of Records-</p> <ul style="list-style-type: none"> • School supervisors will check the complete work of BED153. • Dr Shweta Das will check the work of BED151 in time bound manner. <p>Practical Viva- Students will be divided into groups for checking practical work and for preparation of final viva-voce.</p> <p>SIP- Internal Assessment of BED251,253,255,257 will be undertaken by school supervisors in their respective schools on 04,05 & 06 Dec 2023 respectively.</p>
9	Institution Publication Status	<p>Following Faculty gave progress status-</p> <ol style="list-style-type: none"> 1. Dr Saidalavi K – Institute's Journal Eduspectra is under process. 24 Papers received and send to 5 Peer Reviewers. Status of 3 Peer Review Team Member's inputs on papers received were informed to the House. Inputs from 2 experts are awaited. 2. Mr Karthikeyan P- Gave progress of Institute's Newsletter Sankalan and website upgradation.

		3. Dr Jyoti Tiwari- Work on Institute's Magazine Vivaksha is under process.
10	Progress on AQAR 2022-23	Faculty updated on work undertaken for AQAR under session 2022-23. Principal AIE asked them to speed up the work. Regarding Best Practices, Dr Gautam guided the House that apart from maintaining ongoing Best Practices, AIE must emphasis on Hindi language, keeping in mind the focal areas of NEP 2020 and G20 presidency, like Notices to be released in both English & Hindi languages, Question Papers in both the languages etc.
11	Development of OERs by Faculty Members	The Faculty will record the lectures in their respective subjects for 15-20 min each and start uploading on youtube channel of AIE. Objective is to create online lecture & study material for the students.
12	Mentor Mentee	All the academic & Co curricular information should be shared during Mentor Mentee Meetings as well. Feedback needs to be taken from the mentees.
13	Orientation to newly joined faculty in filling AQAR	Ms Shweta Das, who joined the Institute on 10 Oct 2023 was oriented towards the NAAC work.
14	Student Support & Progression	Faculty was re-oriented towards the Institute's support to students for educational loan, ESSA Scholarship Scheme, COAS Rolling Trophy, Awards of Academic Excellence, Academic Bank of Credit (ABC). <i>Our students are not eligible for Merit cum Means Scholarship Scheme and EWS scheme of university as they are wards of serving/Retired Army Personnel.</i>

Dr Abhilasha Gautam felicitated the Seminar Team, comprising of Dr Saidalavi K as the Convenor, Mr Yogesh Kumar, Ms Jyotsna and Dr Azkia Khan as the Co Conveners. Team along with contributors in the form of authors with the Seminar Proceedings. The meeting was adjourned with the positive note of working together for achieving progress of the Institute.


31/10/23
Ms Kriti Guleria
(IQAC Coordinator)

Copy to:

Principal AIE



Distribution to (through mail):

All IQAC Members