

Institute of Professional Studies, Gwalior

Notice

Date: 11 July 2016

The meeting of IQAC to be held on July 18th, 2016 at 11:00AM in the conference hall of Department of Education to discuss following agenda :

1. Discussion on getting the institution accredited by NAAC
2. Discussion on restructuring of IQAC.
3. Discussion on teaching by teachers through more ICT tools
4. Discussion on organizing seminar/conference for quality educational.
5. Up-grade programs in the coming session.
6. Any other.



Dr. Vijay Moghe
IQAC Coordinator



Dr. Rama Tyagi
Principal

Principal
Institute of Professional Studies
Gwalior (M.P.)

Copy to:

IQAC Committee:-

1. Dr. Arun Kumar Tyagi: Chairman
2. Mr. Ashwini Mishra: Working President, IPS Group of Colleges Gwalior
3. Mr. P.K.Ghosh, Chief Administrative Officer, IPS Group of Colleges Gwalior
4. Dr. Rama Tyagi, Principal, Institute of Professional Studies Gwalior
5. Prof. V.S.Sengar, Member
6. Dr. Rohan Mittai, Member
7. Dr. Kapil Tiwari, Member
8. Mr. Anil Sarode, Vivekananda Needam, Gwalior
9. Mrs. Asma Khan, Student Alumni
10. Mr. Bharatendu Sharma
11. Smt. Sadhna Srivastava, Principal, K.G. Children's School, Gwalior
12. Mr. Pramendra Chaturvedi, Faculty Member
13. Ms. Neha Yadav, Faculty Member

Institute of Professional Studies, Gwalior

IQAC Meeting Proceedings

Meeting Date: 18 July 2016

The meeting of IQAC of Institute of Professional Studies, Gwalior started on 18th July 2016 at 11:00 am in the conference hall of the college. At the beginning of the meeting, Principal Dr. Rama Tyagi welcomed to present members of IQAC and authorized to IQAC coordinator to complete the proceedings of the meeting.

Agenda 01: Discussion on getting the institution accredited by NAAC

Action: Principal, Dr. Rama Tyagi was congratulated by all the members present on the college getting B grade of NAAC. The Principal thanked all the members present as well as all the staff of the college for their active contribution and cooperation in NAAC peer team visit.

Agenda: 02. Discussion on Restructuring of IQAC.

Action: After attaining NAAC Grade 'B', it would be appropriate to reconstitute IQAC by taking a unanimous decision with a view to promote quality work in the Institute and to increase the active participation of departments and staff in research and teaching at various levels, which will be of the form

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14. Ms. Neha Yadav, Faculty Member
15. Dr. Vijay Moghe, Coordinator

Agenda: 03. Discussion on teaching by teachers through more ICT tools

Action: It was informed by the Principal that NCTE has consistently emphasized on optimum use of ICT in the teaching process. Therefore, all the academic staff have been directed that they should try to teach at least 30 to 40% of their respective subjects through PPT / smart class. If there is any technical problem or training is needed, then the teachers' can take help of computer science department of engineering college.

Agenda: 04. Discussion on organizing seminar/conference for quality educational.

Action: It was unanimously decided on the above subject that such programs are much needed for the quality of the institution and the quality of education. For this, maximum number of seminars/conferences should be organized by the college. Dr. Rohan Meetai was authorized by the principal for this work.

Agenda 05: Up-grade programs in the coming session.

Action: December is last to apply for new programmes. Discuss done.

In the end, it was unanimously decided that after holding the next meeting of IQAC, soon after discussing all the points mentioned in the NAAC report, further action should be taken.

The meeting ended with thanks to all.



Dr. Vijay Moghe
IQAC Coordinator



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Institute of Professional Studies, Gwalior

Notice

Date: 16 October 2016

Time: 11:30AM

The meeting of IQAC to be held on October 26th, 2016 at 11:30AM in the conference hall of Department of Education to discuss following agenda:

1. Discussion on the points mentioned in the gradation letter given to the college by NAAC.
2. Regarding starting M.Ed course in the education department of the college.
3. Teaching Process to promote the use of ICT by teachers.
4. Regarding motivating academic staff to publish their research papers in quality research journals approved by UGC.
5. Regarding carrying out more and more detailed activities to achieve the institutional goals
6. Regarding establishing relationship with state and national level institutions/agencies for learning
7. Regarding increasing medical facilities
8. Regarding organizing skill/capacity development programs for enhancing the skills of teachers.
9. According to NCTE norms, more number of permanent academic staff should be appointed in the institution.
10. Addition of Books Regarding linking of referenced standard books in the library.
11. Reorganization of Language Lab.
12. Any other.



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IQAC meeting proceedings

Meeting Date: 26 October 2016

The meeting of IQAC of Institute of Professional Studies, Gwalior started on 26th October 2016 at 11:30 am in the conference hall of the college. At the beginning of the meeting, Principal Dr. Rama Tyagi welcomed to present members of IQAC and authorized to IQAC coordinator to complete the proceedings of the meeting.

Agenda No. 01: Discussion on the points mentioned in the gradation letter given to the college by NAAC.

Action: IQAC Coordinator proposed that the points mentioned in the report given by the NAAC peer team should be discussed in detail so that further action can be ensured.

Agenda No. 02: Regarding starting M.Ed course in the education department of the college.

Action: The Principal of the institute, Dr. Rama Tyagi told that M.Ed. The process of starting the course was started in the session 2016 and this year there is full possibility of NCTE inspection and all the preparations for the inspection have been completed.

Agenda No. 03: Teaching Process to promote the use of ICT by teachers.

Action: It was unanimously decided that the heads of all the departments should motivate their academic staff to take up teaching work by using maximum ICT like PPT and smart classes in their teaching. Also try that at least 40% of the syllabus should be taught by every teacher with the help of ICT. This will not only help the teachers to acquire skills in this area but will also increase the interest of the students in teaching. Some departments of the institute like the education department have started working in this direction.

Agenda No. 04: Regarding motivating academic staff to publish their research papers in quality research journals approved by UGC.

Action: It was unanimously decided that all academic staff should get at least 1 or 2 quality research papers published every year in UGC recognized journals and submit photocopies of published papers to the IQAC so that continuous progress can be made in this field.

Agenda No. 05: Regarding carrying out more and more detailed activities to achieve the institutional goals

Action: It was unanimously decided by all the respected members that all the heads of departments should make an academic calendar by their respective departments and try to carry out maximum activities by marking such activities.

Agenda No. 06: Regarding establishing relationship with state and national level institutions/agencies for learning

Action: After deliberating on the above point, it was decided that there should be a continuous effort of the institution that in all the upcoming programs so that the learning experiences of teachers and students are enhanced, persons belonging to the state and national level institutions should be invited so that their experiences can be shared. get more benefits

Agenda No. 07: Regarding increasing medical facilities

Action: In the discussion on the above point, it was told by Dr. Vijay Moghe that a medical center is running in the campus for first aid, in which the doctor's visit is also done according to the pre-determined schedule. It was unanimously decided that from now onwards, the days of doctor's visit/inspection should be extended.

Agenda No. 08: Regarding organizing skill/capacity development programs for enhancing the skills of teachers.

Action: After deliberating for the enhancement of efficiency, it was unanimously decided that not only should attention be paid to organizing such programs by the organization as much as possible, but all the staff should also be motivated in this direction that they should be organized by various institutions. To increase its participation in the upcoming skill enhancement programs, the institute will also provide official holidays as per its policy.

Agenda No. 09: According to NCTE norms, more number of permanent academic staff should be appointed in the institution.

Action: It was unanimously decided that the Head of the Department would inform the Principal about the vacancy position in his department. For this work the Principal is authorized to start the process soon and get the appointment of academic staff from the University under Statute 28(17) and approval from the University Executive Council.

Agenda No. 10: Addition of Books Regarding linking of referenced standard books in the library.

Action: After deliberating unanimously, it was decided that while books purchased for the library, special care should be taken for standard reference books. In this context, all the guidelines should be communicated to the head of the department and the principal was authorized for this work.

Agenda No. 11: Reorganization of Language Lab.

Action: It was unanimously decided in this regard that the language lab should be reorganized by making necessary amendments in the language lab, for this work the principal was authorized.

In the end the meeting was concluded with vote of thanks to all the respected members.



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14. Ms. Neha Yadav, Faculty Member

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Notice

Date: 15 December 2016

The meeting of IQAC to be held on December 23rd, 2016 at 02:00PM in the conference hall of Department of Education to discuss following agenda:

1. Discussion on various programs like FDP/seminars/guest lectures etc. to be conducted in the coming year 2017
2. Regarding submission of report after physical verification of library etc. before the start of the new session.
3. Review of conducting diagnostic/remedial and vocational classes of students



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Institute of Professional Studies, Gwalior

IQAC meeting proceedings

Meeting Date: 23 December 2016

The meeting of IQAC of Institute of Professional Studies, Gwalior started on 23rd December 2016 at 02:00 PM in the conference hall of the college. At the beginning of the meeting, Principal Dr. Rama Tyagi welcomed to present members of IQAC and authorized to IQAC coordinator to complete the proceedings of the meeting.

Agenda No. 01: Discussion on various programs like FDP/seminars/guest lectures etc. to be conducted in the coming year 2017

Action: Principal Dr. Rama Tyagi apprised all the members that the institute is planning to organize at least one international seminar in the year 2017 along with organizing programs like skill enhancement/seminar etc. For this, Dr. Rohan Meetai, in-charge of R&D cell, is authorized to collect the plan/budget/title/resource/information of persons etc. of the International Seminar and present the entire program outline to the Principal so that further action can be initiated in this regard. can be done. The proposal was passed unanimously by the members present.

Agenda No. 02: Regarding submission of report after physical verification of library etc. before the start of the new session.

Action: After considering the matter unanimously, it was decided that before to start of the new session, physical verification of the laboratory/library and storage room etc. should be done in this regard by issuing all the guidelines through the principal and the report of verification after time. to be presented to the principal

Agenda No. 03: Review of conducting diagnostic/remedial and vocational classes of students

Action: In the context of the above subject, information was provided by the principal that every Saturday, the diagnostic and remedial classes are being conducted for the former students, while the class is being conducted after midday keeping in view the CTAT/MPTAT classes for the preparation of professional examinations. In this, all the professors of the department are guiding the students in their respective subjects.



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