

#### 6.2.4 ATR

SNo	Particulars Of meeting	Date Of meeting	Decision taken	Action Taken
1	Governing Council Meeting	27-6-22	<b>Item No.4</b> : Qualitative improvement in Internship of B.Ed. students:After a detailed discussion, the following suggestions were finalized: Students should be sent to very good schools for their practice teaching; they should be allotted different classes to teach different subjects; lesson plans and teaching aids should be prepared by the students before the internship starts and they should be corrected by the methodology lecturers; school supervisors should be properly oriented by the methodology lecturers; the methodology lecturers should regularly visit and supervise the classes of the student teachers.	Students were be sent to good schools for their practice teaching after seeking permission from the DEO; different classes were allotted to them for different subjects; lesson plans and teaching aids were prepared by the students before they went to schools and were corrected by the methodology lecturers; College lecturers guided the school supervisors and they visited the schools regularly to personally supervise the students.
	Staff Council meeting	11-7-22	Internship of students- Ms.Rafiya and Ms.Najma were asked to plan a detailed schedule of school internship of the students. All the suggestions given by school principals and supervisors should be incorporated. Students should be asked to maintain time and discipline and follow COVID protocol. They should complete writing period plans before going to schools. DEO permission should be taken before sending the students to schools.	Ms.Rafiya and Dr.Najma planned a detailed schedule of school internship of the students. All the suggestions given by school principals and supervisors were incorporated. Students were instructed to maintain time and discipline and follow COVID protocol. Students completed writing all their lesson plans before going to schools for practice teaching. Permission was taken from the DEO before sending the students for practice teaching.

	Canteen Committee	16-4-2021	It was recommended to have freshly made hot items in the canteen. Currypuffs, pasteries, etc should be avoided. Freshly made dosa, idlis, samosa can be made available.	Hot and freshly made items were kept in the canteen. Bakery items were removed. Freshly made dosa, idlis, samosas were sold.
	Library Committee	3-3-2020	The principal said that many students approached her with a request to extend the working hours of the library. The committee decided to extend the timings of the library. The library will be open from 9 am to 5 pm.	The working hours of the library were extended from 9 am to 5 pm.
	Sports Committee	7-1-2019	Yoga session to be organized to the students. Proposal to recruit a Yoga teacher	A yoga session was organised for the college students with Mr.Mastan Vali, Yoga guru. Many students participated and enjoyed the yoga session.
	College magazine committee	6-12-2018	Edu Vision -Magazine Format It was decided to Specify areas like Education, research, extra-curricular activities, sports, cultural activities etc. During discussion it was suggested to collect standard articles from the students for the college magazine.	In the Edu Vision 2018, the new format that was approved was followed the college magazine had articles from Education, research, extra-curricular activities, sports, cultural activities etc.
	Research Committee	10-2-2017	Tentative schedule for dissertation Submission. It was resolved that dissertation must be submitted in the last week of July 2017.	Dr Saroja ensured that the dates were communicated to all the students and their mentors and the dissertation work was done smoothly.