



**GHULAM AHMED
COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

17.07.2023

To
Prof. Rahila Tabassum,
Academic Director,
Amjad Ali Khan College of Business Administration.

The meeting of the "Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education is scheduled to be held on 22.07.2023 at 02.00 PM in the Conference Hall of the college, you are kindly requested to attend the meeting.

ADVISOR-CUM-DIRECTOR,
Ghulam Ahmed College of Education.

Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
Hyderabad - 34.





**GHULAM AHMED
COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

17.07.2023

To
Dr. Najma Sultana,
Alumni Nominee.

The meeting of the "Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education is scheduled to be held on 22.07.2023 at 02.00 PM in the Conference Hall of the college, you are kindly requested to attend the meeting.

Vibha

ADVISOR-CUM-DIRECTOR,
Ghulam Ahmed College of Education.

Najma

Vibha

Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
Hyderabad - 50



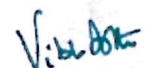


**GHULAM AHMED
COLLEGE OF EDUCATION**



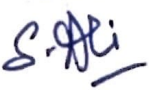
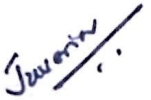



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ATTENDANCE OF THE MEETING of the "Internal Quality Assurance Cell (IQAC)
of Ghulam Ahmed College of Education, Hyderabad, held on 22-07-2023 at 02:00 PM in the
Conference hall of the college

S.No	Designation	Name	Signature
1	Member from the College Management	Mr.Zafar Javeed, Hon Secretary, SES	
2	Chairperson	Prof. Vibha Asthana, Advisor/ Director, Ghulam Ahmed College of Education.	
3	Senior Academic/Ad ministrative Officers	Dr.M. Rawat, Principal, MJCET	
3	Senior Academic/Adm inistrative Officer	Prof.Rahila, Academic Director, Amjad Ali Khan College of BusinessAdministration	
4	Lecturer	Dr.D.Pauleen	
	Lecturer	Dr.M.Raju	
	Lecturer	Ms.Rafiya Sultana	


Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills.
Hyderabad - 500 034



5	Nominee from Local Society/ alumni/ Employer	Prof. AnupamaKoneru, Principal, SUCP.	
6	Student's Nominee:	Ms. Mahrukh Kamran(M.Ed)	
	Student's Nominee:	Mohd.Shabbir Ali (B.Ed)	
	Student's Nominee:	Ms.Juveria (B.Ed.).	
7	Alumni Nominee:	Ms.Najma Sultana	
8	Nominee from Employers /Industrialists /stakeholders	Dr. Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills, Hyderabad,	
9	Coordinator of the IQAC	Prof.N.Saroja, Professor, GACE.	

V. S. S. S.
Advisor-cum-Director
Ghulam Ahmed College of Education
 Road No. 3, Banjara Hills.
 Hyderabad - 34





GHULAM AHMED COLLEGE OF EDUCATION

INTERNAL QUALITY ASSURANCE CELL (IQAC)

INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of the meeting of the “Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education, Hyderabad, held on 22-7-2023 at 02:00 PM in the Conference hall of the college.

MEMBERS PRESENT:

1. Mr.Zafar Javeed, Hon Secretary, SES
2. Prof. Vibha Asthana, Advisor/ Director, GACE
3. Dr.Rawat, Principal, MJCET
4. Prof.AnupamaKoneru, Principal, SUCP.
5. Prof.Rahila, Academic Director, Amjad Ali Khan College of Business Administration,
6. Ms.Tauqeer Fatima, Asst. Prof., GACE
7. Ms.Rafiya Sultana, Asst. Prof., GACE
8. Dr.M.Raju, Assoc. Prof., GACE
9. Dr.D.Pauleen, Asst. Prof., GACE
10. Ms.Najma Sultana, Teacher, Sultan UI Uloom Public School, Banjara Hills
11. Dr.Gita, Vice Principal, Sultan UI Uloom College of Law, Banjara Hills,
12. Ms.Makrukh (student nominee),
13. Mohd.Shabbir Ali (B.Ed (student nominee)
14. Ms.Juveria (B.Ed.). (student nominee)
15. Dr.N.Saroja, IQAC Co ordinator.

Item No.- 1	Qirat
Minutes	The meeting commenced with recitation of a few verses from the Holy Quran
Agenda Item No.- 2	Points arising of the previous minutes- ATR on the meeting held on 10-3-2023
Minutes	Action Taken Report- (ATR) on the meeting held on 10-3-2023 Points on which action was taken.. of the previous meeting: Ways to improve teaching learning process in college. Faculty opened the methods of communication like email, phone calls, WhatsApp, etc. Students are now allowed to contact the staff even after college time. They are advised on their career and academic opportunities. Activities for

	<p>Active learning are being encouraged. Feedback is now prompt and constructive. Punishments are avoided.</p> <p>Remedial coaching classes for weak students are being conducted after college hours.</p> <p>A Committee is formed to prepare and monitor the Institutional Development Plan {IDP} In the college. This focuses on the multidisciplinary, academic and infrastructure growth of the College. Haritha Haram programme was started. Future plans: Academic Audit and Environmental Audit was conducted in the college. A handbook was made for the ease of administrative convenience and for smooth functioning of the system. Present laboratories were upgraded. Orientation programmes were conducted for the faculty members. Research facilities in the college were improved.</p>
Agenda Item No.- 3	Confirmation of the minutes of the previous meeting.
Minutes	The minutes of the last meeting were confirmed by the Chairman
Agenda Item No.- 4	IQAC Action plan for the year 2023-24
Minutes	<p>After a detailed discussion, the following action plan was drafted for the year 2023-24.</p> <ul style="list-style-type: none"> ➤ Multidisciplinary approach for both Bed and M.Ed. programs. ➤ Integrated Programmes to be stressed. ➤ Vocational Skill and skill enhancement Courses ➤ Collaboration with other colleges / institutions to achieve the multidisciplinary objective ➤ Experiential learning boosted through various field projects, research projects, on job training, internships and apprentice opportunities. ➤ Co-curricular and extra-curricular activities are under credit framework ➤ Integrating technology into teaching ➤ Focus on art and drama to teach all the subjects.
Agenda Item No.- 5	Review of the academic performance and progress of students.
Minutes	<p>Dr.Pauleen presented the exam result analysis of the students of the B.Ed. program and emphasized the need for student motivation in order to perform better in the examinations. She also spoke about time taken to complete the exam papers was more by the students. Furthermore, she emphasized that solving past year papers will be helpful in order to prepare students better. Prof.Anupama appreciated the proactive approach of the faculty in identifying areas that require extra attention during the academic year.</p>

Agenda Item No.- 6	Identification of areas for improvement.
Minutes	Ms.Rafiya was asked to submit a proposal ahead for improving the scores of the students in their examinations. Dr.Raju suggested the need for regular parent-teacher interactions to keep parents informed about the student's progress. Mr.Zafar Javeed suggested that stress should be on regular attendance and students who are absent should be strictly warned.
Agenda Item No.- 7	Community welfare activities to be organized this academic year-
Minutes	Prof.Rahila, Academic Director, Amjad Ali Khan College of Business Administration and Ms.Tauqeer Fatima, Asst. Prof., GACE said that Bed students can be asked to identify and enroll school drop outs in schools. Many children discontinued education after COVID. College should organize a visits to old age homes, homes for destitute, etc. Saplings should be planted near their homes by the students. Importance of education of girls, scholarship schemes of Telangana government, etc. should with discussed with the parents in schools. Adult education program should be taken up. Awareness programs on importance of Cleanliness and prevention of diseases should be organized.
Agenda Item No.- 8	Evaluation of co-curricular activities conducted so far.
Minutes	Prof. Anupama pointed out that MOUs with other colleges will help in conducting quality co-curricular activities and this would allow them to widen their horizon and gain better insights and also acquire team working spirit. Dr.Najma suggested arranging for visits to inclusive schools. She further added that intercollegiate events be organized for and by the students to learn teamwork and other interpersonal skills.
Agenda Item No.- 9	Suggestions for enhancing co-curricular programs.
Minutes	Dr. Rawat said that encouraged interdisciplinary collaborations for co-curricular activities. It was suggested that faculties could work together to organize events that integrate various skills and knowledge areas. For instance, a student of English pedagogy could collaborate with the drama club for a literary-themed drama production. Ms Rafiya emphasized the need for regular workshops and exhibitions to showcase the talents of students. The proposal was well-received, and it

	was decided to schedule a series of workshops and plan an exhibition to showcase the creative endeavours of the students. Local artists to be invited and students would be encouraged to put up an exhibition.
Agenda Item No.- 10	Any other point with the permission of the Chair
Minutes	The Director reported that the entrance examination for the B.Ed course, EDCET has been conducted by the Osmania University and the admissions are likely to commence soon.
Agenda Item No.- 11	Concluding remarks
Minutes	Prof.Vibha Asthana, Advisor cum Director thanked all the Committee members for their presence at the meeting and for their valuable suggestions.
Vote Of Thanks	The meeting concluded with a vote of thanks by the Chairperson.

Vibha Asthana,

Vibha Asthana,

Advisor cum Director, **GACE**

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**GHULAM AHMED
COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

THE IQAC COMMITTEE MEETING

CIRCULATION OF MINUTES OF THE MEETING HELD ON 22-07-2023

ACADEMIC YEAR: 2023-24

S.No	Designation	Name	Received copy of Minutes Signature
1	Member from the College Management	Mr.Zafar Javeed, Hon Secretary, SES	<i>A</i> <i>Received</i>
2	Chairperson	Prof. Vibha Asthana, Advisor/ Director, Ghulam Ahmed College of Education.	<i>Vibha Asthana</i>
3	Senior Academic/Admin istrative Officers	Dr.M. Rawat, Principal, MJCET	<i>Dr. M. Rawat</i>
3	Senior Academic/Adminis trative Officer	Prof.Rahila, Academic Director, Amjad Ali Khan College of BusinessAdministration	<i>Rahila</i>
4	Lecturer	Dr.D.Pauleen	<i>Dr. D. Pauleen</i>
	Lecturer	Dr.M.Raju	<i>Dr. M. Raju</i>
	Lecturer	Ms.Rafiya Sultana	<i>Rafiya</i>
	Lecturer	Ms.Tauqeer Fatima	<i>Ms. Tauqeer Fatima</i>
5	Nominee from Local Society/ Alumni/ Employer	Prof. Anupama Koneru, Principal, SUCP.	<i>Prof. Anupama Koneru</i> <i>22/7/23</i>

Vibha Asthana
Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
Hyderabad - 34.



6	Student's Nominee:	Ms. Mahrukh Kamran(M.Ed)	<i>Mahrukh</i>
	Student's Nominee:	Mohd.Shabbir Ali (B.Ed)	<i>S. Ali</i>
	Student's Nominee:	Ms.Juveria (B.Ed.).	<i>Juveria</i>
7	Alumni Nominee:	Ms.Najma Sultana	<i>Najma</i>
8	Nominee from Employers /Industrialists/s takeholders	Dr. Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills, Hyderabad,	<i>Gita</i>
9	Coordinator of the IQAC	Prof.N.Saroja, Professor, GACE.	<i>N</i>



Vibha

Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
Hyderabad - 34.





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COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

18.11.2023

To
Dr. Najma Sultana,
Alumni Nominee.

The meeting of the "Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education is scheduled to be held on 23.11.2023 at 03.00 PM in the Conference Hall of the college, you are kindly requested to attend the meeting.

V. Lakshmi
ADVISOR-CUM-DIRECTOR,
Ghulam Ahmed College of Education.

Noted
Najma

V. Lakshmi
Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
Hyderabad - 34.





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COLLEGE OF EDUCATION**

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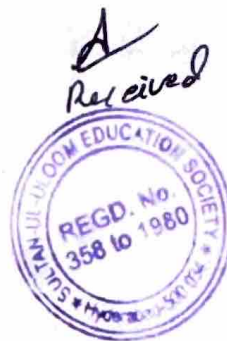
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18.11.2023

To
Mr. Zafar Javeed,
Hon. Secretary,
Sultan ul Uloom Education Society.

The meeting of the "Internal Quality Assurance Cell (IQAC)" of Ghulam Ahmed College of Education is scheduled to be held on 23.11.2023 at 03.00 PM in the Conference Hall of the college, you are kindly requested to attend the meeting.

V. A. A.
ADVISOR-CUM-DIRECTOR,
Ghulam Ahmed College of Education.



V. A. A.

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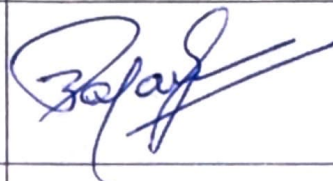
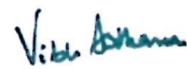
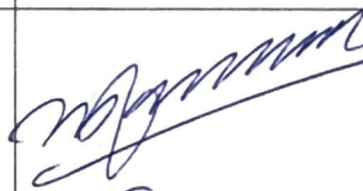








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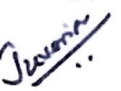



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4	Lecturer	Dr.D.Pauleen	
	Lecturer	Dr.M.Raju	
	Lecturer	Ms.Rafiya Sultana	

Vibha Asthana
Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills
Hyderabad - 34.



	Lecturer	Ms.Tauqeer Fatima	
5	Nominee from Local Society/ alumni/ Employer	Prof. AnupamaKoneru, Principal, SUCP.	
6	Student's Nominee:	Ms. Mahrukh Kamran(M.Ed)	
	Student's Nominee:	Mohd.Shabbir Ali (B.Ed)	
	Student's Nominee:	Ms.Juveria (B.Ed.).	
7	Alumni Nominee:	Ms.Najma Sultana	
8	Nominee from Employers /Industrialist s/stakeholders	Dr. Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills, Hyderabad,	
9	Coordinator of the IQAC	Prof.N.Saroja, Professor, GACE.	


 Advisor-cum-Director
 Ghulam Ahmed College of Education
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INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of the meeting of the "Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education, Hyderabad, held on 23-11-2023 at 03:00 PM in the Conference hall of the college.

MEMBERS PRESENT:

1. Mr.Zafar Javeed, Hon Secretary, SES
2. Prof. Vibha Asthana, Advisor/ Director, GACE
3. Dr.Rawat, Principal, MJCET
4. Prof.AnupamaKoneru, Principal, SUCP.
5. Prof.Rahila, Academic Director, Amjad Ali Khan College of Business Administration,
6. Ms.Tauqeer Fatima, Asst. Prof., GACE
7. Ms.Rafiya Sultana, Asst. Prof., GACE
8. Dr.M.Raju, Assoc. Prof., GACE
9. Dr.D.Pauleen, Asst. Prof., GACE
10. Ms.Najma Sultana, Teacher, Sultan Ul Uloom Public School, Banjara Hills
11. Dr.Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills,
12. Ms.Makrukh (student nominee),
13. Mohd.Shabbir Ali (B.Ed (student nominee)
14. Ms.Juveria (B.Ed.). (student nominee)
15. Dr.N.Saroja, IQAC Co ordinator.

Item No.- 1	Qirat
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Agenda Item No.- 2	Points arising of the previous minutes- ATR on the meeting held on 22-7-2023
Minutes	Action Taken Report- (ATR) on the meeting held on 22-7-2023 Points on which action was taken.. of the previous meeting: Multidisciplinary approach was followed in both Bed and M.Ed. programs. Integrated Programmes were stressed. Vocational Skill and skill enhancement Courses were offered to the students. The college entered into MOU with other colleges of education and schools.

	<p>Experiential learning boosted through various field projects, research projects, on job training, internships and apprentice opportunities.</p> <p>Co-curricular and extra-curricular activities were organized.</p> <p>Technology was integrated into teaching</p> <p>Focus was on art and drama to teach all the subjects.</p> <p>Regular parent-teacher interactions to keep parents informed about the student's progress were conducted. Regularity of students was focussed on.</p> <p>Students of the college were involved in many community welfare activities.</p> <p>Regular workshops and exhibitions to showcase the talents of students were conducted. Local artists were invited and students interacted with them.</p>
Agenda Item No.- 3	Confirmation of the minutes of the previous meeting.
Minutes	The minutes of the last meeting were confirmed by the Chairman
Agenda Item No.- 4	Submission of AQAR for the year 2022-23.
Minutes	The AQAR work was divided amongst the faculty members and they were directed to complete the preparation of supporting documents for uploading AQAR 2022-23 before December 2023.
Agenda Item No.- 5	Review of quality initiatives carried out in the academic year 2022-23
Minutes	The Director reported that as part of the quality initiatives the college had conducted value added courses, skill development activities, teacher as well as student-oriented seminars/webinars and workshops, student empowerment activities, and provision for innovative ideas and concepts of student teachers and members verified the same.
Agenda Item No.- 6	Changes to be brought about in the college keeping in mind the changed syllabus of B.Ed and Med courses.
Minutes	<p>After a detailed discussion on the changed syllabus of B.Ed and Med courses, it was recommended to carry out the following the Quality initiatives in the college.</p> <p>Provision of good faculty, infrastructure and other resources are essential for the students to face emerging challenges in order to achieve their goals.</p> <p>Orientation Programme for the Supporting Staff, Orientation Programme for the Newly Recruited Faculty Members, Faculty Training Programme on Indian Knowledge system, OBE; MOUs to be made with colleges and Schools, Induction Programme for the First Year Students, Staff meetings, Faculty Development Programs, FDP on Intellectual Property Rights, talks by alumni, etc.</p> <p>Prof.Anupama said that ICT usage should be captured and recorded as videos. A report should be prepared. Student Knowledge forum and Group Learning Method should be used. The research projects should be pursued seriously to complete the tasks within the stipulated period. Faculty members should concentrate on their book publications, chapter contents, proceedings and research activities.</p>
Agenda Item No.- 7	Review of attendance in Value added courses

Minutes	The director reported that students are regular in the Certificate courses that are offered to the students. About 30-33 students are enrolled in each course and they attend the classes regularly.
Agenda Item No.- 8	Review of internship of B.Ed and M.Ed students
Minutes	With regards to the internship of B. Ed and M.Ed students, Dr Saroja reported that the student teachers have to complete 2 microteaching lessons in each Method before going for Internship. The candidates are expected to take two period plans for duration of 20 minutes for their peer group as a part of their Reflective Teaching. The students observe the demonstration lessons undertaken by the Faculty of the college in the school. Every student has to undergo an internship of 20 weeks in a reputed school as "Intern". During this period, the candidate will be attached to a school and he/she shall have to undertake duties & responsibilities on par with regular school teacher in all the school activities. During this period, the candidate teaches 80 period plans under the supervision of the trained subject teachers in the school, "Supervising Teachers". During the Internship period, the concerned lecturers of the Colleges of Education will stay in the schools in turns and observe the lessons, Guide & monitor all internship related activities of each student along with the supervising teachers and appraise the student work. A Certificate of satisfactory work by the Head Master of the cooperating school is a pre-requisite for the candidate to appear for the final practical examination.
Agenda Item No.- 9	To review achievements of faculty.
Minutes	The Director reported that almost all the faculty members attend orientation programs, seminars and conferences. They present papers and publish articles in research journals. Many staff members, teaching and non teaching are pursuing their Ph.D. work.
Agenda Item No.- 10	Any other point with the permission of the Chair
Minutes	The Director reported that the Osmania University has changed the syllabus of B. Ed and M.Ed. courses from the academic year 2023-24 and the college is taking all efforts to effectively impart it to the students.
Agenda Item No.- 11	Concluding remarks
Minutes	Prof.Vibha Asthana, Advisor cum Director thanked all the Committee members for their presence at the meeting and for their valuable suggestions.
Vote Of Thanks	The meeting concluded with a vote of thanks by the Chairperson.

Vibha Asthana,
Vibha Asthana,

Advisor cum Director, **GACE**

Vibha Digitally signed
by Vibha
Date: 2024.06.10
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COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

**THE IQAC COMMITTEE MEETING
CIRCULATION OF MINUTES OF THE MEETING HELD ON 23-11-2023
ACADEMIC YEAR: 2023-24**

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2	Chairperson	Prof. Vibha Asthana, Advisor/ Director, Ghulam Ahmed College of Education.	<i>Vibha Asthana</i>
3	Senior Academic/Adminis trative Officers	Dr.M. Rawat, Principal, MJCET	<i>Dr. M. Rawat</i>
3	Senior Academic/Administr ative Officer	Prof.Rahila, Academic Director, Amjad Ali Khan College of BusinessAdministration	<i>R. Rahila</i>
4	Lecturer	Dr.D.Pauleen	<i>Dr. D. Pauleen</i>
	Lecturer	Dr.M.Raju	<i>Dr. M. Raju</i>
	Lecturer	Ms.Rafiya Sultana	<i>Ms. Rafiya Sultana</i>
	Lecturer	Ms.Tauqeer Fatima	<i>Ms. Tauqeer Fatima</i>
5	Nominee from Local Society/ alumni/ Employer	Prof. Anupama Koneru, Principal, SUCP.	<i>Prof. Anupama Koneru</i>

Vibha Asthana
Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
Hyderabad - 34



6	Student's Nominee:	Ms. Mahrukh Kamran(M.Ed)	
	Student's Nominee:	Mohd.Shabbir Ali (B.Ed)	S. Ali
	Student's Nominee:	Ms.Juveria (B.Ed.).	Juveria
7	Alumni Nominee:	Ms.Najma Sultana	Najma
8	Nominee from Employers /Industrialists/stakeholders	Dr. Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills, Hyderabad,	Dr. Gita
9	Coordinator of the IQAC	Prof.N.Saroja, Professor, GACE.	Prof.N.Saroja



V. A. B.

Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills,
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COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

11.03.2024

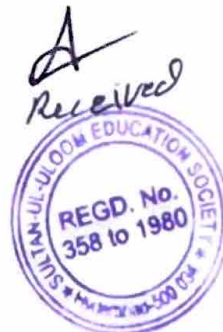
To
Mr. Zafar Javeed,
Hon. Secretary,
Sultan ul Uloom Education Society.

The meeting of the "Internal Quality Assurance Cell (IQAC)" of Ghulam Ahmed College of Education is scheduled to be held on 16.03.2024 at 03.00 PM in the Conference Hall of the college, you are kindly requested to attend the meeting.

V. B. DOK
ADVISOR-CUM-DIRECTOR,
Ghulam Ahmed College of Education.

V. B. DOK

Advisor-cum-Director
Ghulam Ahmed College of Education
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**GHULAM AHMED
COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

11.03.2024

To
Dr. Gita Rao,
Vice Principal,
Sultan ul Uloom College of Law,
Road # 3, Banjara Hills,
HYDERABAD – 500 034.

The meeting of the "Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education is scheduled to be held on 16.03.2024 at 03.00 PM in the Conference Hall of the college, you are kindly requested to attend the meeting.

V. S. Dora
ADVISOR-CUM-DIRECTOR,
Ghulam Ahmed College of Education.



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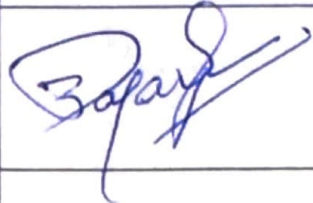


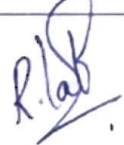








**GHULAM AHMED
COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ATTENDANCE OF THE MEETING of the "Internal Quality Assurance Cell (IQAC)
of Ghulam Ahmed College of Education, Hyderabad, held on 16-03-2024 at 03:00 PM in the
Conference hall of the college.

S.No	Designation	Name	Signature
1	Member from the College Management	Mr.Zafar Javeed, Hon Secretary, SES	
2	Chairperson	Prof. Vibha Asthana, Advisor/ Director, Ghulam Ahmed College of Education.	
3	Senior Academic/Ad ministrative Officers	Dr.M. Rawat, Principal, MJCET	
3	Senior Academic/Adm Inistrative Officer	Prof.Rahila, Academic Director, Amjad Ali Khan College of BusinessAdministration	
4	Lecturer	Dr.D.Pauleen	
	Lecturer	Dr.M.Raju	
	Lecturer	Ms.Rafiya Sultana	
	Lecturer	Ms.Tauqueer Fatima	


Advisor-cum-Director
Ghulam Ahmed College of Education
Road No. 3, Banjara Hills.
Hyderabad - 34.



	Lecturer	Ms. Tauqeer Fatima	<i>Tf</i>
5	Nominee from Local Society/ alumni/ Employer	Prof. Anupama Koneru, Principal, SUCP.	<i>Apk</i>
6	Student's Nominee:	Ms. Mahrukh Kamran (M.Ed)	<i>Mahrukh</i>
	Student's Nominee:	Mohd. Shabbir Ali (B.Ed)	<i>S. Ali</i>
	Student's Nominee:	Ms. Juveria (B.Ed.).	<i>Juveria</i>
7	Alumni Nominee:	Ms. Najma Sultana	<i>Najma</i>
8	Nominee from Employers /Industrialists /stakeholders	Dr. Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills, Hyderabad,	<i>vekk</i>
9	Coordinator of the IQAC	Prof. N. Saroja, Professor, GACE.	<i>ns</i>

Vibha
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GHULAM AHMED COLLEGE OF EDUCATION

INTERNAL QUALITY ASSURANCE CELL (IQAC)

INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of the meeting of the "Internal Quality Assurance Cell (IQAC) of Ghulam Ahmed College of Education, Hyderabad, held on 16-03-2024 at 03:00 PM in the Conference hall of the college.

MEMBERS PRESENT:

1. Mr.Zafar Javeed, Hon Secretary, SES
2. Prof. Vibha Asthana, Advisor/ Director, GACE
3. Dr.Rawat, Principal, MJCET
4. Prof.Anupama Koneru, Principal, SUCP.
5. Prof.Rahila, Academic Director, Amjad Ali Khan College of Business Administration,
6. Ms.Tauqeer Fatima, Asst. Prof., GACE
7. Ms.Rafiya Sultana, Asst. Prof., GACE
8. Dr.M.Raju, Assoc. Prof., GACE
9. Dr.D.Pauleen, Asst. Prof., GACE
10. Ms.Najma Sultana, Teacher, Sultan Ul Uloom Public School, Banjara Hills
11. Dr.Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills,
12. Ms.Makrukh (student nominee),
13. Mohd.Shabbir Ali (B.Ed (student nominee)
14. Ms.Juveria (B.Ed.). (student nominee)
15. Dr.N.Saroja, IQAC Co ordinator.

Item No.- 1	Qirat
Minutes	The meeting commenced with recitation of a few verses from the Holy Quran
Agenda Item No.- 2	Points arising of the previous minutes- ATR on the meeting held on 23-11-2023
Minutes	Action Taken Report- (ATR) on the meeting held on 23-11-2023 Points on which action was taken, of the previous meeting:

	<p>The AQAR 2022-23 was submitted on time to NAAC in December 2023.</p> <p>Good faculty members were appointed as teaching staff, infrastructure and other resources were updated. Orientation Programme for the staff members and students were held. Staff meetings, Faculty Development Programs, talks by alumni, etc. were organized.</p> <p>The internship program was organized as per the directions of the revised syllabus of Osmania University.</p>
Agenda Item No.- 3	Confirmation of the minutes of the previous meeting.
Minutes	The minutes of the last meeting were confirmed by the Chairman of the Committee.
Agenda Item No.- 4	Review of Academic Audit Report
Minutes	The committee members suggested improvements in faculty participation in academic and administrative activities at the college level. The committee members emphasized the need for improving publications of the faculty members in UGC approved journals and improvements in Research and consultancy services. The members recommended the utilization of LMS (Learning Management System) by the faculty members to the maximum possible. They have also emphasized the need for improving the quality of e-learning facilities and functional MOUs.
Agenda Item No.- 5	To conduct an Orientation Programme on NEP for the students and staff members of the college.
Minutes	The faculty members need to be aware of the New Education Policy 2020, for its implementation in future and the various changes included in NEP in education sectors. In this regard, the IQAC should conduct a program for students and faculty members with experts.
Agenda Item No.- 6	Conduct of National and International level seminars, conferences, FDPs in each semester.
Minutes	<p>The following programs/ FDPs were organised in the year 2023-24.</p> <p>Developing Creative Thinking & Decision-Making Skills in teachers. 3rd to 7th July, 2023; Understanding Why development Of Research Skill is useful to teachers. 1st to 5th August, 2023; Digital Literacy Program 2nd to 6th January 2024; The Art of Keeping Students Engaged- Why Student Participation Is Important. 9th to 13th October;</p> <p>Faculty Development Programme on IPR, Entrepreneurship and Innovation 11th to 15th December, 2023, Tech Savviness- An Essential Skill For Modern Educators 12th to 16th March 2024; For Non Teaching Staff- "Tools For Digital Transformation" 6th to 10th November, 2023; "Staying Healthy And Safe At Workplace" 18th to 22nd March, 2024.</p>
Agenda Item No.- 7	To Analyse the present status of Alumni Association of the college, especially the financial contributions.

Minutes	All passed-out students of the academic year 2022-24 should register in the college alumni association. Students who are doing well for themselves should be called and asked to address the present batch of students. This would be very motivating for them.
Agenda Item No.- 8	Monitoring & coordination of all academic activities.
Minutes	Dr.Rawat suggested that Committees and sub committees should be formed. They should meet on regular basis and plan to conduct various academic activities. New syllabus should be kept in mind while organising the academic activities.
Agenda Item No.- 9	Any other point with the permission of the Chair.
Minutes	The Director reported that the admissions in the B.Ed course this year were less than the approved intake. The members discussed the reasons for the same.
Agenda Item No.- 10	Concluding remarks
Minutes	Prof.Vibha Asthana, Advisor cum Director thanked all the Committee members for their presence at the meeting and for their valuable suggestions.
Vote Of Thanks	The meeting concluded with a vote of thanks by the Chairperson.

Vibha Asthana,

Vibha Asthana,
Advisor cum Director, **GACE**

Vibha Digitally signed
by Vibha
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**GHULAM AHMED
COLLEGE OF EDUCATION**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

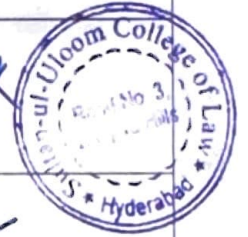
**THE IQAC COMMITTEE MEETING
CIRCULATION OF MINUTES OF THE MEETING HELD ON 16-03-2024
ACADEMIC YEAR: 2023-24**

S.No	Designation	Name	Received copy of Minutes Signature
1	Member from the College Management	Mr.Zafar Javeed, Hon Secretary, SES	<i>Received</i>
2	Chairperson	Prof. Vibha Asthana, Advisor/ Director, Ghulam Ahmed College of Education.	<i>Vibha Asthana</i>
3	Senior Academic/Admini nistrative Officers	Dr.M. Rawat, Principal, MJCET	<i>[Signature]</i>
3	Senior Academic/Admin istrative Officer	Prof.Rahila, Academic Director, Amjad Ali Khan College of BusinessAdministration	<i>Rahila</i>
4	Lecturer	Dr.D.Pauleen	<i>Pauleen</i>
	Lecturer	Dr.M.Raju	<i>[Signature]</i>
	Lecturer	Ms.Rafiya Sultana	<i>Rafiya</i>
	Lecturer	Ms.Tauqeer Fatima	<i>[Signature]</i>
5	Nominee from Local Society/ alumni/ Employer	Prof. Anupama Koneru, Principal, SUCP.	<i>[Signature]</i> 16/3/24

Vibha Asthana
Advisor-cum-Director
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6	Student's Nominee:	Ms. Mahrukh Kamran(M.Ed)	
	Student's Nominee:	Mohd.Shabbir Ali (B.Ed)	<i>S Ali</i>
	Student's Nominee:	Ms.Juveria (B.Ed.).	<i>Juveria</i>
7	Alumni Nominee:	Ms.Najma Sultana	<i>Najma</i>
8	Nominee from Employers /Industrialists/stakeholders	Dr. Gita, Vice Principal, Sultan Ul Uloom College of Law, Banjara Hills, Hyderabad,	<i>hgx</i>
9	Coordinator of the IQAC	Prof.N.Saroja, Professor, GACE.	<i>N</i>



V. K. Reddy
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