



Institute of Language Teaching

Ref :

Date :

15/12/2019


Office Note

This is to inform all the faculties that as decided by the academic council on 15/12/2019. The following actions are to be initiated with immediate effect.

1. New Value Added courses are to be discussed and must be listed down. Also, an MOU should be signed with the collaborative institutes providing the Value-added and Self self-study courses.
2. Workshops on the Indian Constitution should be Arranged.

The above work should be completed before 5th January 2020.

Principal


Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.

Note: Dr. Nehal Singhala may inform the activities done after the compilation as above.



Institute of Language Teaching

Ref :

Date :



12/12/2019

Meeting Notice

This is to put the notice to all staff that the academic council meeting will be held on 15/12/2019 at the Principal's Office. The following members are supposed to be present.

(1) Dr. Nehal Shingala

(2) Jyoti Tadv

(3) Dipika Patel

(4) Dr. Jiten Udhas

(5) Kishan Bhatt

Student Representative

Agenda of the Meeting

- (1) Minutes of the curriculum planning.
- (2) Action taken at the last meeting.
- (3) Result of Preliminary exams and feedback from faculties as well as students.
- (4) Any other issue raised by members.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :

Minutes of the meeting of the Academic Council on 15th December 2019

The Meeting was convened at the Principal's Office and the following persons were present :

(1) Dr. Nidatt Barot

(2) Dr. Nehal Shingala

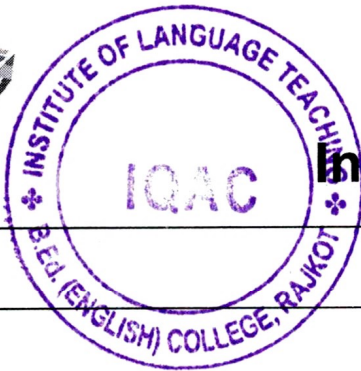
(3) Jyoti Tadvi

(4) Dipika Patel

(5) Dr Jiten Udhas

(6) Kishan Bhatt





Institute of Language Teaching

Ref :

Date :

Minutes of Agenda Item - 1:

The minutes of the Curriculum Council dated 20th June 2019 were duly noted. Notably, a value-added course conducted by Rastshriya Shala was acknowledged. Participants suggested an expansion of such courses, particularly focusing on value addition in the field of ICT.

Minutes of Agenda Item - 2:

The results of the preliminary exams were thoroughly discussed during the meeting. Valuable feedback from parents and students was considered, fostering an environment of continuous improvement and collaboration.

Minutes of Agenda Item - 3:

Noteworthy was the introduction of the elective paper on the Indian Constitution, designed to benefit students preparing for government competitive exams. Suggestions were made to enhance this offering by incorporating workshops and expert lectures, ensuring a holistic understanding of every aspect of the subject.

Minutes of Agenda Item - 4:

It was emphasized that the minutes of the Academic Council should be promptly forwarded to the Internal Quality Assurance Cell (IQAC) for review. This step ensures transparency and accountability in academic processes.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref

Date :

1/1/2020



Report to the Principal

This is to inform you that as per the action plan sent to all the faculties on 15/12/2019. The following action is taken.

- (1) Dr. Bhagirath Manjariya was asked to conduct the Workshop on Indian Constitution. He mentioned his availability in the month of February.
- (2) Rao Information Technology and Brainzorg were contacted for Self Study and Value Added Courses.

The feedback for all the above was taken by Jyoti Tadvī and was informed to the Principal. I was informed that Jyoti Tadvī went to the class and collected student feedback.

Dr. Nehal Singhala



Institute of Language Teaching

Ref :


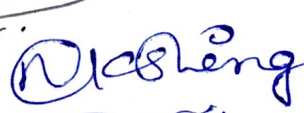



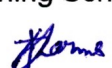

IDAC

Date :

13/12/2020


Meeting Notice

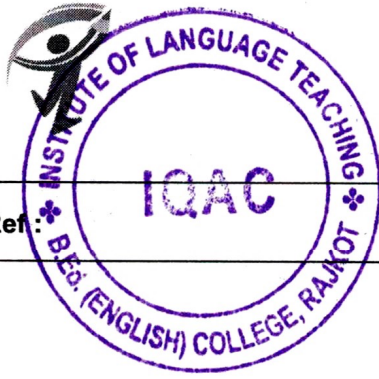
It is to put the notice of all staff that the academic council meeting will be held on 21/12/2020 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|--------------------|--|
| (1) | Dr. Nidatt Barot | Principal  |
| (2) | Dr. Nehal Shingala | Assistant Professor  |
| (3) | Dr. Mohit Goswami | Assistant Professor  |
| (4) | Dr. Jiten Udhas | Assistant Professor  |
| (5) | Keyur Dodiya | Principal of Practice Teaching School  |
| (6) | Divya Sharma | Student Representative  |
| (7) | Dr. Hitesh Solanki | Assistant Professor, C U Shah B.Ed. College
Wadhwan |
| (8) | Lakshita Thakur | Alumni  |

Agenda of the Meeting

- (1) Minutes of the curriculum planning.
- (2) Action taken at the last meeting.
- (3) Result of Preliminary exams and feedback from faculties as well as students.
- (4) Any other issue raised by members.


Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



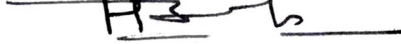





Institute of Language Teaching

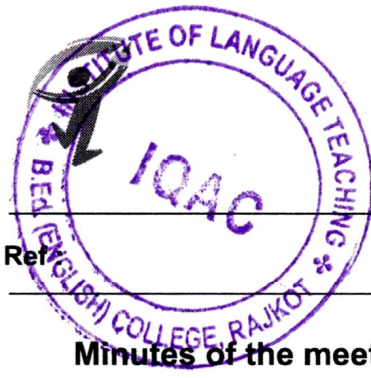
Ref.:

Date :

21/12/2020

List of Persons who participated in the meeting of the academic council

- (1) Dr. Nidatt Barot 
- (2) Dr. Nehal Shingala 
- (3) Dr. Mohit Goswami 
- (4) Dr. Jiten Udhas 
- (5) Keyur Dodiya
- (6) Divya Sharma 
- (7) Dr. Hitesh Solanki
- (8) Lakshita Thakur 



Institute of Language Teaching

Ref:

Date :

Minutes of the meeting of the Academic Council on 21 December 2020

Minutes of Agenda Item - 1:

The minutes of the Curriculum Council dated 15/6/2020 were duly noted. Notably, a value-added course such as the Use of ICT, Course of Computer Concepts, and English Enrichment program was acknowledged. Also Self Study Courses by Brainzorg and Station E Language lab were done by the students.

Minutes of Agenda Item - 2:

The meeting included the sharing and discussion of Faculty Performance (PR) reports. This comprehensive discussion aimed to keep all stakeholders informed and engaged with the faculty's achievements and activities.

Minutes of Agenda Item - 3:

The results of the preliminary exams were thoroughly discussed during the meeting. Online Valuable feedback from Practise Teaching Schools, Parents, and Trainees was considered, fostering an environment of continuous improvement and collaboration.

Minutes of Agenda Item - 4:

Noteworthy, Discussion on the New Curriculum of IITE was again done and any obstacles were also discussed, The members were informed about PLOs and CLOs of the IITE curriculum for two years B.Ed. course. Also, the Suggestion to take the Survey that PLO and CLO are Aligned was approved.

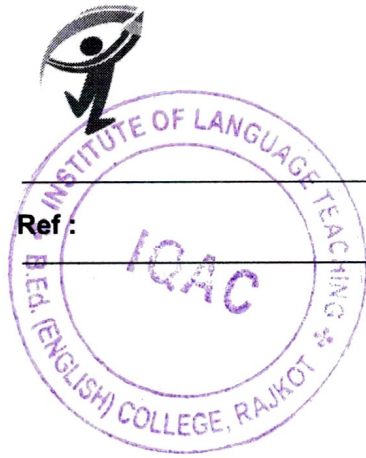
Minutes of Agenda Item - 5:

Due to the Pandemic, the LMS was Introduced to maintain Content Distribution. All faculty members were asked to Update the Google Classroom.

Minutes of Agenda Item - 6:

It was emphasized that the minutes of the Academic Council should be promptly forwarded to the Internal Quality Assurance Cell (IQAC) for review. This step ensures transparency and accountability in academic processes.


Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :

21/12/2020

Office Note

This is to inform all the faculties that as decided by the academic council on 21/12/2020. The following actions are to be initiated with immediate effect.

1. Feedback on the Course Outcome and Program outcome should be taken.
2. Also, All the Faculties must update the Google Classroom by 1st January.

The above work should be completed before 5th January 2021.


Principal

Note: Dr. Nehal Shingala may inform the activities done after the compilation as above.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :

02/01/2021

Report to the Principal

This is to inform you that as per the action plan sent to all the faculties on 21/12/2021. The following action is taken.

1. An online Feedback form was made with the PLO and the CLO mentioned
2. All the content was uploaded to respective Google Classroom and Shared with the Students

The feedback for all the above was taken by Jyoti Tadvī and was informed to the Principal. I was informed that Jyoti Tadvī went to the class and collected student feedback.


Dr. Nehal Shingala



Institute of Language Teaching

Ref

Date :



10/12/2021

Meeting Notice

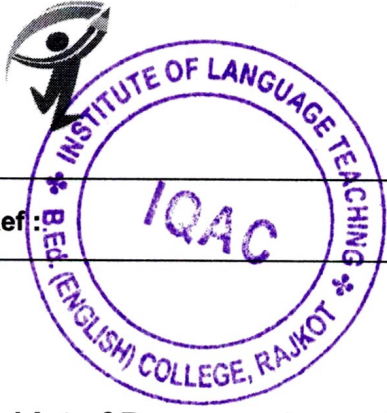
It is to put the notice of all staff that the academic council meeting will be held on 17/12/2021 at the Principal Office. The following members are supposed to be present.

- | | | | |
|-----|--------------------|---|--|
| (1) | Dr. Nehal Shingala | Assistant Professor | |
| (2) | Dr. Jiten Udhas | Assistant Professor | |
| (3) | Keyur Dodiya | Principal of Practice Teaching School | |
| (4) | Raj Khalpada | Student Representative | |
| (5) | Dr. Nisha Raninga | Assistant Professor J J K B.Ed. College, Rajkot | |
| (6) | Lakshita Thakur | Alumni | |

Agenda of the Meeting

- (1) Minutes of the curriculum planning.
- (2) Action taken at the last meeting.
- (3) Result of Preliminary exams and feedback from faculties as well as students.
- (4) Any other issue raised by members.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :

17/12/2021

List of Persons who participated in the meeting of the academic council on 17 December 2021 in the Principal's Office

(1) Dr. Nehal Shingala

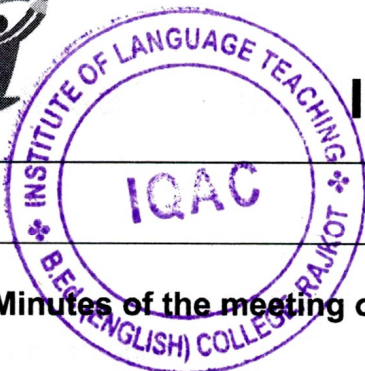
(2) Dr. Jiten Udhas

(3) Keyur Dodiya

(4) Raj Khulpada

(5) Dr. Nisha Raninga

(6) Lakshita Thakur



Institute of Language Teaching

Ref :

Date :

Minutes of the meeting of the Academic Council on 17 December 2021

1. Approval of Curriculum Meeting Minutes (21/6/2021):

The minutes of the Curriculum Meeting held on 21/6/2021 were presented and approved by the Academic Council.

2. Review of Academic Year Results:

All internal and university results for the academic year were thoroughly reviewed and discussed.

3. Feedback Discussion:

Feedback from trainees, parents, and practice teaching schools was discussed, focusing on continuous improvement and addressing concerns raised.

4. Placement Report by Dr. Nehal Shingala:

Dr. Nehal Shingala, the Placement Officer, presented details of the placements conducted during the academic year. Strategies for increasing placements in the next academic year were discussed. A list of students interested in the upcoming Placement Drive was shared.

5. Addition of GCERT Courses to Value Added and Self Study Courses:

Emphasis was placed on incorporating courses mentioned in the GCERT curriculum planning into the Value Added and Self Study Courses. Various courses, including Action Research, Interpersonal Development, and Gender Equality, were introduced to students under the guidance of teachers. The continuation of well-received Value Added courses and the integration of ICT post-pandemic were highlighted.

6. Acknowledgment of NAAC Zonal Workshop:

The NAAC zonal workshop was acknowledged and appreciated by the ILTE. Dr. Jiten Udhas shared insights into the successful management of the event.



Institute of Language Teaching

Ref:

Date :



17/12/2021

Office Note

This is to inform all the faculties that as decided by the academic council on 17/12/2021. The following actions are to be initiated with immediate effect.

1. Collaborate with Dr. Nehal Shingala and the Placement Cell to identify key challenges and opportunities in the current placement process, establishing a unified goal for improvement.
2. Develop and implement a series of workshops and expert sessions under the Vijay Bhai Dhokaliya Brainstorming Series, focusing on resume building, interview skills, industry trends, and soft skills development.
3. GCERT Courses Awareness Session - Dr. Jiten Udhas:
 - Assign Dr. Jiten Udhas the responsibility of conducting awareness sessions for students on GCERT's courses.
 - Schedule dedicated sessions where Dr. Jiten Udhas can enlighten students about the courses provided by GCERT.

The above work should be completed before 10 January 2022.

Principal

Note: Dr. Nehal Shingala may inform the activities done after the compilation as above.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :

27/12/2021

Report to the Principal

This is to inform you that as per the action plan sent to all the faculties on 17/12/2021. The following action is taken.

- (1) A resume building session will be scheduled.
- (2) The awareness program will be shared by 10th January by Dr Jiten Udhas

The feedback for all the above was taken by Dr. Nehal Singhala and was informed to the Principal. I was informed that Dr Nehal Singhala went to the class and collected student feedback.

Dr. Jiten Udhas



Institute of Language Teaching

Ref :

Date :

7. Recognition of Institute Distinctive Practice - I3T MOCK Test:

The Academic Council acknowledged the distinctive practice of conducting the I3T MOCK test under the guidance of Dr. Jiten Udhas.

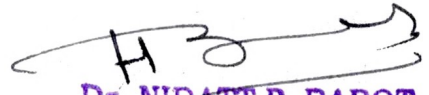
8. Appreciation for National Level Sports Achievers:

The outstanding achievements of Joshi Akta Rameshbhai, Dabhi Sanjay Arvinbhai, and Dhemecha Siddharaj Amara, who excelled at the national level in sports, were discussed. The Council expressed appreciation for their accomplishments.

Closing Remarks:

At the conclusion of the meeting, the Academic Council expressed optimism for the upcoming academic year and reiterated its commitment to providing a high-quality education experience.




Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching






Ref :

Date :

07/12/2022

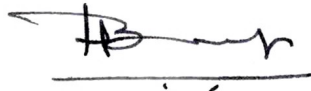
Meeting Notice

It is to put the notice of all staff that the academic council meeting will be held on 11/12/2022 at the Principal Office. The following members are supposed to be present.

- (1) Dr. Nehal Shingala 
- (2) Jyoti Tadvi 
- (3) Dipika Patel 
- (4) Dr. Smita Gadhvi 
- (5) Khushali Bhagde  Student Representative

Agenda of the Meeting

- (1) Minutes of the curriculum planning.
- (2) Action taken at the last meeting.
- (3) Result of Preliminary exams and feedback from faculties as well as students.
- (4) Any other issue raised by members.



Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref: _____

Date : _____

Minutes of the meeting of the Academic Council on 11 December 2022

- (1) Minutes of Agenda Item - 1
Minutes of the Academic Council were noted.
- (2) Minutes of Agenda Item - 2
Action taken by the Principal was noted
- (3) Minutes of Agenda Item - 3
Preliminary exam results were discussed. Feedback from Teachers and Student representatives was discussed.
- (4) Minutes of Agenda Item - 4
Decided to have a mid-course correction for which the following actions were suggested
 - a) As Hindi is a different language, our regular staff is equipped to conduct English Subject lectures, we need to have a Hindi Subject Expert who can revise the content. It was decided to call Dr. Ramu Khit from T.N.Rao College to conduct the classes for a week and then the Principal will get the feedback by discussing it with students.
 - b) All of our trainees are from the Arts discipline and therefore the topic of Paper AE-1 Unit 3 Elementary Statistics is found a bit difficult. It was decided that Dr Smita Gadhvi will again revise this topic and will make the students practice.
 - c) Student's performance on the Reading writing Analysis in Paper LPC 4 needed to be improved and therefore Dr. Smita Gadhvi was asked to make revisions of the unit again and get feedback from the students

It was decided that the above academic work may start by 15th December 2022 and be completed in 10 days.







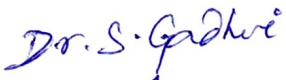

Institute of Language Teaching

Ref

Date :

11/12/2022

List of Persons who participated in the meeting of the academic council

- (1) Dr. Nidatt Barot 
- (2) Dr. Nehal Shingala 
- (3) Jyoti Tadvi 
- (4) Dipika Patel 
- (5) Dr. Smita Gadhvi 
- (6) Khushali Bhagde 



Institute of Language Teaching

Ref :

IQAC

Date :

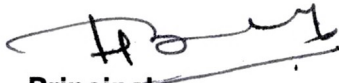
13/12/2022

Office Note

This is to inform all the faculties that as decided by the academic council on 11/12/2023. The following actions are to be initiated with immediate effect.

1. Dr. Ramu Khint Associate Professor from T. N. Rao College was connected and she has agreed to conduct classes for one week for the semester - 3 trainees. Our faculty member Jyoti Tadvai may contact her and finalize the timetable.
2. Paper AE-1 Unit 3 Elementary Statistics - Dr. Smita Gadhvi will revise this topic and will see that the students get practice in numerical.
3. Dr. Smita Gadhvi is informed to revise the reading and writing analysis in Paper LPC - 4.

The above work should be completed before 25th December 2022.


Principal

Note: Dr. Smita Gadhvi may inform the activities done after the compilation as above.

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.ED. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :

27/12/2022

Report to the Principal

This is to inform that as per the action plan sent to all the faculties on 13/12/2022. The following action is taken.

- (1) Dr. Ramu Khint came to ILT and had a one-week session. Dr. Nehal Shingala took feedback from the students, the students were satisfied and no further guidance was required.
- (2) Paper AE-1 Unit 3 Elementary Statistics The difficult topics after the discussion with the students were revised, and practice of the numerical was done. Last year a paper from the University was discussed.
- (3) Revision of reading writing analysis in Paper LPC-4 was done. The students were satisfied.

The feedback for all the above was taken by Dr. Nehal Shingala and was informed to the Principal. I was informed that Dr. Nehal Shingala went to the class and collected feedback from the students.

Dr. Smita Gadhvi