



Institute of Language Teaching

Ref :

Date :

Decentralization and participative management are evident in ILT B.Ed College through various committees and cells, each maintaining detailed records of their proceedings. These committees encompass a diverse range of functions and responsibilities, reflecting a decentralized approach to decision-making and management.

Each committee and meeting serves as a platform for stakeholders to actively engage, contribute, and make informed decisions in their respective domains. This distributed network of committees signifies a bottom-up approach, ensuring representation and involvement from various segments of the institution's community in critical decision-making processes. The presence of these committees reflects the institution's emphasis on decentralization, participative management, and a collaborative approach to address multifaceted aspects of academic and administrative functioning. The institution embraces a decentralized approach by establishing specialized committees like

Click for meeting notes

1. [IQAC Meeting](#)
2. [Curriculum planning committee meeting](#)
3. [Academic council meeting](#)
4. [Youth welfare Committee](#)
5. [SC-ST](#)
6. [OBC](#)
7. [Minority](#)
8. [Internal Complaint Committee](#)
9. [Grievance Redressal Cell](#)
10. [Anti - Ragging cell](#)
11. [Research Committee](#)
12. [Admission Committee](#)
13. Electoral Literacy Club
14. [CMC](#)

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



Institute of Language Teaching

Ref :

Date :

Dt. 30/06/2019

Action Taken Reports of In House Curriculum Planning Committee

Minutes	Action Taken
<p>(1) Welcoming new members.</p> <p>This was the first meeting of the Inhouse Curriculum Planning Committee, Principal Dr.Nidatt Barot welcomed all the members and informed them of the objectives of this committee. He also informed that the committee will review and suggest the additional topics that should be taught to the trainees which are not included in University Curriculum.</p>	Noted
<p>(2) Discussion of Saurashtra University B.Ed. Curriculum.</p> <p>Dr. Nidatt Barot presented the curriculum of Saurashtra University for B.Ed. Programme. He discussed the PLOs and CLOs of two years B.Ed. He informed about the optional and elective papers to the committee.</p>	Noted
<p>(3) Taking Suggestions for elective paper Indian Constitution.</p> <p>There was a suggestion from a student representative regarding having Indian Constitution paper as elective paper for the students. He suggested that the content of this paper will be useful to the trainees in future when they will be appearing for competitive tests like TET, TAT, CTAT etc.</p>	Institute offered Indian Constitution paper as elective paper to the trainees
<p>(4) To take the note of Value Added Gandhian Philosophy Program done in collaboration with Rashtriya Shala.</p> <p>It was noted that there were positive and confident feedback from the trainees who have completed Gandhian Philosophy Value Added Course conducted by Rashtriya Shala. Principal and Staff were thankful to</p>	Letter to Rashtriya Shala for conveying gratitude was sent.




Institute of Language Teaching

Ref :

Date :

Shri Jitubhai Bhatt for making the programme success.	
(5) To decide the topics for academic workshops in the coming academic year.	
It was decided to conduct a workshop on Indian Constitution, Role of Teachers in the 21st Century and to have a lecture on developing self through movies.	Dr. Jiten Udhas was given the responsibility to conduct the workshop.
There was a suggestion from a trainee to have a drama programme related to defense mechanisms, it was suggested to contact the Department of Psychology, Saurashtra University for conducting this program at our college. Dr. Mohit Goswami will coordinate this event.	Dr. Mohit Goswami was given responsibility to conduct the program.
(6) Any item from the chair.	
There was a suggestion from trainees that there should be an academic tour for trainees where they can visit GCERT, GSEB, Vidhansabha and other academic institutions. The suggestion was accepted by the Principal.	Dr. Nehal Shingala was given responsibility to conduct the tour with the help of trainees.


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



Institute of Language Teaching

Ref :

Date :

Dt. 24/06/2020

Action Taken Reports of In House Curriculum Planning Committee

Minutes	Action Taken
(1) Welcoming new members.	
The new members were welcomed by Principal Dr. Nidatt Barot.	Noted
(2) Discussion of IITE B.Ed. Curriculum.	
The affiliation of our college is transferred to Indian Institute of Teacher Education University, the new curriculum of IITE University was discussed. The members were informed about PLOs and CLOs of the IITE curriculum for two years B.Ed. course.	Noted
(3) Taking Suggestions for Value Added and Add-on Courses.	
Due to COVID it was decided to have a Value Added course for ICT for our trainees in collaboration with T N Rao College with whom we are having MOU.	Jyoti Tadvi was given responsibility to coordinate with T. N. Rao College for Value added course for ICT.
It was decided to have English Enrichment online program collaboration with H M Patel Institute of English Training and Research, Vallabh Vidyanagar.	Dr. Mohit Goswami was given responsibility to coordinate with the Principal of H. M. Patel Institute.
(4) To integrate learning management systems in the Teaching Learning Process.	
In the Pandemic situation it is essential to have LMS for which there was a suggestion for having Google Class for our trainees.	Dr. Jiten Udhas will do needful.
It was also decided to ask the faculties to make E-content for our trainees.	All faculties were asked to prepare e-content.
(5) To decide the topics for academic workshops in the coming academic year.	
In the Pandemic situation the decision of workshops is left to the Principal to decide.	Noted



Institute of Language Teaching

Ref :

Date :

(6) To increase the use of online learning.	All faculties were asked to conduct online tests.
There was a suggestion that online tests should be implemented because trainees are not able to come to college regularly.	
(7) Any item from the chair.	
There was no additional item to be discussed.	
The meeting ended with a vote of thanks.	

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



Institute of Language Teaching

Ref :

Date :

Dt. 30/06/2021

Action Taken Reports of In House Curriculum Planning Committee

Minutes	Action Taken
(1) Welcoming new members. The new members were welcomed by the Principal.	Noted
(2) Discussion of IITE B.Ed. Curriculum. After the review of the IITE curriculum it was found that we required faculties for other languages like Hindi, Gujarati and Sanskrit for our trainees who can get help for their paper of language across the curriculum. Students were motivated to adopt new knowledge and skill of solving language problems with the curriculum. Where and when necessary external faculties may be invited for these papers.	
(3) Review of activities done in the last academic year. The co-curricular activities done last year were reviewed.	Noted
(4) Review of Value Added and Add-on courses. The Value Added and Add-on courses were reviewed. It was found that our trainees can take online courses of GCERT. The faculties during their mentor mentee session will guide trainees accordingly.	
(5) To decide the topics for academic workshops in the coming academic year. Programmes related to communication skills, ICT skills may be introduced in the form of workshops, Vijaybhai Dholakiya Brainstorming series or Value Added and Add-on courses.	Dr. Nehal Shingala was assigned for conducting all lecture series under the name of Vijaybhai Dholakiya Brainstorming Series, she will also take help of Jiten Udhas for ICT skills - Value added and Add-on courses.




Institute of Language Teaching

Ref :

Date :

(6) Any item from the chair.	
There was no additional item to be discussed.	
The meeting ended with a vote of thanks to the members and high tea.	


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



Institute of Language Teaching

Ref :

Date :

Dt. 05/07/2022

Action Taken Reports of In House Curriculum Planning Committee

Minutes	Action Taken
(1) Welcoming new members.	Noted
The new members were welcomed by the Principal.	
(2) Review of activities done in the last academic year.	Noted
Outreach programmes and other activities done in the last year were reviewed.	
(3) Taking a note of trainees going to the community for teaching.	Noted
Our trainees in collaboration with Saurashtra University in the programme of Wisdom on Wheels participated, and taught the deprived students at Ishwariya, Madhapar, Rajkot.	
The committee was also happy to note that our trainees have been participating at the play house of Rashtriya Shala since the last three years.	
(4) Review of Value Added and Add-on courses.	Dr. Nehal Shingala was asked to collect the data and certificates.
After the review of Value Added and Add-on courses it was decided that students must undergo online GCERT Add-on courses. The mentors may inform trainees in groups to undergo the course and submit the certificates to the college. It was also decided to conduct in house computer training for the trainees who want to appear for the pre-service CCC examination conducted by BAOU Ahmedabad.	




Institute of Language Teaching

Ref :

Date :

(5) To decide the topics for academic workshops in the coming academic year.	
It was decided to conduct a workshop on Arts and Science of Case study, to have a workshop on teaching learning material.	Jyoti Tadvi was asked to conduct the workshop.
(6) Any item from the chair.	
There was demand from the trainee that after the visit of Vidhan Sabha the trainees wanted to know regarding the workings of Vidhan Sabha and cabinet ministers, it was decided to have a workshop on this topic.	Principal himself will arrange the session.


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



Institute of Language Teaching

Ref :

Date :

Dt. 01/07/2022

Action Taken Reports of In House Curriculum Planning Committee

Minutes	Action Taken
(1) Welcoming new members.	Noted
Principal welcomed the members of the committee.	
(2) Review of activities done in the last academic year.	Noted
The activities done last year were reviewed. It was noted that the institute successfully completed the JOSH 2023 program given to the institute by affiliating University IITE.	
(3) Taking a note of trainees going to the community for teaching.	Noted
The activities done by trainees last year were appreciated, the letter received from Samarpan Charitable Trust indicates that our trainees actively participated in the marriage program.	
(4) Review of Value Added and Add-on courses.	Dr. Nehal Shingala will co-ordinate and see that the new add-on / value added course may start from 2024.
Value added and add-on courses done by the last year students were reviewed and it was decided that next year additional add-on courses for "Utilizing Artificial Intelligence in Teaching Learning Process" may be added.	
(5) To decide the topics for academic workshops in the coming academic year.	Jyoti Tadvi was assigned to arrange the workshops.
Workshop on academic bank credit, National Education Policy 2020 and Art of Letter writing should be conducted.	




Institute of Language Teaching

Ref :

Date :

(6) Any item from the chair.	Noted
It is to note that our request to affiliating University regarding offering two methods at ILT was accepted by affiliating University and from this year trainees will be given Sanskrit as additional method with English.	


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