



Institute of Language Teaching

Ref :

Date :

The Institute of Language Teaching is dedicated to academic excellence and continual improvement, evident in a series of strategic initiatives meticulously recorded and tracked by the Academic Council, Internal Quality Assurance Cell (IQAC), and various committees. These initiatives, spanning academic and administrative realms, underscore the institution's commitment to high-quality education and institutional excellence.

AAA done by ILT and participation in GSIRF shows that the ILT is vigilant in achieving incremental growth. Though the PAR for faculties is not mandatory, ILT follows it. The IQAC and other committees had suggested Quality initiatives, and ILT did its best to fulfill the quality initiatives. More than 50 quality initiatives were identified and implemented. There are no specific rules for the code of conduct by affiliating universities, ILT prepared a code of conduct for all Teaching Administrative and Trainees.

The achievements of the trainees in the final. exams and the placement record of ILT prove that incremental achievements are achieved.

In 2018, pivotal steps were taken to enhance the educational experience. Feedback from students and Practice Teaching Schools provided valuable insights, guiding data-driven improvements. Transparent internal assessments were displayed, fostering accountability and openness. The introduction of value-added courses enriched the academic journey, while the engagement of full-time research scholars and support for faculty research underscored the institution's commitment to research.

The establishment of a language lab and the regular Vijaybhai Dholakia Brainstorming sessions showcased a commitment to diverse learning resources and innovative educational approaches. Workshops, sessions with religious leaders, and large-scale outreach programs contributed to holistic student development and community service.

In 2019, The Institute of Language Teaching focused on academic governance. The in-house curriculum committee and Academic Council were formed, emphasizing a commitment to refining academic offerings. The fully functional IQAC reflected a dedication to continuous improvement and quality standards. Professional development programs for staff and orientation for faculties ensured a skilled workforce. Non-traditional teaching methods, field visits, and projects enriched the educational experience, reflecting inclusivity.

The year 2020 witnessed a transformative shift with online assessments and participation in research surveys, showcasing adaptability to technological advancements. Regular internal and external academic audits became integral, aligning with accreditation standards. Participation in state-level ranking frameworks highlighted the institution's commitment to external audits.



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In 2021, a focus on infrastructure enhancement, NEP 2020 preparation, and successful placement drives exemplified the commitment to growth. The year 2022 showcased dedication to environmental sustainability through the installation of solar panels.

Reflecting on this transformative journey, The Institute of Language Teaching documented initiatives through feedback mechanisms and regular meetings. Insights gained from feedback, whether from students, employees, or alumni, were analyzed rigorously, leading to targeted actions and continuous improvement.

In conclusion, The Institute of Language Teaching's commitment to quality assurance is evident in a range of initiatives. These efforts, supported by feedback mechanisms and regular meetings, showcase dedication to providing an enriching educational experience and maintaining high standards of academic and administrative excellence.



Institute of Language Teaching









Date :

IQAC Meeting Notice

Date: 20/12/2019

It is put to the notice of the members of IQAC to attend the IQAC meeting on 26/12/2019 at 12:40 PM , Venue - ILT B.ED COLLEGE. The Following Members are supposed to attend the meeting :

- | | | | |
|-----|-------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------|
| (1) | Dr. Nidatt Barot | Principal |  |
| (2) | Dr. Jiten Udhas | Visiting Faculty |  |
| (3) | Dr. Mohit Goswami | Visiting Faculty |  |
| (4) | Keyur Dodiya | Principal of Practice Teaching School | |
| (5) | Kishan Bhatt | Student Representative |  |
| (6) | Dr. Ketan Gohel | Assistant Professor, Maitri Vidyapith,
Surendranagar |  |
| (7) | Haresh Raval | Alumni |  |

IQAC Meeting Agenda

Welcome and Opening Remarks

- Welcome and introduction of attendees
- Overview of the meeting agenda

Academic Affairs

- a. Curriculum Review
 - Updates on curriculum development or modification
 - Feedback on existing courses from faculty and students
- b. Teaching-Learning Practices
 - Innovative teaching methods and best practices
 - Faculty development initiatives
- c. Examination and Evaluation



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Ref :

Date :

- Examination system review
- Evaluation process and feedback

Administrative Matters

- a. Infrastructure and Facilities
 - Maintenance and improvements
 - Feedback from students and faculty
- b. Library and Information Resources
 - Library services and resources
 - Digital resources and accessibility
- c. Student Support Services
 - Counseling services
 - Grievance redressal mechanisms

Quality Initiatives and Best Practices

- Sharing and discussion of quality improvement initiatives
- Identification of best practices for replication

Accreditation and Affiliation

- Updates on accreditation status
- Actions needed for compliance

Feedback and Suggestions

- Collection of feedback from attendees
- Suggestions for improvement

Future Plans and Goals

- Setting goals and targets for the upcoming months
- Strategic planning for continuous improvement

Any Other Business

- Open floor for additional topics or concerns

Closing Remarks

- Summary of key points discussed
- Appreciation for participation and contributions

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



Institute of Language Teaching

Ref :

Date :



IQAC Meeting Minutes

Date: 26/12/2019

Time: 12:40 PM

Venue: ILT BED COLLEGE

Present:

- | | | | |
|-----|-------------------|---------------------------------------------------------|--|
| (1) | Dr. Nidatt Barot | Principal | |
| (2) | Dr. Jiten Udhas | Visiting Faculty | |
| (3) | Dr. Mohit Goswami | Visiting Faculty | |
| (4) | Keyur Dodiya | Principal of Practice Teaching School | |
| (5) | Kishan Bhatt | Student Representative | |
| (6) | Dr. Ketan Gohel | Assistant Professor, Maitri Vidyapith,
Surendranagar | |
| (7) | Haresh Raval | Alumni | |

Agenda: Welcome and Opening Remarks

- The principal welcomed and introduced the members. The principal presented activities done by ILT in the previous year. An Academic and Administrative audit report was put before the committee. The members gave their inputs on Academic and Administrative audit reports.

Agenda: Academic Affairs

a. Curriculum Review

- The minutes of the Curriculum Planning Committee were approved. During the discussion, there were suggestions which were noted by the Coordinator.



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Date :

- Value-added courses and add-on courses provided by ILT were discussed. There were suggestions from the members of the committee which were noted by the coordinator.
- The timetable facilities provided to the trainees for elective, add, and value-added courses were noted. The efforts of the academic council in preparing the PLO and CLO for these courses were noted. The admission prospectus was shared and additional suggestions were given to the coordinator

b. Teaching-Learning Practices

- Performance appraisal reports of the faculties were put before the committee. The committee gave additional inputs to the faculties, which the Coordinator noted.
- Faculties were insisted on to develop the Google Classroom and if possible mobile-based teaching-learning process.

c. Examination and Evaluation

- The Examination committee report was discussed. The results of the trainees were reviewed. IQAC took positive notes that the internal marks are shared with trainees and then uploaded to the university portal

Agenda: Administrative Matters

a. Infrastructure and Facilities

- The additional infrastructure provided was noted.

b. Library and Information Resources

- The alumni paid subscriptions to Journals. The Gesture of the alumnus was appreciated

c. Student Support Services

- The minutes of the Youth welfare committee were reviewed. The efforts of trainees were appreciated. Their sports, cultural, outreach, and community engagement activities were appreciated.



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Agenda: Quality Initiatives and Best Practices

- The adoption of Playhouse at Rashtriya Shala was discussed. The IQAC noted the efforts made by ILT to reach the deprived.

Agenda: Accreditation and Affiliation

- ILT's effort in going for Academic and administrative audit was appreciated.

Agenda: Feedback and Suggestions

- The feedback received from various stakeholders was reviewed.

Agenda: Future Plans and Goals

It was suggested by the members to add Quality initiatives under

1. Feedback from Students
2. Feedback from Practice Teaching Schools
3. Internal assessment put on notice board
4. Value-added and add-on courses are conducted
5. Full-time research scholars are doing research at college
6. Staff given support for research and publications
7. Duty leaves are granted to faculties for research activities
8. Language lab though not part of the curriculum is established
9. Vijaybhai Dholakia Brainstorming sessions are regular practice promoting trainees with new avenues in the field of Education
10. Workshops for several issues are organized
11. Sessions of Religious leaders are organized regularly
12. A large number of outreach programs are conducted for the community
13. Being associated with an NGO for community activities.
14. OBC Cell
15. Minority Cell
16. Internal Complaint Committee



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17. Anti Ragging Cell
18. Research Cell
19. Grievance Cell
20. Internship Planning
21. Collaboration with Practice Teaching School

IQAC suggested that below following quality initiatives should be taken into mind for

- Teaching activities for the deprived students may be strengthened for additional community service.
- Online tests and assessments need to be increased.

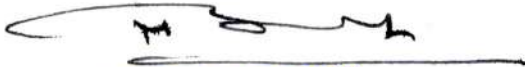
Agenda: Any Other Business

- Programs were suggested for the Electoral Literacy club that trainees can go to practice teaching school for elective awareness
- Committee congratulated three students (1)Gajjar Kezy (2)Chavda Prerna (3) Bhatt Kishan for their achievements
- IQAC took note of the trainees for their attendance and success achieved in the psychology fair at the Department of Psychology of Saurashtra University.

Agenda: Closing Remarks

- The Principal assured the committee that the positive suggestion of IQAC will help to enhance the quality of education at ILT and will further able to have the more community-oriented program
- Appreciation for participation and contributions



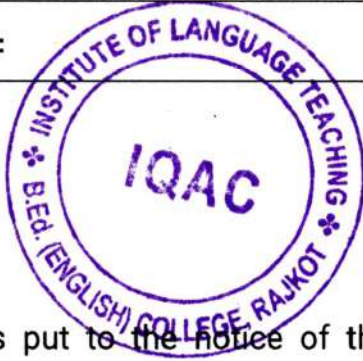

Dr. NIDATT P. BAROT
PRINCIPAL, 20/12
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :



IQAC Meeting Notice

Date: 20/12/2020

It is put to the notice of the members of IQAC to attend the IQAC meeting on 28/12/2020 at 1:00 PM , Venue - ILT B.ED COLLEGE. The Following Members are supposed to attend the meeting :

- | | | | |
|-----|--------------------|---------------------------------------|--|
| (1) | Dr. Nidatt Barot | Principal | |
| (2) | Dr. Nehal Shingala | Assistant Professor | |
| (3) | Dr. Mohit Goswami | Assistant Professor | |
| (4) | Keyur Dodiya | Principal of Practice Teaching School | |
| (5) | Divya Sharma | Student Representative | |
| (6) | Lakshita Thakur | Alumni | |

IQAC Meeting Agenda

Welcome and Opening Remarks

- Welcome and introduction of attendees
- Overview of the meeting agenda

Confirmation of Previous Meeting Minutes

- Review and approval of minutes from the 26/12/2019 meeting
- Action items update

Report on Action Items from Previous Meeting

- Status update on action items assigned in the last meeting
- Discussion on any challenges or achievements



Institute of Language Teaching

Ref :

Date :

Academic Affairs

a. Curriculum Review

- Updates on curriculum development or modification
- Feedback on existing courses from faculty and students

b. Teaching-Learning Practices

- Innovative teaching methods and best practices
- Faculty development initiatives

c. Examination and Evaluation

- Examination system review
- Evaluation process and feedback

Administrative Matters

a. Infrastructure and Facilities

- Maintenance and improvements
- Feedback from students and faculty

b. Library and Information Resources

- Library services and resources
- Digital resources and accessibility

c. Student Support Services

- Counseling services
- Grievance redressal mechanisms

Quality Initiatives and Best Practices

- Sharing and discussion of quality improvement initiatives
- Identification of best practices for replication

Accreditation and Affiliation

- Updates on accreditation status
- Actions needed for compliance

Feedback and Suggestions

- Collection of feedback from attendees
- Suggestions for improvement



Institute of Language Teaching

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Date :

Future Plans and Goals

- Setting goals and targets for the upcoming months
- Strategic planning for continuous improvement

Any Other Business

- Open floor for additional topics or concerns

Closing Remarks

- Summary of key points discussed
- Appreciation for participation and contributions



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



Institute of Language Teaching

Ref :

Date :



IQAC Meeting Minutes

Date: 28/12/2020

Time: 1:00 PM

Venue: ILT BED COLLEGE

Present:

(1)	Dr. Nidatt Barot	Principal	
(2)	Dr. Nehal Shingala	Assistant Professor	
(3)	Dr. Mohit Goswami	Assistant Professor	
(4)	Keyur Dodiya	Principal of Practice Teaching School	
(5)	Divya Sharma	Student Representative	
(6)	Lakshita Thakur	Alumni	

Agenda: Welcome and Opening Remarks

- The principal welcomed and introduced the members. The principal presented activities done by ILT in the previous year. An Academic and Administrative audit report was put before the committee. The members gave their inputs on Academic and Administrative audit reports.

Agenda: Confirmation of Previous Meeting Minutes

- Minutes from the 26/12/2019 meeting were approved. The principal reported the activity done as per the suggestion of the last meeting.

Agenda: Report on Action Items from Previous Meeting

- As suggested went to Deprived students in the project of Wisdom on wheels



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- The committee noted the ICT initiative taken by ILT faculties including achieving G-SUITE certificate, YouTube channel by the Principal and e-content developed by Faculty and trainees from three of the faculties were facilitated by Saurashtra University.

Agenda: Academic Affairs

a. Curriculum Review

- The minutes of the Curriculum Planning Committee were approved. During the discussion, there were suggestions which were noted by the Coordinator.
- Value-added courses and add-on courses provided by ILT were discussed. Details of the Additional courses were given by the coordinators. Annual Planning for curricular activities was reviewed and approved.
- The timetable facilities provided to the trainees for elective, add, and value-added courses were noted. The efforts of the academic council in preparing the PLO and CLO for these courses were noted.

b. Teaching-Learning Practices

- The use of ICT during the pandemic was remarkable and students gave positive feedback for all the online activities conducted by ILT.
- Performance appraisal reports of the faculties were put before the committee. The committee gave additional inputs to the faculties, which the Coordinator noted.

c. Examination and Evaluation

- The Examination committee report was discussed. The results of the trainees were reviewed.
- Faculties were initiated to show the checked answer copies of preliminary exams to the trainees.
- (1) Rathod Khushbu (2) Dave Yukta (3) Bloch Shabana were congratulated on for their ranks



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Agenda: Administrative Matters

a. Infrastructure and Facilities

- The additional infrastructure provided was noted.

b. Library and Information Resources

- The alumni paid subscriptions to Journals. The Gesture of the alumnus was appreciated

c. Student Support Services

- IQAC noted that a capacity-building program for facing interviews was done on demand by the trainees.
- The minutes of the Youth welfare committee were reviewed. The efforts of trainees were appreciated. Their sports, cultural, outreach, and community engagement activities were appreciated.

Agenda: Quality Initiatives and Best Practices

- Program The Wisdom on wheels initiative by the state government was successfully
- The adoption of Playhouse at Rashtriya Shala was discussed. The IQAC noted the efforts made by ILT to reach the deprived.

Agenda: Accreditation and Affiliation

- ILT's effort in going for Academic and administrative audit was appreciated.

Agenda: Feedback and Suggestions

The feedback received from various stakeholders was reviewed.

Agenda: Future Plans and Goals

Quality initiatives have taken following since the last meeting.

1. Professional Development Program for Teaching
2. Professional Development Program for Administrative Staff



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3. Orientation program for faculties
4. Feedback from employees (management of Practice teaching schools)
5. Many methods other than traditional methods of teaching are practiced
6. Field visits are conducted
7. Trainees are given in-house and field visit projects
8. Trainees are given internship-practical activities and are monitored with technology
9. Audit reports are submitted to the State Government and the Charity Commissioner's office
10. Teaching deprived students
11. Teaching regularly at Rashtriya Shala Playhouse
12. Smartboard teaching learning
13. Green Initiative - Rain Water Harvesting
14. SC - ST Committee
15. Electoral Literacy Club

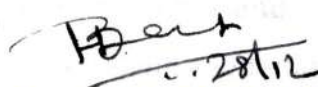
It was suggested by the members to add Quality initiatives under

- To arrange the academic tour
- To involve trainees in a research survey
- To participate in the state ranking framework

Agenda: Closing Remarks

- The meeting ended with a vote of thanks by the coordinators and had lunch together
- Appreciation for participation and contributions



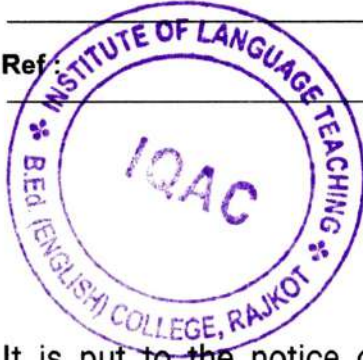

Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref:

Date :



IQAC Meeting Notice

Date: 18/12/2021

It is put to the notice of the members of IQAC to attend the IQAC meeting on 26/12/2021 at 2:00 PM, Venue - ILT B.ED COLLEGE. The Following Members are supposed to attend the meeting :

- | | | | |
|-----|--------------------|-------------------------------------------------|--|
| (1) | Dr. Nidatt Barot | Principal | |
| (2) | Dr. Nehal Shingala | Assistant Professor | |
| (3) | Dr. Jiten Udhas | Assistant Professor | |
| (4) | Keyur Dodiya | Principal of Practice Teaching School | |
| (5) | Raj Khalpada | Student Representative | |
| (6) | Dr. Nisha Raninga | Assistant Professor J J K B.Ed. College, Rajkot | |
| (7) | Lakshita Thakur | Alumni | |

IQAC Meeting Agenda

Welcome and Opening Remarks

- Welcome and introduction of attendees
- Overview of the meeting agenda

Confirmation of Previous Meeting Minutes

- Review and approval of minutes from the 28/12/2020 meeting
- Action items update

Report on Action Items from Previous Meeting

- Status update on action items assigned in the last meeting
- Discussion on any challenges or achievements



Institute of Language Teaching

Ref :

Date :

Academic Affairs

- a. Curriculum Review
 - Updates on curriculum development or modification
 - Feedback on existing courses from faculty and students
- b. Teaching-Learning Practices
 - Innovative teaching methods and best practices
 - Faculty development initiatives
- c. Examination and Evaluation
 - Examination system review
 - Evaluation process and feedback

Administrative Matters

- a. Infrastructure and Facilities
 - Maintenance and improvements
 - Feedback from students and faculty
- b. Library and Information Resources
 - Library services and resources
 - Digital resources and accessibility
- c. Student Support Services
 - Counseling services
 - Grievance redressal mechanisms

Quality Initiatives and Best Practices

- Sharing and discussion of quality improvement initiatives
- Identification of best practices for replication

Accreditation and Affiliation

- Updates on accreditation status
- Actions needed for compliance

Feedback and Suggestions

- Collection of feedback from attendees



Institute of Language Teaching

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Date :

- Suggestions for improvement

Future Plans and Goals

- Setting goals and targets for the upcoming months
- Strategic planning for continuous improvement


Any Other Business

- Open floor for additional topics or concerns

Closing Remarks

- Summary of key points discussed
- Appreciation for participation and contributions




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



Institute of Language Teaching

Ref :

Date :








IQAC Meeting Minutes

Date: 26/12/2021

Time: 2:00 PM

Venue: ILT BED COLLEGE

Present:

- | | | | |
|-----|--------------------|-------------------------------------------------|---------------------------------------------------------------------------------------|
| (1) | Dr. Nidatt Barot | Principal |  |
| (2) | Dr. Nehal Shingala | Assistant Professor | |
| (3) | Dr. Jiten Udhas | Assistant Professor |  |
| (4) | Keyur Dodiya | Principal of Practice Teaching School | |
| (5) | Raj Khalpada | Student Representative |  |
| (6) | Dr. Nisha Raninga | Assistant Professor J J K B.Ed. College, Rajkot |  |
| (7) | Lakshita Thakur | Alumni |  |

Agenda: Welcome and Opening Remarks

- The principal welcomed and introduced the members. coordinator presented activities done by ILT in the previous year. An Academic and Administrative audit report was put before the committee. The members gave their inputs on Academic and Administrative audit reports.

Agenda: Confirmation of Previous Meeting Minutes

- Minutes from the 28/12/2020 meeting were reviewed and approved.

Agenda: Report on Action Items from Previous Meeting

- Suggestions given in the last meeting were incorporated into academic and administrative affairs and details were given by coordinators



Institute of Language Teaching

Ref :

Date :

Agenda: Academic Affairs

a. Curriculum Review

- The minutes of the Curriculum Planning Committee were approved. During the discussion, there were suggestions which were noted by the Coordinator.
- Value-added courses and add-on courses provided by ILT were discussed.
- Also, the IQAC suggested that written papers on the languages should not be compulsory. It should be viva-based.
- The timetable facilities provided to the trainees for elective, add, and value-added courses were noted. The efforts of the academic council in preparing the PLO and CLO for these courses were noted.

b. Teaching-Learning Practices

- IQAC appreciated the learning management system adopted by ILT, It also noted that all the faculties and trainees use ICT for the Teaching learning process.
- Performance appraisal reports of the faculties were put before the committee. The committee gave additional inputs to the faculties, which the Coordinator noted.

c. Examination and Evaluation

- The Examination committee report was discussed. The results of the trainees were reviewed.
- (1) Sonpal Riddhi (2) Bhatt Rutvi (3) Joshi Siddharth were appreciated on their ranking result.

Agenda: Administrative Matters

a. Infrastructure and Facilities

- The additional infrastructure provided was noted.

b. Library and Information Resources

- The alumni paid subscriptions to Journals. The Gesture of the alumnus was appreciated



Institute of Language Teaching

Ref :

Date :

c. Student Support Services

- The minutes of the Youth welfare committee were reviewed. The efforts of trainees were appreciated. Their sports, cultural, outreach, and community engagement activities were appreciated.

Agenda: Quality Initiatives and Best Practices

- The adoption of Playhouse at Rashtriya Shala was discussed. The IQAC noted the efforts made by ILT to reach the deprived.

IQAC noted that the below Quality Initiatives:

1. Online tests are conducted
2. Trainees take part in research surveys conducted by the Department of Psychology at Saurashtra University
3. Facilities for preparing e-content are made available
4. Conduct periodic internal and external academic audits to evaluate the effectiveness of educational processes, ensuring alignment with accreditation standards.
5. Institute participates in Ranking framework at the state level for external audits
6. Online feedback from alumni is available
7. Feedbacks are analyzed and accordingly, actions are taken.
8. Google Class Rooms Updation
9. Mobile based learning
10. Fire Safety
11. Admission Committee Formation

Agenda : Accreditation and Affiliation

- ILT's effort in going for Academic and administrative audit was appreciated.



Institute of Language Teaching

Ref :

Date :

Agenda: Feedback and Suggestions

- The feedback received from various stakeholders was reviewed.

Agenda: Future Plans and Goals

- It was suggested by the members to add Quality initiatives under
- More efforts were suggested to the run placement drive successively


Agenda: Any Other Business

- IQAC noted the report of Jiten Udhas regarding the efforts done by ILT faculties in the admission process. He gives the details of collecting the data, conducting the mock test, and counseling for trainees not only for ILT students but other college students too

Agenda: Closing Remarks

- The meeting ended with votes of thanks from the coordinator.
- Appreciation for participation and contributions




28/12/21

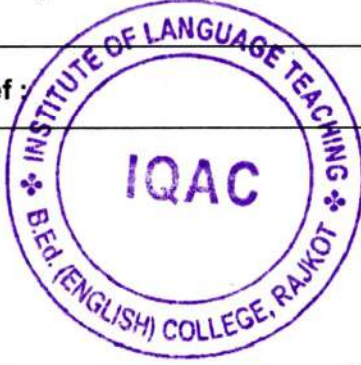
Dr. NIDATT P. BAROT
PRINCIPAL,
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



Institute of Language Teaching

Ref :

Date :



IQAC Meeting Notice

Date: 15/12/2022

It is put to the notice of the members of IQAC to attend the IQAC meeting on 21/12/2022 at 1:30 PM, Venue - ILT B.ED COLLEGE. The Following Members are supposed to attend the meeting :

- | | | | |
|-----|-------------------|---------------------------------------|--|
| (1) | Dr. Nidatt Barot | Principal | |
| (2) | Jyoti Tadvi | Assistant Professor | |
| (3) | Dr. Chirag Darji | Assistant Professor | |
| (4) | Swati Joshi | Principal of Practice Teaching School | |
| (5) | Suhani Sorathiya | Student Representative | |
| (6) | Dr. Bharti Rathod | Principal, T. N. Rao College, Rajkot | |
| (7) | Shraddha Kaila | Alumni | |

IQAC Meeting Agenda

Welcome and Opening Remarks

- Welcome and introduction of attendees
- Overview of the meeting agenda

Confirmation of Previous Meeting Minutes

- Review and approval of minutes from the 26/12/2021 meeting
- Action items update

Report on Action Items from Previous Meeting

- Status update on action items assigned in the last meeting
- Discussion on any challenges or achievements



Institute of Language Teaching

Ref :

Date :

Academic Affairs

- a. Curriculum Review
 - Updates on curriculum development or modification
 - Feedback on existing courses from faculty and students
- b. Teaching-Learning Practices
 - Innovative teaching methods and best practices
 - Faculty development initiatives
- c. Examination and Evaluation
 - Examination system review
 - Evaluation process and feedback

Administrative Matters

- a. Infrastructure and Facilities
 - Maintenance and improvements
 - Feedback from students and faculty
- b. Library and Information Resources
 - Library services and resources
 - Digital resources and accessibility
- c. Student Support Services
 - Counseling services
 - Grievance redressal mechanisms

Quality Initiatives and Best Practices

- Sharing and discussion of quality improvement initiatives
- Identification of best practices for replication

Accreditation and Affiliation

- Updates on accreditation status
- Actions needed for compliance

Feedback and Suggestions

- Collection of feedback from attendees
- Suggestions for improvement



Institute of Language Teaching

Ref :

Date :

Future Plans and Goals

- Setting goals and targets for the upcoming months
- Strategic planning for continuous improvement

Any Other Business

- Open floor for additional topics or concerns

Closing Remarks

- Summary of key points discussed
- Appreciation for participation and contributions



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



Institute of Language Teaching

Ref :

Date :



IQAC Meeting Minutes

Date: 21/12/2022

Time: 1:30 PM

Venue: ILT BED COLLEGE

Present:

- | | | | |
|-----|-------------------|---------------------------------------|--|
| (1) | Dr. Nidatt Barot | Principal | |
| (2) | Jyoti Tadvi | Assistant Professor | |
| (3) | Dr. Chirag Darji | Assistant Professor | |
| (4) | Swati Joshi | Principal of Practice Teaching School | |
| (5) | Suhani Sorathiya | Student Representative | |
| (6) | Dr. Bharti Rathod | Principal, T. N. Rao College, Rajkot | |
| (7) | Shraddha Kaila | Alumni | |

Agenda : Welcome and Opening Remarks

- Principal welcomed and introduced the members. Principal presented activities done by ILT in the previous year. An Academic and Administrative audit report was put before the committee. The members gave their inputs on Academic and Administrative audit reports.

Agenda : Confirmation of Previous Meeting Minutes

- Minutes from the 26/12/2021 meeting were reviewed and approved.

Agenda : Report on Action Items from Previous Meeting

- Status update on action items assigned in the last meeting
- Discussion on any challenges or achievements



Institute of Language Teaching

Ref :

Date :

Agenda : Academic Affairs

a. Curriculum Review

- Minutes of the Curriculum planning committee was approved. During discussion there were suggestions which were noted by the Coordinator.
- Value added courses and add on courses provided by ILT were discussed. There were suggestions from the members of the committee which were noted by the coordinator.
- The timetable facilities provided to the trainees for elective, add on and value added courses was noted. The efforts of the academic council in preparing the PLO and CLO for these courses were noted.

b. Teaching-Learning Practices

- Performance appraisal reports of the faculties were put before the committee. The committee gave additional inputs for the faculties, which were noted by the Coordinator.

c. Examination and Evaluation

- The Examination committee report was discussed. Results of the trainees were reviewed.

Agenda : Administrative Matters

a. Infrastructure and Facilities

- Additional infrastructure provided was noted.

b. Library and Information Resources

- The alumni paid subscriptions of Journals. The Gesture of alumnus was appreciated

c. Student Support Services

- Minutes of the Youth welfare committee were reviewed. The efforts of trainees was appreciated. The sports, cultural, outreach and community engagement activities done by them was appreciated.



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Agenda : Quality Initiatives and Best Practices

- The adoption of Playhouse at Rashtriya Shala was discussed. The IQAC noted the efforts made by ILT to reach the deprived.

Agenda : Accreditation and Affiliation

- ILTs effort for going for Academic and administrative audit was appreciated.

Agenda : Feedback and Suggestions

- The feedback received from various stakeholders were reviewed.

Agenda : Future Plans and Goals


It was suggested by the members to add Quality initiatives as under

- The suggestion was to engage B.Ed. trainees in research oriented projects.
- The students from the alumni group are involved in training the core strength of the current batch.
- To develop more technological skills of B.Ed. trainees aligned with the syllabus of Affiliating University.
- To develop more reflective reading practices for B.Ed. trainees from library resources on research journals.

Agenda : Closing Remarks

- Appreciation for participation and contributions




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