



SHRI SAURASHTRA HIGH SCHOOL TRUST

Kalavad Road, RAJKOT - 360 001.

Ref. No. _____

Date: _____

College Management Committee Objectives

1. **Regulatory Compliance:** Ensure that the Institute of Language Teaching (ILT) BEd college adheres to the norms and regulations set by the National Council for Teacher Education (NCTE) and the Affiliating University.
2. **University Standards:** Ensure strict adherence to the statutes and ordinances of the Affiliating University, fostering an academic environment that meets the university's standards.
3. **IQAC Oversight:** Monitor and evaluate the activities conducted by the Internal Quality Assurance Cell (IQAC) of ILT, ensuring continuous improvement in the quality of education and institutional processes. Will be proactive to achieve highest quality education for ILT trainees.
4. **Committee Supervision:** Oversee the functioning of various committees, including Youth Welfare, Academic Council, In-house Curriculum Planning Committee, SC, ST, OBC, Minority, and Internal Complaints Committee, ensuring their effective contribution to the college's goals.
5. **Academic and Administrative Audit:** Review reports from external agencies on academic and administrative audits of ILT, identifying areas for improvement and implementing necessary changes.
6. **Intermediary Role:** Act as an intermediary between ILT and Shree Saurashtra High School Trust, facilitating effective communication and collaboration for the overall development of the college.
7. **Financial Stewardship:** Exercise prudent financial management, allocating resources effectively to support the college's educational objectives while maintaining financial sustainability.
8. **Stakeholder Engagement:** Foster positive relationships with stakeholders, including students, faculty, parents, and the community, to enhance support and collaboration for ILT.



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9. Strategic Planning: Develop and implement long-term strategic plans for ILT in alignment with the educational goals and mission of Shree Saurashtra High School Trust.
10. Diversity and Inclusion: Promote diversity and inclusivity within ILT, ensuring that all members of the college community feel valued and respected.

Dr. Bhadrayu Vachharajani
President





SHRI SAURASHTRA HIGH SCHOOL TRUST

Kalavad Road, RAJKOT - 360 001.

Ref. No. _____

Date: _____

18/06/2018

CMC Meeting Notice

It is to put the notice of all trustees that the College Management Committee meeting will be held on 25/06/2018 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|------------------------|-----------|
| (1) | Dr. Ilaben Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal |
| (3) | Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

Agenda for CMC Meeting:

1. **Opening Remarks:**
 - Welcome and introduction of attendees.
 - Brief overview of the meeting objectives.
2. **Regulatory Compliance:**
 - Presentation and discussion on ILT's adherence to NCTE and Affiliating University regulations.
 - Action items for addressing any compliance gaps.
3. **University Standards:**
 - Review of ILT's alignment with Affiliating University statutes and ordinances.
 - Strategies for maintaining and enhancing academic standards.
4. **Committee Formation:**
5. **Intermediary Role:**
 - Discussion on communication and collaboration between ILT and Shree Saurashtra High School Trust.
6. **Stakeholder Engagement:**
7. **Closing Remarks:**



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Kalavad Road, RAJKOT - 360 001.

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Date: _____

25/6/2018

The following members were present in CMC.

- | | | | |
|-----|------------------------|-----------|----------------------|
| (1) | Dr. Ilaben Vachhrajani | President | ડૉ. ઇલાબ વાચ્છરાજાણી |
| (2) | Dr. Nidatt Barot | Principal | ડૉ. નિદત્ત બારોટ |
| (3) | Hardevsinh Jadeja | Trustee | હારદેવસિંહ જાડેજા |
| (4) | Mukesh Doshi | Trustee | મુકેશ ડોશી |

Minutes of CMC Meeting

1. Opening Remarks:

- Principal, welcomed the President of the trust and other trustees being the member of the Committee.

2. Regulatory Compliance:

- CMC noted and discussed that as this is the first year of B.Ed college at Rajkot we need to take care that the Norms and regulation of NCTE are observed and followed.

3. University Standards:

- CMC discussed how the University standards and norms may be followed.

4. Committee Formation:

- CMC asked the Principal to see that the committees required to be formed as per the directions of UGC and State Government be formed.

5. Intermediary Role:

- CMC will work as intermediate between ILT and Trust. The CMC will report to the trust regarding functioning of ILT.



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6. Stakeholder Engagement:

- CMC asked Pricipal to involve stake holders like trainees, alumnus, practice teaching schools, experts etc in functioning of ILT.

7. Closing Remarks:

- The meeting was ended with vote of thanks.





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Date: _____

01/07/2019

CMC Meeting Notice

It is to put the notice of all trustees that the College Management Committee meeting will be held on 07/06/2019 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|------------------------|---|
| (1) | Dr. Ilaben Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal  |
| (3) | Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

Agenda for CMC Meeting:

1. **Opening Remarks:**
 - Welcome and introduction of attendees.
 - Brief overview of the meeting objectives.
2. **Regulatory Compliance:**
 - Presentation and discussion on ILT's adherence to NCTE and Affiliating University regulations.
 - Action items for addressing any compliance gaps.
3. **University Standards:**
 - Review of ILT's alignment with Affiliating University statutes and ordinances.
 - Strategies for maintaining and enhancing academic standards.
4. **Committee Supervision:**
 - Updates on the functioning of various committees.
 - Feedback and recommendations for improvement.



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5. Academic and Administrative Audit:

- Presentation of external audit reports.
- Identification of areas for improvement and action plans.

6. Intermediary Role:

- Discussion on communication and collaboration between ILT and Shree Saurashtra High School Trust.
- Proposals for enhancing the collaboration for development.

7. Stakeholder Engagement:

- Overview of current stakeholder relationships.
- Strategies for enhancing engagement and support.

8. Strategic Planning:

- Presentation of proposed long-term strategic plans.
- Feedback and approval process.

9. Closing Remarks:

- Summary of key points discussed.
- Next steps and future meeting schedule.





SHRI SAURASHTRA HIGH SCHOOL TRUST


Kalavad Road, RAJKOT - 360 001.

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Date _____

7/6/2019

The following members were present in CMC.

- | | | | |
|-----|------------------------|-----------|--|
| (1) | Dr. Ilaben Vachhrajani | President | ઇલાબેન વાચ્છરાજાણી |
| (2) | Dr. Nidatt Barot | Principal |  |
| (3) | Hardevsinh Jadeja | Trustee | જાડેજા. |
| (4) | Mukesh Doshi | Trustee | મુકેશ. વા. ડોશી |

Minutes of CMC Meeting

1. Opening Remarks:

- Principal welcomed the members of CMC

2. Regulatory Compliance:

- CMC noted that the regulatory compliance is followed by ILT

3. University Standards:

- ILT follows the Univeristy standards for teaching learning.

4. Committee Supervision:

- The minutes of Anti Ragging 2/7/18, Minority Cell 9/7/18, OBC cell 16/7/18, Internal Complaints Committee 3/10/2018 were noted.

5. Academic and Administrative Audit:

- CMC asked Principal to conduct AAA of ILT in coming years.

6. Intermediary Role:

- CMC decided that President of the Trust will inform about the activities done at ILT to the trust. This includes the MOU done by ILT and Activites with Rashtriyashala.



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CMC also noted the Add on course started with collaboration with Rashtriyashala and other agencies.

7. Stakeholder Engagement:

- CMC noted the engagement of stakeholders in functioning of ILT

8. Strategic Planning:

- Feedback received from stake holders were discussed and accordingly principal was asked to make planning for coming academic year.

9. Closing Remarks:

- Before the meeting ended trustee Shri Hardevsinh Jadeja presented the report of Code of Conduct followed by trainees, teaching and non-teaching staff. After that the meeting ended with high tea and vote of thanks.



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Kalavad Road, RAJKOT - 360 001.



Ref. No. _____

Date: _____

01/06/2020

CMC Meeting Notice

It is to put the notice of all trustees that the College Management Committee meeting will be held on 05/06/2020 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|--------------------------|-----------|
| (1) | Dr. Bhadrayu Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal |
| (3) | Dr. Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

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Agenda for CMC Meeting:

1. Opening Remarks:

- Welcome and introduction of attendees.
- Brief overview of the meeting objectives.

2. Regulatory Compliance:

- Presentation and discussion on ILT's adherence to NCTE and Affiliating University regulations.
- Action items for addressing any compliance gaps.

3. University Standards:

- Review of ILT's alignment with Affiliating University statutes and ordinances.
- Strategies for maintaining and enhancing academic standards.

4. IQAC Oversight:

- Report on IQAC activities and achievements.
- Discussion on continuous improvement initiatives.



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Date: _____

5. **Committee Supervision:**
 - Updates on the functioning of various committees.
 - Feedback and recommendations for improvement.

6. **Academic and Administrative Audit:**
 - Presentation of external audit reports.
 - Identification of areas for improvement and action plans.

7. **Intermediary Role:**
 - Discussion on communication and collaboration between ILT and Shree Saurashtra High School Trust.
 - Proposals for enhancing the collaboration for development.

8. **Stakeholder Engagement:**
 - Overview of current stakeholder relationships.
 - Strategies for enhancing engagement and support.

9. **Strategic Planning:**
 - Presentation of proposed long-term strategic plans.
 - Feedback and approval process.

10. **Closing Remarks:**
 - Summary of key points discussed.
 - Next steps and future meeting schedule.





SHRI SAURASHTRA HIGH SCHOOL TRUST

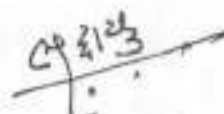
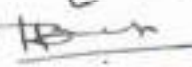

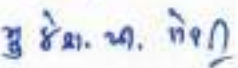
Kalavad Road, RAJKOT - 360 001.

Ref. No. _____

Date: _____

5/06/2020

The following members were present in CMC

- | | | | |
|-----|-------------------------|-----------|--|
| (1) | Dr. Bhadrayu Vachrajani | President |  |
| (2) | Dr. Nidatt Barot | Principal |  |
| (3) | Dr. Hardevsinh Jadeja | Trustee |  |
| (4) | Mukesh Doshi | Trustee |  |

Minutes of CMC Meeting

1. Opening Remarks:

- Principal welcomed the members of the CMC.

2. Regulatory Compliance:

- CMC noted the transfer of affiliation from Saurashtra University to IITE University as decided by the State Government.

3. University Standards:

- CMC asked the Principal to make faculties aware about the new University IITE.

4. IQAC Oversight:

- The report of IQAC 26/12/2019 was discussed.

5. Committee Supervision:

- The minutes of In house curriculum planning committee 26/6/2019, Youth welfare committee 2/7/2019, Anti Ragging committee 11/7/2019, OBC Cell 19/7/2019, Meeting for Grievance Cell 4/9/2019, Internal Complaints Committee 4/10/2019, Research Committee meeting 16/10/2019, Academic Council meeting 15/12/19, First IQAC meeting 26/12/2019, Admission committee 21/5/20, In house committee curriculum planning meeting 18/6/2020 minutes were reviewed.



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6. Academic and Administrative Audit:

- CMC decided to conduct in house AAA and to participate in GSIRF.

7. Intermediary Role:

- CMC asked principal to make presentation before the trust members indicating the activities of the committees.

8. Stakeholder Engagement:

- The involvement of Stake holders in different committees was appreciated.

9. Strategic Planning:

- The acadmic plan presented by principal was reviewed.

10. Closing Remarks:

- Before the meeting ended trustee Shri Hardevsinh Jadeja presented the report of Code of Conduct followed by trainees, teaching and non-teaching staff. After that the meeting ended with high tea and vote of thanks.



SHRI SAURASHTRA HIGH SCHOOL TRUST

Kalavad Road, RAJKOT - 360 001.

Date: _____

05/06/2021

CMC Meeting Notice

It is to put the notice of all trustees that the College Management Committee meeting will be held on 11/06/2021 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|--------------------------|---|
| (1) | Dr. Bhadrayu Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal  |
| (3) | Dr. Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

Agenda for CMC Meeting:

1. Opening Remarks:

- Welcome and introduction of attendees.
- Brief overview of the meeting objectives.

2. Regulatory Compliance:

- Presentation and discussion on ILT's adherence to NCTE and Affiliating University regulations.
- Action items for addressing any compliance gaps.

4. IQAC Oversight:

- Report on IQAC activities and achievements.
- Discussion on continuous improvement initiatives.

5. Committee Supervision:

- Updates on the functioning of various committees.
- Feedback and recommendations for improvement.



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6. Intermediary Role:

- Discussion on communication and collaboration between ILT and Shree Saurashtra High School Trust.
- Proposals for enhancing the collaboration for development.

7. Stakeholder Engagement:

- Overview of current stakeholder relationships.
- Strategies for enhancing engagement and support.

8. Strategic Planning:

- Presentation of proposed long-term strategic plans.
- Feedback and approval process.

9. Diversity and Inclusion:

- Review of current initiatives promoting diversity and inclusion.
- Suggestions for further improvements.

10. Closing Remarks:

- Summary of key points discussed.
- Next steps and future meeting schedule.





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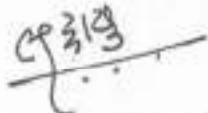


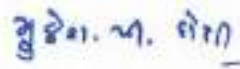


Ref. No. _____

Date : _____

11/06/2021

The following members were present in CMC

- | | | | |
|-----|--------------------------|-----------|--|
| (1) | Dr. Bhadrayu Vachhrajani | President |  |
| (2) | Dr. Nidatt Barot | Principal |  |
| (3) | Dr. Hardevsinh Jadeja | Trustee |  |
| (4) | Mukesh Doshi | Trustee |  |

Minutes of CMC Meeting

1. Opening Remarks:

- Principal welcomed the members of the committee.

2. Regulatory Compliance:

- CMC observed the compliance of regulatory councils

3. IQAC Oversight:

- IQAC meeting minutes 28/12/20 were reviewed

4. Committee Supervision:

- Minutes of different committee were noted

5. Academic and Administrative Audit:

- AAA report prepared by Dr Janak Makwana was discussed and CMC decided to have such exercise every year.

6. Intermediary Role:

- Principal was asked to send copy of AAA report to the trustees.

7. Stakeholder Engagement:

- The CMC was satisfied with the engagement of stake holders in functioning of ILT. Alumni meet details of 21/12/20 were noted



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8. Strategic Planning:

- The usage of ICT in CORONA pandemic arranged by Principal and staff was appreciated

9. Diversity and Inclusion:

- The outreach and community activities done by ILT for addressing diversity and inclusion were discussed and noted.

10. Closing Remarks:

- Before the meeting ended trustee Shri Hardevsinh Jadeja presented the report of Code of Conduct followed by trainees, teaching and non-teaching staff. After that the meeting ended with high tea and vote of thanks.



SHRI SAURASHTRA HIGH SCHOOL TRUST

Kalavad Road, RAJKOT - 360 001.



Date: _____

07/06/2022

CMC Meeting Notice

It is to put the notice of all trustees that the College Management Committee meeting will be held on 14/06/2022 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|--------------------------|-----------|
| (1) | Dr. Bhadrayu Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal |
| (3) | Dr. Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

Agenda for CMC Meeting:

1. Opening Remarks:

- Welcome and introduction of attendees.
- Brief overview of the meeting objectives.

2. Regulatory Compliance:

- Presentation and discussion on ILT's adherence to NCTE and Affiliating University regulations.
- Action items for addressing any compliance gaps.

3. University Standards:

- Review of ILT's alignment with Affiliating University statutes and ordinances.
- Strategies for maintaining and enhancing academic standards.

4. IQAC Oversight:

- Report on IQAC activities and achievements.
- Discussion on continuous improvement initiatives.



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5. Committee Supervision:

- Updates on the functioning of various committees.
- Feedback and recommendations for improvement.

6. Academic and Administrative Audit:

- Presentation of external audit reports.
- Identification of areas for improvement and action plans.

7. Intermediary Role:

- Discussion on communication and collaboration between ILT and Shree Saurashtra High School Trust.
- Proposals for enhancing the collaboration for development.

8. Stakeholder Engagement:

- Overview of current stakeholder relationships.
- Strategies for enhancing engagement and support.

9. Strategic Planning:

- Presentation of proposed long-term strategic plans.
- Feedback and approval process.

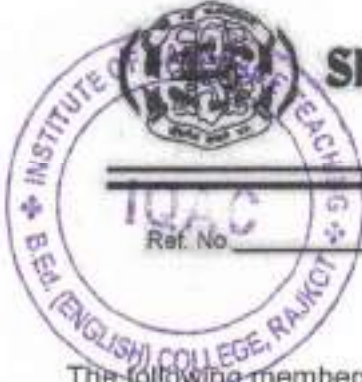
10. Diversity and Inclusion:

- Review of current Initiatives promoting diversity and inclusion.
- Suggestions for further improvements.

11. Closing Remarks:

- Summary of key points discussed.
- Next steps and future meeting schedule.





SHRI SAURASHTRA HIGH SCHOOL TRUST

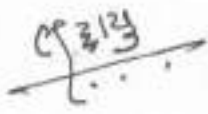


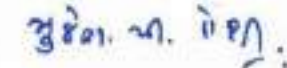
Kalavad Road, RAJKOT - 360 001.

Ref. No _____

Date _____

14/06/2022

The following members were present in CMC

- | | | | |
|-----|--------------------------|-----------|--|
| (1) | Dr. Bhadrayu Vachhrajani | President |  |
| (2) | Dr. Nidatt Barot | Principal |  |
| (3) | Dr. Hardevsinh Jadeja | Trustee |  |
| (4) | Mukesh Doshi | Trustee |  |

Minutes of CMC Meeting

1. Opening Remarks:

- Principal welcomed the members of the committee.

2. Regulatory Compliance:

- CMC noted the compliance of regulatory councils

3. University Standards:

- CMC noted the compliance of Affiliating University. Appreciated the Zonal workshop conducted at ILT

4. IQAC Oversight:

- IQAC meeting of 26/12/21 minutes were discussed.

5. Committee Supervision:

- Minutes of different committees were noted and it was appreciated that the minutes are put on web site of ILT.

6. Academic and Administrative Audit:

- AAA report from Dr Dharam Kambalia was noted and discussed.



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7. Intermediary Role:

- Principal was asked to send the copy of the AAA report to other trustees.

8. Stakeholder Engagement:

- CMC noted the participation of Stakeholders, which was very useful in placement activities.

9. Strategic Planning:

- Academic and administrative planning for coming academic session was presented by Principal, it was reviewed and necessary suggestions were made.

10. Diversity and Inclusion:

- Activities with WOW, Rashtriyashala and Sneh nirzar done by ILT for addressing diversity and inclusion were noted

11. Closing Remarks:

- Before the meeting ended trustee Shri Hardevsinh Jadeja presented the report of Code of Conduct followed by trainees, teaching and non-teaching staff. After that the meeting ended with high tea and vote of thanks.



SHRI SAURASHTRA HIGH SCHOOL TRUST

Kalavad Road, RAJKOT - 360 001.



Date : _____

18/06/2023

CMC Meeting Notice

It is to put the notice of all trustees that the College Management Committee meeting will be held on 25/06/2023 at the Principal Office. The following members are supposed to be present.

- | | | |
|-----|--------------------------|---|
| (1) | Dr. Bhadrayu Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal  |
| (3) | Dr. Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

Agenda for CMC Meeting:

1. Opening Remarks:

- Welcome and introduction of attendees.
- Brief overview of the meeting objectives.

2. Regulatory Compliance:

- Presentation and discussion on ILT's adherence to NCTE and Affiliating University regulations.
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3. University Standards:

- Review of ILT's alignment with Affiliating University statutes and ordinances.
- Strategies for maintaining and enhancing academic standards.

4. IQAC Oversight:

- Report on IQAC activities and achievements.
- Discussion on continuous improvement initiatives.



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5. Committee Supervision:

- Updates on the functioning of various committees.
- Feedback and recommendations for improvement.

6. Academic and Administrative Audit:

- Presentation of external audit reports.
- Identification of areas for improvement and action plans.

7. Intermediary Role:

- Discussion on communication and collaboration between ILT and Shree Saurashtra High School Trust.
- Proposals for enhancing the collaboration for development.

8. Stakeholder Engagement:

- Overview of current stakeholder relationships.
- Strategies for enhancing engagement and support.

9. Strategic Planning:

- Presentation of proposed long-term strategic plans.
- Feedback and approval process.

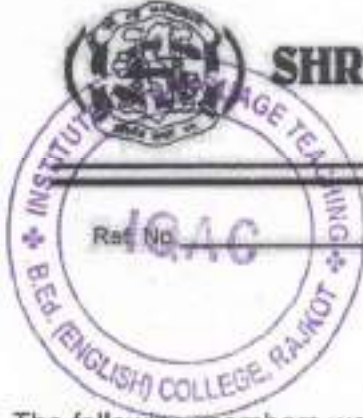
10. Diversity and Inclusion:

- Review of current initiatives promoting diversity and inclusion.
- Suggestions for further improvements.

11. Closing Remarks:

- Summary of key points discussed.
- Next steps and future meeting schedule.





SHRI SAURASHTRA HIGH SCHOOL TRUST

Kalavad Road, RAJKOT - 360 001.

Reg. No. _____

Date: _____

25/06/2023

The following members were present in CMC

- | | | |
|-----|--------------------------|-----------|
| (1) | Dr. Bhadrayu Vachhrajani | President |
| (2) | Dr. Nidatt Barot | Principal |
| (3) | Dr. Hardevsinh Jadeja | Trustee |
| (4) | Mukesh Doshi | Trustee |

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Minutes of CMC Meeting

1. Opening Remarks:

- Principal welcomed the members

2. Regulatory Compliance:

- Re affiliation to Saurashtra University from IITE by Government of Gujarat was discussed.

3. University Standards:

- Re affiliation requirements for Saurashtra University was discussed

4. IQAC Oversight:

- IQAC meeting minutes 21/12/22 were discussed.

5. Committee Supervision:

- Reports and minutes of committees were discussed.

6. Academic and Administrative Audit:

- AAA report of Dr Ajeeta Jani was discussed

7. Intermediary Role:

- Report of AAA was to be shared to trustees of the trust



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8. Stakeholder Engagement:

- CMC appreciated the engagement of stake holders in almost all activities

9. Strategic Planning:

- Decided to go for NAAC accreditation as now our Institute is ready for self assesment

10. Diversity and Inclusion:

- Out reach and community activities to address diversity and inclusions were appreciated

11. Closing Remarks:

- Before the meeting ended trustee Shri Hardevsinh Jadeja presented the report of Code of Conduct followed by trainees, teaching and non-teaching staff. After that the meeting ended with high tea and vote of thanks.



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



Institute of Language Teaching

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.



Institute of Language Teaching

Ref :

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.



Institute of Language Teaching

Ref :

Date :

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



Institute of Language Teaching

Ref :

Date :

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



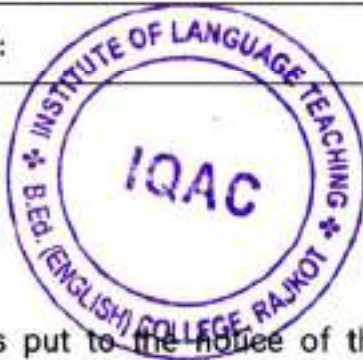

Dr. NIDATT P. BAROT
PRINCIPAL, 26/12
INSTITUTE OF LANGUAGE TEACHING
(ENGLISH MEDIUM) B.Ed. COLLEGE, RAJKOT.



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

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 :



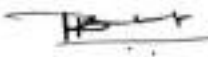
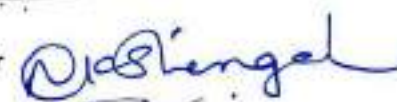



IQAC Meeting Minutes

Date: 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



Institute of Language Teaching

Ref :

Date :

- 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



Institute of Language Teaching

Ref :

Date :

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



Institute of Language Teaching

Ref :

Date :

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

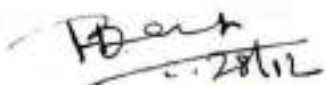
It was suggested by the members to add Quality initiatives under

- 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.E.D. 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

Ref :

Date :

- Suggestions for improvement

Future Plans and Goals

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

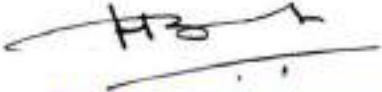
Any Other Business

- 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

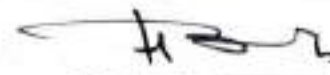
Agenda: Any Other Business

- 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




28/12/24

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



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.



Institute of Language Teaching

Ref :

Date :

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




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



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 Tadvi

(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 Tadvi and was informed to the Principal. I was informed that Jyoti Tadvi went to the class and collected student feedback.

Dr. Nehal Singhala




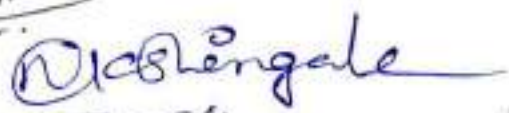





Institute of Language Teaching

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 Tadvi and was informed to the Principal. I was informed that Jyoti Tadvi 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

Nehal Shingala

(2) Dr. Jiten Udhas

Jiten Udhas

(3) Keyur Dodiya

(4) Raj Khalpada

Raj Khalpada

(5) Dr. Nisha Raninga

Nisha Raninga

(6) Lakshita Thakur

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 IITE. 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.

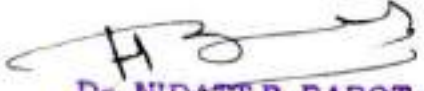
8. Appreciation for National Level Sports Achievers:

The outstanding achievements of Joshi Akta Rameshbhai, Dabhi Sanjay Arvindbhai, 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

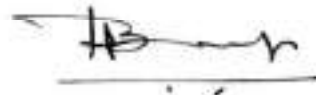
Meeting Notice

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 Tadvi 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

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

INDIAN INSTITUTE OF TEACHER EDUCATION, GUJARAT

ACADEMIC CALANDER-2021-22 (Revised) (All Courses)

ODD SEMESTER

Odd Semester	August 2021 – January 2022
2 August 2021	Semester Reopening
9 August 2021	Induction of First Semester UG And PG Students
	Youth Festival*
1 November 2021 – 21 November 2021	Diwali Vacation
20 December 2021 – 1 January 2022	Internal Exam
17 January 2022	End of Odd Semester
18 January 2022	Start of University Exam
28 February 2022	Announcement of Results

EVEN SEMESTER

Even Semester	February 2022 – June 2022
1 February 2022	Semester Reopening
	Sports Day*
25 May 2022 – 4 June 2022	Internal Exam
11 June 2022	End of Even Semester
13 June 2022	Start of University Exam
31 July 2022	Announcement of Results
13 June 2022 – 16 July 2022	Summer Vacation
18 July 2022	Start of new Odd Semester

*Dates shall be declared afterwards due to COVID-19 PANDAMIC

Note:

This Academic Calendar is Subject to vary in case any directives from Government of India, Government of Gujarat, UGC and/or any regulatory bodies in wake of COVID-19.

Date: 27/10/2021


Registrar

INDIAN INSTITUTE OF TEACHER EDUCATION, GUJARAT

ACADEMIC CALANDER-2021-22 (Revised) (All Courses)

ODD SEMESTER

Odd Semester	August 2021 – January 2022
2 August 2021	Semester Reopening
9 August 2021	Induction of First Semester UG And PG Students
	Youth Festival*
1 November 2021 – 21 November 2021	Diwali Vacation
20 December 2021 – 1 January 2022	Internal Exam
17 January 2022	End of Odd Semester
18 January 2022	Start of University Exam
28 February 2022	Announcement of Results

EVEN SEMESTER

Even Semester	February 2022 – June 2022
01 February 2022	Semester Reopening
13 April 2022	Sports Day
16 May 2022	Internal Exam
31 May 2022	End of Even Semester
23 May 2022	Start of University Exam
01 June 2022 – 29 June 2022	Summer Vacation
30 June 2022	University Foundation Day Celebration

Note:

This Academic Calendar is Subject to vary in case any directives from Government of India, Government of Gujarat, UGC and/or any regulatory bodies in wake of COVID-19.

Date: 23/04/2022


Registrar

INDIAN INSTITUTE OF TEACHER EDUCATION, GUJARAT

ACADEMIC CALANDER – 2023-24 (All Courses)

ODD SEMESTER

Odd Semester	July 2023 – December 2023
01 July, 2023	Semester Reopening
03 July, 2023	Induction of First Semester UG and PG Students
18 – 21 October, 2023	Youth Festival and Sports Meet
07 – 27 November, 2023	Diwali Vacation
18 December, 2023	End of Odd Semester
18 December, 2023	Start of University Exam
24 – 31 December, 2023	Semester Break

EVEN SEMESTER

Even Semester	January 2024 – June 2024
01 January, 2024	Semester Reopening
24 May, 2024	End of Even Semester
25 May, 2024	Start of University Exam
25 May, 2024 – 24 June, 2024	Summer Vacation
30 June, 2024	University Foundation Day Celebration
01 July, 2024	Start of new Odd Semester

Note:

This Academic Calendar is subject to vary in case any directives from Government of India, Government of Gujarat, UGC or any other reason.

Date: 03/06/2023


Registrar



INSTITUTE OF LANGUAGE TEACHING
B.Ed. (English) College, Rajkot

Semester-II | IV

MONTHLY PLANNER

January to April

Year 2023

FEBRUARY 2023 (25 DAYS)

Date	Day	SEM IV	SEM II
1	Wednesday	Internship	Stray Lesson 3
2	Thursday	Internship	Teaching + Lesson Feedback
3	Friday	Internship	Teaching + LPC Seminar Time + World Cancer Day
4	Saturday	Internship	Sports + Book Talk
5	Sunday		
6	Monday	Teaching	Teaching + LPS Seminar Time + Spoken
7	Tuesday	Teaching	Teaching + LPC Seminar time
8	Wednesday	Teaching	Teaching + Stray Lesson Guidance
9	Thursday	Teaching	Teaching + Stray Lesson Guidance
10	Friday	Teaching	Teaching + Stray Lesson Guidance
11	Saturday	A Visit to Snehnijar/Dikra nu ghar	
12	Sunday		
13	Monday	Teaching + Unit Lesson Guidance	Stray Lesson 4
14	Tuesday	Teaching + Unit Lesson Guidance	Stray Lesson 5
15	Wednesday	Teaching + Unit Lesson Guidance	Stray Lesson 6
16	Thursday	Teaching + Unit Lesson Guidance	Teaching + Spoken
17	Friday	Teaching + Drawing Competition	Teaching + Drawing Competition
18	Saturday	MAHA SHIVRATRI	
19	Sunday		
20	Monday	UNIT LESSON 1	Teaching + LPC Seminar Time + Spoken
21	Tuesday	UNIT LESSON 1	Teaching + LPC Seminar Time + Int Mother Language Day
22	Wednesday	UNIT LESSON 1	Teaching + LPC Seminar
23	Thursday	UNIT LESSON 1	Teaching + LPC Seminar
24	Friday	UNIT LESSON 1	Teaching + LPC Seminar
25	Saturday	UNIT LESSON 1	Teaching + LPC Seminar
26	Sunday		
27	Monday	Teaching + Unit Lesson Feedback	Teaching+ Spoken
28	Tuesday	Teaching	Teaching

Sem IV: 30 Lectures

Sem II: 46 Lectures

* Every Saturday one hour for Value add / Self study Courses

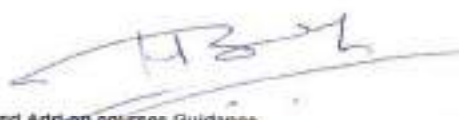
April 2023 (22 DAYS)

Date	Day	SEM IV	SEM II
1	Saturday	Teaching + Book Talk	Teaching + Book Talk
2	Sunday	SUNDAY	
3	Monday	Teaching	Teaching
4	Tuesday	Mahavir Jayanti	
5	Wednesday	Teaching	Teaching
6	Thursday	Teaching	Teaching
7	Friday	Good Friday	
8	Saturday	Teaching + EPC3	Teaching+ Revision ES2
9	Sunday	SUNDAY	
10	Monday	Teaching + World Homoeopathy Day	ES2 Unit 3 Seminar + Revision LS2
11	Tuesday	Teaching + EPC3	ES2 Unit 3 Seminar + Revision CuS2
12	Wednesday	Teaching + EPC4	ES2 Unit 3 Seminar + Revision LPC2
13	Thursday	Teaching + EPC4	Ambedkar Jayanti Activity
14	Friday	Ambedkar Jayanti	
15	Saturday	Outdoor Activity	
16	Sunday	SUNDAY	
17	Monday	Reading Time	Reading Time
18	Tuesday	Reading Time	Reading Time
19	Wednesday	Reading Time	Reading Time
20	Thursday	Reading Time	Reading Time
21	Friday	Eid	
22	Saturday	Reading Time	Reading Time
23	Sunday	SUNDAY	
24	Monday	Reading Time	Reading Time
25	Tuesday	Prelims	Prelims
26	Wednesday	Prelims	Prelims
27	Thursday	Prelims	Prelims
28	Friday	Prelims	Prelims
29	Saturday	Exam Papers (P1/P2) Analysis	Prelims
30	Sunday	SUNDAY	

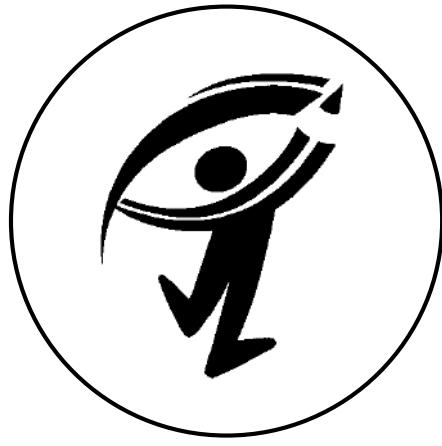
Sem IV: 21 Lectures

Sem II: 13 Lectures

Note : Saturday Noon 3.00 to 6.00 Value added and Add-on courses Guidance.



Dr. NIDATT P. BAROT
 PRINCIPAL,
 INSTITUTE OF LANGUAGE TEACHING
 C. 128 MEDIAN B. 54 COLLEGE, RAJKOT.



INSTITUTE OF LANGUAGE TEACHING
B.Ed. (English) College, Rajkot

Semester-II | IV

MONTHLY PLANNER

January to April

Year 2023

JANUARY 2023 (25 DAYS)

1	Sunday	SEM IV	SEM II
2	Monday	Syllabus explanation + Teaching	Syllabus explanation + Teaching
3	Tuesday	Teaching	Teaching + Spoken
4	Wednesday	Teaching	Teaching
5	Thursday	Teaching + [Eng Lit Event]	Teaching(1) + [Eng Lit Event]
6	Friday	Teaching + [Eng Lit Event]	Teaching(1) + [Eng Lit Event]
7	Saturday	English Literature Intercollege Event Management	
8	Sunday		
9	Monday	English Literature Intercollege Event	
10	Tuesday	Teaching	Teaching + Spoken + LPC 2 (Assignments)
11	Wednesday	Teaching	Teaching
12	Thursday	Teaching + Activity	Teaching + Activity
13	Friday	Teaching + Kite Flying	Teaching + Kite Flying
14	Saturday	Makar Sankranti	
15	Sunday		
16	Monday	Internship	Teaching + Spoken
17	Tuesday	Internship	Teaching
18	Wednesday	Internship	Teaching + Spoken
19	Thursday	Internship	Teaching
20	Friday	Internship	Teaching + Spoken Activity
21	Saturday	Internship	Teaching + Guest Lecture
22	Sunday		
23	Monday	Internship	Teaching + Stray Lesson Guidance
24	Tuesday	Internship	Teaching + Stray Lesson Guidance
25	Wednesday	Internship	Teaching + Stray Lesson Guidance
26	Thursday	Independence Day	
27	Friday	Internship	Teaching + Stray Lesson Guidance
28	Saturday	Internship	Stray Lesson Guidance + Movie
29	Sunday		
30	Monday	Internship	Stray Lesson 1
31	Tuesday	Internship	Stray Lesson 2

Sem IV: 20 Lectures

Sem II: 46 Lectures

* Every Saturday one hour for Value added / Self study Courses

* Every Saturday one hour for Value add / Self study Courses

FEBRUARY 2023 (25 DAYS)

Date	Day	SEM IV	SEM II
1	Wednesday	Internship	Stray Lesson 3
2	Thursday	Internship	Teaching + Lesson Feedback
3	Friday	Internship	Teaching + LPC Seminar Time + World Cancer Day
4	Saturday	Internship	Sports + Book Talk
5	Sunday		
6	Monday	Teaching	Teaching + LPS Seminar Time + Spoken
7	Tuesday	Teaching	Teaching + LPC Seminar time
8	Wednesday	Teaching	Teaching + Stray Lesson Guidance
9	Thursday	Teaching	Teaching + Stray Lesson Guidance
10	Friday	Teaching	Teaching + Stray Lesson Guidance
11	Saturday	A Visit to Snehnirjar/Dikra nu ghar	
12	Sunday		
13	Monday	Teaching + Unit Lesson Guidance	Stray Lesson 4
14	Tuesday	Teaching + Unit Lesson Guidance	Stray Lesson 5
15	Wednesday	Teaching + Unit Lesson Guidance	Stray Lesson 6
16	Thursday	Teaching + Unit Lesson Guidance	Teaching + Spoken
17	Friday	Teaching + Drawing Competition	Teaching + Drawing Competition
18	Saturday	MAHA SHIVRATRI	
19	Sunday		
20	Monday	UNIT LESSON 1	Teaching + LPC Seminar Time + Spoken
21	Tuesday	UNIT LESSON 1	Teaching + LPC Seminar Time + Int Mother Language Day
22	Wednesday	UNIT LESSON 1	Teaching + LPC Seminar
23	Thursday	UNIT LESSON 1	Teaching + LPC Seminar
24	Friday	UNIT LESSON 1	Teaching + LPC Seminar
25	Saturday	UNIT LESSON 1	Teaching + LPC Seminar
26	Sunday		
27	Monday	Teaching + Unit Lesson Feedback	Teaching+ Spoken
28	Tuesday	Teaching	Teaching

Sem IV: 30 Lectures

Sem II: 46 Lectures

* Every Saturday one hour for Value added / Self study Courses

March 2023 (25 DAYS)

Date	Day	SEM IV	SEM II
1	Wednesday	Teaching +Zero Discrimination Day	Teaching + Spoken
2	Thursday	Teaching	Teaching
3	Friday	Teaching + Guidance	Teaching + Spoken + World Wildlife Day
4	Saturday	Teaching + Guidance	Teaching+ Book Talk+Ramkrishna Jayanti
5	Sunday		
6	Monday	Teaching + Guidance	Teaching + Seminar (CuS2) + Spoken
7	Tuesday	Guidance+Holi Celebration	Teaching+Holi Celebration
8	Wednesday		Holi
9	Thursday	Unit Lessson-2	Teaching + Seminar(CuS2) + No Smoking Day
10	Friday	Unit Lessson-2	Teaching + Seminar (CuS2) + Spoken
11	Saturday	Unit Lessson-2	Teaching + Movie Review
12	Sunday		
13	Monday	Unit Lesson-2	Teaching + Spoken
14	Tuesday	Unit Lesson-2	Teaching
15	Wednesday	Unit Lesson-2	Teaching +Spoken+Consumer Rights Day
16	Thursday	Teaching + feedback	Teaching + Movie
17	Friday	Teaching	Teaching+ Spoken
18	Saturday	Teaching + Guest Lecture	Teaching + Guest Lecture
19	Sunday		
20	Monday	Teaching + Happiness Day	Teaching + Spoken
21	Tuesday	Teaching	Teaching + World Poetry Day
22	Wednesday	Teaching	Teaching + Spoken
23	Thursday	Teaching	Teaching + Seminar ES2 (2 hrs)
24	Friday	Teaching + Campus Interview Prep	Campus Interview Prep + Seminar ES2
25	Saturday	Teaching + Campus Interview Prep	Campus Interview Prep + Seminar LS2
26	Sunday	CAMPUS INTERIEW	
27	Monday	Teaching + World Theatre Day	Teaching + Seminar LS2 (2 hrs)
28	Tuesday	Teaching	Teaching + Spoken
29	Wednesday	Teaching	Teaching
30	Thursday	Ram Navami	
31	Friday	Teaching	Teaching + Spoken

Sem IV: 48 Lectures

Sem II: 46 Lectures

* Every Saturday one hour for Value added / Self study Courses

April 2023 (22 DAYS)

Date	Day	SEM IV	SEM II
1	Saturday	Teaching + Book Talk	Teaching + Book Talk
2	Sunday	SUNDAY	
3	Monday	Teaching	Teaching
4	Tuesday	Mahavir Jayanti	
5	Wednesday	Teaching	Teaching
6	Thursday	Teaching	Teaching
7	Friday	Good Friday	
8	Saturday	Teaching + EPC3	Teaching+ Revision ES2
9	Sunday	SUNDAY	
10	Monday	Teaching + World Homoeopathy Day	ES2 Unit 3 Seminar + Revision LS2
11	Tuesday	Teaching + EPC3	ES2 Unit 3 Seminar + Revision CuS2
12	Wednesday	Teaching + EPC4	ES2 Unit 3 Seminar + Revision LPC2
13	Thursday	Teaching + EPC4	Ambedkar Jayanti Activity
14	Friday	Ambedkar Jayanti	
15	Saturday	Outdoor Activity	
16	Sunday	SUNDAY	
17	Monday	Reading Time	Reading Time
18	Tuesday	Reading Time	Reading Time
19	Wednesday	Reading Time	Reading Time
20	Thursday	Reading Time	Reading Time
21	Friday	Eid	
22	Saturday	Reading Time	Reading Time
23	Sunday	SUNDAY	
24	Monday	Reading Time	Reading Time
25	Tuesday	Prelims	Prelims
26	Wednesday	Prelims	Prelims
27	Thursday	Prelims	Prelims
28	Friday	Prelims	Prelims
29	Saturday	Exam Papers (P1/P2) Analysis	Prelims
30	Sunday	SUNDAY	

Sem IV: 21 Lectures

Sem II: 13 Lectures

* Every Saturday one hour for Value added / Self study Courses