



Sahayog Seva Bhavi Sanstha
COLLEGE OF EDUCATION

Sahayog Educational Campus, Vishnupuri, Nanded-431606



(Approved by NCTE, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)

Date:

Meeting Information Objective: To bring about qualitative changes in the college.

Date: 10/01/2021

Location: Conference hall


Time: 4:00 pm

Meeting Type: Called By: Discussion

Agenda for the Meeting

1. Points arising of the previous minutes
2. Confirmation of the minutes of the previous meeting. The minutes of the last meeting were confirmed by the Chairman.
3. Infrastructure facilities- Equipping Classrooms for conduct of online classes.
4. Safety protocol to be followed in college when staff and students report
5. A review of online class work
6. Organization of an Orientation programs for the members of the teaching staff on "Ways to conduct online classes effectively"
7. Use of a common platform to conduct digital classes to the college students
8. 'Program of action' for quality enhancement
9. Any other point with the permission of the Chair




Principal
Sahayog Seva Bhavi Sanstha
College of Education
Vishnupuri, Nanded.



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Discussion

Infrastructure facilities- Equipping Classrooms for conduct of online classes. The principal reported that lecturers were taking classes online from home. There were problems in the smooth conduct of classes due to internet connectivity, lack of proper place, equipment, etc if the classes are taken from home. It was suggested that the teaching staff be called to college once there is relaxation in the lockdown. At least 4 classrooms in the college should be made ready to conduct effective online classes. It was recommended to update the internet connectivity and have wired access to the internet in at least 4 classrooms. Cameras on tripod stands, ear phones, and other accessories to be purchased and kept in the classrooms

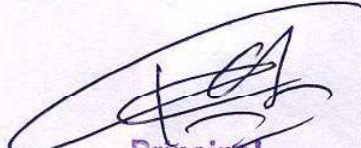
Safety protocol to be followed in college -The College should buy hand sanitizer stands and keep them in front of the classrooms, staff rooms and entrance for the safety of the members of the teaching staff and students. They should be provided with visors and facemasks. A sanitization machine will be purchased for the college and every day the college will be sanitized twice, once in the morning and once after the students go back. Thermometer will also be purchased and the temperature of the staff and students will be checked when they enter the college premises. Any person having temperature or any other signs of covid-19 will not be permitted to enter the college premises.

A review of online class work- The members suggested that the timings for different classes should be flexible and classes should be held at a time that is convenient to the majority of the students. A senior teacher should log into classes on a random basis to see if the lecturers are taking classes on time and effectively. The attendance of the students should be carefully monitored to ensure all students attend the classes.

Orientation programs for the members of the teaching staff on "Ways to conduct online classes effectively" - Dr. Kulkarni Kishorkumar Hanmantrao suggested that orientation programs for all the teachers of the campus should be organized by college. Practical tips should be given to the teachers/lecturers to conduct effective online classes.

Use of a common platform to conduct digital classes to the college students, the principal suggested that a common digital platform should be provided to all the students so that it is easy to monitor the attendance of students, collection of assignments, conduct of tests, etc. It was suggested the G-suite be adopted by the college. Students will be provided with an email address by the college and they have to log in using only those email ID. The responsibility to follow up with the digital platform G-suite was assigned to Dr. Rathod Dilip Kishan.




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Program of action for quality enhancement

- Infrastructure in the college to be revamped
- College website to be updated
- Staff to be encouraged to attend orientation programs, refresher programmes, seminars conferences at the state national and international level
- Students to be encouraged to take up project work
- Members of the teaching staff to publish research papers in education journals
- Value added courses to be introduced for students
- Green and clean campus programme to be initiated in the college
- Free counseling facility to be provided to the students

Any other point with the permission of the Chair- The principal reported that many students are losing their fathers/ family members and are facing serious financial problems. They are requesting for concession in the fee to be paid to the college. The Secretary promised to take up the matter in the Board meeting and come up with ways to help such students.

[Signature]

Coordinator / IQAC

Copy to:

Principal,
IQAC Cell and All HODs
Accounts

[Signature]

Chairperson / IQAC
Principal

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Members Present for the Meeting

Sr. No.	Name	Designation	Sign
01	Prin. Dr. Girgaonkar Balaji Ganpatrao	Chairperson (Head Of the Institute)	
02	Dr. Hambarde Santukrao Marotrao	Member (Management)	
03	Prof. Dr. Baviskar Chandrakant Ragho.	Member (Stakeholder)	
04	Mr. Panchal Rameshwar Meghaji	Member (Alumni)	
05	Mr. Deosarkar Mahesh Digambarrao	Member (Student)	
06	Dr. Pachling Somnath Kishanrao	IQAC Coordinator (Member Secretary)	
07	Miss. Zunjare Meera Pundalikrao	Member (B.Ed. Coordinator)	
08	Dr. Kulkarni Kishorkumar Hanumantrao	Member (M.Ed. Coordinator)	
09	Mr. Hiwant Anurth Sakharam Hiwant	Member (Administrative Coordinator)	
10	Mr. Lokhade Kiran Ramchandra	Member (Library Coordinator)	

Coordinator / IQAC

Chairperson / IQAC
Principal
Sahayog Sevabhavi Sanstha
College of Education
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