## Meeting (I)

Date: 06/07/2021

### **Bullet**

- Follow up of Last year.
- Improvement in current year planning.
- · Academic calendar and Time table.
- Ensuring enhancement and co-ordination among the various units and activities of the institution for all good practices.

## Action Taken Report : -

- Formation of addition committee and various committees.
- Planning for various activities regarding M. Ed. dissertation and practicum portion & also for B.Ed.
- Planning for various activities to enhance the quality of Education.
- Educational opportunities have been lowered in this time of crisis. The quality and effectiveness have to be set by organising various programmes.

#### Achievements:

- > Various committees try to solve the problems and enhance the quality of education.
- Introduction of counselling and mindfulness which helps student to overcome the problem.
- > Due to pandemic physical activity decrees such problems are solved by organising different online activities.

Principal
Priyadarshini College Of Education
Sonegaon, Nagpur

## Meeting (II)

Date: 08/10/2021

## **Bullet**

- Planning for internship (B.Ed., M.Ed.), Practicum portion, and other activities.
- Follow up and planning for best practices.
- Ensuring enhancement and co-ordination among the various committees and activities of the institution.
- Planning for organising outreach programmes and competitive exam workshops for students.

# Action Taken Report: -

- To build the leadership qualities and enrich the all round personality of students various activities are organised and motivates the students to perform well.
- To enhance the quality of institution what will be the best practices are organised are discussed with the staff members and students and also with alumni members.

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### Meeting (III)

Date: 14/12/2021

- Planning committees for admission process
- Planning for field work, various workshops
- Planning for annual gathering and other activities.
- Motivation for FDP for staff members.

### Action Taken Report: -

- Admission committee are formed and discussed future planning for admission.
- > Various workshops like competitive exam seminars are organised.
- > To build leadership qualities among students various weekly and annual activities are organised and supervised that whether it is implemented or not properly.
- > All staff members are motivated for FDP for their professional development.

#### Achievements:

> For quality assurance of institution different committees monitoring and inspecting the measures to correct and improve the different tasks.

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## Meeting (IV)

Date: 22/03/2022

#### Minutes:

- Review of minutes of 3rd meeting
- · Action taken report on the decision of the previous meeting
- To review of the maintenance of college building and others.
- To review the status and audits on eco friendly measures include steps to reduce consumption of electrical energy.

## Action Taken Report : -

- > Follow up regarding minutes of previous meeting.
- > Focus on comfort for students teachers and administrators

### Achievements:

There is direct relationship between college infrastructure and educational performance. Infrastructure contribute to improve the quality of education our authorities observe the role of infrastructure.

Priyadarshini College Of Education Sonegaon, Nagpur

## Meeting (IV)

Date: 22/03/2022

### Minutes:

- · Review of minutes of 3rd meeting
- Action taken report on the decision of the previous meeting
- To review of the maintenance of college building and others.
- To review the status and audits on eco friendly measures include steps to reduce consumption of electrical energy.

# Action Taken Report: -

- > Follow up regarding minutes of previous meeting.
- Focus on comfort for students teachers and administrators

#### Achievements:

There is direct relationship between college infrastructure and educational performance. Infrastructure contribute to improve the quality of education our authorities observe the role of infrastructure.

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