

**OFFICE OF THE PRINCIPAL
INSTITUTE OF ADVANCED STUDY IN EDUCATION/CTE
AIZAWL : : MIZORAM**

www.iasemizoram.in email: principal.iasemz@gmail.com Ph.No.0389-2322211 PB.No.46

**MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDY IN
EDUCATION/CTE**

Time: 3:00 PM, 7th April, 2015

Place: Principal's chamber

MEMBER PRESENT:

Dr. Vanlalhruaii, Principal.

Dr. Laldinliani Hrahnel

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuanui Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on **7th April** at 3:00 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell. The meeting reviewed the last academic year.

REVIEW AND ACTION TAKEN REPORT


Ms. Zochhuanui Hauhnar, the coordinator of IQAC gave the report of the action taken so far on initiative of the IQAC:

Fixture was prepared by the concerned faculty member laying out the detailed activities that shall be taken up during the current session. It was distributed to all teacher educators and students on 18th February, 2015. .

ACTION PLAN

1. The meeting decided to conduct a 'Workshop on Life Skill' during the month of April and May for B.Ed students.
2. The meeting felt the need of monthly plan and year plan prepared by the faculty which was practice in the previous year, and decided to do the same in the current year by all the faculties.
3. The meeting propose to conduct national level seminar in the month of June.

Recording Secretary


(SIAN LALCHHANDAMI)
Secretary, IQAC


(Dr. VANLALHRUAII)
Chairman

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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDY IN
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Time: 11:00 AM, 1st May, 2015

Place: Principal's chamber

MEMBER PRESENT:

Dr. Vanlalhruali, Principal.

Dr. Laldinliani Hrahse

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuani Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on 1st May at 11:00 A.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT

Ms. Zochhuani Hauhnar, the coordinator of IQAC gave the report of the action taken so far on initiative of the IQAC. She also reported that proposed date of National Seminar is 22nd-23rd June, 2015

Life skill workshop for B.Ed Section A was conducted in the month of April, it was planning to conduct for B.Ed Section B in the month of May.

Monthly plan and year plan for the syllabus was prepared by the faculties and was put in the Board.

All the faculties were participate in the curriculum development for B.Ed and M.ed on 4th April, 2015 at the University Education Department.

ACTION PLAN

1. The meeting propose Dr. Lallianzuali Fanai as coordinator of the National Seminar and Dr. Lalchawimawii Ngente as Assistant Coordinator.
2. The meeting proposed to send out letter of invitation/call for papers for the upcoming National seminar in all the colleges of Mizoram and Universities of the North east India.
3. The meeting decided to conduct internal examination for B.ed and M.ed in the month of May.
4. The principal invite all the faculty members to present a paper in the National Seminar to be conducted by IASE and UGC.
5. The academic activities of the faculties were discussed and it was decided that those who will need remedial classes for their respective paper will report

themselves to the IQAC coordinator and the remedial classes for those paper will be arranged accordingly.

6. The committee was informed that the proposed time slots for NAAC peer team visit 2nd Cycle is 3rd week of July or 4th week of July or 1st week of August and when it is convenient for the Peer Team. For this, AQAR report will be prepared by Dr. LalianzualiFanai and Ms. Donna Lalnunfeli.
7. All the members of the institution will be reminded the need of keeping cleanliness inside the campus.

Recording Secretary



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Secretary, IQAC



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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDY IN
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Time: 10:00 AM, 3rd June, 2015

Place: Principal's chamber

MEMBER PRESENT:

Dr. Vanlalhruali, Principal.

Dr. Laldinliani Hrahsel

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuani Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on 3rd June at 11:00 A.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT

Ms. Zochhuani Hauhnar, the coordinator of IQAC gave the report of the action taken so far on initiative of the IQAC.

Life skill workshop for B.Ed Section B was held in the month of May.

Invitation and call for papers was sent out to all the colleges in Mizoram and the universities of the North east India.

Coordinator of the National seminar Dr. Lallianzualifanai reported that more than 30 papers were received for the seminar, it was expected to receive more paper before the start of the seminar.

Internal examination for B.ed and M.ed was conducted in the month of May.

ACTION PLAN

1. Preparation of National Seminar: The principal reported that the Governor of Mizoram Lt. (Rtd) Nirbhay Sharma has been invited to grace the inaugural programme as chief guest, confirmation from the Governor's Office is awaited. The I&PR Auditorium has been tentatively selected as the venue for the inaugural Programme.
2. NAAC Peer Team Visit: The members of the IQAC were informed and remind which was discussed earlier in the faculty meeting on 1st June, 2015 regarding the peer team visit. The dates for the NAAC Team visit has been finalised for 30th to 31st July, 2015 and accommodation shall be made at the State Guest House.

Members of the Team are as follows

Chairman: Prof. K.K.Deka, Vice Chancellor,
Mahapurusha Srimanta Sankaradeva Vishwavidhyalaya, Assam

Member: Prof.S.K.Tyagi, Head, School of Education
Ahilya Vishwavidhyalaya, Madhya Pradesh.

Member Co-ordinator: Dr. Daniel Bara, principal, Loyala College of
Education, Sikkim.

Recording Secretary



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Secretary, IQAC



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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
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Time: 1:00 PM, 1st July, 2015

Place: Principal's chamber

MEMBER PRESENT:

Dr. Vanlalhruaii, Principal.

Dr. Laldinliani Hrahnel

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuani Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on 1st July at 1:00 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT


Ms. Zochhuani Hauhnar, the coordinator of IQAC gave the report of the action taken so far on initiative of the IQAC.

For the preparation of the NAAC Peer Team visit, most of the work were completed. National Seminar on "21st Century Challenges in Teacher Education" jointly organized by UGC and IASE were conducted successfully.

ACTION PLAN

1. All the members of the faculty were reminded to carry on with their assigned duties and final round up shall be done on 20th July, 2015.
2. All the faculty will submit their annual plan and monthly plan to Dr. Laldinliani Hrahnel incharge.
3. To receive the NAAC Peer Team at the airport, the following faculties have been detailed: Dr. Lalhmingliana, Ms. Zochhuani and Ms. Christina Lalthansangi

Recording Secretary


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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
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Time: 3:00 PM, 7th August, 2015

Place: Principal's chamber

MEMBER PRESENT:

Dr. Vanlalhruaii, Principal.

Dr. LaldinlianiHrahse

Dr. Lalhmingliana

Dr. LallianzualiFanai

Ms.ZochhuaniHauhna.

Ms.SianLalchhandami

Mr.BenjaminLalmuanawmaFanai

A meeting of the Internal Quality Assurance Cell was convened on 7th August, 2015 at 3:00 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT


Ms.ZochhuaniHauhna, the coordinator of IQAC gave the report of the action taken so far on initiative of the IQAC.

The NAAC Peer Team Visit was completed with a lot of contributions made by all the faculties and Staff. The report and result of the Accreditation was expected soon.

ACTION PLAN

1. All the faculties who will be taking Leave will report themselves to the IQAC Coordinator for arrangement of classes.
2. Preparation of monthly Plan and Year plan will be continued by all the faculties.

Recording Secretary


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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
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Time: 10:00 AM,1st September,2015

Place: Principal's chamber

MEMBER PRESENT:

Dr. Vanlalhruaii, Principal.

Dr. LaldinlianiHrahsel

Dr. Lalhmingliana

Dr. LallianzualiFanai

Ms.ZochhuaniHauhna.

Ms.SianLalchhandami

Mr.BenjaminLalmuanawmaFanai

A meeting of the Internal Quality Assurance Cell was convened on 1st September,2015 at 10:00 A.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT

The new Syllabus according to NCFTE 2014 was found to have a lot of overlap in the syllabus and all the faculties were requested to study the syllabus carefully and report that overlap to the principal.

ACTION PLAN

Workshop on Action research for the Faculty will be held with in the month of October.

Recording Secretary



(SIAN LALCHHANDAMI)

Secretary, IQAC



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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
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Time: 1:00 PM, 5th October, 2015

Place: Principal's chamber

MEMBER PRESENT:

Prof. Vanlalhruii, Principal.

Dr. LaldinlianiHrahnel

Dr. Lalhmingliana

Dr. LallianzualiFanai

Ms.ZochhuaniHauhna.

Ms.SianLalchhandami

Mr.BenjaminLalmuanawmaFanai

A meeting of the Internal Quality Assurance Cell was convened on 5th October, 2015 at 1:00 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT


The outcome of the Assessment and Accreditation made by NAAC conducted on 30th and 31st July, 2015 has been received on 22nd September, 2015.

The IASE is accredited with CCPA of 2.87 on a four point Scale at 'B' Grade.

ACTION PLAN

1. Unit test for B.Ed and M.Ed students will be started from 9th October, 2015
2. The Date for Pre University Examination Test for B.Ed is 16th November and Necessary details will be chalked out by the Examination Cell.
3. The Mizoram College Teachers Association Meet will be conducted in our Institution on December.
4. The completed and approved syllabus of 2 year B.Ed Programme received from the University will be discussed on 21st October, 2015 at 11:00 AM.

Recording Secretary


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Secretary, IQAC


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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
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Time: 1:30 PM, 6th November, 2015

Place: Principal's chamber

MEMBER PRESENT:

Prof. Vanlalhruii, Principal.

Dr. Laldinliani Hrahse

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuani Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on 6th November, 2015 at 1:30 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT


Unit test and Pre university examination test was completed and the internal mark of all the students will be kept in the notice Board before the University Examination.

Action research Workshop was held successfully in the Institute.

ACTION PLAN

1. Letter requesting for Conducting 'In-service teacher training for secondary teachers in Pedagogy' by RMSA, Deputy Project Director was received, and was planning to conduct in the month of December, 2015 or January, 2016.
2. Dr. Lalhmingliana reported that MCTA conference will be held on 10th December, 2015

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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDY IN
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Time: 10:00 AM, 1st December, 2015

Place: Principal's chamber

MEMBER PRESENT:

Prof. Vanlalhruaii, Principal.

Dr. Laldinliani Hrahse

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuani Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on 1st December, 2015 at 10:00 A.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.

REVIEW AND ACTION TAKEN REPORT

For the preparation of MCTA conference necessary duties were assigned to all the faculties, all of them perform their responsibilities and prepare for the upcoming Conference.

It was also reported that University Examination for B.Ed(regular), B.ED (Multi mode) and M.Ed will be held between 1st to 21st December, 2015.

ACTION PLAN

The Letter received from RMSA, ASPD was accepted, the meeting decided to commence a Training for SS, Mizo and English Teacher from 12th January, 2016. Unlike the other years, science and mathematics teacher training will be conducted by other organization.

Recording Secretary



(SIAN LALCHHANDAMI)
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MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDY IN
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Time: 2:00 PM, 17th February, 2016

Place: Principal's chamber

MEMBER PRESENT:

Prof. Vanlalhruaii, Principal.

Dr. Laldinliani Hrahsel

Dr. Lalhmingliana

Dr. Lallianzuali Fanai

Ms. Zochhuani Hauhnar.

Ms. Sian Lalchhandami

Mr. Benjamin Lalmuanawma Fanai

A meeting of the Internal Quality Assurance Cell was convened on 17th February, 2016 at 2:00 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.


REVIEW AND ACTION TAKEN REPORT

Secondary School Teacher training was conducted successfully in collaboration with RMSA during the month of January and Mid of February 2016.

ACTION PLAN

1. Orientation class for the Semester to be held on 22nd February, 2016.
2. All the teachers should assigned work in their respective subjects on the date given in the annual fixture.

Recording Secretary


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Secretary, IQAC


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**MINUTE OF THE INTERNAL QUALITY ASSURANCE CELL MEETING AND
ACTION TAKEN REPORT, INSTITUTE OF ADVANCED STUDY IN
EDUCATION/CTE**

Time: 1:00 PM,9th March ,2016

Place: Principal's chamber

MEMBER PRESENT:

Prof. Vanlalhruaii, Principal.

Dr. LaldinlianiHrahsel

Dr. Lalhmingliana

Dr. LallianzualiFanai

Ms.ZochhuaniHauhna.

Ms.SianLalchhandami

Mr.BenjaminLalmuanawmaFanai

A meeting of the Internal Quality Assurance Cell was convened on 9th March,2016 at 1:00 P.M in the Principal's Chamber. The meeting was chaired by the Chairman of IQAC Cell.


REVIEW AND ACTION TAKEN REPORT

Monthly Academic for the month of March and year plan for the present semester was submitted by all the faculties.

ACTION PLAN

1. For the better interaction among the students and for their co-curricular activities a sports is to be conducted as per given in the Fixture book.
2. All the teachers were reminded to be more devoted to their work.

Recording Secretary


(SIAN LALCHHANDAMI)
Secretary, IQAC


(Dr. VANLALHRUAII)
Chairman