



MIER College of Education
Autonomous
College with Potential for Excellence status by the UGC
Accredited by NAAC with A+ Grade

Centre for Educational Technology

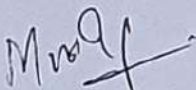
QF-098B
No. MCE/CET/2020/001
Date: 16/12/2020

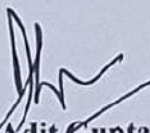
INVITATION

It gives me immense pleasure to inform you that the 3rd meeting of the **Advisory Committee** of **Centre for Educational Technology** of the college is scheduled to be held on December 21, 2020 at 3:00 pm in the committee room. You are requested to kindly make it convenient to attend the same, the agenda for the meeting is given below:

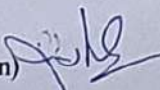

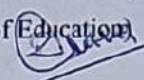
1. Report of the activities conducted by the Centre
2. ICT initiatives by the Centre
3. Status of Previous Suggestions (2nd Meeting)
4. Feedback of the IT Initiatives in the College
5. Any other point with the permission of the Chair.

Dr. Ankur Gupta, Mr. D.S. Oberoi, & Mr. Ashutosh Bajaj will join the meeting through Zoom platform.


Dr. Mool Raj
Head, CET


Dr. Adit Gupta
Principal

Copy to:

1. Dr. Arun K. Gupta (Chairman, MIER) ✓
 2. Dr. Renu Gupta (Vice Chairperson, MIER) ✓
 3. Dr. N.R. Sharma (Dean Academics, MIER College of Education) ✓ 
 4. Dr. Ankur Gupta (Director and Principal, Model Institute of Engineering & Technology) ✓
 5. Mr. D.S. Oberoi (Director Incharge, National Institute of Electronics & Information Technology, Jammu) ✓
 6. Mr. Ashutosh Bajaj (CEO, Reliance Jio, J&K) ✓
 7. Dr. Rohnika Sharma (HOD, UG Deptt., MIER College of Education) ✓ 
 8. Mr. Rajan Slathia (ICT Incharge, CET, MIER College of Education) ✓ 
 9. Mr. Sanjay Chandel (Network Administrator, MIER) ✓
- 18/12/2020



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Centre for Educational Technology

Advisory Committee Meeting

Attendance Sheet

Date: Monday, December 21, 2020

Time: 3:00 PM

Venue: Committee Room, Administrative Block, MIER

Sr.	Name and Designation	Signatures
1.	Dr. Arun K. Gupta Chairperson, MIER	— online —
2.	Dr. Renu Gupta Vice Chairperson, MIER	— online —
3.	Dr. Adit Gupta Director and Principal, MIER College of Education	
4.	Dr. Ankur Gupta Director and Principal Model Institute of Engineering & Technology	— online —
5.	Dr. N. R. Sharma Dean Academics, MIER College of Education	
6.	Mr. D.S. Oberoi, Director Incharge, National Institute of Electronics & Information Technology, Jammu	— online —
7.	Mr. Aashutosh Bajaj CEO, Reliance JIO, J&K	— online —
8.	Dr. Rohnika Sharma Head, U. G. Department, MIER College of Education	 21/12/2020
9.	Mr. Rajan Slathia ICT Incharge, CET, MIER College of Education	
10.	Mr. Sanjay Chandel Network Administrator, MIER	
11.	Dr. Mool Raj Head, Centre for Educational Technology MIER College of Education	
12.	Ranav Gaudetia	
13.	Ruchi Sharma	
14.	Jasleen Mohial	



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Centre for Educational Technology
MINUTES OF THE ADVISORY COMMITTEE MEETING

DATE: December 21, 2020

TIME: 03:00 to 03:40 pm

VENUE: Committee Room

A meeting of the Advisory Committee of the Centre as per schedule mentioned above. All the members of the Advisory Committee namely Dr. Adit Gupta, Dr. N. R. Sharma, Dr. Rohnika Sharma, Mr. Rajan Slathia, Mr. Sanjay Chandel, Ms. Ruchi Sharma, Mr. Pranav Gandotra (invitee), Dr. Mool Raj Sharma were present in the meeting in committee room and Dr. Arun K. Gupta, Dr. Renu Gupta, Dr. Ankur Gupta, Mr. D.S. Oberoi, Mr. Aashutosh Bajaj joined the meeting online. The meeting was held with the following agenda points.

Agenda Points
a. Activities conducted by the centre since 2 nd Meeting
b. ICT Initiatives by the Centre
c. Status of Previous Suggestions
d. Feedback on IT Initiatives
e. Future Targets
f. Any suggestions for improving the functioning of the centre if any

In the beginning of the meeting, Dr. Adit Gupta, Principal MIER College and Chairperson of the committee welcomed all the members of the committee and made introductory remarks and asked Dr. Mool Raj, Head, Centre for Educational Technology to show the presentation made for the purpose. In the presentation, Dr. Mool Raj highlighted the aims and objectives of the centre, about the centre, ICT infrastructure, task undertaken and list of activities conducted by the centre, status of previous suggestions, feedback on IT initiatives and future targets etc.

As per the ICT Infrastructure details, the college has 85 desktops for students, 03 interactive classrooms, 6 network printers and all other classrooms are technology enabled. The college has installed a Jio 50 MBPS leased line internet.

In the 'activities conducted' section, he added that from July 2019 till date, the centre has performed the following activities;

- i. 32 Multi-Media Lectures has been prepared in Presentation Tube software and have been uploaded in MIER College YouTube Channel after customization.



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- ii. Recorded Video of the activities of the college is being shared and uploaded through college YouTube Channel
- iii. Google Classroom Workshops were organized for the teachers and the students
- iv. Video Conferencing session was organized for interaction of students with management
- v. Orientation Cum Training Programmes on Camu-ERP were organized for teachers and the students
- vi. Orientation on Preparation of Online Quiz was organized for Teachers
- vii. Computer labs were used for the conduct of the Online Quiz for students
- viii. Workshop on 'How to use Google Classroom and Meet?' was organized for school and college teachers.
- ix. Three New CCTV Cameras were added in the college.
- x. Quarterly Review Meeting of the Centre was held

In addition to this, the following points were also included in the presentation.

- i. Work is in Progress for the new College Website
- ii. Online Admission Portal has been activated
- iii. Google Classroom is being used for online teaching and learning
- iv. Online Assessment Tools like Quizizz and Google Forms are being used
- v. Work is in Progress for Online Courses through Moodle Platform

Head of the centre also informed the members that all the suggestions given by the member of the advisory committee during last meeting have been incorporated. He also showed a chart depicting the effectiveness of online learning during the lockdown period, in which 66.9 % of the students said that it is either effective or very effective and 22.8 % said that this is slightly effective and remaining 10.2 % opined that it was not effective due to connectivity issue. From other responses it was found that Google Classroom has been used by 86.5 % of the students while WhatsApp has been used by 69.5% of the students. In the last he added that the Centre has set the following tasks for the coming year. These are;

- a. Developing & Launching MOOCs through MIER College ELMS (Moodle) Platform
- b. Launch of new College Website
- c. Digital Document Repository
- d. Setting up a Studio
- e. Online Examination and Auto proctoring tool
- f. IT Asset Management System (Asset Tiger)

After the presentation, everyone praised the centre for the comprehensive report and following valuable suggestions were made by the members present in the meeting and these have been recorded as:



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Mr. D.S. Oberoi, suggested that,

- i. Internet connectivity at students end is really an issue and practical/ teaching practice /internship is really a challenge for every institution. Alternate systems may be reviewed for ensuring virtual learning.
- ii. Tools for proctored examinations may be taken up for the use and measuring effectiveness of e-learning. The centre can also plan to implement the AI, AR & VR in the college.

Mr. Aashutosh Bajaj made the following suggestions and observations,

- iii. Various platforms may be utilized for the teaching, learning, research and evaluation.
- iv. Jio may take up a project for the start of MIER Jio Channel (DTH) and AI-based education platform Embibe for learning, tracking and assessment.
- v. Centre may provide consultancy to other institutions in training of teachers in online pedagogy and generate revenue for the centre. Centre should show case the use of technology and establish the centre as a brand in the field of educational technology.

Dr. Ankur Gupta mentioned about the following points;

- vi. The centre should help the teachers to use different online assessment techniques in place of traditional assessment and evaluation.
- vii. 3 D printing technology should be used in developing AV aids and other teaching learning aids.

Dr. Mool Raj Sharma

Head,

Centre for Educational Technology

Submitted to :

Principal, MIER College of Education