



**MIER COLLEGE OF EDUCATION
(AUTONOMOUS)**
Accredited by the NAAC with
'A+' Grade

**IQAC
Minutes of Meeting
and Action Taken
Report**

**QF No.: 092B
No: MCE/22/12/
Date: 7/12/2022**

The open forum interaction of students with College Quality Team was held with the students of semester 3rd of B.Ed., B.Ed. Special Education (ID), M.Ed. and BA (Hons) Psychology programmes (batch 2021-23) on 6th and 7th December 2022.

The interaction was conducted with the aim to answer pressing questions and concerns of the students related to academics, examinations, conduct of other activities and address grievances, if any. It also provided an opportunity to the College to gather valuable feedback from the students in order to improve the educational experiences of the students.

The agenda points of the session were:

1. Feedback on academics
2. Faculty feedback
3. Conduct of examination/evaluation
4. Conduct of activities
5. Grievances, if any

Overall, the students are satisfied with the teaching-learning process, faculty, examinations and various curricular and co-curricular activities that have been conducted by the College. However, there were some areas of concerns and issues raised by the students.

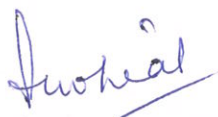
A meeting was conducted with the HoDs to discuss the feedback given by the students. The following action taken report has prepared based on the inputs given by the Principal, the HoDs and the QA team.

Action Taken Report

S.No.	Areas of Concern	Action Taken
1.	Due to B.Ed. Library lunch hour timings (1:40- 2:20 pm) the students are unable to access the library after their classes are over. They have requested the lunch timings of the library to be changed.	It has been decided that Mr Suneel Kumar Bhat, Librarian UG department and Mr Sudarshan Kumar, Library Assistant shall have different lunch timings so that students can have access to library facilities after their classes are over. An order from the Principal's office shall be taken out stating

		the lunch hour timings of UG and PG libraries.
2.	Timely declaration of results- the students have expressed their concern regarding the delay in the declaration of results of semester end examinations.	As per regulations, it will be ensured that the result is declared within 50 days from the last date of examination. Problems/issues in Sonet ERP hampering the result declaration have been resolved.
3.	Preparatory holiday during internal examinations- the students have requested that there should be preparatory holidays during internal examinations (mid-term exams).	It has been decided that for 4 credit courses one preparatory holiday shall be given to the students, however there shall be no such holiday for 3 and 2 credit courses.
4.	Payment of fees in instalments- some of the students had raised the issue of submission of fees in lump sum and have requested that they should be allowed to pay the fee in instalments.	The students with genuine reasons shall be allowed to pay in instalments, only after they have submitted an application to the Principal citing the reason. All other students have to deposit their dues annually, to be paid in one single lump sum amount.
5.	More practical exposure for students of B.Ed. Special (ID) programme	Necessary instructions have been issued to the HoD UG and the concerned faculty of Special Education that more practical exposure shall be given to the students in the inclusive school of Model Academy as well as visits shall be arranged in other similar institutions providing education to CWSN. The HoD shall prepare a schedule of practical classes for students of both 3 rd and 1 st semester.
6.	Additional classes of course 303 Statistical Methods for Psychological Research-1 for students of BA Hons Psychology programme- The students would like have additional classes for the said course as some of them are facing difficulty in understanding the numerical questions.	A schedule for conducting additional classes of Course 303 has been prepared by the HoD PG department so that the students can clarify their doubts and practice solving numerical questions.
7.	Equal opportunity for students M.Ed. programme to participate in co-curricular activities/ events.	It has been decided that a committee shall be formed comprising the Convener, Co-Convener, language and subject experts. Selection criteria shall be set and students will be selected on merit basis. Instructions have been given to the Convener CCA to

		ensure equal opportunities of participation are given to the students of PG department.
8.	Changing room for students- the students have requested that a changing room should be provided where they can change their uniforms, especially sarees.	Two rooms have been identified in the College where students can comfortably change their uniform. These shall be notified by the concerned HoDs for the benefit of the students.



Ms. Jasleen Mohial
Coordinator
IQAC



Dr Adit Gupta
Principal

Copy to: (e-mail)

1. Principal
2. HoD, PG department
3. HoD, UG department
4. Deputy HoD, PG department
5. Deputy HoD, UG department
6. QAO
7. Manager HR Trainings & Quality Assurance