



**SOS CHILDREN'S  
VILLAGES  
INDIA**

A loving home for every child

## **SOS J. N. KAUL INSTITUTE OF EDUCATION**

**Approved by National Council for Teacher Education (NCTE)**

**Affiliated to Kumaun University, Nainital**

**NAAC Grade B Certified Institute**

**Institutional Internal Quality Assurance Cell (IQAC) Committee 2021 – 2022 (06/08/2022)**

<b>Members</b>	
Dr. Mukta	Chairperson
<b>Senior Administrative Officials</b>	
Ms. Nidhi Saxena, H. R. SOS CV, India	Member
Mr. K. D Singh, Principal HGS, Bhimtal	Member
Ms. Bhawana Rana	Member
<b>Teachers</b>	
Mr. Rajendra Singh Khati	Member
Ms. Shalini	Member
Dr. Gokulanand Tewari	Member
<b>Management Member / Official</b>	
Mrs. Debaroti Bose, Director Education, SOS CV India	Member
<b>Nominees From Local Society, Students and Alumni</b>	
Ms. Varsha, Social Worker	Member
Ms. Krishna Kumar (2018 -2020)	Member
Ms. Harshit Joshi (2019 -21)	Member
<b>Nominees from employers/ Industrialists / Stakeholders</b>	
Mr. Parmeswar Narayan Shivpuri ( Owner of Shivpuri Trust )	
<b>Coordinator IQAC</b>	
Beena Negi Chaudhary	Member

  
Principal  
Dr. Mukta

**SOS J. N. Kaul institute of Education, Bhimtal**  
**Affiliated to Kumaun University Nainital and Recognized by NCTE**  
**SOS Complex Tallital, Bhimtal, 236136**

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**Internal quality assurance Cell**  
**Agenda Minutes of the Meeting held on 06/08/2022**

On 5<sup>th</sup> of August 2022, Dr. Mukta, joined as a new principal of SOS J.N. Kaul Institute of Education, Bhimtal. All the faculty members welcomed Dr. Mukta. Dr. Mukta instructed to resolve the old IQAC Committee and asked all the faculty members to be present for the IQAC meeting which will be held on 6<sup>th</sup> of August 2022. The following Agenda's was decided to discuss in the upcoming meeting:-

- ✓ Formation of the new IQAC
- ✓ Submission of AQAR for the academic year 2020 2021 and 2021 -2022.
- ✓ Submission of SSR for second cycle of reaccreditation
- ✓ Up gradation of the Course
- ✓ Placement of the Students in different school
- ✓ Publication of College Magazine
- ✓ Coordinate all academic activities and document the same
- ✓ Reconstruction of Committees

**Minutes of the Meetings:**

IQAC has cooperated well in commencing the project "Institutional Development Plan" and resolved to compile the suggestions from all the teachers.

For the placement of the students it has been decided in the meeting that every teacher will have the responsibility of 10 students to look after their placements.

To encourage writing and other artistic/creative skills of students, an annual institute magazine will be published. This magazine is released on the occasion of student induction programme with an aim to provide an opportunity to the students to showcase their skills to the world outside and among their social group. Faculty members also contribute significantly in enhancing the overall content of this magazine.

The college inspection will be held in the month of October by the University officials' for the B.A. and B.Sc. Course.

Different kinds of academic and co – curricular activities will be conducted to explore students' hidden talents.

Submission of AQAR and SSR for the NAAC purpose.

Discussion has been made to constitute the sub committees to work in support with IQAC with the faculty members as conveners.

  
06/08/2022

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NAAC Certified Institute

UGC Listed Institute - Under Section 2 (f)



## Report: Internal Quality Assurance Cell (06/08/2022)

- The IQAC has presented the progress report on 06/08/2022 in which the previous set goals were discussed. The following set goals were accomplished:
- For development of teaching skills among pupil-teachers, internship was conducted successfully.
- To develop the social competency among students, students have participated in various social programs and interact with various social groups.
- UTET and CTET classes were organized.
- A national seminar on ITEP was discussed and planned.

*Shubra*  
Principal,  
J. N. Kaul Institute of Education  
Bhimtal

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**Internal quality assurance Cell**  
**Minutes of the Meeting held on 19/12/2022**

Venue of the Meeting: Director's Office


Time: 9:30pm

**Member Present:**

S. No.	Name of the Attendees	Designation
1	Mrs. Debaroti Bose	Head – Education and Child Development, SOS CV India
2	Dr. Mukta	Chairman (Principal)
3	Ms. Nidhi Saxena	Senior administrative official
4	Mr. K.D. Singh	Senior administrative official
5	Ms. Bhawana Rana	Senior administrative official
6	Mr. Rajendra Singh Khati	Faculty Member
7	Dr. Gokulanand Tewari	Faculty Member
8	Ms. Shalini	Faculty Member
9	Ms. Varsa	Social Worker Member
10	Mr. Parmeswar Narayan	Stakeholder
11	Mr. Krishna Kumar	Alumni
12	Mr. Harshit Joshi	Alumni
13	Ms. Beena Negi Chaudhary	Coordinator

**Agenda:**

- ✓ Analysis of previous set goals: report presentation of meeting hold on 06/08/2022
- ✓ UGC status 2(f) and 12(B)
- ✓ Action plan for new academic session
- ✓ College website up gradation
- ✓ Submission of Annual Quality Assurance Report (AQAR) for the year 2020-21 and 2021-2022.
- ✓ Mentoring students for the competitive examination (CTET/ UTET)
- ✓ Conduction of Remedial classes
- ✓ MoU with other Universities / Institution
- ✓ Faculty Development Programme

  
**Principal,**  
**J. N. Kaul Institute of Education**  
**Bhimtal**

### Minutes of meetings:

- ❖ Discussion has been made on the previous set goals. If the goals have not been achieved they will be completed on the upcoming months.
- ❖ Faculty members and administrative staff was advised to compile the necessary data for inclusion of institute under Section 2(f) and 12 (B) of the UGC ACT 1956.
- ❖ It has been discussed in the meeting that uploading all necessary documents on the website on regular basis.
- ❖ To ensure proper CTET / UTET preparation, classes will be conducted regularly. Students must adhere to the daily study schedule outlined by coordinator.
- ❖ To build the confidence of the students CTET / UTET mock test will be conducted.
- ❖ It is decided that remedial classes will be conduct to score good marks in the university examination.
- ❖ For all round development of the student – teacher's memorandum of understanding will be signed with other Universities / Colleges.
- ❖ Discussion has been made to upload all the necessary documents and activities on the website.
- ❖ It has been discussed in the meeting that faculty members should participate in webinars / seminars/ workshop for the professional growth.

*Debaroti Bose*

Mrs. Debaroti Bose  
Head – Education &  
Child Development,

*Dr. Mukta*  
Principal,  
J. N. Kaul Institute of Education  
IQAC Chairperson

*Beena*

Beena Negi Chaudhary  
IQAC Coordinator



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## Report: Internal Quality Assurance Cell (19/12/2022)

- The set goals of 06/08/2022 were assessed and discussed.
- To look after the placement of the students, 10 students were assigned to each teacher.
- A National Seminar on ITEP was organized on 18<sup>th</sup> November 2022.
- Preparation for the submission of AQAR 2020-21.
- Students have participated in various scholastic and co-scholastic activities. On 9<sup>th</sup> of November, 2022, a competition 'AARAMBH' was organized in which students have participated in poster making, art & craft and landscape painting competitions.
- Selected B.Ed. trainees got opportunity of internship in Shillong, Meghalaya.
- Articles were invited from the students and teachers for the college magazine.
- Institutional development plan was discussed among faculty members.

  
Principal,  
J. N. Kaul Institute of Education  
BHIMTAL-263136

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**Internal quality assurance Cell**  
**Minutes of the Meeting held on Date: 10/04/2023**

**Venue of the Meeting: Director's Office**

**Time: 2:30pm**


**Member Present:**

S. No.	Name of the Attendees	Designation
1	Ms. Debaroti Bose	Head – Education and Child Development, SOS CV India
2	Dr. Mukta	Chairman (Principal)
3	Mr. K.D. Singh	Senior administrative official
4	Ms. Nidhi Saxena	Senior administrative official
5	Ms. Bhawana Rana	Senior administrative official
6	Mr. Rajendra Singh Khati	Faculty Member
7	Dr. Manoj Joshi	Faculty Member
8	Ms. Shalini	Faculty Member
9	Ms. Varsa	Social Worker Member
10	Mr. Parmeswar Narayan	Stakeholder
11	Mr. Krishna Kumar	Alumni
12	Mr. Harshit Joshi	Alumni
13	Ms. Beena Negi Chaudhary	Coordinator

**Agenda:**

- ✓ Action Taken Report on decisions of the meeting of IQAC held on 19/12/2022
- ✓ Submission of AQAR for the academic year 2021 -2022
- ✓ NAAC 2<sup>nd</sup> cycle Accreditation
- ✓ New construction for the new courses
- ✓ MOU with Uttarakhand Open University and other institution
- ✓ Distribution of the work to fulfill the requirement of IIQA and Self Study Report for NAAC purpose.

**Minutes of meetings:**

  
Principal,  
**J. N. Kaul Institute of Education**  
**BHIMTAL - 263132**

- ❖ New faculty member Dr. Manoj Joshi was introduced as new IQAC Committee member in place of Dr. Gokulanand Tewari.
- ❖ The AQAR (2021 -2022) was presented before the chairman (Principal) for revision and the same has to be submitted on NAAC portal before the last date of submission (31<sup>st</sup> May 2023).
- ❖ The members were informed about ongoing process of the preparation of IIQA and SSS submission for the 2<sup>nd</sup> cycle of NAAC.
- ❖ Committee members, administrative staff and teachers were advised to compile the data for IIQA and SSS submission.
- ❖ Plan of action has been discussed in the meeting to submit the IIQA and SSR for the 2nd cycle of NAAC accreditation.
- ❖ It is decided to conduct various activities for all round development of the students.
- ❖ To give exposure and enhance life skills of the students; focus was kept on MoU with other institutions, Universities and departments.
- ❖ It has been discussed in the meeting that faculty members should participate in webinars / seminars/ workshop for the professional growth. Organization/ institution will conduct various developmental programmes for the faculty members.

*Debaroti Bose*

**Mrs. Debaroti Bose**  
Head – Education &  
Child Development

*J.N. Kaul*  
Principal,  
BHIMPAL  
Dr. Mukta  
IQAC- Chairperson

*Beena Negi*

**Beena Negi Chaudhary**  
IQAC Coordinator



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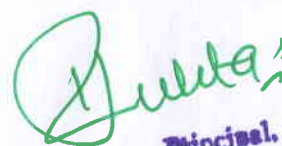
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## Report: Internal Quality Assurance Cell (10/04/2023)

- The previous goals of IQAC decided on 19/12/2023 were discussed.
- A guest lecture on NEP2020 was organized on 07/01/2023.
- Faculty training and development program was organized on 24/02/2023.
- Students have participated in all cultural, academic, patriotic programmes which are helpful in their all-round development.
- AQAR of the session 2020-21 was submitted on 14/01/2023.
- With valuable efforts of the institution and team, first magazine of our institute (Sambhavya, the budding potential) was published in February, 2023.
- To give exposure the students and for educational and cultural transmission MOUs with interstates and intrastate universities are proposed.

  
Principal,  
J. N. Kaul Institute of Education  
BHIMTAL-263136