

Meeting - 1

Tika Ram College of Education, Sonapat

Notice

Date- 21.07.2025

There will be meeting of IQAC Committee on 21.07.2025. Members are to attend the same.

Date: July 21, 2025

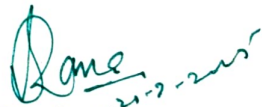
Venue: Principal Office

Time: 11:00 AM

Agenda:

- Organization of a National Seminar approved by DGHE entitled 'IKS in Global Academia: Concept, Present trends & Future Prospects.'


**IQAC
Coordinator**


**Principal
Tika Ram College of Education
Sonapat**



TIKA RAM COLLEGE OF EDUCATION

SONEPAT-131001 (HR)

Haryana Govt. Aided, Affiliated to DCRUST-Murthal (Sonapat), Approved by: NCTE & UGC - 2 (F) & 12B

website: www.trcesonapat.org

E-mail: principaltrce1@gmail.com

Run by: Tika Ram Edu. Society, Sonapat

Ref. No. TRCE/

Date 21.07.2025

Minutes of Meeting

A meeting of the teaching staff was held in the office of Principal, the following was resolved unanimously in the meeting.

1. A seminar entitled "Indian Knowledge System in Global Academia: Concept, Present Trends & Future Prospects" will be organized by IQAC of the college under the convenership of Dr. Indu Rathee, approved by DGHE Haryana which is to be organized on 13.08.2025.
2. Many Alumni of our college are working residing/ studying abroad in different countries. They made request at different times to involve them in academic and other activities of our college.

3. To provide opportunity to alumni, NRI and keeping in view to spread the knowledge of IKS at international level and to imbibe with the NEP2020.

Even, keeping in view the theme global academia of seminar, all the staff members are of the view to organize this seminar of International level.

Detail is as follows:-

- a. Teachers/Academician/Administrator- Rs 800/-
- b. Research Scholar/Student- Rs 300/-
- c. Rs.50 will be charged extra from participants who will required to send their participation certificate through post.
- d. Fee is accepted only in Indian Rupees.

It was decided to organize the seminar in online mode only.

Name	Signature
Dr. (Mrs.) Indu Rathee	<i>[Signature]</i>
Ms. Meenu Kumari	<i>[Signature]</i>
Dr. Rekha Devi	<i>[Signature]</i>
Ms. Seema Dahiya	<i>[Signature]</i>
Dr. Anita	<i>[Signature]</i>
Dr. Anjali Sheokand	<i>[Signature]</i>
Dr. Poonam Deshwal	<i>[Signature]</i>
Dr. Ajay Kumar	<i>[Signature]</i>

[Signature]
Principal
Tika Ram College of Education
Sonapat

[Signature]
21-7/2025



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Date 14-08-2025

ACTION TAKEN REPORT OF MEETING – 1 held on July 21, 2025

- International Seminar approved by DGHE entitled 'IKS in Global Academia: Concept, Present trends & Future Prospects' was organized successfully on August 13, 2025

IQAC Coordinator

Principal
Tika Ram College of Education
Sonapat

Meeting 2

Tika Ram College of Education, Sonapat

Notice

Date- 19.08.2025

There will be meeting of IQAC Committee on 20.08.2025. Members are to attend the same.

Date: August 20, 2025

Venue: Principal Office

Time: 1:00 PM

Agenda:

- Formation of administrative committee.



**IQAC
Coordinator**



Principal
Tika Ram College of Education
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Minutes of meeting IQAC (2025-26)

Date

Ref. No. TRCE/

Meeting: 2

Date: August 20, 2025

Venue: Principal Office

Time: 1:00 p.m.

The IQAC meeting for Academic Session 2025-26 was held on August 20, 2025. Following Members attended the meeting.

1. Chairperson:

Principal (Dr. Surender Singh Rana)

2. IQAC Coordinator:

Dr. Indu Rathee

3. Members of IQAC (Teaching Faculty):

Ms. Meenu Kumari

Dr. Rekha Devi

Ms. Seema Dahiya

Dr. Anita

Dr. Anjali Sheokand

Dr. Poonam Deshwal

Dr. Ajay Kumar

The Chairperson welcomed the members for 2nd meeting of 2025-26 session followed by a review presentation made by Dr. Indu Rathee, Coordinator IQAC.

The following points were discussed in the meeting:

Agenda 1- Formation of administrative committee.

Resolution:

- Discussion on names and formation of different Administrative Committees
- Convener and members' names were discussed.

The meeting was ended with **VOTE OF THANKS!**


IQAC Coordinator


Principal
Principal
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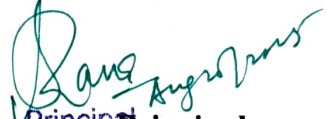
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Date 20.08.2025

Action taken report of meeting 2 held on August 20, 2025

- Administrative Committees were formed.


IQAC Coordinator


Principal
Tika Ram College of Education
Sonapat

meeting 3.

Tika Ram College of Education, Sonapat

Notice

Date- 23.08.2025

There will be meeting of IQAC Committee on 25.08.2025. Members are to attend the same.

Date: August 25, 2025

Venue: Principal Office

Time: 2:00 PM

Agenda:

- Discussion and preparation of time table
- Student Induction Programme B.Ed. 1st year (2025-26)
- Faculty Orientation Programme regarding orientation of B.Ed. 1st year
- Follow up of Internship Programme of B.Ed.II year



**IQAC
Coordinator**



**Principal
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Minutes of meeting IQAC (2025-26)

Date

Meeting: 3

Date- August 25, 2025

Venue-Principal Office

Time- 2:00 p.m.

The IQAC meeting for Academic Session 2025-26 was held on Aug.25, 2025. The following members attended the meeting.

1. Chairperson

Principal (Dr. Surender Singh Rana)

2. IQAC Co-ordinator

Dr. Indu Rathee

3. Members of IQAC (Teaching Faculty)

Ms.Meenu Kumari

Dr. Rekha Devi

Ms. Seema Dahiya

Dr. Anita

Dr. Anjali Sheokand

Dr. Poonam Deshwal

Dr. Ajay Kumar

The chairperson welcomed to members for the 3rd meeting of 2025-26 session followed by review presentation made by Dr. Indu Rathee, IQAC Co-ordinator.

The following points were discussed in the meeting:

Agenda 1 - Discussion and preparation of time table

Resolution:

- Number of lectures for teaching faculty.
- Discussion on subjects allotted to teachers.



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Date

Agenda 2 - Student Induction Programme B.Ed. 1st year (2025-26)

Resolution:

- Schedule was decided (time table, date and venue was decided)
- Duties were assigned to teachers.

Agenda 3- Faculty Orientation Programme regarding orientation of B.Ed. 1st year

Resolution:

- Role and duty of teachers regarding Orientation Programme was assigned.

Agenda 4 -Follow up of Internship Programme of B.Ed.II year

Resolution:

- Teacher Coordinators of different schools discussed details about internship with academic coordinator.

The meeting was ended with VOTE OF THANKS.


IQAC Co-Ordinator


Principal
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Date

Action Taken Report of Meeting 3rd held on. August 25, 2025

- Time table was prepared for B.Ed.and M.Ed.
- Schedule for student induction program (2025-26) was prepared and executed accordingly.
- Faculty Orientation Programme was on Use of ICT Resources in Education Research work was organized.
- Schedule of Internship Programme of B.Ed. II year students was executed according.
- Issues related to internship programme were discussed with academic coordinator.


IQAC Co-ordinator


Principal
Tika Ram College of Education
Sonapat

Meeting-4

Tika Ram College of Education, Sonapat

Notice

Date- 04.09.2025

There will be meeting of IQAC Committee on 05.09.2025. Members are to attend the same.

Date: September 05, 2025

Venue: Principal Office

Time: 1:00 PM

Agenda:

- Assignment of duties related to Alumni Association to be held on 13.09.2025.
- Discussion of teacher's dairy of B.Ed. 2nd year students.
- Up gradation of lesson plans, teaching methods and use of 3D models in teaching.

Seema
04/09/25
IQAC
Coordinator

Dr. Anurag Kumar
Principal
Tika Ram College of Education
Sonapat



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Minutes of meeting IQAC (2025-26)

Ref. No. TRCE/

Date

Meeting: 4

Date: September 05, 2025

Venue: Principal Office

Time: 1:00 p.m.

The IQAC meeting for Academic Session 2025-26 was held on September 05, 2025. Following Members attended the meeting.

1. Chairperson:

Principal (Dr. Surender Singh Rana)

2. IQAC Coordinator:

Ms. Seema Dahiya

3. Members of IQAC (Teaching Faculty):

Ms. Meenu Kumari

Dr. Rekha Devi

Dr. Anita

Dr. Anjali Sheokand

Dr. Poonam Deshwal

Dr. Ajay Kumar

Ms. Preeti

The Chairperson welcomed the members for 4th meeting of 2025-26 session followed by a review presentation made by Ms. Seema Dahiya, Coordinator IQAC.

The following points were discussed in the meeting:

Agenda 1- Assignment of duties related to Alumni Association to be held on 13.09.2025.

Resolution:

- Discussion on duties related to alumni meet to be held on 13.09.2025 was done.



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Date

Agenda 2- Discussion of Teacher's Diary of B.Ed. 2nd year students

Resolution

- Discussion related to writing pattern of Teacher's Diary of B.Ed. 2nd year students was held.

Agenda 3- Up gradation of lesson plans, teaching methods and use of 3D models in teaching

Resolution:

- Discussion related to Up gradation of lesson plans, teaching methods and use of 3D models in teaching.

The meeting was ended with **VOTE OF THANKS!**

Seema
05/09/25
IQAC Coordinator

Sanj
05/09/2025
Principal
Tika Ram College of Education
Sonapat



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Date 13.09.2025

ACTION TAKEN REPORT OF MEETING – 4th held on Sep.05, 2025

- Alumni Association was successfully organized.
- Uniform pattern related to writing of Teacher's Diary was adopted by B.Ed. 2nd year students.
- Up gradation of lesson plans, teaching methods and use of 3D models was practiced in teaching by B.Ed.2nd year students.

Seema
13/09/25
IQAC Coordinator

Dang
13/09/2025
Principal
Tika Ram College of Education
Sonapat

Meeting 5

Tika Ram College of Education, Sonapat

Notice

Date- 01.10.2025

There will be meeting of IQAC Committee on 03.10.2025. Members are to attend the same.

Date: October 03, 2025

Venue: Principal Office

Time: 2:00 PM

Agenda:

- Formation of Mentor Mentees group
- Formation of Academic club
- Formation of Administrative Committee of students
- Discussion on Course Curriculum
- Academic Audit
- Feedback of result on First Unit Test
- Orientation of Skill -in- teaching Programme

Seema
01/10/25
IQAC
Coordinator

Dr. S. S. S. S.
Principal
Tika Ram College of Education
Sonapat



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Minutes of meeting IQAC

Date 03.10.2025

(2025-26)

Meeting: 5

Date- October 03, 2025

Venue-Principal Office

Time- 2:00 p.m.

The IQAC meeting for Academic Session 2025-26 was held on October 03, 2025. The following members attended the meeting.

1. Chairperson

Principal (Dr. Surender Singh Rana)

2. IQAC Co-ordinator

Ms. Seema Dahiya

3. Members of IQAC (Teaching Faculty)

Ms.Meenu Kumari

Dr. Rekha Devi

Dr. Anita

Dr. Anjali Sheokand

Dr. Poonam Deshwal

Dr. Ajay Kumar

The chairperson welcomed to members for the 5th meeting of 2025-26 session followed by review presentation made by Ms. Seema Dahiya , IQAC Co-ordinator.

The following points were discussed in the meeting:

Agenda 1 - Formation of Mentor Mentees group

Resolution:

- Discussion on Mentor Mentees group
- Discussion on duties allotted to teachers.



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Date 03.10.2025

Agenda 2 - Formation of Academic club

Resolution:

- Discussion on various Academic clubs
- Selection of students for Academic club

Agenda 3- Formation of Administrative Committee of students

Resolution:

- Discussion on Administrative Committee of students
- Selection of students for Administrative Committee.

Agenda 4 -Discussion on Course Curriculum

Resolution:

- Discussion on the topics to be covered before commitment of Skill -in- teaching programme.

Agenda 5 -Academic Audit

Resolution:

- Periodic Academic Audit was done.
- Academic Co-ordinator received updates regarding coverage of syllabus till date.

Agenda 6 - Feedback of result on First Unit Test

Resolution:

- Discussion on Feedback of Unit Test



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Date 03.10.2025

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Agenda 7- Orientation of Skill -in- teaching Programme

Resolution:

- Schedule about skill in teaching Programme was discussed.
- Duties were assigned to faculty.

The meeting was ended with VOTE OF THANKS.

Seema
03/10/25
IQAC Coordinator

Rang
Principal
Tika Ram College of Education
Sonapat



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Date 23-12-2025

Action Taken Report of Meeting 5th held on October 03, 2025

- Mentor Mentees groups were prepared for B.Ed.and M.Ed.
- Academic Clubs were formed.
- Students ' Administrative Committees were prepared.
- Course Content was covered as discussed accordingly.
- Academic Audit was done and proved to be helpful in acquiring knowledge.
- Feedback on result of unit test was taken.
- Orientation program and Workshop of Skill -in- teaching program was discussed and tentatively scheduled (from 6th November 2025 to third week of January).

Seema

IQAC Coordinator

Durg
Principal
Tika Ram College of Education
Sonapat