

A meeting was called by the coordinator regarding the new academic session (2018-2019) before the statutory body, under the chairmanship of Professor P.L.Mohapatra, Principal, Harkamaya College of Education, to discuss various aspects. Among others, the progress of the staff and students along with the institutional facilities that were available and required.

The following points were discussed:

1. Quality Parameters on Various Academic and Administrative Act:

- Teaching faculties were encouraged and all support ensured to attend the two-day National Seminar scheduled on 26th and 27th September 2018, sponsored by ICSSR on the theme of Quality Enhancement in the Teacher Education Institutions: *Dichotomy between Teaching and Learning*.
- The Committee also decided that the distribution of Curricular and extracurricular activities would be uniformly distributed among the faculty members on the basis of their expertise in the concerned field.
- The performance of B.Ed and M.Ed Course students were discussed and the members extended their appreciation for the progress of the results.

2. Learner-Centric Environment conducive to Quality Education :

- The anti-ragging committee would strictly observe the provision of the act of the Central Government declaring ragging as cognizable offence and prohibiting ragging in all its forms in the institution.
- To restrict and restrain students from undesirable actions, it was advised that the concerned members of the various discipline committees be extra vigilant with regard to ragging among students.
- To have an access to the academic and non-academic resources available for both the students and Teachers, it was advisable for both the teachers and students to visit to the college library and spend some quality time during the recreational time.

S.No.	Designation	Member Present
1.	Chairperson	Dr. Arati Chettri
2.	IQAC Co-ordinator	Ms. Ranita Chakraborty
3.	Employer's Nominee	Dr. S.K. Pradhan
4.	Management Member	Mr. Abhishek Chettri
5.	Teacher	Mr. K.K. Biswal
6.	Teacher	Mrs. Devi Kala
7.	Teacher	Mr. P.K. Ray
8.	Teacher	Dr. Anamika Gurung
9.	Teacher	Ms. K.F. Cargay
10.	Administrative Officer	Mr. Bhanu Sharma
11.	Alumni	Mr. Raju Sharma
12.	Student	Mr. Raksha Gautam
13.	Student	Ms. Rajeta Gurung

A meeting was called by the coordinator to discuss the AQAR before the statutory body, under the chairmanship of Dr. AratiChettri, Principal, Harkamaya College of Education.

The agenda of the meeting included the following issues:

1. Curricular Enrichment Programme :

In order to provide opportunities for broadening student's educational experience Fieldtrips for 31 students of B.Ed 3rd Semester would be organised. Logistic responsibilities and initiatives would be taken up by three Assistant Professors viz.

- Mr. Sanjay Biswakarma
- Mr. Prabin Chettri
- Ms. Tenzin Doensal Bhutia.

2. Student's Performance

With an intention to improve one's attitudes and beliefs towards achieving a purpose, The B.Ed 1st Semester students would be encouraged to participate in the upcoming Vigilance Awareness Week by preparing a Talk and a Program from the 29th to 23rd November 2018. The theme for this year's program would be: 'Eradicate corruption to build a new India.'

3. Collaborative Programme :

In order to execute the practical of the B.Ed. third semester students, the meeting also assigned Teachers to coordinate with different Government and Private Schools and prepare for the School Internship programme of the B.Ed. 3rd Semester students.

4. Honours and Recognition of the Teachers :

Felicitation of Mr. R.K Jha, Assistant Professor, HCE, to be followed up and organised.

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Rajeta Gurung

A meeting was called by the coordinator to discuss issues pertaining to AQAR before the statutory body, under the chairpersonship of Dr. Arati Chhetri, Principal, Harkamaya College of Education.

The following points were taken up:

1. Curriculum Enrichment Programme

Initiatives to be taken by both teaching and non-Teaching staff for preparations pertaining to the University Inspection Team's visit to the college on 20/02/2019

The faculty Members decided on the Felicitation programme to be organized by the college on campus for the outgoing 4th Semester B.Ed and M.Ed students.

2. Teaching Learning process

It was decided to send request letters to the respective Principals and Headmasters of Government and Private Schools in and around Gangtok, for allowing the B.Ed and M.Ed 4th Semester students to conduct their practical teaching.

3. Responsibilities Allotment :

Distribution of responsibilities for the next academic session was reviewed and distributed among the teachers as per their agreement on different activities. This was followed by a vote of thanks given by the coordinator.

S.No.	Designation	Member Present
1.	Chairperson	Dr. Arati Chhetri
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4.	Management Member	Mr. Abhishek Chhetri
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B.S.

Harkamaya College of Education Meeting held on 15/05/2019

A meeting was called by the coordinator to discuss the AQAR before the statutory body under the chairpersonship of Dr AratiChettri, Principal, Harkamaya College of Education.

The following points were discussed:

1. **Teaching and Learning Process :**

Review of Lesson Plans and discussions on the overall academic progress made by the students of B.Ed and M.Ed Courses.

2. **Feedback response :**

Reflection and Recap on the visit of the University Inspection Team consisting of Dr. Abhijit Dutta (Professor of Commerce), Dr. Uditabhutia (Professor of Education), Mr. Karma Gyatso Bhutia (J.E/Electrical, Sikkim University) Mr. Gyaltzen Sherpa (Director, H.E, HRDD Government of Sikkim). As per the evaluation and directives of the Visiting Team, the committee took note of the areas where improvements could be made.

3. **Collaborative Activity :**

The second round of Interactive Meeting for Academic School Internship with School Heads and School Representatives on the Internship Programme was productive and 4th Semester B.Ed/M.Ed students would be allowed to complete their Internship Programs at the respective schools.

The present status of the college Academic Faculty was discussed and updated:

- Faculties whose research papers were published in National and International Journals.
- Faculties who had attended Seminars /Workshops/ Academic Courses.

The committee lauded the concerned faculty members for their academic achievements after which a vote of thanks was given.

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