



# National College for Teacher Education

(NAAC Accredited with 'B' Grade)

Iqbal Square, Meprathupady, Vengola, Perumbavoor, Ernakulam - 683 556

## Meeting Minutes: Decision Making Committee

**Date:** 01-06-2022

**Time:** 10.00 Am

**Venue:** Principal Room

### Agenda Items:

1. Academic Planning for the Year 2022-23
2. Various Programs to be Conducted
3. Celebrations of Various Days
4. Discipline Maintenance
5. FDP Planning
6. Other Quality Measures

### Minutes:

#### 1. Academic Planning for the Year 2022-23:

- The committee approved the academic calendar, including teaching days, examination schedule, and vacation periods.
- The curriculum for various courses was reviewed and approved.

#### 2. Various Programs to be Conducted:

- The following programs were approved for the year:
  - Onam Celebration
  - Orientation for B.Ed
  - Drama & Arts Workshop
  - Webinar on Research Designs

#### 3. Celebrations of Various Days:

- Plans were approved for celebrating various days like Independence Day, Republic Day, Teacher's Day, and National Science Day.



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### 4. Discipline Maintenance:

- The existing rules and regulations regarding discipline were reviewed and updated.
- The committee emphasized the importance of creating a positive and conducive learning environment.

### 5. FDP Planning:

- The committee discussed the need for Faculty Development Programs (FDPs) to enhance faculty skills.


### 6. Other Quality Measures:

- Quality measures like student feedback mechanisms, faculty evaluation processes, and infrastructure development were discussed.
- Responsibilities for implementing these measures were assigned to committee members.

### Next Meeting:

- The committee decided to meet again on 15<sup>th</sup> July 2023 at 2.00 pm to discuss the progress made on the above-mentioned agenda items.



  
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