

# H M Patel Institute of English Training & Research

Vallabh Vidyanagar

## IQAC Action Plan (Proposed)

Academic Year 2022-23




Sr. No.	Activity under IQAC	DESIRED OUTCOMES
<b>July 2022</b>		
1	Student Induction Programme (SIP) 2022 (For New Batch of B.Ed.)	First year students of B.Ed. (English) will be oriented to the course, activities to be conducted in the academic year and will be made aware of teaching profession, vision and mission of the institute and the capacity and standard of the college in the carrier building of the English language teachers  Moreover, a few expert sessions on various topics will be planned by inviting guest speakers and local level field visit will be arranged. At the end of SIP, one cultural programme will be planned.
2	Orientation to School Internship for B.Ed. (English) Sem-III Trainees (02 Months Internship)	The faculty member will orient the trainees of B.Ed. Sem-III to school internship programme, activities, submissions and lesson planning.
3	English Enrichment Programme (EEP)	The trainees will be given experience of language skills by the faculty members on various topics of functional English and the use of language
4	Micro-Teaching Programme	The demonstration of Micro teaching will be provided to the trainees and the micro-teaching skills' presentation will be conducted for a week in the groups
<b>August 2022</b>		
5	Simulation Programme (Practice Teaching)	There will be demonstrations by the faculty members on various methods of simulation. Then, the trainees will prepare their plans and present the same in their groups in the presence of the supervisor
6	Talent Week	On the occasion of founder's day, the institute will organise some inter-college competitions for a week
7	Founder's Day Celebration on 27th August, 2021	The Founder's Day will be celebrated on 27th August – Birthday of Dr H M Patel Sir. One ELT expert will be invited for conducting a session in English Language Teaching.

8	Students' Workshop on NEP 2020	Students will participate in the workshop and derive major ideas from NEP 2020 and present in the class followed by question-answer session
<b>September 2022</b>		
9	Teachers' Day	The Teachers' Day will be celebrated at the institute by featuring a small biopic of Dr Radhakrishnan and by arranging a guest speech
10	Guest Sessions in Theory Papers	The experts will be invited for guest sessions on a few distinct topics of the syllabus which would provide a wide exposure to the B.Ed. trainees
11	Participating in University Youth Festival	The interested trainees will be motivated to participate in University Youth Festival
12	NSS Day Celebration	The NSS Day will be celebrated by arranging a guest speech
13	ELT Quarterly September Issue	The September issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT
<b>October 2022</b>		
14	Gandhi Jayanti Celebration	There will be a guest session by one expert of Gandhian Philosophy
15	Cultural Programme with Navratri Celebration	There will be one cultural event along with Navratri celebration with <i>Aarti</i> and <i>Garba Utsav</i> on any one day during the <i>Navratri</i>
16	TET / TAT Guidance Sessions	The guidance sessions on TET / TAT will be arranged for the current trainees and the previous years' trainees of the institute. It will include pre-test, daily sessions and post-test
17	Guest Speech on Inclusive Education	A guest speaker will be invited for conducting a session on Inclusive Education and Disability Awareness
18	PTA Meeting	The parents / guardians of the trainees will be invited for a meeting at the institute in order to discuss the progress of the trainees in B.Ed.
<b>November 2022</b>		
19	Workshop on <i>Reflective Reading</i>	One-day workshop on Reflective Reading will be arranged for the Semester-I trainees
20	Academic Visit to an innovative learning centre	One academic visit will be organised for one day to the nearby educational institutions so that the trainees can learn the innovative ways of teaching practices going on in such institutions
21	NSS Activity (Blood Donation Camp)	One day NSS Activity will be organised

22	Webinar under Alumni Association	A National level Webinar will be organised by the Alumni Association of the institute
<b>December 2022</b>		
23	Administrative Staff Development Programme (ASDP)	One week ASDP will be organised for the administrative staff of the institute as well as other institutions of Vallabh Vidyanagar
24	Internal Theory and Practical Examinations	The prelim (Internal) Examinations will be conducted at the institute that will include both the practical & theory papers
25	ELT Quarterly December Issue	The December issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT
<b>January 2022</b>		
26	Sem-II Syllabus Orientation	The trainees will be oriented to the syllabus and the activities to be conducted throughout the semester
27	Faculty Development Programme (FDP)	One faculty development programme will be organised for the B.Ed. English faculty members
28	Annual Sports Day	One institute-level sports event will be arranged for the trainees of both the years. The winners in each sport will be sent to the University level sport meet.
29	Workshop on Lesson Planning	A one-day workshop will be organised on Lesson Planning for the B.Ed. English Semester-II trainees
30	Stray-Lessons (Sem-II) & Block-teaching (Sem-IV) in L1 & L2 (Practice Teaching in School)	The trainees will be sent in groups to various schools for practice teaching. The faculty members will be the supervisors of such groups. Moreover, they will be oriented to the submissions to be done in the stray-lesson & block-teaching programme in schools.
31	National Voters' Day	There will be a celebration of National Voters' Day under which a quiz will be organised for the trainees
32	The Republic Day (26th January) celebration with Patriotic Song singing competition	The patriotic event will be planned on this day after the flag-hoisting
33	Certificate Course / Value Added Course	One short term certificate course or value added course will be given to the B.Ed. Trainees
<b>February 2022</b>		
34	National / International Conference	One National or International level Conference will be organised at the institute
35	Women Cell Activities (Yoga Session, Fun	The women cell will organise three days programme including yoga session, fun fair and women empowerment session

	Fair & Women empowerment Session)	
36	Alumni Association Meet	The Alumni of the institute will be invited for a meet at the institute
<b>March 2022</b>		
37	Celebration of International Women's Day	The celebration of the International Women Day will be conducted under the Women Cell of the Institute. A guest session will be arranged for the same.
39	IQAC Expert Lecture Series	A lecture series on various topics of English Language Teaching will be organised at the institute. It would be online.
40	ELT Quarterly March Issue	The March issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT
<b>April 2022</b>		
41	One-week Workshop on ICT Tools and Web Platforms for ELT	One-week workshop on ICT Tools and Web Platforms for teaching English will be organised at the institute
44	Internship Programme of Semester-IV (4-6 weeks)	Semester-IV trainees will be provided another internship for 4-6 weeks in secondary schools. This will also include a couple of submissions.
45	PTA Meeting	The parents / guardians of the trainees will be invited for a meeting at the institute in order to discuss the progress of the trainees in B.Ed.
46	Campus Placement	A Campus Interview will be planned and arranged at the institute for which the English medium schools will be invited to conduct interview of the last semester trainees
<b>May 2022</b>		
47	Internal Theory and Practical Examinations	The prelim (Internal) Examinations will be conducted at the institute that will include both the practical & theory papers
<b>June 2022</b>		
48	International Yoga Day	The International Yoga Day on 21st June will be celebrated at the institute in order to provide the trainees an experience of yoga and its importance in this modern living
49	ELT Quarterly June Issue	The June issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT



  
**Principal**  
 H. M. Patel Institute of English  
 Training & Research  
 Vallabh Vidyanagar