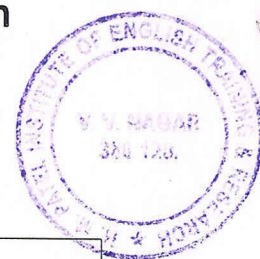


H M Patel Institute of English Training & Research

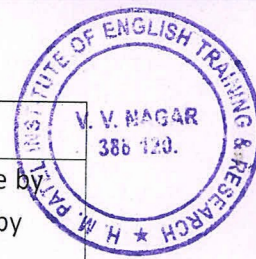
Vallabh Vidyanagar

IQAC Action Plan (Proposed)

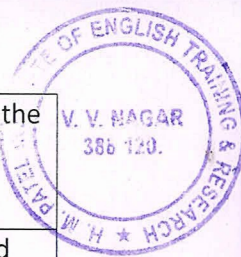
Academic Year 2023-24



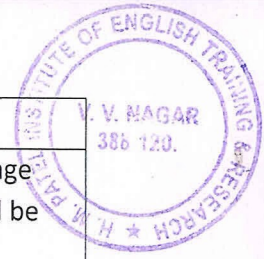
| Sr. No. | Activity under IQAC | DESIRED OUTCOMES |
|--------------------|--|--|
| July 2023 | | |
| 1 | Student Induction Programme (SIP) 2023 (For New Batch of B.Ed.) | First year students of B.Ed. (English) will be oriented to the course, activities to be conducted in the academic year and will be 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 |
| August 2023 | | |
| 5 | Stage Teaching Programme | There will be demonstrations by the faculty members on stage teaching. 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, 2023 | 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 | Independence Day Week Celebration | Organizing events and inter-college competitions on patriotism by B.Ed. Trainees |



| September 2023 | | |
|-----------------------|---|--|
| 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 | Intra-college Cultural Events & Competitions | The trainees will participate in intra-college competitions in order to be shortlisted for the University-level Youth Festival |
| 12 | Hindi Diwas Celebration | Events will be organized on the occasion. |
| 13 | World Ozone Day | Expert session will be arranged on the occasion. |
| 14 | NSS Day Celebration | The NSS Day will be celebrated by arranging a guest speech |
| 15 | ELT Quarterly September Issue | The September issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT |
| October 2023 | | |
| 16 | Gandhi Jayanti & Shastriji Jayanti Celebration | Events will be organized on the occasion. (Expert Session, Speeches, etc.) |
| 17 | Fun Fair with Navratri Celebration | There will be one Faun Fair Programme along with Navratri celebration with <i>Aarti</i> and <i>Garba Utsav</i> on any one day during the <i>Navratri</i> |
| 18 | Guest Speech on Inclusive Education | A guest speaker will be invited for conducting a session on Inclusive Education and Disability Awareness |
| 19 | 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. |
| November 2023 | | |
| 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 | Parent-teachers' Meeting (PTM) | An Offline PTM will be arranged at the institute before Diwali break. |
| 22 | NSS Activities | A few NSS Activities will be organised by the NSS Club. |
| December 2023 | | |
| 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 |




| | | |
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| 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 |
| 26 | Add-on / Value-added Course | One short term certificate course or value added course will be given to the B.Ed. Trainees |
| January 2023 | | |
| 27 | Sem-II Syllabus Orientation | The trainees will be oriented to the syllabus and the activities to be conducted throughout the semester |
| 28 | Faculty Development Programme (FDP) | One faculty development programme will be organised for the B.Ed. English faculty members |
| 29 | 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. |
| 30 | Workshop on Lesson Planning | A one-day workshop will be organised on Lesson Planning for the B.Ed. English Semester-II trainees |
| 31 | 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. |
| 32 | National Voters' Day | There will be a celebration of National Voters' Day under which a quiz will be organised for the trainees |
| 33 | The Republic Day (26th January) celebration with Patriotic Song singing competition | The patriotic event will be planned on this day after the flag-hoisting |
| February 2023 | | |
| 34 | National / International Conference | One National or International level Conference will be organised at the institute |
| 35 | Women Cell Activities (Yoga Session & Women empowerment Session) | The women cell will organise three days programme including yoga session, fun fair and women empowerment session |
| 36 | Alumni Association Meet | The Alumni of the institute will be invited for a meet at the institute |
| March 2023 | | |
| 37 | Celebration of International Women's | The celebration of the International Women Day will be conducted under the Women Cell of the Institute. A guest |



| | Day | session will be arranged for the same. |
|-------------------|--|--|
| 38 | IQAC Expert Lecture Series | A lecture series on various topics of English Language Teaching will be organised at the institute. It would be online. |
| 39 | ELT Quarterly March Issue | The March issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT |
| 40 | 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 |
| 41 | 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 |
| April 2023 | | |
| 42 | 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 |
| 43 | IITE's 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. |
| 44 | Parent-Teachers' 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. |
| May 2023 | | |
| 45 | Internal Theory and Practical Examinations | The prelim (Internal) Examinations will be conducted at the institute that will include both the practical & theory papers |
| June 2023 | | |
| 46 | 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 |
| 47 | ELT Quarterly June Issue | The June issue of ELT Quarterly will be published after accepting and reviewing research papers and articles on ELT |

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IQAC Coordinator


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Report on Elocution Competition

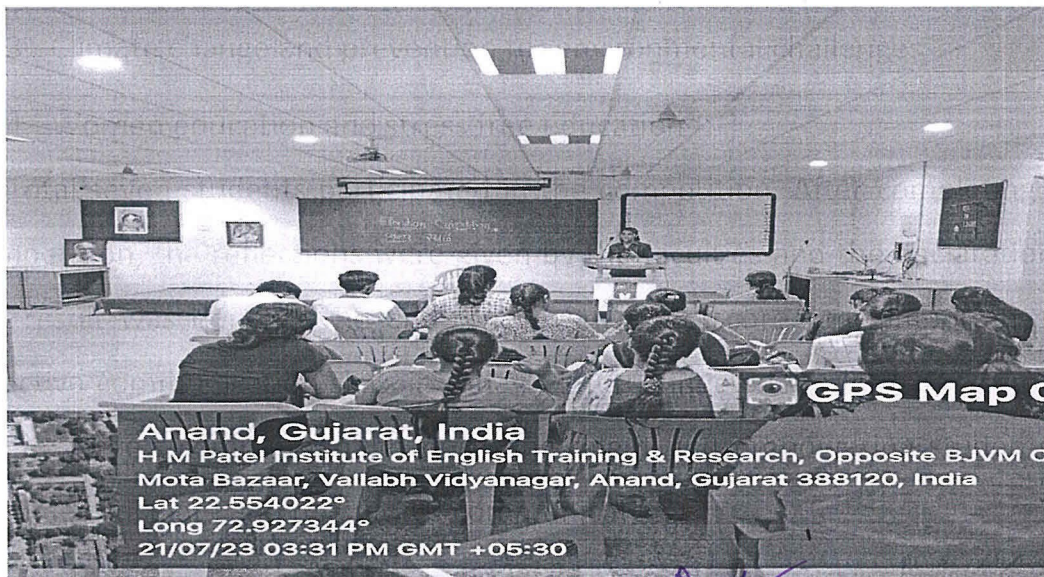


Date: 22/07/2023

The Internal quality Assurance cell (IQAC) of H M Patel Institute of English training & Research (HMPIETR) organized an Elocution competition at the institute on 21st July, 2023 for the students of B.Ed. English sem-1. The below listed topics were given for the elocution competition:

1. Artificial Intelligence: Bane or a Boon
2. Entrepreneurship: theme for developing India 3.0
3. Climate change and prevention for environmental challenges
4. Women education and stress free education

Total seven students participated in the competition. After completing the competition, the reflections were given by the faculties and the declaration of the result was done at the end. The event underscored the importance of effective communication skills in today's interconnected world and reaffirmed the institute's commitment to nurturing talent and empowering students to become articulate and persuasive communicators.



[Signature]
I/C Principal
H. M. Patel Institute of English
Training & Research
Vallabh Vidyanagar