Gyanoday College of Education Janjgir

Akaltara Road Janjgir, Distt- Janjgir-Champa (C.G.)

Contact No: 94252-30437

E-Mail-sureshyadavsky27@gmail.com Website:http://www.gyanodaycollege.com

Minutes of the Meeting of the Programme Advisory Committee

(2017-2018)

The **first** ever meeting of the Programme Advisory Committee (2017-2018) was held at 11:00 a.m. on August 2018 in the Conference Room of College .

The following were present

The following attended

1.	Dr. Manveer Singh	Chairperson
2.	Smt Hema Tiwari	Member
3.	Shri Ramdhan	Member
4.	Shri Bholanath	Member
5.	Shri Vinod Kumar	Member
6.	Shri Sunil Kumar Ray	Member
7.	Shri Suresh Yadav	Coordinator

Society's President SHRI ISHWARI PRASAD YADAV presided over the preliminary meeting.

The chairperson welcomed the members who were participating in the first ever meeting of the recently constituted PAC. The Governing Body at its meeting dated 10 January 2018 decided to form the PAC for the Department of Education. . As per authorisation, the Principal in effective consultation with the Management have decided on the composition, jurisdiction, meetings to be held and all other details.

As per the decision of the Governing Body existing relevant committees, clubs and Cells have been merged together and re-designated as PAC.

The chairperson pointed out that the PAC would be responsible to advise, assist, and support activities designed to strengthen and modernize educational programs. The PAC would promote the education program in the

Principal
Gyanodaya College of Education
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community. Promotion may be taken up in the form of communicating with local elders, arranging publicity, presenting programs to civic groups, and authoring newspaper articles pamphlets.

PAC's role is not to "rubber stamp" what already exists, but to offer suggestions for improvements that will help the program grow and expand. Details are as under

Composition

The college is to have a PAC consisting of

1.	Dr. Manveer Singh	Chairperson
2.	Smt Hema Tiwari	Member
3.	Shri Ramdhan	Member
4.	Shri Bholanath	Member
5.	Shri Vinod Kumar	Member
6.	Shri Sunil Kumar Ray	Member
7.	Shri Suresh Yadav	Coordinator

Functions-jurisdictions

Priorities for the advisory committee's program of work fall into following categories:

- Curriculum, review and revision
- Staff development
- Career development and work-based learning activities
- Marketing and advocacy of the product
- Student recruitment, mentoring, and placement
- Program resources: student activities or program-specific resource needs.
- Evaluation (of the program and the advisory committee itself)

Sub-committees

The Program Advisory Committee may be assisted by other committees. It may appoint subcommittees and determine their responsibilities, goals, and tasks. PAC's members may serve on more than one subcommittee.

Meetings

The actual number of PAC's meetings per year is to be determined by the scope of the committee's Program of Work. Program Advisory Committees is to meet a minimum of once per year. A-half of the members would form the corium

Principal
( ) Navodaya College of Education
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Decisions

Having taken into considerations the priorities based on the current and projected needs and what has been accomplished in the past, the PAC decided as under

A: Curriculum, review and revision

1. ***Curriculum frameworks and course descriptions***—Advisory Committee requested to ascertain if the framework or course sequence satisfy the emerging requirements of the market. It particularly asked to compare content of program with competencies required for entry into the occupations.
2. ***Modification of existing programs***—Advisory committees advised to compare program accomplishments with program objectives. Also it requested the chairperson to see if there was a need for developing educational objectives, and include it in the above-mentioned programme.
3. ***In addition the*** Advisory Committees sought help to identify new or emerging technical/ occupational education fields: identify areas in which new programs, or changes to existing programs, are necessary.
4. It felt the need of identifying new technologies to include in program.
5. ***Review, evaluate, and advise on course materials***—Advisory Committee also wanted to determine whether texts should be updated or supplemented. Besides, it wanted to identify content that are out-of-date or do not meet required standards.

The issues mentioned from 1 to 5 may be decided on the basis of feedbacks from all stakeholders and with the help of theme-based workshop/mini-seminar that may be conducted by the college all alone, or else in collaboration with sister institutions. The chairperson should assure involvement of the University faculty also.

6. The Committee asked for placing before it the results of tests, progress report and duly analysed annual examination results for facilitating evaluation of quality and quantity of graduates and job placement.

B. Staff Development

7. The PAC reviewed the proposal for faculty development It did not approve professional development plans as placed before it. Instead it asked that while placing any new or amended proposal or programme before the PAC, the concerned functionaries and
8. committees must considers time, costs, human resources, and other support needed for each step. Details should be worked out accordingly and beforehand.
9. It decided to place before the management the detailed proposal on the provision of in-service activities on current methods and processes for the faculty for seeking a policy decision. The proposal should also include the provision for

i) **Teachers' memberships or participation in subject associations**

ii) **Career Development and Work-Based Learning**

9. The PAC took a view of career awareness and career development activities. It requested the Chairperson to facilitate arrangement for occupation-related field trips and other career awareness activities such as interaction with the office bearers of local self government, local artisans, community leaders, and women groups (if any) and the people living below poverty line.

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10. **Work-based learning activities** The PAC asked for submitting detailed report on internships programs before it, each year.

C. Students: Recruitment, Mentoring, and Placement

11. The PAC reviewed completion rates and placement rates. It then reminded itself of the role it can play in identifying available jobs, in recruiting and mentoring students in technical/occupational programs, and in placing program completers. In view of this, the PAC decided as under

    i) **It** advised Placement Cell to notify the posts for which students are qualified.

    ii) It asked the Placement Cell to organize student/employer conferences.

    iii) It also asked the concerned committee to assist student-teachers in developing interviewing skills.

12. It requested the chairperson to arrange for guest speakers or substitute teachers in the classroom, as and when required.

D. Resources (Equipment, Funding, and Personnel)

13. The PAC took stock of the program resource needs, including equipment, laboratories, staff qualifications, and specialized educational and training facilities. It asked to develop strong links with the community, utilise community resources and broker community partnerships.

    i) Developing and establishing procedures for recognizing outstanding students, teachers,and community leaders, and

    ii) Promoting special college events.

14. The PAC acknowledged the fact that preparing students for a global workforce, necessitates use of up-to-date equipment by the institution. The committee expressed its intent to review existing equipment and consider how closely it matches equipment used in quality schools.

15. It decided further to determine with experts' help what equipment is obsolete, what should be obtained, and whether the program provides sufficient student materials.

E. Evaluation:

16. To promote a culture of continuous improvement and focus on outcomes, the committee recognized that continuous improvement depends on regular evaluation. It therefore asked the Examination Committee to present before it the analyzed data, status of goal attainment, with related ideas for evaluation and advice.

17. The PAC gave special consideration to special issue**:** The College is situated in rural areas. It therefore must deal with rural area specific special considerations and challenges.

At the same time, the PAC opined, that representation of rural-small schools on advisory committees can offer certain advantages, such as personalized attention and more varied experiences for students and/or teacher educators. The Committees should therefore look for ways to expand and enhance the involvement of rural schools by having them leverage their connections with suppliers.

The present resolutions are to be treated as standing provisions.

The meeting concluded at 4 pm with a vote of thanks to the chair.

Chairperson

Principal
Janodaya College of Education
Janjgir, Dist: Janjgir-Champa (C.G.)

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Minutes of the Meeting of the Programme Advisory Committee

(2018-2019)

The **first** ever meeting of the Programme Advisory Committee (2018-2019) was held at 11:00 a.m. on 10 January 2019 in the Conference Room of College .

The following were present

The following attended

1.	Dr. Manveer Singh	Chairperson
2.	Smt. Hema Tiwari	Member
3.	Shri Bholanath	Member
4.	Shri Raj Kumar Varma	Member
5.	Shri Ramdhan	Member
6.	Shri Sunil Kumar Ray	Member
7.	Shri Suresh Yadav	Coordinator

Society's President SHRI ISHWARI PRASAD YADAV presided over the preliminary meeting.

The chairperson welcomed the members who were participating in the first ever meeting of the recently constituted PAC. The Governing Body at its meeting dated 20 December 2010 decided to form the PAC for the Department of Education. . As per authorisation, the Principal in effective consultation with the Management have decided on the composition, jurisdiction, meetings to be held and all other details.

As per the decision of the Governing Body existing relevant committees, clubs and Cells have been merged together and re-designated as PAC.

The chairperson pointed out that the PAC would be responsible to advise, assist, and support activities designed to strengthen and modernize educational programs. The PAC would promote the education program in the

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community. Promotion may be taken up in the form of communicating with local elders, arranging publicity, presenting programs to civic groups, and authoring newspaper articles/pamphlets.

PAC's role is not to "rubber stamp" what already exists, but to offer suggestions for improvements that will help the program grow and expand. Details are as under

Composition

The college is to have a PAC consisting of

1.	Dr. Manveer Singh	Chairperson
2.	Smt. Hema Tiwari	Member
3.	Shri Bholanath	Member
4.	Shri Raj Kumar Varma	Member
5.	Shri Ramdhan	Member
6.	Shri Sunil Kumar Ray	Member
7.	Shri Suresh Yadav	Coordinator

Functions-jurisdictions

Priorities for the advisory committee's program of work fall into following categories:

- Curriculum, review and revision
- Staff development
- Career development and work-based learning activities
- Marketing and advocacy of the product
- Student recruitment, mentoring, and placement
- Program resources: student activities or program-specific resource needs.
- Evaluation (of the program and the advisory committee itself)

Sub-committees

The Program Advisory Committee may be assisted by other committees. It may appoint subcommittees and determine their responsibilities, goals, and tasks. PAC's members may serve on more than one subcommittee.

Meetings

The actual number of PAC's meetings per year is to be determined by the scope of the committee's Program of Work. Program Advisory Committees is to meet a minimum of once per year. A-half of the members would form the corium

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Decisions

Having taken into considerations the priorities based on the current and projected needs and what has been accomplished in the past, the PAC decided as under

A: Curriculum, review and revision

1. ***Curriculum frameworks and course descriptions***—Advisory Committee requested to ascertain if the framework or course sequence satisfy the emerging requirements of the market. It particularly asked to compare content of program with competencies required for entry into the occupations.
2. ***Modification of existing programs***—Advisory committees advised to compare program accomplishments with program objectives. Also it requested the chairperson to see if there was a need for developing educational objectives, and include it in the above-mentioned programme.
3. ***In addition the*** Advisory Committees sought help to identify new or emerging technical/ occupational education fields: identify areas in which new programs, or changes to existing programs, are necessary.
4. It felt the need of identifying new technologies to include in program.
5. ***Review, evaluate, and advise on course materials***—Advisory Committee also wanted to determine whether texts should be updated or supplemented. Besides, it wanted to identify content that are out-of-date or do not meet required standards.

The issues mentioned from 1 to 5 may be decided on the basis of feedbacks from all stakeholders and with the help of theme-based workshop/mini-seminar that may be conducted by the college all alone, or else in collaboration with sister institutions. The chairperson should assure involvement of the University faculty also.

6. The Committee asked for placing before it the results of tests, progress report and duly analysed annual examination results for facilitating evaluation of quality and quantity of graduates and job placement.

B. Staff Development

7. The PAC reviewed the proposal for faculty development It did not approve professional development plans as placed before it. Instead it asked that while placing any new or amended proposal or programme before the PAC, the concerned functionaries and
8. committees must considers time, costs, human resources, and other support needed for each step. Details should be worked out accordingly and beforehand.
9. It decided to place before the management the detailed proposal on the provision of in-service activities on current methods and processes for the faculty for seeking a policy decision. The proposal should also include the provision for

i) **Teachers' memberships or participation in subject associations**

ii) **Career Development and Work-Based Learning**

9. The PAC took a view of career awareness and career development activities. It requested the Chairperson to facilitate arrangement for occupation-related field trips and other career awareness activities such as interaction with the office bearers of local self government, local artisans, community leaders, and women groups (if any) and the people living below poverty line.

10. Work-based learning activities—The PAC asked for submitting detailed report on internships programs before it, each year.

C. Students: Recruitment, Mentoring, and Placement

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Vanodaya College of Education
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11. The PAC reviewed completion rates and placement rates. It then reminded itself of the role it can play in identifying available jobs, in recruiting and mentoring students in technical occupational programs, and in placing program completers. In view of this, the PAC decided as under

i) **It** advised Placement Cell to notify the posts for which students are qualified.

ii) It asked the Placement Cell to organize student/employer conferences.

iii) It also asked the concerned committee to assist student-teachers in developing interviewing skills.

12. It requested the chairperson to arrange for guest speakers or substitute teachers in the classroom, as and when required.

D. Resources (Equipment, Funding, and Personnel)

13. The PAC took stock of the program resource needs, including equipment, laboratories, staff qualifications, and specialized educational and training facilities. It asked to develop strong links with the community, utilise community resources and broker community partnerships.

i) Developing and establishing procedures for recognizing outstanding students, teachers,and community leaders, and

ii) Promoting special college events.

14. The PAC acknowledged the fact that preparing students for a global workforce, necessitates use of up-to-date equipment by the institution. The committee expressed its intent to review existing equipment and consider how closely it matches equipment used in quality schools.

15. It decided further to determine with experts' help what equipment is obsolete, what should be obtained, and whether the program provides sufficient student materials.

E. Evaluation:

16. To promote a culture of continuous improvement and focus on outcomes, the committee recognized that continuous improvement depends on regular evaluation. It therefore asked the Examination Committee to present before it the analyzed data, status of goal attainment, with related ideas for evaluation and advice.

17. The PAC gave special consideration to special issue**:** The College is situated in rural areas. It therefore must deal with rural area specific special considerations and challenges.

At the same time, the PAC opined, that representation of rural-small schools on advisory committees can offer certain advantages, such as personalized attention and more varied experiences for students and/or teacher educators. The Committees should therefore look for ways to expand and enhance the involvement of rural schools by having them leverage their connections with suppliers.

The present resolutions are to be treated as standing provisions.

The meeting concluded at 4 pm with a vote of thanks to the chair.

Chairperson

Principal
anodaya College of Education
igir, Distt Janjgir-Champa (C.G.)

Gyanoday College of Education Janjgir

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Minutes of the Meeting of the Programme Advisory Committee

(2019-2020)

The **first** ever meeting of the Programme Advisory Committee (2019-2020) was held at 11:30 a.m. august 2019 in the Conference Room of College .

The following were present

The following attended

1.	Dr. Manveer Singh	Chairperson
2.	Smt. Hema Tiwari	Member
3.	Shri Bholanath	Member
4.	Shri Raj Kumar Varma	Member
5.	Shri Ramdhan	Member
6.	Shri Sunil Kumar Ray	Member
7.	Shri Suresh Yadav	Coordinator

Society's President SHRI ISHWARI PRASAD YADAV presided over the preliminary meeting.

The chairperson welcomed the members who were participating in the first ever meeting of the recently constituted PAC. The Governing Body at its meeting dated 20 December 2010 decided to form the PAC for the Department of Education. . As per authorisation, the Principal in effective consultation with the Management have decided on the composition, jurisdiction, meetings to be held and all other details.

As per the decision of the Governing Body existing relevant committees, clubs and Cells have been merged together and re-designated as PAC.

The chairperson pointed out that the PAC would be responsible to advise, assist, and support activities designed to strengthen and modernize educational programs. The PAC would promote the education program in the

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PAC's role is not to "rubber stamp" what already exists, but to offer suggestions for improvements that will help the program grow and expand. Details are as under

Composition

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Functions-jurisdictions

Priorities for the advisory committee's program of work fall into following categories:

- Curriculum, review and revision
- Staff development
- Career development and work-based learning activities
- Marketing and advocacy of the product
- Student recruitment, mentoring, and placement
- Program resources: student activities or program-specific resource needs.
- Evaluation (of the program and the advisory committee itself)

Sub-committees

The Program Advisory Committee may be assisted by other committees. It may appoint subcommittees and determine their responsibilities, goals, and tasks. PAC's members may serve on more than one subcommittee.

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Decisions

Having taken into considerations the priorities based on the current and projected needs and what has been accomplished in the past, the PAC decided as under

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1. ***Curriculum frameworks and course descriptions***—Advisory Committee requested to ascertain if the framework or course sequence satisfy the emerging requirements of the market. It particularly asked to compare content of program with competencies required for entry into the occupations.
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The issues mentioned from 1 to 5 may be decided on the basis of feedbacks from all stakeholders and with the help of theme-based workshop/mini-seminar that may be conducted by the college all alone, or else in collaboration with sister institutions. The chairperson should assure involvement of the University faculty also.

6. The Committee asked for placing before it the results of tests, progress report and duly analysed annual examination results for facilitating evaluation of quality and quantity of graduates and job placement.

B. Staff Development

7. The PAC reviewed the proposal for faculty development It did not approve professional development plans as placed before it. Instead it asked that while placing any new or amended proposal or programme before the PAC, the concerned functionaries and
8. committees must considers time, costs, human resources, and other support needed for each step. Details should be worked out accordingly and beforehand.
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10. Work-based learning activities—The PAC asked for submitting detailed report on internships programs before it, each year.

C. Students: Recruitment, Mentoring, and Placement

Principal
Kanodaya College of Education
Janjgir, Distt.-Janjgir-Champa (C.G.)

11. The PAC reviewed completion rates and placement rates. It then reminded itself of the role it can play in identifying available jobs, in recruiting and mentoring students in technical occupational programs, and in placing program completers. In view of this, the PAC decided as under

i) **It** advised Placement Cell to notify the posts for which students are qualified.

ii) It asked the Placement Cell to organize student/employer conferences.

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D. Resources (Equipment, Funding, and Personnel)

13. The PAC took stock of the program resource needs, including equipment, laboratories, staff qualifications, and specialized educational and training facilities. It asked to develop strong links with the community, utilise community resources and broker community partnerships.

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14. The PAC acknowledged the fact that preparing students for a global workforce, necessitates use of up-to-date equipment by the institution. The committee expressed its intent to review existing equipment and consider how closely it matches equipment used in quality schools.

15. It decided further to determine with experts' help what equipment is obsolete, what should be obtained, and whether the program provides sufficient student materials.

E. Evaluation:

16. To promote a culture of continuous improvement and focus on outcomes, the committee recognized that continuous improvement depends on regular evaluation. It therefore asked the Examination Committee to present before it the analyzed data, status of goal attainment, with related ideas for evaluation and advice.

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At the same time, the PAC opined, that representation of rural-small schools on advisory committees can offer certain advantages, such as personalized attention and more varied experiences for students and/or teacher educators. The Committees should therefore look for ways to expand and enhance the involvement of rural schools by having them leverage their connections with suppliers.

The present resolutions are to be treated as standing provisions.

The meeting concluded at 4 pm with a vote of thanks to the chair.

Chairperson

Principal
Gyanodaya College of Education
Janjgir, Distt.-Janjgir-Champa (C.G.)

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Contact No: 94252-30437

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Minutes of the Meeting of the Programme Advisory Committee
(2020-2021)

The **first** ever meeting of the Programme Advisory Committee (2020-2021) was held at 01:00 a.m. on 13-12-2021 in the Conference Room of College .

The following were present

The following attended

1.	Dr. Akhilesh Katakwar	Chairperson
3.	Shri Amit Kumar Upadhyay	Member
4.	Smt. Hema Tiwari	Member
5.	Shri Raj Kumar Varma	Member
6.	Shri Abhay Pratap	Member
7.	Shri Suresh Yadav	Coordinator

Society's President SHRI ISHWARI PRASAD YADAV presided over the preliminary meeting.

The chairperson welcomed the members who were participating in the first ever meeting of the recently constituted PAC. The Governing Body at its meeting dated 13-12-2021 decided to form the PAC for the Department of Education. . As per authorisation, the Principal in effective consultation with the Management have decided on the composition, jurisdiction, meetings to be held and all other details.

As per the decision of the Governing Body existing relevant committees, clubs and Cells have been merged together and re-designated as PAC.

The chairperson pointed out that the PAC would be responsible to advise, assist, and support activities designed to strengthen and modernize educational programs. The PAC would promote the education program

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Composition

The college is to have a PAC consisting of

1.	Dr. Akhilesh Katakwar	Chairperson
3.	Shri Amit Kumar Upadhyay	Member
4.	Smt. Hema Tiwari	Member
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Functions-jurisdictions

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E. Evaluation:

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17. The PAC gave special consideration to special issue**:** The College is situated in rural areas. It therefore must deal with rural area specific special considerations and challenges.

At the same time, the PAC opined, that representation of rural-small schools on advisory committees can offer certain advantages, such as personalized attention and more varied experiences for students and/or teacher educators. The Committees should therefore look for ways to expand and enhance the involvement of rural schools by having them leverage their connections with suppliers.

The present resolutions are to be treated as standing provisions.

The meeting concluded at 4 pm with a vote of thanks to the chair.

Chairperson

Principal
nodaya College of Education
gir, Distt Janjgir-Champa (C.G.)

Gyanoday College of Education Janjgir

Akaltara Road Janjgir, Distt- Janjgir-Champa (C.G.)

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Minutes of the Meeting of the Programme Advisory Committee
(2021-2022)

The **first** ever meeting of the Programme Advisory Committee (2021-2022) was held at 01:00 a.m. on 13-12-2021 in the Conference Room of College .

The following were present

The following attended

1.	Dr. Akhilesh Katakwar	Chairperson
3.	Shri Amit Kumar Upadhyay	Member
4.	Smt. Hema Tiwari	Member
5.	Shri Raj Kumar Varma	Member
6.	Shri Abhay Pratap	Member
7.	Shri Suresh Yadav	Coordinator

Society's President SHRI ISHWARI PRASAD YADAV presided over the preliminary meeting.

The chairperson welcomed the members who were participating in the first ever meeting of the recently constituted PAC. The Governing Body at its meeting dated 13-12-2021 decided to form the PAC for the Department of Education. . As per authorisation, the Principal in effective consultation with the Management have decided on the composition, jurisdiction, meetings to be held and all other details.

As per the decision of the Governing Body existing relevant committees, clubs and Cells have been merged together and re-designated as PAC.

The chairperson pointed out that the PAC would be responsible to advise, assist, and support activities designed to strengthen and modernize educational programs. The PAC would promote the education program

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in the community. Promotion may be taken up in the form of communicating with local elders, arranging publicity, presenting programs to civic groups, and authoring newspaper articles/pamphlets.

PAC's role is not to "rubber stamp" what already exists, but to offer suggestions for improvements that will help the program grow and expand. Details are as under

Composition

The college is to have a PAC consisting of

1.	Dr. Akhilesh Katakwar	Chairperson
3.	Shri Amit Kumar Upadhyay	Member
4.	Smt. Hema Tiwari	Member
5.	Shri Raj Kumar Varma	Member
6.	Shri Abhay Pratap	Member
7.	Shri Suresh Yadav	Coordinator

Functions-jurisdictions

Priorities for the advisory committee's program of work fall into following categories:

- Curriculum, review and revision
- Staff development
- Career development and work-based learning activities
- Marketing and advocacy of the product
- Student recruitment, mentoring, and placement
- Program resources: student activities or program-specific resource needs.
- Evaluation (of the program and the advisory committee itself)

Sub-committees

The Program Advisory Committee may be assisted by other committees. It may appoint subcommittees and determine their responsibilities, goals, and tasks. PAC's members may serve on more than one subcommittee.

Meetings

The actual number of PAC's meetings per year is to be determined by the scope of the committee's Program of Work. Program Advisory Committees is to meet a minimum of once per year. A-half of the members would form the corium

Decisions

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Decisions

Having taken into considerations the priorities based on the current and projected needs and what has been accomplished in the past, the PAC decided as under

A: Curriculum, review and revision

1. ***Curriculum frameworks and course descriptions***—Advisory Committee requested to ascertain if the framework or course sequence satisfy the emerging requirements of the market. It particularly asked to compare content of program with competencies required for entry into the occupations.
2. ***Modification of existing programs***—Advisory committees advised to compare program accomplishments with program objectives. Also it requested the chairperson to see if there was a need for developing educational objectives, and include it in the above-mentioned programme.
3. ***In addition the*** Advisory Committees sought help to identify new or emerging technical/ occupational education fields: identify areas in which new programs, or changes to existing programs, are necessary.
4. It felt the need of identifying new technologies to include in program.
5. ***Review, evaluate, and advise on course materials***—Advisory Committee also wanted to determine whether texts should be updated or supplemented. Besides, it wanted to identify content that are out-of-date or do not meet required standards.

The issues mentioned from 1 to 5 may be decided on the basis of feedbacks from all stakeholders and with the help of theme-based workshop/mini-seminar that may be conducted by the college all alone, or else in collaboration with sister institutions. The chairperson should assure involvement of the University faculty also.

6. The Committee asked for placing before it the results of tests, progress report and duly analysed annual examination results for facilitating evaluation of quality and quantity of graduates and job placement.

B. Staff Development

7. The PAC reviewed the proposal for faculty development It did not approve professional development plans as placed before it. Instead it asked that while placing any new or amended proposal or programme before the PAC, the concerned functionaries and
8. committees must considers time, costs, human resources, and other support needed for each step. Details should be worked out accordingly and beforehand.
9. It decided to place before the management the detailed proposal on the provision of in-service activities on current methods and processes for the faculty for seeking a policy decision. The proposal should also include the provision for

i) **Teachers' memberships or participation in subject associations**

ii) **Career Development and Work-Based Learning**

9. The PAC took a view of career awareness and career development activities. It requested the Chairperson to facilitate arrangement for occupation-related field trips and other career awareness activities such as interaction with the office bearers of local self government, local artisans, community leaders, and women groups (if any) and the people living below poverty line.

10. Work-based learning activities—The PAC asked for submitting detailed report on internships programs before it, each year.

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C. **Students: Recruitment, Mentoring, and Placement**

11. The PAC reviewed completion rates and placement rates. It then reminded itself of the role it can play in identifying available jobs, in recruiting and mentoring students in technical occupational programs, and in placing program completers. In view of this, the PAC decided as under

i) **It** advised Placement Cell to notify the posts for which students are qualified.

ii) It asked the Placement Cell to organize student/employer conferences.

iii) It also asked the concerned committee to assist student-teachers in developing interviewing skills.

12. It requested the chairperson to arrange for guest speakers or substitute teachers in the classroom, as and when required.

D. Resources (Equipment, Funding, and Personnel)

13. The PAC took stock of the program resource needs, including equipment, laboratories, staff qualifications, and specialized educational and training facilities. It asked to develop strong links with the community, utilise community resources and broker community partnerships.

i) Developing and establishing procedures for recognizing outstanding students, teachers,and community leaders, and

ii) Promoting special college events.

14. The PAC acknowledged the fact that preparing students for a global workforce, necessitates use of up-to-date equipment by the institution. The committee expressed its intent to review existing equipment and consider how closely it matches equipment used in quality schools.

15. It decided further to determine with experts' help what equipment is obsolete, what should be obtained, and whether the program provides sufficient student materials.

E. Evaluation:

16. To promote a culture of continuous improvement and focus on outcomes, the committee recognized that continuous improvement depends on regular evaluation. It therefore asked the Examination Committee to present before it the analyzed data, status of goal attainment, with related ideas for evaluation and advice.

17. The PAC gave special consideration to special issue**:** The College is situated in rural areas. It therefore must deal with rural area specific special considerations and challenges.

At the same time, the PAC opined, that representation of rural-small schools on advisory committees can offer certain advantages, such as personalized attention and more varied experiences for students and/or teacher educators. The Committees should therefore look for ways to expand and enhance the involvement of rural schools by having them leverage their connections with suppliers.

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Chairperson

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