

IIQA activities

Time : 10.30 am

Agenda: Review and planning on :

1. Fourth semester activities
 2. Second semester activities
 3. Other items
1. Fourth semester – Activities
 - June 1st – Opening day – SUPW workshop ,Incharge Mrs. Baby Shakeela – planning for that session .
 - June 2nd – ICT workshop at Talrop – Incharge – Mr. Sharath
 - Jun 3rd – School visit – Inclusive school (Pro. Absusalam)
 - June 4th to 6th – Study tour – Mr. Sharafudheen and Mrs. Baby Shakeela
 - June 8th – Submission of attendance , percentage by optional teachers – and uploading it on 9th , June itself (Attendance from 24th January to 6th , June , including all Saturdays except second Saturday)
 - Submission of Tasks and assignments in all subjects – last date 13th
 - Submission of Mark list for publication June 15th , June
 - Farewell Party to 4th Semester on 13th June – staff incharge Pro. Abdusalam and Mrs. Baby Shakeela)
 - Finalisation of Internal mark and uploading on 24th , June
 - Model examinations (Mr. Sharafudheen and Miss.Rajeena)
 - Discussion with students on the contribution of 4th semester students to JNTC
 2. Second semester Activities
 - Time table – discussion and finalisation
 - Time table – activities , CCA (Mr. Sadiq and Mr. Sharath , Assembly (Dr. Saifudheen)– discussion
 - Activity calendar , second semester – draft discussion and finalisation (Mrs. Rajeena)
 - Day celebration – June 5th Environmental day (Mrs.Baby Shakeela and Mrs. Sumayya)
 - Attendance 2nd semester (from April to August 12th , including all Saturdays , except second Saturday)
 - PTA meeting 2022 June (Mr. Muhammed ,Miss. Meharunneesa)
 3. Other items :
 - Different College level mandatory committees – in charge
 - Staff welfare activities

Principal
With wishes

“ A good education can change anyone . A good teacher can change everything “



PRINCIPAL
Jamia Nadawiyya Training College
Salah Nagar, Edavanna
Pin : 676541, Malappuram

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AGENDA:

1. PRACTICAL COMMISSION – PREPARATIONS
SUBJECT WISE STATUS
PREPARATION FOR PRACTICAL COMMISSION
COMMITTEES FOR ORGANISING IT AT THE BEST
EXPENDITURE EXPECTED
2. ANNUAL SPORTS MEET
GROUPS – PREPARATIONS
WORKS AND RELATED GROUPS , CHARGES
PREPARATION – TRACK , OTHER MATERIALS , REFRESHMENT , ETC
3. SEMESTER WISE CLASS PROGRESS
FIRST SEMESTER
SECOND SEMESTER
CONTENT COVERED , TO BE COVERED , ASSESSMENT AND ASSIGNMENTS
4. NAAC – PREPARATIONS
PAC – GUIDELINES -2 YEARS / CAN APPLY FOR 2 COSECUTIVE YEARS
FEE RS.10000+GST
PEER TEAM WILL ASSESS THROUGH ONLINE MODE (CONSISTING OF TWO MEMBERS)
CERTIFICATE WITH AN EVALUATIVE REPORT WILL BE GIVEN
ONLINE TOOL
1.BASIC INFORMATION- NO ISSUE WE CAN FILL IT
NEED AN IQAC OFFICER , LIST OF MANDATORY COMMITTEES,ETC
2.QUANTITATIVE QUESTIONS: 10 (SCORES 0,1,2)
TEACHER VS SANCTIONED % (ABOVE 27=2) , S-T RATIO -30=1 (2),% OF STUDENTS TAKING
PROJECTS ,ETC (2) , PASS % - (2), NO. OF RESEARCH , PAPERS , BOOKS , CONFERENCES (BELOW
5-0, 5-10-1,ABOVE 10 -2) , STUDENT COMPUTER RATIO – (5 COMPUTERS -2 , NOW WE WILL
GET - 0) , % OF CLASSROOM WITH ICT (WE HAVE 3 SYSTEM – 2 SCORE EXPECTED), INTERNET
POWER (NOW WE HAVE 10 MPBS –HENCE 1 SCORE) , FACULTY DEVELOPE NET PROGRAMMES
CONDUCTED 1-3 =1 SCORE , ABOVE 3 2 SCORE).
3.QUALITATIVE QUESTIONS – 10 (CARRYING 15 SCORE) , EXPECTING REMAINING SCORE FROM
HERE
IF WE WORK TOGETHER WE EXPECT PAC THIS YEAR ITSELF
5. INAUGURATION OF NATURE CLUB AND LANGUAGE CLUB
6. ALUMNI AND PTA – MEETING ORGANISATION
7. OTHER ITEMS (MANAGEMENT MEETING AND DEMANDS)

TEACH FROM HEART

THEN

THE STUDENTS WILL EXPOSE THEM ABOVE THE DESIRED LEVEL



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JNTC Edavanna - Faculty meeting

Date : 21-10-2021

Time 10.30 am to 1 pm

Agenda :

I. Review on :

- EDU 01 – field visit
- Third semester – Practice teaching , optional wise discussion (progress overview of classes completed , other related activities , mode of reviewing of the trainees progress , best practices and issues reported, etc)
- Activities undertaken in connection with 100 intake

II. Planning on :

- Time table for first semester – Document(draft time table) based discussion and finalisation .
- Preparations for starting first semester class , different works and duties
- Third semester practice teaching – attaching students to schools , school identification , informing schools , guiding students for better school experience and finishing all allied activities)
- Other items , in house staff developmental activities , innovative movements , etc
- Student welfare activities

“Art of teaching is the art of assisting discovery” Mark van Doren



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JNTC Edavanna

Faculty Meeting 4-10-2021

Agenda : I Review and Planning on

1. Second semester works- school initiatory activities and internal assessment , model exam
2. Practice Teaching- (schools , class, units assigned , nature of practice teaching , Works to be completed in first spell , etc)
3. ICT - Workshop - on 7th Oct 2021.
4. Records for students - Printing (for First years and second years)
5. Field Trip- Edu-O1
6. Preparations for first semester , handling classes, assigning subjects , Uniform , etc
7. Student and staff welfare activities .

Faculty Meeting Time	10 am to 1 pm
Lunch	1 pm to 2 pm
II. Send off session	2 pm to 2.30 pm

with best wishes

I am not a teacher but an awakener – Robert Frost



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JNTC EDAVANNA-FACULTY MEETING

DATE: 03-01-2022

AGENDA:

Review and planning on :

I. First semester works :

1. Assignments and tasks submission (March third week)
2. Micro teaching & Link practice (before Feb)
3. EPC -1 activities (Jan – Feb)
4. Unit tests and Model exam (March –third week)
5. field visit (Core paper)
6. Internal assessment marks publishing (March end)
7. other activities (Assembly , Club inaugurations and activities , academic calendar printing) and First semester ends on 31-1-22

II.Third semester activities:

- 1.Extending the practice teaching period (if needed up to 22-01-2022), observations , attendance , Record finalisation
2. Familiarising the first semester trainees the experience of third semester students on school activities that they finished (Jan –last week).

III. Commencement of fourth semester – 1-2-2022

1. Preparation of the Time table , assigning subjects to the teachers .
2. Camp – Camp officers – duty assigning , schedule and module preparation.
3. Duties on :
EPC3 ICT – Faculty in charge -----
EPC 4: Understanding the self :-----
SUPW – workshop -----
Study tour : -----
4. PAR – 2020-21 , need academic calendar 2020-21
5. Other items

TEACHING is not modeling , it is to be developed through experience , researched , reflected well and refreshed as and when needed to make it as sharp as possible .This way we can make it as our own model and thus teaching will become a dynamic practice , really that will instill others to develop their own model .

With wishes



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JNTC EDAVANNA- REVIEW REPORT

Date: 09-11-2021

1. First semester class commenced on 5-11-21 , admission is in progress , details given are below

General	Management	Total
27	42	69

2. PTA – to be organized very soon after completing the admission , probably on 22-11-2021 (online / offline mode)
3. Semester 3 , first spell practice teaching will be over on 12-11-2021 , second spell will be commenced from 17-11-21 . Internal assessment is going on , students are waiting for second semester examination . We are preparing a model question papers and to conduct model examination after having the exam schedule.
4. Academic calendar : Draft ready , it is prepared as a hand book with all essential information in it. Expecting the permission to print it and to distribute to all students who are admitted in the academic year 2021-22.
5. Other Matters:

Performance appraisal Report : To be uploaded to NCTE , need required qualified teaching staff , details given below

Required staff –number	Available	number	Vacancy
General -	3	1	2
Optional -	9	7	2
Art / Performing art/ PET -	3	3	0
Principal	1	1	0
Total	16	11	4

6. Digitalisation of the general halls : Have only one projector which is mounted in one general hall , need three projectors for other general halls where students assembled daily for general classes . Besides ICT is integrated to the syllabus , need a ICT room with at least 10 laptops and other accessories .
7. CCTV – It is very essential , especially in three floors .
8. Audio visual : Mice , cable , code less mice needed for handling general classes
9. Power supply : Need uninterrupted power supply to office and general halls
10. Space Issue: Need 10 classrooms , 4 general halls for BED students , hence DEI Ed classes need to be shifted to its main building
11. Library updation: with more books , journals , almirah and racks . Library digitalization is also need of the hour .
12. Office : Need urgently a printer , laptop and UPS



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Faculty Meeting May. 31.

Time: 10.30 onwards

- Agende:- Review + Planning on:
- (i) 4th sem, 2nd Sem Activities.
 - (ii) other items. (Agende Note Attached.)

Participants:

(i) Abdul Gaber OK

(2) Abdusalam

(3) Sumayya K.T

4. Meharunnese. P.

5. Sharafudheen CK

6. Dr. A. Saifudheen

7. Mohammed. C

8. Baby Shakeela. G.S

Decisions :-

1. Conduct Supw workshop on June 1st under the guidance of Mrs. Baby shakeela.
2. conduct ICT workshop at Taloo on June 2nd - Incharge Mr. Sharath.
3. decided to visit school for ^{day} task at paper in class school on 3rd June - Incharge pro. Abdusalam.
4. decided to conduct study tour on June 3rd (night) to 5th (night).
- Incharge - Mrs Baby shakeela & Mr. Subash sir, Mr Sharafudheen
- escorting staff - salam sir, Rajeev, Sarath,
place - kodaikkanal, Manjeri, Moonnar.
5. It is decided to submit APC of all

- Last date of submission of Task and assignments of 10th Sem. Students on 13th June 2022.
- Tentative date of model examination for 10th Semester - from June 20 to Sunday 26/22 - (In Charge: Sharafudheen, Rajana Teacher)
- It is decided to conduct break up party on 13th June 2022.
- Art & Design Teacher in Charge Umesh Sir & Baby Shakela P.S.
- Teachers in Charge of Maraf Education are Mohammed Sir & Meharunnissa P.S.
- College Election Teacher in Charge Mohammed Sir
- CCA Teachers in Charge Sadique Sir and Sirath Sir.
- Assembly Teacher in Charge Sir Sarfarudheen Sir.
- Peer Discussion lessons on June 20, 21...
- Observation and Demonstration
- Laboratory School Experience on June 27, 28, 29, 30 and July 1.
- Observation lessons and Demonstration classes on July 5, 6.
- T.M. Workshop on July 19, 20.
- Criticism classes on August 1, 2, 3, 4
- Environmental Day celebration Teachers in charge Sir Sirath & Baby Shakela P.S.
- PTA Meeting in Charge Mohammed Sir & Meharunnissa P.S.
- It is decided to conduct a PTA Meeting on 16th June 2022.
- Convocation of 20/22 Batch Students on September 5.
- It is decided to conduct a value added Course Elect. Home appliance.

- Staff Secretary Sherafudheen. Sir.
- Examination Teacher In Charge Babu Shah
- H.T.B. decided to Conduct FOP. on D.I.
- Planning Form Teachers In Charge.
Sherafudheen Sir and Sumayya Sir.
- College Magazine Teacher In Charge.
Endroque Sir
- Morning Assembly Teachers In Charge -
Dr. Sufudheen Sir and Rajana M.
- It is decided to Conduct a blood donation Camp
on 19.6.23



PRINCIPAL

S. K. M. S. EDAVANNA
P. O. P. O. P. O.

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28-06-2022

- Agenda: -

① Second Semester Activities Planning

- TLM Workshop

- Obs. / perm. Lessons.

- Criticism lessons

- school selection - list preparation

- Second Semester - Unit - Status.

② 4th sem - Conversation.

③ PBC - NAAC - Planning.

④ Med. Internship - Student form
University Dept. (3).

⑤ Other items - Fee hike

- Medics Team JNTC

Participants:

1. Sadiq P

2. Abdulrahman

3. Rajeeva M.K.

4. Sunayya K.T

5. Meharunnass P.K.

6. Mohammad C

7. Shara Fudhees CK

8. Baby Shabana GS

9. Mobashir M

SK

SK

SK

SK

SK

SK

SK

SK



PRINCIPAL
Jambhaya Kollam
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Pin: 676301, Malappuram

Decisions

1. Quaderuthulla Nallawi as the in charge of
Moral class in JNTC.

2. CCA teachers in charges are Sadique P. and
Rajeeva M.K.

3. Other Media wing Teachers in charges are

Meharunnessa P-K and Mohammed C.

5. It is decided to conduct Observation Class on 2022 July 14th for that selected 5 nearby schools.
6. It is decided to conduct 'ILY' workshop on July 19th and 20th.
7. It is decided to conduct Criticism classess (Practical) on August 1, 2, 3 and 4.
8. It is decided to hold convocation for 2020/22 Batch passed out Students on September 5th 2022.
9. It is decided to visit Special School - Love School on 7.7.22 based on Inclusive Education - Class.

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