**Shri Krishna College of Education, Pali (Mahendergarh)**

**MINUTES OF THE MEETING OF GUIDANCE AND COUNSELLING CELL (2017-18)**

The first meeting of the Guidance and Counselling Cell of the Academic Session 2017-18 was held at 12:30 Noon. on 16 Sep. 2017 in the office of the Principal, Shri Krishna College of Education.

The following were present:

***S.No Name Designation***

1. Dr. A K Gupta Chai person-Convenor

2. Sh. Rohtash Kumar Member

3. Sh. Anil Kumar Member

The meeting started with the opening remarks made by the chairperson.

## Having welcomed the new members of the Cell the chairperson highlighted the role which the Cell was required to play from the time of admission to the end of the academic session. He pointed out that the college’s Student Guidance Cell’s main function is to take care of students’ welfare. The Cell is assisted by all the members of the faculty. The Cell meets at least twice a-year: at the beginning and in the last week of academic session or at the time of its choice. In between its chairperson does the required work with the help of the identified members of the faculty-Cell.

**Reporting**

## The Cell was informed that the decisions taken at its meeting held on earlier meeting were given effect as per details given hereunder

* The students were provided congenial environment with the help and cooperation of all concerned.
* The attempt to identify philanthropic agencies, scholarship schemes and agencies was under way.
* The department organised coaching for the duly identified students in their weaker areas.

# The students conducted sessions for guidance and counselling for unemployed people during the community survey

# Decisions

The Cell discussed the listed agenda items in necessary detail, and resolved as under:

1. The Cell distributed responsibilities among the faculty members to ensure full help to the needy students throughout the academic session. The chairperson was to make necessary adjustments, as and when required.
2. The Cell decided to retain the arrangement made during the preceding session. The Chairperson was authorised to identify the faculty members for performing the specific tasks.
3. From the first day of students in the college, the faculty members were to provide guidance about the matters concerning admission to the course.
4. The Cell decided to organise orientation programme for the fresh student teachers soon after the process of admission was over.
5. The Cell requested the chairperson to shoulder the overall responsibility of organizing pre-practice teaching guidance and counselling services to the student teachers regarding their practice–teaching to provide guidance.
6. The Cell decided to organise coaching programmes for the needy students and ensure that the needy students were appropriately identified and given required help*.*
7. The chairperson was requested to notify the services available to students at the College. The chairperson was specifically requested to notify well in time about the available schemes of welfare of backward, economically weaker sections and SC/STs, particularly for girls. The chairperson was to inform the students about the guidance and help available for getting financial aid/scholarships from state and private agencies, particularly from the identified philanthropic agencies.

The meeting concluded at 2:10 p.m. with a vote of thanks.

**Chair person-Convenor**

**Shri Krishna College of Education, Pali (Mahendergarh)**

**MINUTES OF THE MEETING OF GUIDANCE AND COUNSELLING CELL**

**(2017-18)**

The second meeting of the Guidance and Counselling Cell of the Academic Session 2017-2018 was held at 11:00 a.m. on 13 Dec. 2017 in the office of the Principal, Shri Krishna College of Education.

The following attended

***S.No Name Designation***

1. Dr. A K Gupta Chairperson-Convenor

2. Sh. Rohtash Kumar Member

3. Sh. Anil Kumar Member

**Reporting**

## The Cell was informed that the decisions taken at its meeting held on previous were given effect as per details given hereunder.

1. Process of Guidance and Counselling started from the very day the students entered the College and kept up throughout the session. On their first day the faculty members provided guidance about the matters concerning admission to the course.
2. The orientation programme for the fresh teacher trainees was conducted as usual
3. The chairperson looked after the assigned responsibility of organizing pre-practice teaching guidance and counselling services to the teacher trainees including their practice–teaching.
4. The needy students were appropriately identified, coaching programmes were organised for them and given required help.
5. The chairperson notified the services available to students at the college particularly the available schemes of welfare of economically weaker sections and SC/STs, including the ones available for girls. The chairperson informed the students about the guidance and help available for getting financial aid/scholarships from state and private agencies.

The Cell noted the reporting and thanked the chairperson.

**Resolutions**

The Cell took into consideration the past experience, present input and feedback to decide on each agenda item placed before it. It decided as under

1. The Cell advised the chairperson to keep all faculty members well posted about the activities and for seeking guidance so as to provide counselling to all the needy students from time to time, and as and when required.
2. The Cell also decided to make arrangements to providing guidance to students by arranging seminars on the relevant topics.
3. The Cell resolved to empower faculty members to provide counselling on emotional and domestic issues and on inter personal relationship. For this, the faculty members should be given appropriate exposure by deputing them to attend workshops or else by organising such workshops at the college.
4. The student teachers should also be guided on maintenance of health and on personal hygiene, etc.
5. The Cell decided to provide guidance to the student teachers on placement related services.
6. The Cell asked to keep up the effort to identifying philanthropic agencies, and scholarship schemes. The chairperson was requested to take the task to logical conclusion.
7. The Cell decided to keep up the practice of providing coaching for the duly identified students in the required areas until the commencement of year-end examinations

The meeting concluded at 12:45 p.m. with a vote of thanks*.*

**Chair person-Convenor**

**Shri Krishna College of Education, Pali (Mahendergarh)**

**MINUTES OF THE MEETING OF GUIDANCE AND COUNSELLING CELL**

**(2018-19)**

The third meeting of the Guidance and Counselling Cell of the Academic Session 2018-19 was held at 11:30 a.m. on 20 August 2018 in the office of the Principal, Shri Krishna College of Education.

**S.No Name Designation**

*1. Dr. A K Gupta, Principal Chairperson-Convenor*

*2. Sh. Jai Parkash Member*

*3. Sh. Satpal Singh Member*

The meeting started with the chairperson’s opening remarks.

The chairperson welcomed the new members of the Cell and then highlighted the role which the Cell was required to play from the time of admission down to the end of the academic session. The Cell was informed that the college’s Cell functions effectively to take care of students’ welfare and needs. The Guidance and Counselling Cell is assisted by all the members of the faculty who are assigned responsibilities by it. The Cell meets at least twice a-year: at the beginning and in the last week of academic session or at the time of its choice. In between its working is supervised by the chairperson.

**Reporting**

The following facts were placed before the Cell by way of information/reporting

1. The General Secretary (Society), and all faculty members were being well posted about the activities and for seeking guidance.
2. The arrangements were to be made for arranging of experts or educationists.
3. The faculty members were being given appropriate exposure by deputing them to attend workshops.
4. The faculty members have taken up the task of guiding on maintenance of health and on personal hygiene, etc.
5. The students were being provided guidance on placement related services.
6. Some philanthropic agencies, and scholarship schemes have been identified..
7. The coaching for the duly identified students were provided until the commencement of year-end examinations

The Cell noted the reporting with thanks to all concerned.

**Resolutions**

1. The Cell resolved to retain the routine practices and arrangements as have been in force.
2. The Cell asked to keep up the practice of providing guidance and counselling to all the needy students from time to time, and as and when required throughout the academic session. It was resolved further that special attention was to be paid to female students.
3. The students face difficulty in the selection of optional subjects. Therefore guidance and counselling should be provided about the selection of appropriate subjects.
4. Student teachers were to be counselled about the practice teaching and internal submissions on the first day itself.
5. The Cell expressed its desire that activities were to be planned systematically to reduce the pressure on students. Proper guidance and counselling was to be provided. A conscious effort was to be made to reach out to the students to enable them cope with various kind of pressures / stresses that they may be undergoing.
6. The Cell distributed responsibilities and decided to ensure full help to the needy students.
7. The Cell decided that the student-teachers should also be counselled and guided about the matters related to higher studies. Student-teachers were to be provided additional guidance services which helps them to apply and compete for the various State and Central level competitive examinations like NET, SLET/SET, KVS, NVS, SSSB, SSC, and UPPSC, etc.
8. The library of the College should be asked to ensure collection of preparatory books of SLET/NET so as the students could utilize the same for the preparation of the competitive examinations.

The meeting concluded at 1:30 p.m. with a vote of thanks*.*

**Chair person-Convenor**

**Shri Krishna College of Education, Pali (Mahendergarh)**

**MINUTES OF THE MEETING OF GUIDANCE AND COUNSELLING CELL**

**(2018-19)**

The meeting of the Guidance and Counselling Cell of the Academic Session 2018-19 was held at 12:00 noon on 08 January 2019 in the office of the Principal, Shri Krishna College of Education.

The following were present:

**S.No Name Designation**

1.  *Dr. A K Gupta, Principal Chair person-Convenor*

*2. S. Naresh kumar Member*

*3. Sh. Vikram Singh Member*

**Reporting**

The Cell was informed that

1. All the routine practices and arrangements were retained and given effect.
2. The practice of providing guidance and counselling to all the needy students from time to time, and as and when required throughout the academic session was provided. Special attention was paid to female students.
3. The students were provided guidance and counselling about the selection of appropriate subjects.
4. Student teachers were counselled about the practice teaching and internal submissions on the first day itself.
5. The academic activities were planned systematically with the purpose of reducing the pressure on students in view.
6. The student-teachers were counselled and guided about the matters related to higher studies and for enabling them to compete for the various State and Central level competitive examinations like NET, SLET/SET, KVS, NVS, DSSSB, SSC, and UPSC etc.
7. The library of the College has been asked to ensure collection of preparatory books of SLET/NET.

The Cell noted the reporting and thanked all concerned.

**Resolutions**

The Cell took into consideration the past experience, present input and feedback to decide on each agenda item placed before it.

1. The Cell asked to keep up the practice of providing guidance and counselling to all the needy students from time to time, and as and when required. In this, special attention was to be given to female students.
2. The Cell decided to empower faculty members to provide counselling on emotional and domestic issues and on inter personal relationship. For this, the faculty members should be given appropriate exposure by deputing them to attend workshops organising by concerned institutions.
3. The Cell decided to pay more attention to the student teachers on maintenance of health, and on personal hygiene, etc.
4. The Cell decided to keep up the tradition of providing guidance to the student teachers on placement related services.
5. The Cell decided to keep up the practice of providing coaching for the duly identified students until the end of session.
6. The Cell noted with satisfaction that enhancement in quality of teaching has been made possible by guidance from other organizations. The committee wanted to take up the practice of seeking guidance from prominent organisations.

**Chair person-Convenor**

**Shri Krishna College of Education, Pali (Mahendergarh)**

**MINUTES OF THE MEETING OF GUIDANCE AND COUNSELLING CELL**

**(2019-20)**

The meeting of the Guidance and Counselling Cell of the Academic Session 2019-20 was held at 12:45 p.m. on 20/10/2020 in the office of the Shri Krishna College of Education.

The following were present:

**S.No Name Designation**

*1. Dr. Satughan , Principal* Chair person-Convenor

*2. Sanjay Kumar Yadav Member*

*3. Dinesh Choudhary -do-*

*4. Ms Rajesh Bai Member*

Proceedings of the meeting started with the opening remarks made by the chairperson.

Having welcomed the new members of the Cell the chairperson highlighted the importance of the task which the Cell has been assigned. It was mentioned that the Student Guidance Cell looks after students’ welfare. The Guidance and Counselling Cell is assisted by all the members of the faculty who are assigned responsibilities by it. The Cell as usual meets at least twice a-year: at the beginning and in the last week of academic sessionor at the time of its choice. In between its chairperson does the required work with the help of the identified members of the faculty-Cell.

**Reporting**

The Cell was informed that

1. Continued guidance and counselling was provided to all the needy students with special attention given to female students.
2. Due attention was paid to the student teachers on maintenance of health, and on personal hygiene, etc.
3. The college provided guidance to the student teachers on placement related services.
4. The coaching for the duly identified students was provided till the end of the session.
5. Members of faculty have been seeking guidance from research organisations

**Decisions**

Having discussed each agenda item in necessary detail, the Cell resolved as under.

1. The Guidance and Counselling Cell distributed responsibilities among the faculty members to ensure full help to the needy students.
2. The Cell decided to retain the arrangement made during the preceding session.
3. The Cell decided to organise the usual orientation programme for the fresh teacher trainees soon after the process of admission was over
4. The Cell as usual decided to organizes pre-practice teaching guidance and counselling services to the teacher trainees regarding their practice–teaching. The chairperson was requested to shoulder the overall responsibility.
5. The Cell wanted to ensure that the needy students were appropriately identified and given required help. The Cell as usual decided to organise coaching programmes for the needy students.
6. The chairperson was requested to notify the services available to students at the college. The chairperson was specifically requested to notify well in time about the available schemes of welfare of backward, economically weaker sections and SC/STs, particularly for girls. The chairperson was to inform the students about the guidance and help available for getting financial aid/scholarships from state and private agencies, particularly from philanthropic agencies.
7. Guidance and counselling was to be provided to students on all aspect of education including their personal and domestic problems individually. It was to be compulsorily done in case of:
   1. Academically weak students
   2. Students facing adjustment problems
   3. To improve students’ personal performance
   4. Relating to the teaching job and employment in the education sector, particularly in the schools of Haryana & NCR.

The meeting concluded at 2:25 p.m. with a vote of thanks*.*

**Chair person-Convenor**