



S.B.M. Teachers' Training College

Babhanbay, Hazaribag- 825302 (Jharkhand)

(Recognised by NCTE, ERC-Bhubaneshwar, Affiliated to Vinoba Bhave University, Hazaribag and JAC Ranchi, Jharkhand)

E-mail: sbmttc@gmail.com; Website: www.sbmcolleges.com

Phone: 09431333265, 09155061255

No. - IQAC/04/2020

Date: 01.12.2020

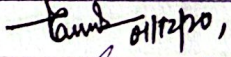
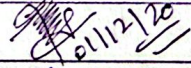
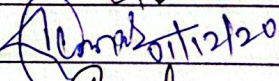
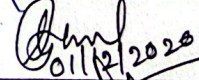
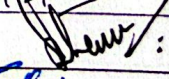

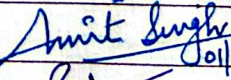

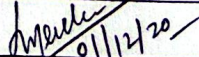
Meeting Notice-04

The IQAC members are hereby requested to attend the IQAC meeting on **05th December, 2020 at 02:00 PM** in the IQAC room. The meeting has been scheduled with the approval of the honourable Secretary and the Principal.

AGENDA

1. Presentation of action taken report of action points recommended in last meeting held on 08.01.2020.
2. Formation of Anti-Ragging Cell & Anti-Sexual Harassment Cell.
3. Cultural Activity report submission.
4. Report submission by Admission Committee.
5. Report submission by Examination Committee.
6. Matters related to NAAC.

Following members are requested to attend the meeting:

Sl. No.	Name of the member	Designation	Signature
01	Dr. Samapti Paul (Secretary)	Chairperson	
02	Dr. Shashikant Yadav	Principal	
03	Mr. Pankaj Kumar	IQAC Co-ordinator	
04	Mrs. Soma Paul	Institute Management Committee Member	
05	Mr. Sishir Kumar Shaw	Society Member	
06	Dr. Parikshit Layek	Stake Holder	
07	Mr. Amit Singh	Teacher Representative	
08	Mr. Rakesh Prasad	Teacher Representative	
09	Mr. Kunal Kumar Yadav	Teacher Representative	

10	Mr. Pratap Singh	Teacher Representative	<i>Pratap Singh</i> 01/12/20
11	Mrs. Sushma Kumari	Teacher Representative	<i>Sushma Kumari</i> 01/12/2020
12	Mrs. Mita Rani Sil	Teacher Representative	<i>Mita Rani Sil</i> 01/12/20
13	Mr. Sudhir Kumar (Cashier)	Senior Administrative Officer	<i>Sudhir Kumar</i> 01.12.2020
14	Mr. Satyajeet Bera	Member	<i>Satyajeet Bera</i> 01/12/2020
15	Mr. Vivek Kumar Ravi	Administrative Officer	<i>Vivek Kumar Ravi</i> 01/12/2020
16	Pawan Kumar	Student of B.Ed. Session 2019-21	<i>Pawan Kumar</i>
17	Mrs. Manjari Kumari	Alumni	<i>Manjari Kumari</i> 1/12/2020

Rankaj Kumar
01/12/2020

Mr. Rankaj Kumar
IQAC Co-ordinator



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No.-IQAC/04/2020

Date- 05.12.2020

Meeting Proceedings-04

The IQAC meeting held on 05/12/2020, under the Chairmanship of Dr. Samapti Paul, Secretary of the organisation. The meeting started with the prayer to our lord Sri Ramakrishna Dev by the members present in the meeting for guidance & blessings to perform our task properly. Mr. Pankaj Kumar, IQAC Coordinator welcomed all the members and made proceeded with the agenda.

AGENDA

1. Presentation of action taken report of action points recommended in last meeting held on 08.01.2020.
2. Formation of Anti-Ragging Cell & Anti-Sexual Harassment Cell.
3. Cultural Activity report submission.
4. Report submission by Admission Committee.
5. Report submission by Examination Committee.
6. Matters related to NAAC.

Action taken report of action points recommended in the last meeting held on 08.01.2020:

Sl. No.	Action points recommended on 08.01.2020`	Action taken report (ATR)
1.	To develop offline feedback system for all stakeholders.	Offline Feedback data form for all stakeholders have been prepared and information is being collected from all stake holders.
2.	Conducting Internal Examination of B.Ed.	➤ Internal examinations were successfully

		<p>conducted on time and report submitted by Mr. Kunal Kumar Yadav (Examinations In-charge) to IQAC.</p> <ol style="list-style-type: none"> 1. Internal Examination of B.Ed. 1st Semester Session: 2019-21 was conducted from 25.01.2020 to 29.01.2020. 2. Internal Examination of B.Ed. 3rd Semester Session: 2018-20 was conducted from 10.02.2020 to 13.02.2020. 3. Internal Examination of B.Ed. 4th Semester Session: 2018-20 was conducted by Online Mode in Google Form due to COVID-19 Pandemic from 12.11.2020 to 28.11.2020.
3.	Planning for organizing several competitions.	<p>➤ As per the agenda the following competitions were organised and conducted successfully:</p> <ol style="list-style-type: none"> 1. National Youth Day Celebration on: 12.01.2020 2. Fit India Programme on: 18.01.2020 3. Inter House Seminar on Netaji Jayanti: 23.01.2020 4. Republic Day Celebration on: 26.01.2020 5. Saraswati Puja celebration during: 30.01.2020 to 31.01.2020. 6. Inter House Quiz Competition on: 22.02.2020 7. Online Plantation Program (Van Mahotsava) on: 01.07.2020. 8. Online Independence Day Celebration on: 15.08.2020 9. Online Teacher's Day Celebration on: 05.09.2020 10. Online Speech Competition on Hindi Diwas: 14.09.2020. 11. Online Speech Competition on National Education Day: 11.11.2020 <p>All Cultural activity reports have been submitted to IQAC by Mrs. Sushma Kumari (Cultural In-charge).</p>
4.	Activity of National Service Scheme.	<p>➤ All activities recommended in the guidelines were conducted as follows:</p> <ol style="list-style-type: none"> 1. National Youth Day & Blood Donation Camp: 12.01.2020. 2. Fit India Programme: 18.01.2020 3. National Voters Day: 25.01.2020

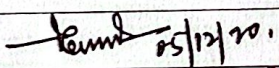
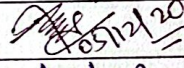
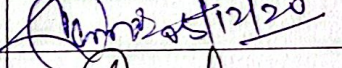
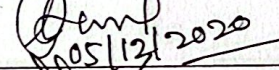
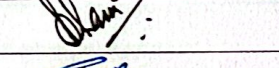
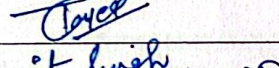
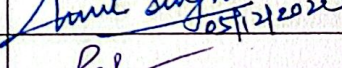
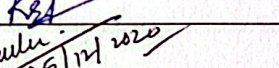
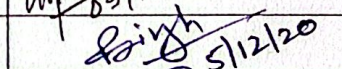
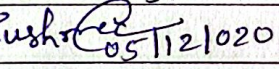
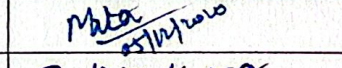
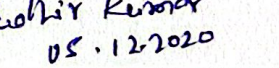
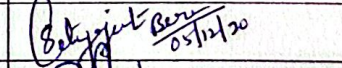
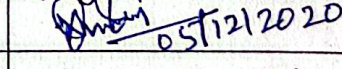
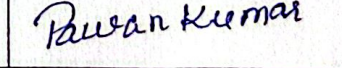
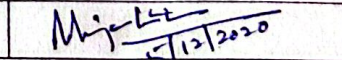

		<p>4. Republic Day: 26.01.2020</p> <p>5. International Women's Day: 07.03.2020</p> <p>6. Online Program on Prevention from COVID-19: 15.04.2020</p> <p>7. Online Program on World Environment Day: 25.06.2020</p> <p>8. Online Program on International Yoga Day: 21.06.2020</p> <p>9. Independence Day: 15.08.2020</p> <p>10. Online Program on Hindi Diwas: 14.09.2020</p> <p>11. NSS Day (Online): 24.09.2020</p> <p>12. Gandhi Jayanti (Online): 02.10.2020</p> <p>13. Online Program on Pledge related to prevention and awareness of Covid-19 disaster: 08.10.2020</p> <p>14. Online Program on Constitution Day: 26.11.2020</p>
5.	Reformation of IQAC.	Co-ordinator Mr.. Pankaj Kumar welcomes all 04 (four) new members in IQAC Committee.
6.	Orientation Program for Fresher's of B.Ed. Session: 2020-22.	Due to COVID-19 Fresher's Program (NABIN BARAN UTSAV) was postponed.

Proceedings of the meeting:


Sl. No.	Agenda	Action points recommended
1.	Presentation of action taken report of action points recommended in last meeting held on 08 th January, 2020.	The ATR of action points recommended in the meeting held on 08.01.2020 was presented and was approved by the house.
2.	Formation of Anti-Ragging Cell & Anti-Sexual Harassment Cell.	Mr. Pankaj Kumar, IQAC Coordinator suggested the house as per the need of the institution two new cells- Anti-Ragging Cell & Anti-Sexual Harassment Cell must be formed.
3.	Cultural Activity report submission.	Mrs. Sushma Kumari being the Incharge of Cultural Committee has been submitted the cultural activity reports on time, to IQAC Co-ordinator Mr. Pankaj Kumar.


4.	Report submission by Admission Committee.	Admission Report of B.Ed. Students Session: 2019-21 (100 Students) was submitted to the IQAC on: 22.10.2019.
5.	Report submission by Examination Committee.	Internal examinations were successfully conducted on time and report submitted by Mr. Kunal Kumar Yadav (Examinations In-charge) to IQAC.
6.	Matters related to NAAC	The initiative required from institutional level to expedite the NAAC accreditation process has been discussed and should be given prime importance in forthcoming Governing Body meeting.

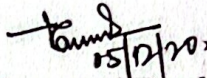
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16	Pawan Kumar	Student of B.Ed. Session 2019-21	 Pawan Kumar
17	Mrs. Manjari Kumari	Alumni	 5/12/2020

The meeting ended with prayer to our Lord Sri Ramakrishna Dev to give us courage and strength to carry out the responsibilities given to us. Vote of thanks was offered by Mr. Pankaj Kumar.


05/12/2020
Mr. Pankaj Kumar
IQAC Co-ordinator


09/12/20
Dr. Shashikant Yadav
Principal


15/12/20
Dr. Samapti Paul
Secretary

Secretary
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