



# S.B.M. Teachers' Training College

Babhanbay, Hazaribag- 825302 (Jharkhand)

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

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Phone: 09431333265, 09155061255

No. - IQAC/08/2022

Date: 19.12.2022

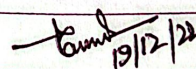

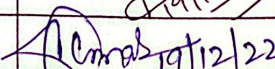
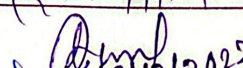
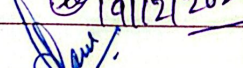
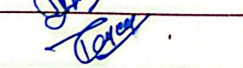



## Meeting Notice-08

The IQAC members are hereby requested to attend the IQAC meeting on **23<sup>rd</sup> December, 2022 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 08.01.2022.
2. Admission completion report submission.
3. Cultural activity report submission.
4. Examination report regarding Internal Examination of B.Ed.
5. Discussion on conduction of Lecture Series & Faculty Development Program.
6. Reconstitution of IQAC.

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> 19/12/22
11	Mrs. Sushma Kumari	Teacher Representative	<i>Sushma Kumari</i> 19/12/2022
12	Mrs. Mita Rani Sil	Teacher Representative	<i>Mita Rani Sil</i> 19/12/22
13	Mrs. Rupa Rani	Teacher Representative	<i>Rupa Rani</i> 19/12/22
14	Mr. Sudhir Kumar (Cashier)	Senior Administrative Officer	<i>Sudhir Kumar</i> 19.12.2022
15	Mr. Vivek Kumar Ravi	Administrative Officer	<i>Vivek Kumar Ravi</i> 19/12/22
16	Soni Kumari	Student of B.Ed. Session 2021-23	<i>Soni Kumari</i>
17	Mrs. Manjari Kumari	Alumni	<i>Manjari Kumari</i> 19/12/2022

*Pankaj Kumar*  
19/12/2022  
Mr. Pankaj Kumar  
IQAC Co-ordinator



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Phone: 09431333265, 09155061255

No.-IQAC/08/2022

Date- 23.12.2022

## Meeting Proceedings-08

The IQAC meeting held on 23/12/2022, 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 proceeded with the agenda.

### AGENDA

1. Presentation of action taken report of action points recommended in last meeting held on 08.01.2022.
2. Admission completion report submission.
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6. Reconstitution of IQAC.

**Action taken report of action points recommended in the last meeting held on 08.01.2022:**

Sl. No.	Action points recommended on 08.01.2022	Action taken report (ATR)
1.	Discussion on tentative activities for calendar year 2022	The IQAC Co-ordinator informed the house that the tentative activities for calendar year 2022 and detail time table has been framed on 10 <sup>th</sup> January, 2022 with the approval of the Principal and all activities are held as per calendar of the institution.

2.	Clean Green Campus and beautification of college campus.	The campus was maintained by planting seasonal flowers and plants time to time and also students were allowed to take initiatives to keep campus clean and green.
3.	To develop online/offline Feedback system and collect data from all stake holders.	The Online/Offline Feedback data form for all stakeholders have been prepared and information has been collected and submitted by Mr. Amit Singh to IQAC.
4.	Monitoring the functioning of different cells & committees.	Regular monitoring process of activities of all committees by the IQAC needs to be strengthened and implemented for timely actions and report submission.
5.	Plan for upcoming cultural activity.	<p>➤ As per the agenda the following cultural activities were organised and conducted successfully:</p> <ol style="list-style-type: none"> <li>1. Swami Vivekananda Jayanti (National Youth Day): 12.01.2022.</li> <li>2. National Girl's Day Program: 24.01.2022.</li> <li>3. Republic Day Celebration : 26.01.2022.</li> <li>4. Saraswati Puja celebration: 05.02.2022 to 06.02.2022.</li> <li>5. Inter House Pot Decoration Competition: 26.02.2022.</li> <li>6. International Women's Day Program: 08.03.2022.</li> <li>7. Shaheed Diwas Program: 23.03.2022.</li> <li>8. International Yoga Day Program: 21.06.2022.</li> <li>9. Van Mahotsav Program: 04.07.2022.</li> <li>10. Inter House Poster Making Competition: 13.08.2022</li> <li>11. Independence Day Celebration: 15.08.2022.</li> <li>12. Teacher's Day Celebration: 05.09.2022.</li> <li>13. Hindi Diwas Program: 14.09.2022.</li> <li>14. National Education Day: 11.11.2022.</li> <li>15. Children's Day Celebration: 14.11.2022.</li> </ol>
6.	Activity of National Service Scheme.	<p>➤ All activities recommended in the guidelines were conducted which are as following :</p> <ol style="list-style-type: none"> <li>1. National Youth Day &amp; Blood Donation Camp: 12.01.2022.</li> <li>2. Yoga Day Celebration: 14.01.2022.</li> <li>3. Netaji Subhash Chandra Bose Jayanti: 23.01.2022.</li> <li>4. National Girl's Day Program: 24.01.2022</li> <li>5. Republic Day: 26.01.2022.</li> <li>6. International Women's Day: 08.03.2022.</li> <li>7. Poshan Pakhwada: 21.03.2022.</li> </ol>

	<p>8. Shaheed Diwas: 24.03.2022.</p> <p>9. Poshan Pakhwada: 26.03.2022.</p> <p>10. Poshan Pakhwada: 29.03.2022.</p> <p>11. Poshan Pakhwada: 02.04.2022.</p> <p>12. Fire Safety Week: 14.04.2022 to 20.04.2022.</p> <p>13. Yoga Day Countdown Celebration: 14.05.2022.</p> <p>14. World Environment Day: 05.06.2022.</p> <p>15. International Yoga Day: 21.06.2022.</p> <p>16. Aazadi ka Amrit Mahotsava: 13.08.2022 &amp; 14.08.2022.</p> <p>17. Independence Day: 15.08.2022.</p> <p>18. National Sports Day: 29.08.2022.</p> <p>19. Teacher's Day: 05.09.2022.</p> <p>20. Poshan Pakhwada Week: 21.09.2022 to 24.09.2022.</p>
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**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 <sup>th</sup> January, 2022.	The action taken report of action points recommended in the meeting held on 08.01.2022 was presented and was approved by the house.
2.	Admission completion report submission.	Admission Committee has been successfully submitted the Admission report to IQAC as follows:  i. Admission Report of B.Ed. Students Session: 2020-22 (100 Students) was submitted to the IQAC on: 07.08.2021.  ii. Admission Report of B.Ed. Students Session: 2021-23 (100 Students) was submitted to the IQAC on: 17.05.2022.
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.	Examination report regarding Internal Examination of B.Ed.	Mr. Kunal Kumar Yadav Incharge of Examination Committee has been successfully submitted the Examination report to IQAC.
5.	Discussion on conduction of Lecture Series & Faculty Development Program.	Principal, Dr. Shashikant Yadav and all members decided that Lecture Series and Faculty Development Program must be conducted in the year 2023 for the betterment of teaching learning process.
6.	Reconstitution of IQAC.	One replacement as follows, as per internal policy to provide chance to all faculties in rotation, were suggested and approved. (a) New member Mrs. Rupa Rani in place of Mr. Satyajeet Bera.

**Following members attended the meeting:**

Sl. No.	Name of the member	Designation	Signature
01	Dr. Samapti Paul (Secretary)	Chairperson	<i>Samapti Paul</i> 23/12/22
02	Dr. Shashikant Yadav	Principal	<i>Shashikant Yadav</i> 23/12/22
03	Mr. Pankaj Kumar	IQAC Co-ordinator	<i>Pankaj Kumar</i> 23/12/22
04	Mrs. Soma Paul	Institute Management Committee Member	<i>Soma Paul</i> 23/12/2022
05	Mr. Sishir Kumar Shaw	Society Member	<i>Sishir Kumar Shaw</i>
06	Dr. Parikshit Layek	Stake Holder	<i>Parikshit Layek</i>
07	Mr. Amit Singh	Teacher Representative	<i>Amit Singh</i> 23/12/22
08	Mr. Rakesh Prasad	Teacher Representative	<i>Rakesh Prasad</i>
09	Mr. Kunal Kumar Yadav	Teacher Representative	<i>Kunal Kumar Yadav</i> 23/12/2022
10	Mr. Pratap Singh	Teacher Representative	<i>Pratap Singh</i> 23/12/22
11	Mrs. Sushma Kumari	Teacher Representative	<i>Sushma Kumari</i> 23/12/2022
12	Mrs. Mita Rani Sil	Teacher Representative	
13	Mrs. Rupa Rani	Teacher Representative	<i>Rupa Rani</i> 23/12/22
14	Mr. Sudhir Kumar (Cashier)	Senior Administrative Officer	<i>Sudhir Kumar</i> 23.12.2022
15	Mr. Vivek Kumar Ravi	Administrative Officer	<i>Vivek Kumar Ravi</i> 23/12/22

16	Soni Kumari	Student of B.Ed. Session 2021-23	<i>Soni Kumari</i>
17	Mrs. Manjari Kumari	Alumni	<i>Manjari</i> 23/12/22

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.

*Pankaj*  
23/12/2022

**Mr. Pankaj Kumar**  
IQAC Co-ordinator

*Shashikant*  
23/12/22

**Dr. Shashikant Yadav**  
Principal  
Principal

S.B.M. Teachers' Training College  
Babhanbay, Hazaribagh, Jharkhand-825302

*Sampti*  
23/12/22

**Dr. Samapti Paul**  
Secretary

Secretary  
S.B.M. Teachers' Training College  
Masipirhi, Hazaribag, (Jharkhand)