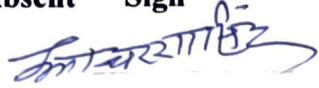







MINUTES OF THE IQAC MEETING

Session (2019-20) 01 July 2019 to 31 December 2019)

Meeting No-01

A meeting of Internal Quality Assurance Cell (IQAC) was held on 14.08.2019 at 2:00 P.M. at IQAC office. Following were present in the meeting:

Name of the Member	Present	Absent	Sign
1. Shree Uma Charan Singh (Chairman SPTTC)	P		
2. Mr. Avinash Kumar (Secretary , SPTTC)		A	
3. Dr. Roli Dwivedi (Principal , SPTTC)	P		
4. Shree Maheshwar Thakur (Member, SPTTC)	P		
5. Dr. Zafar Alam (Doctor)		A	
6. Mr. Manoranjan Kumar (NGO)		A	
7. Mr. Manoj Kumar (Assistant Professor, SPTTC)	P		
8. Mr. C.B. Mishra (Assistant Professor, SPTTC)	P		
9. Mr. Kumar Saurav (Account Assistant, SPTTC)	P		
10. Smt. Arpana Kumari (Coordinator, IQAC)	P		

Agenda 1: Screening of Action Plan for the session 2019-20

Resolution: Screening and revision of the Action Plan for the new academic session was done for B.Ed. and D.El.Ed.

Agenda 2: Development of admission strategies.

Resolution: Publicity should be done at large scale for securing 100% admissions of both the courses B.Ed. and D.El.Ed. through pamphlets, newspaper advertisements, notices, circulars and website update.

Agenda: Distribution of work to committees

Resolution: Committee wise work distributed and action was discussed

Agenda 3: Review the orientation Programme and Educational Programme.

Resolution :

Discussion regarding conduction of orientation programme with admission committee also discussion happened on different educational programmes to be conducted in college.

Agenda 4: Conduct Two days faculty development Programme.

Resolution:

Discussion on Programme theme “ICT Skills in Education” was done. Development of ICT skills in teachers and non-teaching staff members were discussed.

Agenda 5: Organization of Extension Lecture for the students.

Resolution: A Extension Lecture will be organized for students of B.Ed. and D.El.Ed. for developing a soft skill language on 13.09.2019. An Extension Lecture on National Education Day on 11th Nov. 2019 and a Lecture on Human Right Day on 10th Dec 2019 will be organized.

Agenda 6: Organization of a one day National Seminar.

Resolution : A one day national seminar will be organized on the topic “E-governance and delivery of public services in India: Emerging Issues and Challenges”. Discussion on Guest names and distribution of work was done .

Agenda 7: Holding Awareness Rallies and Drives by the students

Resolution : Ensuring the participation of faculty members and students of SPTTC in Rally on Jal -Shakti Abhiyan on 14th September 2019 and Swachhta abhiyan 01st.October 2019 were discussed.

Agenda 8: Celebration of Birth anniversaries and Observance of National and International Day


Resolution :Following programmes will be organized to observe the National & International Days: 73rd Independence Day, Hindi Diwas, Human Right Day , Dr.Rajendra Prasad Jayanti , Dinkar Jayanti, Teachers Day.


Agenda 9 : Decision regarding internal college magazine

Resolution :The committee took the decision that our college should have own magazine. All member agreed that the name of the magazine will be ‘ Aprajita’ and will be published annually. The committee agreed to have separate committee who will handle magazine and news letter.

Following programmes will be organized to observe the National & International Days: 73rd Independence Day, Hindi Diwas, Human Right Day , Dr.Rajendra Prasad Jayanti , Dinkar Jayanti, Teachers Day.

The meeting ended with a vote of thanks to chair.


Principal
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Smt. Arpana Kumari
Coordinator, IQAC