






MINUTES OF THE IQAC MEETING

Session -2020-21 (01st January 2021 to 31st May 2021)

MINUTES OF THE IQAC MEETING -04

A meeting of Internal Quality Assurance Cell (IQAC) was held on 02.01.2021 at 11:00 p.m.

Following were present in the meeting:

Name of the Member	Present	Absent	Sign
1. Shree Uma Charan Singh (Chairman SPTTC)		A	
2. Mr. Avinash Kumar (Secretary , SPTTC)	P		
3. Dr. Roli Dwivedi (Principal , SPTTC)	P		
4. Shree Maheshwar Thakur (Member, SPTTC)		A	
5. Dr. Zafar Aalam (Doctor)		A	
6. Mr. Manoranjan Kumar (NGO)	P		
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: Confirmation of the proceedings of 3rd meeting

Resolution -The committee confirmed the proceedings of 3rd meeting held on 03.07.2020.

Agenda 2: Development of admission strategies.

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

Agenda 3: Review the orientation Programme and Maintaining Social Distance .

Resolution :

Discussion regarding conduction of Orientation programme was discussed , the committee will ensure social distancing is maintained during Orientation.

Agenda 4: Preparation for Starting D.El.Ed. Class and Academic Calendar

Resolution – The Admission Committee was given responsibility to prepare Academic calendar and time table. The same needs to be prepared before Orientation.

Agenda 5 : Organising Placement drive for B.Ed. and D.El.Ed students

Resolution : The Placement cell will ensure maximum participation of schools. Timely preparation is the key for the success of the drive.

Agenda 6: Celebration of Birth anniversaries and Observance of National and International Day

Resolution: Day Celebration committee & Co Curricular committee will ensure all important days are celebrated and documented.


Agenda 7 : Preparation for B.Ed. Internship and SEP -2 for D.El.Ed. Student

Resolution - The office will ensure to get required permission from DO office. Teaching practice committee will allocate students to different school. They will also ensure 95% attendance in teaching practice.

The meeting ended with vote of thanks.



Smt. Arpana Kumari
Coordinator, IQAC



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