

**Mundeshwari College for Teacher Education**

Sarari-Usri Road, Khagaul, Patna - 801105

(Affiliated to Aryabhata Knowledge University, Patna)



**मुण्डेश्वरी कॉलेज फॉर टीचर एजुकेशन**

सरारी-उसरी रोड, खगौल, जिला-पटना-801105

आर्यभट्ट ज्ञान विश्वविद्यालय, पटना द्वारा संबद्धता प्राप्त

**A Unit of Vikramshila Educational & Welfare Society, Patna**

Ref. No. MCTE/IQAC/2023/035-A

Date 12/06/2023

## Notice

All the members of the Internal Quality Assurance Cell (IQAC) are informed that a **meeting of IQAC will be held on 14<sup>th</sup> June 2023 at 03:30 PM** in the staff room of the college. All IQAC members are requested to be present on time.

Thanks

(Kumari Shashi Singh)

IQAC Co-Ordinator

M.C.T.E., Patna

**IQAC Co-ordinator**

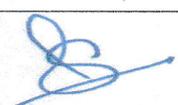
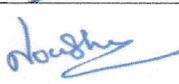
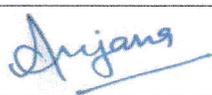
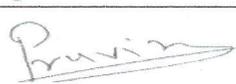
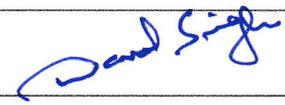
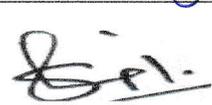
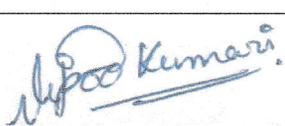
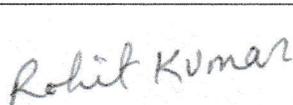
**MCTE, Patna**

**MCTE PATNA**

### MINUTES OF THE IQAC MEETING FOR THE ACADEMIC YEAR 2023-24

A meeting of Internal Quality Assurance Cell (IQAC) was held on 14<sup>th</sup> June 2023 in the staff room of Mundeshwari College for Teacher Education at 03:30 PM.

The following members were present in the meeting:-

Sl. No.	Name	Designation	Signature
1.	Dr. Kumari Sunita Singh	Principal; Chairperson	
2.	Mrs. Kumari Shashi Singh	Asst. Professor; Co-Ordinator	
3.	Mrs. Noushia Tabassum	Asst. Professor; Teaching Member	
4.	Mrs. Anjana Kumari	Asst. Professor; Teaching Member	
5.	Dr. Dinesh Kumar	Asst. Professor; Teaching Member	
6.	Mr. Praveen Kumar	Asst. Professor; Teaching Member	
7.	Mr. Deval Singh	Member- Management	
8.	Mr. Amal Singh	Nominee from Local Society	
9.	Mr. Sanjay Singh	Nominee from Industry	
10.	Ms. Nipoo Kumari	Nominee from Student	
11.	Mr. Rohit Kumar	Nominee from Alumni	

**Agenda of the meeting were discussed in detail and following decisions were made:**

**Agenda 1: Proceeding of the Last Meeting.**

- IQAC Co-Ordinator Kumari Shashi Singh greeted all the members to the IQAC meeting. Members undividedly confirmed the proceedings (minutes) of last meeting held on 02<sup>nd</sup> March 2023.

**Agenda 2: Discussion on progress of NAAC by committee.**

- As we are all geared up for NAAC accreditation, this agenda was put forth by the IQAC Co-Ordinator Kumari Shashi Singh about the progress related to the NAAC. Every member pitched in with their inputs.

**Agenda 3: Discussion on planning the Orientation Program for B.Ed. Session 2023-25.**

- It was unanimously decided that the session 2023-25 should start from 05.07.2023, along with the responsibility of Orientation program was given to Mrs. Noushia Tabassum.

**Agenda 5: Discussion on conducting Practical Examination (Viva)**

- After a detailed discussion on the above said agenda, it was decided that Practical Examination needs to be conducted for B.Ed. 2<sup>nd</sup> Year Students.

**Agenda 6: Discussion about up gradation of college website.**

- It was decided by the members that the college website should be maintained in compliance with the NAAC and Aryabhata Knowledge University's guidelines.

**Agenda 7: Discussion about purchasing books for Library.**

- It was unanimously decided by the members of the committee that books need to be purchased for library as per syllabus and also some other type of competitive books. The responsibility of book requisition was given to Mrs. Sushree Savita ( Asst. Librarian).

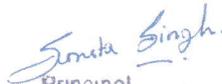
**Agenda 8: Any other matter with the permission of Chair.**

- Principal asked the members for any additional agenda, Mrs. Kumari Shashi Singh advised to devise the Academic Calendar, Class time-table and Bridge-Course for the B.Ed. 1<sup>st</sup> Year Students. The members of Board of Studies were directed by the Principal to prepare a plan of action around the same and report within a week.

**Kumari Shashi Singh, Co-Ordinator, IQAC thanked all the members including chair and hence the meeting was concluded.**

  
IQAC Co-ordinator  
MCTE, Patna

**Kumari Shashi Singh**  
**IQAC Co-Ordinator**

  
Principal  
Mundeshwan College for Teacher Educator  
Sarari, Patna-801105

**Dr. Kumari Sunita Singh**  
**Principal**