

**Mundeshwari College for Teacher Education**

Sarari-Usri Road, Khagaul, Patna - 801105

(Affiliated to Aryabhata Knowledge University, Patna)



**MCTE PATNA**

**मुण्डेश्वरी कॉलेज फार टीचर एजुकेशन**

सारी-उसरी रोड, खगौल, जिला-पटना-801105

आर्यभट्ट ज्ञान विश्वविद्यालय, पटना द्वारा संबद्धता प्राप्त

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

Ref. No. MCTE/25/IQAC/03

Date 29.05.2025

## Notice

All the members of the Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 31 May 2025 at 03:30 PM in the staff room of the college. All IQAC members are requested to be present on time.

Thanks

  
29/5/25

**IQAC Co-ordinator**

**MCTE, Patna**

**(Kumari Shashi Singh)**

**IQAC Co-Ordinator**

**M.C.T.E., Patna**

# **MCTE PATNA**

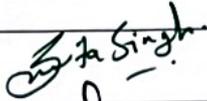
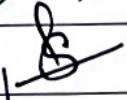
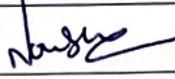
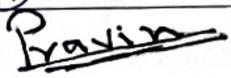
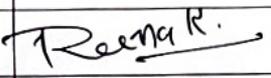
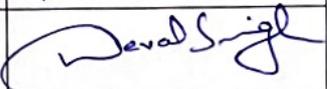
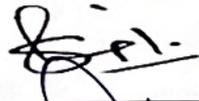
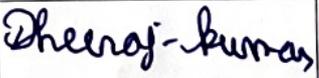
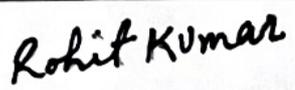
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### MINUTES OF THE IQAC MEETING FOR THE ACADEMIC YEAR 2024-25

A meeting of Internal Quality Assurance Cell (IQAC) was held on 31 may 2025 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	Chairperson	
2.	Mrs. Kumari Shashi Singh	Co-Ordinator	
3.	Mrs. Noushia Tabassum	Teaching Member	
4.	Mrs. Anjana Kumari	Teaching Member	
5.	Dr. Dinesh Kumar	Teaching Member	
6.	Mr. Praveen Kumar	Teaching Member	
7.	Ms. Reena Kumari	Teaching Member	
8.	Mr. Deval Singh	Member-Management	
9.	Mr. Amal Singh	Nominee from Local Society	
10.	Mr. Sanjay Singh	Nominee from Industry	
11.	Mr. Chandan Kumar	HR Manager	
12.	Ms. Dhiraj Kumar	Nominee from Student	
13.	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 19<sup>th</sup> April 2025.

**Agenda 2: Discussion about NAAC peer team online visit.**

- It was unanimously decided by the members of the committee about the NAAC Peer Team online visit done on 28<sup>th</sup> and 29<sup>th</sup> of May 2025.

**Agenda 3: Discussion on Peer team's interaction and feedback received.**

- A detailed discussion was held among the members of the committee about the interaction done during online peer team visit. It was resolved that feedback provided by the peer team will be documented and used for continuous institution improvement.

**Agenda 4: Performance of faculties and stakeholders during interaction session.**

- All faculties were instructed to submit a post visit report highlighting their contribution, challenges faced and lessons learned by 3<sup>rd</sup> June 2025.

**Agenda 5: Analysis of documentation and presentation effectiveness.**

- A committee will be formed to analyze the NAAC Peer Team report (once received) and prepare an action plan accordingly.

**Agenda 6: Identification of strengths and areas for improvement.**

- This was unanimously decided in the meeting that we need to identify the strength and weakness of our institution.

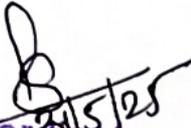
**Agenda 7: Planning for follow-up action and future improvements based on NAAC suggestions.**

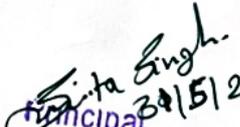
- There was a detailed discussion on the addressing suggestions or recommendations provided by NAAC within a structured timeline.

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

- Principal asked the members for any undiscussed agenda. Members were of the opinion that we have almost covered all the to-do activities, any other issues pertaining to the college will be discussed in the next meeting.

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

  
20/5/25  
**IQAC Co-ordinator**  
**MCTE, Patna**  
**Kumari Shashi Singh**  
**IQAC Co-Ordinator**

  
30/5/25  
**Principal**  
**Dr. Kumari Sunita Singh**  
**Principal**  
Buddeshwar College for Teacher Education  
Saran, Patna-801106