

Sri Ramakrishna Sarada Ashrama Teacher's Training College

Rabindra path, Hazaribag -825301

Meeting Notice

No.-IQAC/08/2020

Date- 16th January 2020

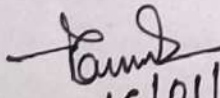
Time- 12:30 PM

Venue- IQAC Room, Ground Floor

The IQAC members are hereby requested to attend the IQAC meeting on **18th January, 2020 at 12:30 pm** in the IQAC room.

AGENDA

- Discussion & planning on NAAC 1st Cycle
- Reformation of IQAC, 2020-21 according to NAAC guidelines
- Action Plan for the 1st Cycle of NAAC
- Role & responsibilities of new IQAC members (2020-21)
- Collection of data related to IQAC activities
- Misc.


16/01/20

(Mr. Samapti Paul)

IQAC-Member Secretary &

Coordinator, SRSA TTC

Sri Ramakrishna Sarada Ashrama Teacher's Training College

Rabindra path, Hazaribag -825301

Meeting Minute

No.-IQAC/08/2020

Date- 18th January 2020

Time- 12:30 PM

Venue- IQAC Room, Ground Floor

The IQAC meeting was held on 18/01/2020, under the Chairmanship of Revered Swami Tapananda Maharaj, Founder President of the organisation. The proceeding of the last meeting held on 02/10/2019 was presented by Mr. Samapti Paul and the same was confirmed unanimously by the members of the IQAC Cell.

The following members attended the meeting:

1. Swami Tapananda	President	Swami Tapananda
2. Mr. Samapti Paul	Member Secretary (Coordinator)	Paul
3. Dr. Dipankar Maiti	Member	Dipankar Maiti
4. Dr. Sunil Kumar Dubey	Member	Sunil Kumar Dubey
5. Ms. Apolina Baxla	Member	Apolina
6. Mr. Parikshit Layek	Member	Layek
7. Mrs. Soma Sarkar	Member	Soma Paul
8. Mr. Kuldeep Singh	Member	Kuldeep Singh
9. Mrs. Saroj Yadav	Member	Saraj
10. Ms. Tanima Priya	Member	T.Priya
11. Mr. Dayanand Kr. Yadav	Member	Dayanand
12. Mrs. Priya Deo	Member	Priya Deo
13. Ms. Shyamli Salkar	Member	Shyamli Salkar
14. Mr. S. P. Singh	Member	S.P. Singh
15. Mr. Dinesh Khandelwal	Member	D.K.
16. Mr. Nawin Bara	Member	Nawin Bara
17. Mr. Arvind Malakar	Member	Arvind Malakar

Swami Tapananda
18/1/20.

ATR of action points recommended in last meeting (7 Oct 2019)

Sl.	Action points recommended	ATR
1.	Review Meeting with each department on Teaching-Learning & Internal Evaluation Process.	Coordinator, Mr. Paul informed that Review meeting was held on 06 Nov. 2019 to review the reports of Practice of Teaching in different Schools and the review report has been placed before the competent authority for necessary consideration. Student representatives were also involved in the meeting.
2.	Organizing several competitions	The following competitions were organised; <ol style="list-style-type: none"> 1. Pot decoration competition: 09 Nov. 2019 2. Inter-House Display board decoration competition (B. Ed.): 26 Nov. 2019 3. Inter-House Display board decoration competition (D. El. Ed.): 18 Jan 2020
3	Organizing events	The following events were organised; <ol style="list-style-type: none"> 1. National Education Day: 13 Nov. 2019 2. Christmas celebration: 23 Dec. 2019 3. Youth Day Celebration & Blood Donation Camp (12 Jan. 2020)

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18/01/20

Proceedings:

Sl	Agenda	Action point recommended
1.	Discussion & planning on NAAC 1 st Cycle	<p>The Coordinator stated that the college is applying for its 1st Cycle of NAAC.</p> <p>Requested all members to ensure that all activities/events of the past five years to compile for inclusion in the SSR.</p>
2.	Reformation of IQAC, 2020-21 as per revised NAAC guidelines	<p>The IQAC was reformed as per NAAC guidelines as follows</p> <p><u>Steering Committee (SC) for IQAC was formed with following members:</u></p> <p>Chairman: Swami Tapananda ji Maharaj (President, SRSA)</p> <p>Coordinator: Mr. Samapti Paul (Coordinator, SRSA TTC)</p> <p>Co- Coordinator: Mr. Parikshit Layek (Asst Prof.)</p>
3.	To form NAAC steering committee	<p>The same SC of IQAC will act as SC for NAAC as per guidelines.</p>

Swami Tapananda ji
18/01/20

4. Action Plan for the 1st Cycle of NAAC

SRSATTC will file its 1st cycle of NAAC accreditation document and will plan for the process of submission of SSR. The following points were highlighted by the Coordinator

1. Information pertaining to the period 2015-16 to 2019-20 would be incorporated.
2. Documentation mandate /strategy would be as follows
 - By next meeting of IQAC, a detailed scheme and format for documentation would be proposed for the approval by the committee.
 - The leading principal would be to collect raw data regularly and bring out reports on an annual basis.
2. Information on use of IT in education process would be emphasised in the reports and events;
 - a) Compilation of Annual report
 - b) Project based classroom activities
 - c) Strengthening e-mail groups for interaction in each batch
3. Library Report
 - Annual Library Report
 - Usage analysis (books and online resource)
 - Library usage training to be part of induction
4. Governance
 - Master plan for campus
 - Exam, Finance, Planning, Admin Reporting forms to be designed

Srinivas Tapaswini
18/01/20

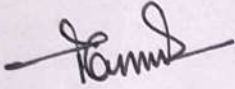
	<ul style="list-style-type: none"> • Extension outreach programmes to be strengthened. • IQAC must take pro-active role regarding quality issues. • Quality activities for women should be designed.
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Following faculty members are anonymously selected as new IQAC member as per the NAAC guidelines.

1.	Mrs. Soma Paul	Assistant Professor, B.Ed.	Teacher Representative
3.	Mr. Dayanand Kumar Yadav	Program Officer NSS	Teacher Representative
4.	Tanima Priya	Assistant Professor, B.Ed.	Teacher Representative
5.	Mr. Vivekanand Pandey	Assistant Professor, B.Ed.	Teacher Representative
6.	Mr. S. P. Singh	Assistant Professor, B.Ed.	Teacher Representative
7.	Mrs. Priya Deo	Assistant Professor, B.Ed.	Teacher Representative
8.	Ms. Shyamli Salkar	Assistant Professor, B.Ed.	Teacher Representative
9.	Mr. N.K.Rana	Ex. Prof. VBU, Former College Inspector	Local Society Member
10.	Mr. Dinesh Khandelwal	Social worker	Local society member
11.	Mr. Nawin Bara	Librarian	Member
12.	Mr. Satish Kr. Rana	Accountant	Member
13.	Mr. Kunal Kr. Yadav	Alumni Representative	Member

Srinivasa Tarapuram
18/01/20

The meeting ended with prayer to our Lord Sri Ramakrishna Dev to give us courage and strength to carry out the responsibility given to us. Vote of thanks offered by Mr. Samapti Paul.



Mr. Samapti Paul
IQAC
Co-ordinator

Jyoti Tapan Singh
18/01/20.

Chairman
President
Sri Ramakrishna Sarada Ashrama
Teacher's Training College
Rabindra Path, Hazaribag (Jharkhand)