

Sri Ramakrishna Sarada Ashrama Teacher's Training College

Rabindra path, Hazaribag -825301

Meeting Notice - 13

No.-IQAC/13/2022

Date- 14th November 2022

Time- 03:00 P.M

Venue- IQAC Room, Ground Floor

The IQAC members are hereby requested to attend the IQAC meeting on **16th November, 2022 at 03:00 PM** in the IQAC room.

AGENDA

1. Presentation of ATR, Action Points recommended in last meeting held on 05th January 2022.
2. SSR Submission (NAAC accreditation).
3. Matters related to NAAC (DVV Submission)
4. Clean & green Campus, beautification of college campus.
5. Up gradation of Library & Infrastructure.
6. Monitoring the functioning of different cells & committees and collection of report from respective cells & committees.
7. Cultural activity report submission.
8. Admission completion report submission
9. Activity of National Service Scheme.
10. Conducting the Internal Examination of (1) B.Ed. (2020-22) Sem.- III & IV (2) B.Ed. (2021-23) Sem. I & II
11. Report submission on School Internship & enhance the Teaching-Learning Process.
12. Conducting the National Seminar.

Layek
14.11.2022

(Dr. Parikshit Layek)

IQAC- Coordinator,

SRSA TTC

IQAC-Coordinator

Sri Ramakrishna Sarada Ashrama
Teachers' Training College
Rabindra Path, Hazaribag



Sri Ramakrishna Sarada Ashrama Teacher's Training College

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Meeting Minute

No.-IQAC/13/2022

Date- 16th November 2022

Time- 03:00 P.M

Venue- IQAC Room, Ground Floor

The IQAC meeting was held on 16/11/2022, under the Chairmanship of Revered Swami Tapananda Maharaj, Founder President of the organisation. The proceeding of the last meeting held on 05/01/2022 was presented by Dr. P Layek 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 Maharaj
2. Dr. Samapti Paul	Principal and Member Secretary	Samapti Paul 16/11/22
3. Dr. Parikshit Layek	Coordinator	Dr. Parikshit Layek 16.11.2022
4. Ms. Apolina Baxla	Member	Apolina Baxla
5. Mrs. Soma Sarkar	Member	Soma Sarkar
6. Mr. Kuldeep Singh	Member	Kuldeep Singh
7. Mr. Dayanand Kr. Yadav	Member	Dayanand Kr. Yadav
8. Mr. Vivekanand Pandey	Member	Vivekanand Pandey
9. Mrs. Priya Deo	Member	Priya Deo
10. Mr. Nawin Bara	Member	Nawin Bara
11. Mr. Satish Kr. Rana	Member	Satish Kr. Rana



Proceedings of the meeting

Sl.	Agenda	Action points recommended
1.	Presentation of ATR, Action Points recommended in last meeting held on 4 th January 2022	The ATR of meeting held on 05.01.2022 was presented by the co-ordinator and was approved by the house
2.	SSR Submission (NAAC accreditation).	<ol style="list-style-type: none"> 1. Initial IIQ was submitted and subsequently (on NAAC approval) final SSR document was submitted to NAAC. 2. Following acceptance of SSR, DVV document was submitted followed by deposit of necessary fees (on-line on 21 Oct. 2022). 3. Dates for visit of NAAC team proposed for first week of Feb. 2023.
3.	Matters related to NAAC (DVV Submission)	As above
4.	Clean & green Campus, beautification of college campus.	The campus was beautified with planting and maintaining seasonal flowering plant time to time.
5.	Up gradation of Library & Infrastructure.	Proposal for subscription for e-Library and extension of reading rooms have been approved. The Librarian (for e-library) and the Works committee for (reading room extension) were entrusted to initiate necessary actions.
6.	Monitoring the functioning of different cells & committees and collection of report from respective cells & committees.	Regular monitoring process of activities of all committees by the IQAC needs to be strengthened and implemented for timely actions and report submission.
7.	Cultural activity report submission.	All activities reports have been submitted (for all conducted) and are being submitted in time, after conduct.



8.	Admission completion report submission	Reports have been submitted in time
9.	Activity of National Service Scheme.	All activities recommended were: (1) Plantation (2) Anniversary celebration of personalities of National Leaders, (3) Celebration of special National Days (eg., <i>Posan Pakhwara, National Youth Day, Independence Day, Republic Day, etc.</i>)
10.	Conducting the Internal Examination	Tentative Dates proposed and approved; (1) B.Ed. (2021-23) Sem. III: January 2023
11.	Report submission on School Internship & enhance the Teaching-Learning Process.	All Reports have been submitted in time to IQAC.
12.	Conducting the One Day National Seminar	Tentative Dates Proposed and approved Jan. First week 2023.

ATR of Action points recommended in last meeting dated:

SI	Action points recommended	ATR
1.	The ATR of meeting held on 04.01.2022 was presented and was approved by the house	Approved
2.	The Academic calendar was discussed and Ms Apolina Baxla was entrusted to prepare the class routine accordingly	The Academic Calendar was prepared in time according to which the current session started
3.	The NSS unit was sensitized for maintaining the campus garden with seasonal flowers.	Several seasonal flower saplings were planted in gardens and along pavements and maintained for flowering.



4.	On-line feedback form was prepared and information from all stakeholders were collected, analysed for preparation of report for submission	Necessary reports were submitted to the IQAC in the set format.
5.	Advertisement for the post of Principal was approved for immediate n/a	Advertisement was published in March 2022 and appointment of regular Principal was done during July 2022 following all guidelines. New Principal & Asst. Prof. joined on 15.07.2022.
6.	<ol style="list-style-type: none"> 1. Proposal for e-library (INFLIBNET; UGC) registration was approved 2. Extension of reading room was proposed considering growing demand and was approved. 	<ol style="list-style-type: none"> 1. Payment of subscription for INFLIBMENT deposited 2. Masonry work for extension of reading room initiated and progress is in full swing with target of completion by January end 2023.
7.	IQAC was sensitized to promote obtaining timely reports from different committees and cells through personal contacts for suggesting necessary amendments in overall functioning of the college.	Timely submission of reports from different cells have been channelized and the system is in place.
8.	IQAC was entrusted to coordinate NAAC accreditation related issues through forming respective sub-committees.	All the existing committees were given responsibility of respective report submission, based on which SSR doc. was prepared (by IQAC) and submitted in June 2022 to NAAC
9	The list and work-plan of the cultural activities to be conducted through the year (2022) was chalked out.	All the proposed activities were conducted / are being conducted in time
10.	The list of NSS activities were planned	-do-
11.	Conduct of Internal examinations.	Int. Exams. were conducted on following dates; (1) B.Ed. (2020-22) Sem.- III & IV: 27 June, 2022 (Sem. III) and 15-17 Oct. 2022 (Sem. IV).



		(2) B.Ed. (2021-23) Sem. I & II: 6-10 May 2022 (Sem. I) and 8-10 Sept. 2022 (Sem. II)
12.	Proposals for ICT based micro-teaching demonstration and lesson-plan demonstrations were placed to be adopted for the students and were approved.	ICT based micro-teaching demonstration and lesson-plans have been adopted and implemented efficiently. The system is now in place.
13.	The proposal by IQAC for setting up Bio-gas plant & solar panel as a part of Green movement, were placed with required specifications which were approved (administrative & financial) for execution.	<ol style="list-style-type: none"> 1. Bio gas plant (capacity 8 kg / day) and solar panel (capacity 12.5 KVA) for college campus have been procured and installed. Both are functioning well. 2. Based on mid-term proposal raised (by IQAC) and subsequent approval, required Fire extinguishing system has been got installed for the college building

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 was offered by Dr. Parikshit Layek.

Dr. Parikshit Layek
14.11.2022

Dr. Parikshit Layek

IQAC

Co-ordinator

IQAC-Coordinator

Sri Ramakrishna Sarada Ashrama
Teachers' Training College
Rabindra Path, Hazaribag

Swami Tapananda

Swami Tapananda

President

President

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

