

INTERNAL QUALITY ASSURANCE CELL (IQAC)
MATA MANJHARO AJAB DAYAL SINGH TEACHER'S TRAINING COLLEGE
Minutes of Meeting

Ref: MMADSC IQAC/2020-21

Date :15/05/2020

Academic Year 2020-21

As per the updated composition of IQAC mentioned in the NAAC portal (<http://naac.ac.in/index.php/infr-pr-institutions//compositions>) the new IQAC of Mata Manjharo Ajab Dayal Singh Teacher Training College has been constituted for the session 2020-21 under the chairperson of principal prof. (Dr) Arjun Pal on 15th May, 2020 at 12:00 Pm other member from Heads of important Academic and administrative units, faculty members and a few distinguished Educationalists and representatives of local management and Stake holders were unanimously selected.

The Composition of the IQAC will be as follows:

1. Dr. Arjun Lal (Principal)	Chairperson
2. Amir Singh (Assistant Professor)	Member
3. Shree Shishupal Singh (Assistant Professor)	Member
4. Shaurav Sharma (Assistant Professor)	Member
5. Dr. Ashok Kumar (Professor)	Member
6. Ambar Prakash Singh	Management Representative
7. Nishant Kumar	Senior Administrative Officer
8. Rajiv Ranjan Singh	Society Representative
9. Kuldeep kumar	Student Representative
10. Nitu Singh	Alumni Representative
11. P.S. UPADHYAY	Employers Representative
12. Manish kumar Tiwari	Industrialists Representative
13. Raghwendra Kumar Singh	Stakeholders Representative
14. Amir Singh	Co - Ordinator

Agenda

1. Value added programme to be initiated
2. Institution based faculty programme.
3. Seminar on research culture.
4. Faculty member should be trained in module of teaching.
5. Research methodology, statistics and use of spss.
6. Advanced learner to be taken care of.
7. Workshop on computer Aided information.

3. Smooth functioning of Academic courses.

4. Quality based teaching and learning process.

Significant Contribution made by IQAC during the current year.

- Due to Covid-19, offline classes could not be conducted. So for completion of course and benefit of students the IQAC recommended to initiate online classes and to upload short notes on college website and audio video lectures on the newly created College YOUTUBE channel.
- In such depressing times in order to motivate and encourage the students, the IQAC suggested to conduct online competition at frequent intervals.
- IQAC instructed the Teachers to prepare Question Bank for UG and PG courses to be uploaded in University website.
- IQAC suggested to conduct Online Exams through Google forms and whatsapp portal.
- As per University and state Govt. guidelines on covid-19, it was resolved in IQAC meeting to resume offline classes and webinars in different departments. Under IQAC initiation parallel classes (Offline and online (Live Classes) were conducted to benefit maximum students.

Plan of action chalked out by the IQAC in the beginning of the Academic year (November 2020-December 2021) towards Quality Enhancement and the outcome achieved by the end of the Academic year .

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none">• The IQAC of the college chalked out the following plan of action(2020 -21) to be accomplished in the coming year. These include: <ol style="list-style-type: none">1. IQAC resolved in its meeting as per the University guidelines on covid-19, to conduct online classes during lockdown period.2. To encourage the students in the pandemic period IQAC suggested different committees to conduct various online competitions.3. As per resolution of IQAC meeting it was planned to conduct online mid semester exams of different semester.4. In response to the University and State Govt. guidelines on covid-19 it was resolved in IQAC to adopt preventive	<ul style="list-style-type: none">• The following outcomes were achieved by the end of the academic year. <ol style="list-style-type: none">1. The College created departmental Whatsapp group and students were added in their respective groups. <ul style="list-style-type: none">• Classes, webinars were conducted through Zoom cloud meeting app.• Later on classes were also taken through google meet app.• Short notes were shared in the whatsapp group.• College Youtube Channel was created and audio, Video, lectures were uploaded at frequent intervals.• Lectures were also delivered through "Radio Khanchi" which is an official broadcasting platform of University.

<p>and safety measures by the Teaching, Non-teaching staff and students too.</p> <p>5. Apart from adopting preventive and safety measures the IQAC suggested to conduct online as well as offline classes with 30% strength to ensure wide coverage of students.</p> <p>6. As per instruction of University, IQAC directed the Teachers to prepare question bank.</p>	<p>2. NSS and cultural committee of the college organized slogan competition, painting competition, essay writing competition.</p> <p>3. Online Mid semester exams of core papers and AECC and GE papers were conducted through Google forms and whatsapp.</p> <p>4. Following the recommendation of IQAC masks, sanitizers were made available in the college. The campus was sanitized frequently for the safety of the teachers and students.</p> <p>5. Offline classes were started along with online (LIVE) classes at the same time in the college campus.</p> <p>6. Question Bank was prepared subject wise, semester wise, module and question pattern wise for UG and PG courses. These questions were uploaded in the University website.</p>
<p>IQAC needs to be strengthened and conduct activation for quality assurance.</p>	<ul style="list-style-type: none"> • Organization of inter and intra institutional workshops. Seminars and quality related themes and promotion of quality circles.
<p>Teacher need to upgrade their knowledge on ICT.</p>	<ul style="list-style-type: none"> • In Daily Teaching learning process ICT has been applied. Teachers are applying and encouraging student to apply ICT while teaching in classroom. • Teachers are using English language as a language of communication in the teaching learning process. • Teachers are performing several action researchers. On present education system.

Co - Originator

Principal

Mata Manjari Singh
Teacher's Training College
Jagdishpur, Durgpur