



Established-2012

Bhuvan Malti Teachers' Training College

(Affiliated to Aryabhatta Knowledge University & Bihar School Examination Board, Patna)
Vill- Basatpur Bada Tola, Po- Rupdih, Chhatauni Dhaka -Road, Motihari East Champaran Bihar-845401

www.bmttc.in

info@bmttc.in

Internal Quality Assurance Cell

Minutes of Meeting

A meeting of IQAC was held on 22-07-2020 at 02:00 PM in Bhuvan Malti Teachers' Training College, Conference Hall.

Present Members: (Names along with designation)

- 1) Dr. Sachchidanand Tiwari (Chairperson)
- 2) Mr. Mithilesh Kumar Shukla (Coordinator/Director of the IQAC)
- 3) Dr. K.M. Agrawal (Management Representative)
- 4) Shri Satyendra Pratap Singh, Asst. Prof. BMTTC
- 5) Smt. Geeta Rani Jain, Asst. Prof. BMTTC
- 6) Shri Ajit Kumar, Asst. Prof. BMTTC
- 7) Shri Chandra Prakash, Asst. Prof. BMTTC
- 8) Dr. Navdeep Ranjan, Asst. Prof. BMTTC
- 9) Shri Anjani Kumar Gupta, Asst. Prof. BMTTC
- 10) Shri Praveen Babu, Asst. Prof. BMTTC,
- 11) Miss Arti Kumari (B.Ed. Session 2015-17) (Member of Alumni)
- 12) Shri Shivpujan Singh (Local Society Member)
- 13) Dr. Lal Babu Sah, Principal, M.J.K. Inter College, Motihari (IQAC expert)

S.P. Singh
Geeta
Ajit Kumar
Chandra
Navdeep
Anjani
Praveen
Arti
Shivpujan
L.B. Sah

Agenda:

1. Review of previous meeting works
2. Internship Programme
3. Consolidation of Examination cell

[Signature]

Principal

Bhuvan Malti College of Education
Motihari

[Signature]
Co-ordinator
IQAC Committee
B.M.T.C., Motihari



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Internal Quality Assurance Cell

Minutes of Meeting

A meeting of IQAC Co-ordinator was held on 10/02/2020 at 11:30 AM to discuss the latest development and assignment of IQAC in Bhuvan Malti Teachers' Training College Conference Hall

Present Members: (Names along with designation)

- 1) Dr. Hare Krishna (Chairperson)
- 2) Mr. Mithilesh Kumar Shukla (Coordinator/Director of the IQAC)
- 3) Dr. K.M. Agrawal (Management Representative)
- 4) Shri Satyendra Pratap Singh, Asst. Prof. BMTTC
- 5) Smt. Geeta Rani Jain, Asst. Prof. BMTTC
- 6) Shri Apky Dhananjai Singh, Asst. Prof. BMTTC
- 7) Shri Chandra Prakash, Asst. Prof. BMTTC
- 8) Shri Pankaj Kumar Pandey, Asst. Prof. BMTTC
- 9) Shri Anjani Kumar Gupta, Asst. Prof. BMTTC
- 10) Shri Praveen Babu, Asst. Prof. BMTTC
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S.P Singh
Geeta
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Shivpujan
L.B Sah

Agenda of Meeting:

- 1) Finalization of Mission, Vision, Objective and Core Values of the Institution.
- 2) Preparation of Internal committee.
- 3) Academic and Administrative planning for the running session.
- 4) Institutional Challenges.

1) Finalization of Vision, Mission, Objective and Core Values of the Institution

Vision, Mission, Objective and Core Values of the Institution is discussed and

finalized by IQAC members and the same has been approved by IQAC Co-Ordinator after discussion with the Chairperson of IQAC.

1) Formation of internal committee

The college has developed several internal committees according to NAAC guideline to look into the overall development of the college. The internal committee is constituted with the following headings:

Convenor - Principal

Co-convenor -Principal's nominee

Members: Nominated by the principal from among the teaching staff

After the discussion following internal committees are constructed:

1. Meeting Of Managing And Advisory Committee
2. Academic Committee
3. Co-Curricular Activity
4. NAAC & Educational Development& Research Innovation (Internal Quality Assurance Cell)
5. Internal Exam & Assessment Evaluation Committee
6. Guidance Counselling & Placement Service Committee
7. Alumni & Students Achievements Committee
8. Lab Committee
9. Disciplinary, Anti Ragging and Student Grievance Committee
10. Office Records, Meetings of Official Communication Committee
11. Non-Teaching Staff Skill Development Committee
12. College, Building and Campus Maintenance Committee
13. Library, Magazine and Wall Magazine Committee
14. Teaching Staffs Grievances/ Well Fare/Discipline/Skill Development Committee
15. Canteen And Mess Committee
16. Women's Cell
17. Scholarship Scheme
18. Game & Sports
19. Sc, St & Divyang Grievances Committee
20. Internship Record Maintain Committee

3-Academic and Administrative planning for the running session.

Following points have been discussed under this agenda:

- 1) Academic calendar.
- 2) Class time table
- 3) Question paper format is discussed and finalized.
- 4) Unit test after completing a unit and give assignment before exam.

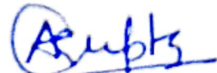
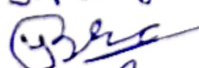
4. Institutional Challenges

Following points have been discussed for the challenges of institution:

- Introduction of new programmers
- Overall maintenance of Institution with amenities.
- Construction of separate hostel for boys and girls.

Meeting ended with thanks to the coordinator.


Co-ordinator
IQAC Committee
B.M.T.T.C., Motihari


S. P. Singh

S.P.


Principal
Bhuvan Maiti College of Education
Motihari