

IQAC MEETING RESOLUTION 2011-12

MINUTES OF IQAC MEETING

Date: 03.05.2012

Read out and confirmed the proceedings of the last meeting of IQAC held on 03.01.2012

Under the chairmanship of Principal of Education College, Basantapur, a meeting of IQAC is organized by the IQAC coordinator Dr B G Chand in the faculty room on 3rd May 2012. The following important point has been discussed and resolution made accordingly.

- i. Relating to practical/practicum words of the both B Ed and M Ed detail discussion have been made and starts problems status, problem have been discussed, different remedial marks adopted.
- ii. Selection procedure of both B Ed and M Ed has been reviewed.
- iii. Detail discussion has been made regarding presentation of M Ed pre-submission dissertation report. It is notified to the student that pre-submission seminar through Power Point presentation is mandatory. It is also encouraged the students mixed method of research method at least having two or three variables should be there. One of the self standardized & self constructed tools is used by the each student.
- iv. The observation of the NAAC peer team report on institutional Accreditation about our college on 30th and 31st March 2012 and the recommendation for quality enhancement in the institution by the peer team is placed in the meeting and detail through discussion take place; for ventilating the same to the management authorities for correction & modification so as to facilitate in the re-accreditation process.

The meeting came to an end with the vote of thanks given by the co-ordinator. The next meeting decided to be held on 28.06.2012

MINUTES OF IQAC MEETING

Date: 28.06.2012

As per the decision of the last IQAC meeting a meeting IQAC has been organize by the coordinator of IQAC, Dr B G Chand. The Principal of the Education College, in presence of the other members of IQAC, chaired the meeting on 28.06.2016. The important following points have been discussed related to quality improvement of the institution; according to discussion of the IQAC members resolutions also adopted.

- i. For new academic session of both B Ed and M Ed academic and non-academic activities have been distributed among the staffs.
- ii. Admission procedure of both B Ed and M Ed has been reviewed.
- iii. Management of library, collection and services provided by the system has been reviewed.
- iv. Facilities have been asked to write research based papers and articles for their improvement.
- v. The IQAC reviewed the record maintain by different sub-committees and give suggestion for improvement according to the observations and comments of NAAC peer team report on institutional accreditation and according to the peer team recommendation for quality improvement of the Institution.

Finally the members of IQAC came to an end with vote of thanks given by the co-ordinator of the IQAC. The next meeting of IQAC decided to be held on 06.07.2012

IQAC MEETING RESOLUTION 2012-13

MINUTES OF IQAC MEETING

Date: 06.07.2012

Read out and confirmed the proceedings of the last meeting of IQAC held on 28/6/12.

For the new session of B ED and M ED 2012-13, the IQAC coordinator organized a meeting of its' steering/executive committee members to discuss the progress of staff and students along with institutional facilities required & available the committee discussed the following importance points and resolution made accordingly.

- i. Analysis of B Ed and M Ed results have been done and committee congratulated all the concerned involved for their efforts.
- ii. A discussion have been made on the organization of co-curriculum activities keep in view the activities to be performed on the sampriti utsav on 1st August 2012 accordingly distribution of co-curriculum activities was reviewed.
- iii. Teaching faculties have been encouraged to appear for NET, SET and to registrar the name for Ph D Degree.
- iv. Syllabus of both B Ed and M Ed have been reviewed by the members and discussion on made on the procedure to be followed to carry out the objectives of courses.
- v. It is decided to maintain the quality of seminar paper/assignment paper, Micro teaching practice and observation B Ed and M Ed students.
- vi. As per guideline of NCTE, the admission selection procedure of both B Ed and M Ed have been reviewed

Finally the members of IQAC reviewed the academic calendar, library facilities is available, Laboratory facilities, ICT Lab, Psychology Lab, Work Education Resource centre etc. The meeting came to an end with the vote of thanks given by the co-ordinator. The next meeting decided to be held on 11th December 2012.

MINUTES OF IQAC MEETING

Date: 11.12.2012

Read out and confirmed the proceedings of the last meeting of IQAC held on 06.07.2012.

Under the presidentship of Prof. Dr Pritis kumar Mondal, Principal, Education College, Basantapur, a meeting have been called on. The following points related to quality improvements of the system have been discussed and resolutions made accordingly.

- i. Members reviewed the lesson plans made by the teachers and progress register.
- ii. The status and problems of seminar paper/ assignments paper presentation have been reviewed.
- iii. The status and problems of micro-teaching practice observation and integration programme have been reviewed.
- iv. Discussion has been made on practice-teaching deliberation by the B Ed trainees at different school located in and around Domkal.
- v. Committee reviewed the completion process of different course and practical work of B Ed and M Ed Examinations.
- vi. Faculties have been appreciated presentation of seminar/assignment and demonstration of micro teaching skill for achieving mastering over the teaching learning skills by the student teachers.
- vii. Committee reviewed the programme of Action for the coming year i.e. 2013.
- viii. It is decided to distribute dissertation topic in consolation with students of M Ed for the coming practical works of M Ed programme. The faculties with experiences in research should be given more assignment to guide the M Ed Students.
- ix. In this meeting our Work Education resource centre submitted details status and problems report regarding preparation of different item in the forth coming Education Fair. It is also decided the entire department actively participate in the fourth coming Education Fair with their Departmental presentation.

It is decided to organize NAAC Sponsored two days National Level Seminar on March 2013 on the theme of Problems and Remedies of Higher Education in the Remote Rural Areas. For this proposals have been sent to NAAC for funding. Every aspect regarding National Seminar has been discussed in details such as resource persons, chief guest, keynotes speaker, paper collection, editorial board, convener, organizing Secretary etc. Finally it is propose to improve quality of institution by strengthening library, faculties profile etc.

The meeting has been come to an end with the vote of thanks given by the co-ordinator. The next meeting will be decided to be held on 1st February 2013.

MINUTES OF IQAC MEETING

Date: 01.01.2013

Read out and confirmed the proceedings of the last meeting of IQAC held on 11.12.2012.

As per decision made in the last IQAC Meeting, a meeting of IQAC member has been organized by the co-ordinator under the chairmanship of Principal of the College i.e. chairman of the IQAC committee of Education College, Basantapur, meeting held at 2:00 PM at faculty room of the College. The following matters related to Quality improvement of the College have been discussed and resolutions have been made.

- i. The results of 2011-12 Sessions of both B Ed and M Ed courses have been analyzed which was cent percent pass and all having scores above 60% the teachers were highly commented for their effort in bringing qualitative improvement along with the task of preparing MCQ type questions for the entrance test.
- ii. Selection procedure for admission to new session on the basis of merit as per quota has been discussed.
- iii. Discussions have been made on the organization of Education Fair 2013 on the 5th and 6th January 2013.
- iv. Regarding organization of Education Fair detail budgets for item wise submitted to the Basantapur Education Society for their approval and sanction.
- v. Different sub-committee formed for smoothly conducted Education Fair 2013. Mr Touhidul Islam, Asst Prof. Head of Work Education Resource Centre, had given him the responsibility of Education Fair to co-ordinate with IQAC Committee to organize the fair smoothly.
- vi. Every aspect of the Education fair 2013 discuss in details. It is decided to involve all the sister organization of BES and to invite stake holders of the College, Govt. Official, Panchayet Members, Practice Teaching Schools to involve in the different activities, cultural programmes, exhibitions etc.

Finally, the meeting have been came to an end with the vote of thanks given by the co-ordinator. The next meeting of the IQAC decided to be held on 4th May 2013.

MINUTES OF IQAC MEETING

Date: 04.05.2013

Read out and confirmed the proceedings of the last meeting of IQAC held on 01.02.2013.

A meeting of IQAC members has been called by the coordinator under the chairmanship of IQAC prof. Dr P K Mondal, Principal of the Education College, Basantapur, Dunkal, Murshidabad. The following matters related to quality improvement of the institution have been discussed and the resolutions have been made accordingly.

- i. It is decided to apply 2(f), under of UGC under UGC act 1956 to the UGC, New Delhi, through university of Kalyani, coordinator of the IQAC and one of senior faculty Mr J H Laskar are authorized to do needful to apply the same.
- ii. Dissertation progress, completion of practical, completion of courses, micro teaching, assignments, other field works, seminar presentation have been reviewed and discussion in detail.
- iii. Format of lesson plan, Text Book analysis, Achievement Test have been reviewed.
- iv. The committee congratulated all the members of the staff members of the management, stakeholders and other dignitaries from different corners for their participations and their active contribution in the successes of three days education fair 2013, organized by Education College, Bsantapur.
- v. The committee congratulates all the members of staff of our College and also congratulated to all the concern how directly and indirectly contributed to the national seminar. Specially congratulated to NAAC and its representative Dr. Ganesh Hedgre Who attend and delivered the key note address in the seminar.
- vi. Admission procedure for both B Ed and M Ed course for the new academic session 2013-14 have been reviewed.

Finally the distribution the duties for the coming new academic session have been reviewed and vote of thanks given by coordinator. The next meeting of IQAC decided to be held on 01.07.2013

IQAC MEETING RESOLUTION 2013-14

MINUTES OF IQAC MEETING

Date: 01/07/13

Read out and confirmed the proceedings of the last meeting of IQAC held on 04/05/13.

For the new academic session 2013-14, the co-ordinator of IQAC called a meeting of its steering committee member to discuss the progress of staff and students along with Institutional facilities to confirm the qualitative improvement of the entire institution.

- i. The meeting congratulate to the Principal, staff and all the concerned for successful completion of the last academic session of both B Ed and M Ed
- ii. The meeting discussed in detail the academic calendar both academic & non-academic duties and responsibilities, co-curriculum activities, everything have been reviewed suited the need and importance of the new academic session.
- iii. Teaching faculties have been encouraged to appear both for NET, SET & to Registrar their name for Ph D degree.
- iv. Syllabus to both B Ed & M Ed have been reviewed by the members and discuss is made on the procedure followed to carry out the objective of course.
- v. It is decided that faculties will prepare lesson plans and maintain progress report regularly.

The meeting came to an end with the vote of thanks given by the co-ordinator. The next meeting decided to be held on 2nd December 2013.

MINUTES OF IQAC MEETING

Date: 02.12.2013

Read out and confirmed the proceedings of the last meeting of IQAC held on 01.07.2013.

A meeting of IQAC has been called by the co-ordinator under the chairmanship of Prof. Dr. P K Mondal, Principal, Education College, Basantapur. The following points have been discussed for qualitative improvement of the institutions and resolutions was made according to discuss.

- i. Meeting reviewed the lesson plan, format of achievement test and format of research proposal of the M Ed dissertations.
- ii. The status and problems of seminar paper, Microteaching demonstrations have been reviewed.
- iii. Discussions have been made on internship of M Ed students and observation of the M Ed students about macro-lesson deliberation by the B Ed trainees at different practice teaching school in and around Domkal area.
- iv. It is decided to distribute dissertation topic in consolation with students of M Ed for the coming practical works of M Ed programme. The faculties with experience in research should be given more assignment them others but all teachers should guide students to get research experience.
- v. Meeting also decided to finalize the M Ed students' research proposal through open power point presentation by each student. All the students shall be notified to prepare their power point presentation of research proposal through a give format provided to them by the College
- vi. Committee reviewed the programme of action for the forth coming year i.e. 2014.

The meeting has been come to an end with the vote of thanks given by the co-ordinator. The next meeting decided to be held on 1st week of February 2014.

MINUTES OF IQAC MEETING

Date: 01.01.2014

Read out and confirmed the proceedings of the last meeting of IQAC held on 02.12.2013.

Under the chairmanship of Prof. Dr P K Mondal, Principal of Education College, a meeting has been organizing on 01.02.2014 of IQAC. The following points have been discussed and resolutions were made according to the IQAC participated in the discussion and decision.

- i. The results of both B Ed and M Ed 2013 session have been analyzed and the committee expressed satisfaction over the results.
- ii. Discussions have been made to organize the Education Fair 2014 on the following dates i.e. 23rd January 25th January 2014.
- iii. Regarding organization of Education Fair details budgets have been prepared item wise. This shall be submitted to the Basntapur Education Society for approval and sanction.
- iv. Meeting decided and given responsibility to Mr Touhidul Islam Asst. Prof. of Education College and HOD of Work Education resource Centre to be an co-ordinator of the Education Fair 2014. He is authorized to coordinate and communicate to all the concerned regarding success of Education Fair 2014.
- v. Meeting decided to discriminate the knowledge to the neighboring society through different activities of the College and Education Fair is the one of the best platform for such purposes. So, it is decided formal different sub-committees by the faculties and staff of the college.
- vi. The IQAC formed a coordination committee of the Education Fair and decided to organize different items in the Education fair. It is the main objective to enlarge the class room outside college campus where society members will get chance to interact with the new world of knowledge, work and quality of life.
- vii. Practical/practicum of both B Ed and M Ed have been reviewed.
- viii. In the context of NAAC re-accreditation many proposals have been considered, our of which establishment of Smart Room was there.

Finally the meeting of IQAC came to an end with the vote of thanks given by the co-ordinator. The next meeting of IQAC decided to be held on 03.05.2014

MINUTES OF IQAC MEETING

Date: 03.05.2014

Read out and confirmed the proceedings of the last meeting of IQAC held on 02.02.2014.

A meeting of IQAC members has been called by the coordinator IQAC, where prof. Dr. P.K. Mandal, principal of the education college, presided over the meeting. The following points for quality improvement of the college have been discussed and according to resolutions were made on the basis of discussion.

- i. M Ed dissertation progress and their pre submission seminar through power point presentation, completion of courses, completion of practicum, seminar/assignment presentation and attendance of students have been discussed in detail.
- ii. Admission procedure for the new academic session (2014-2015) has been reviewed.
- iii. Faculties have been asked to write research based papers, articles for their proposal development under faculty improvement programme.
- iv. Guest lecturer on different experts in the field for a clear grasp of the content maintained in the curriculum of both B Ed and M Ed courses.

Finally the dissertation of duties for the coming academic session of both B Ed and M Ed has been reviewed and vote of thanks was offered by the coordinator.

The meeting also decided that next meeting of IQAC to be held on 1st week of July 2014.

IQAC MEETING RESOLUTION 2014-2015

MINUTES OF IQAC MEETING

Date: 02.07.2014

Read out and confirmed the proceedings of the last meeting of IQAC held on 03.05.2014.

For the new session 2014-2015, the coordinator of IQAC called a meeting of its steering committee members under the chairmanship of Prof. Dr P K Mandal, chairman of the IQAC of Education College, Basantapur, MSD. The meeting discussed the progress stake holders specially teaching and non-teaching members and students and also discussed required and available facilities of the institution for around qualitative improvement of the institution. The committee discussed the following important matters/points and resolutions have been made according to discussion.

- i. IQAC committee of Education College, Basantapur, reconstituted by including two/three new members emplace of earlier members Zulfiquar Ali Who left the college/taken along leave due to their personal strong reasons. The meeting welcomes the new members. (Enamul Shaik was welcome as new IQAC Members)
- ii. Analyses of B Ed and M Ed results have been made. And analysis in presented in both of members through power point. It is decided to minimize the gap of the results in the coming session by adopting various means in discussion have been made among the members.
- iii. Distribution of curriculum & co-curriculum activities, syllabus reviewed discussion on course structure, admission procedure of the new academic session about B Ed and M Ed courses have been took place in detail.
- iv. For the new academic session both academic and non-academic and curriculum responsibilities among the staffs distributed/assigned for smoothly conducting the session.

The meeting came to an end with the vote of thanks given by the coordinator. The next meeting of IQAC have decided to be held on 01.12.2014.

MINUTES OF IQAC MEETING

Date: 01.12.2014

Read out and confirmed the proceedings of the last meeting of IQAC held on 02.07.2014.

A meeting of IQAC was held under the chairmanship of Prof. Dr P K Mandal, Chairman of IQAC cum Principal of the Education College, Basantapur, MSD.

- i. Review of lesson plan, micro-teaching skill format, Achievement test and Text book analysis formats/plans and progress registers have been done by the members.
- ii. Discussion have been made on internship teaching of B Ed students and visit of M Ed Students for observation of Micro-teaching deliver at different schools in and among of the locality of the Dumkal.
- iii. The meeting for the finalization of M Ed research proposal by each students open power point presentation will be held. All the students are here by informed to prepare their research proposal in standard format supplied by the college. It is also maintained that power point presentation and subsequent discussion interactions are mandatory for all.
- iv. The meeting reviewed the programme of action for the forth coming year i.e. 2015.
- v. It is decided to submit the IQAC report to the University of Kalyani.

The meeting came to an end with the vote of thanks given by the Dr. B G Chand coordinator of the IQAC. The next meeting decided to be held on 02.02.2015

MINUTES OF IQAC MEETING

Date: 02.02.2015

Read out and confirmed the proceedings of the last meeting of IQAC held on 01.12.2014

A meeting of IQAC Members held on 02.02.2015 under the chairmanship of Prof. Dr P K Mandal, Principal of the Education College, Basantapur, MSD. The following important points have been discussed and resolutions were made accordingly.

- i. The result of B Ed & M Ed 2014 Session have been discussed and committee congratulated all the concerned for hard labour.
- ii. A discussion is made how to disseminate the knowledge of the neighboring Society through organizing an Education Fair 2015. In this Mr Touhidul Islam is authorized as a co-ordinator of the Education fair. All the sub-committees have been framed and total programmes have been announced.
- iii. For successful completion of the Education Fair 2015, a detail budgets have been prepared item wise and submitted to the Basantapur Education Society for its approval and to sanction the amount.
- iv. Practical/practicum works of both B Ed and M Ed Dissertation worked etc have been reviews and discussed in detail.
- v. Two years B Ed and M Ed Courses admission procedure, syllabus etc review and discussed in detail.
- vi. The meeting encouraged and congratulated the faculties who participated in the different seminar/workshop for their quality improvement.
- vii. It is also discussed and welcomes initiative of the Govt. of West Bengal to shift M Ed Courses from Kalyani University to West Bengal University of Teachers Training Education planning and Administration (WBUTTEPA), Kolkata.

The meeting came to an end with vote of thanks by the Dr B G Chand, coordinator of IQAC it is decided that, the next meeting shall be held on 02.05.2015.

MINUTES OF IQAC MEETING

Date: 02.05.2015

Read out and confirmed the proceedings of the last meeting of IQAC held on 02/02/15

A meeting of the IQAC member has been called by coordinator under the chairmanship of Principal of the Education College, Basantapur, MSD. The following improvement points have been discussed for quality improvement of the institute by ventilating gaps mentioned in the peer team observation report, and also resolution made according to discussion.

- i. It is decided all the resource centres of the college to be develop according to the NCTE 2014 new regulations.
- ii. The meeting discussed through by the guidance and counseling of the college and decided to strength the function of the cell.
- iii. The meeting also reviewed the function of Alumina Association of the outgoing students of the college.
- iv. The meeting decided to strengthen the feedback process about the entire college from different stake holders and reviewed its status and problems.
- v. Completion of the B Ed and M Ed Course, completion of practical/Practicum, dissertation etc, remedial classes etc. reviewed.
- vi. Admission procedure of the new academic session reviewed.
- vii. Updating of our library systems discussed and reviewed finally, the distribution of duties for the forth coming academic session have been reviewed and vote of thanks was offered by the coordinator Dr B G Chand to the participants. It is decided next meeting of IQAC to be held on 02/9/15