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MAHABODHI MAHAVIDYALAYA (B.Ed.), NALANDA

At.- Nalanda, P.o.- Nalanda, Dist.- Nalanda (Bihar) 803111

Recognised from ERC N.C.T.E., Bhubaneshwar, Govt. of India
Affiliated to Patliputra University, Patna & Bihar School Examination Board, Patna

Application Id: B.Ed.- ERCAPP155

D.E.Ed.- ERCAPP3819

College Code: B.Ed.- 317 D.E.Ed.- 72809

Secretary/Principal
Mob.: 9835624296, 999432830

Ref No.:

Date:

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting No.: 01

Date: 23rd April 2024

Time: 01:00 P.M.

Venue: Principal's Chamber

Chairperson: Dr. Deepak Sharma, Principal

Coordinator: Dr. Anjani Kumar Suman, Assistant Professor, Social Science, Guidance & Counselling

Preamble:

The IQAC convened its 1st meeting on 23rd April 2024 at 1:00 PM in the Principal's Chamber. The meeting was presided over by the Principal, Dr. Deepak Sharma, and coordinated by Dr. Anjani Kumar Suman. The agenda of the meeting was read and discussed in detail. The following members were present:

Members Present:

- Dr. Deepak Sharma, Principal, Chairperson
- Dr. Anjani Kumar Suman, Assistant Professor, Co-Ordinator
- Dr. Kusumlata Kumari, Assistant Professor, Joint Co-Ordinator
- Dr. Ravi Anand, Assistant Professor, Member
- Dr. Manoj Kumar Singh, Assistant Professor, Member
- Mr. Dharmvir Prasad, Assistant Professor, Member
- Mr. Rahul Raj, Member, Alumni Association, Alumni Member

Agenda & Resolutions:

Agenda 1: NAAC A&A Process

- IQAC discussed preparations for NAAC First Cycle: IIQA, SSR, and SSS processes underway.



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- Decision to appoint a Contractual Computer Operator for technical documentation.
- All departments to collect student emails for SSS and official communication.

Agenda 2: Academic and Administrative Audit (AAA) Team Visit and Report

The AAA Team visited the college on 12/12/2023 and examined various departmental and cell registers. They interacted with teaching and non-teaching staff, including the Principal and IQAC Coordinator. Weaknesses and improvement suggestions were shared orally. Once the official report is received, a separate meeting involving all teachers will be held to review it thoroughly.

Agenda 3: Question Bank Preparation

It was resolved that all faculty members must submit probable questions in soft or hard copy within one week. The question bank will be updated and published regularly.

- **Add-on Courses:** Tally and GST Certificate course initiated.
- **Value Education:** Covered through NEP-2020 papers and teaching methodology.
- **ICT & Computer Literacy:** Teachers using ICT actively; Computer literacy initiatives ongoing.
- **Language Lab:** Established and functional.
- **Entrepreneurship:** Included as a subject in Semester-I.
- **Sports Facilities:** Materials purchased; efforts to appoint sports officer ongoing.
- **College Website & ERP:** Functional and regularly updated.

Agenda 4: Others

- Teachers encouraged to guide students in:
 - Using N-LIST digital resources
 - Registering on the SWAYAM portal
 - Voter ID registration
- Discussions held on forwarding Purchase Committee Recommendations to Governing Body.
- Emphasis placed on offering Freeship to students residing 20 KM+ away and spreading awareness about it through student community outreach.



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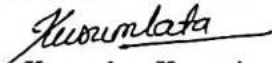
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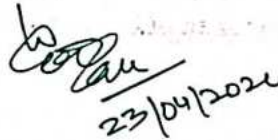
Conclusion:

The meeting concluded with a vote of thanks to the Chairperson and all members. The next meeting will be scheduled upon receipt of the AAA team's formal report.

Signatures:


Dr. Anjani Kumar Suman
Coordinator, IQAC
Mahabodhi Mahavidyalaya, Nalanda


Dr. Kusumlata Kumari
Joint Co-Ordinator, IQAC
Mahabodhi Mahavidyalaya, Nalanda


Dr. Deepak Sharma
Principal & Chairperson, IQAC
Mahabodhi Mahavidyalaya, Nalanda