



Letter No. MCEM/IQAC-2024/005

Date- 01/07/2024

Notice

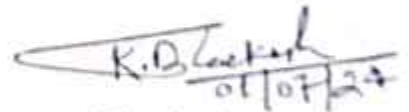
All the Members of Internal Quality Assurance cell (IQAC) are informed that a meeting of IQAC will be held on 03 July at 11 AM in the staff room of the College. All the IQAC members are requested to be present at time.

Agenda

1. The minutes of the previous meeting were confirmed.
2. Discussion on finalising the academic calendar.
3. Discussion on enhancing laboratory based activities.
4. Discussion on purchasing new original software and systems for ICT Lab.
5. Discussion on organizing a one week long workshop based on Drama Art in Education.
6. Discussion on purchase of books for the library.
7. Discussion on signing MOU with educational institutions.
8. Discussion on organizing national seminar.
9. Discussion on implementing new educational technologies to enhance innovation in pedagogy.
10. Discussion on writing online blogs by faculty members.
11. Discussion on taking subject based unit tests.
12. Discussion on format of report writing in the institute.
13. Discussion on increasing community participation by the institute and learners.
14. Discussion on publication of journals and magazines of the institute.
15. Discussion on organizing sports meet twice a year.
16. Discussion on organizing workshops and seminars at institute level.


01/07/2024

IQAC Coordinator


01/07/24

Principal

Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Date : 03 / 07 / 2024

Minutes of meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 03/07/2024 at 11:00 AM in the Staff Room of the College.

The followings members were present in the meeting:-

SL.No.	Name and designation	Status	Signature
1.	Dr. Gyandev Mani Tripathi (Academic Director)	Patron	<i>Gyandev Mani Tripathi</i> 03.07.2024
2.	Dr. Kumar Mritunjay Rakesh (principal)	Chairperson	<i>K.M. Rakesh</i> 03/07/24
3.	Ajay Kumar Singh (Assistant professor)	Coordinator	<i>Ajay Kumar Singh</i> 03/07/2024
4.	Rekha Kumari (Staff Council Secretary)	Member	<i>Rekha Kumari</i> 03.07.24
5.	Dr Pranav Kumar Tiwari (Assistant professor)	Member	<i>Pranav Kumar Tiwari</i> 03.07.2024
6.	Anand Prakash (Assistant professor)	Member	<i>Anand Prakash</i> 03/07/24
7.	Ashwani Kumar Mishra (Assistant professor)	Member	<i>Ashwani Kumar Mishra</i> 03/07/2024
8.	Abodh Chandra mahato (Assistant professor)	Member	<i>Abodh Chandra mahato</i> 03/07/2024
9.	Miss Lalita Kumari (Assistant professor)	Member	<i>Lalita Kumari</i> 03.7.24
10.	Rocky Kumar (Assistant professor)	Member	<i>Rocky Kumar</i> 03/07/24
11.	Prashant Amar (Librarian)	Member	<i>Prashant Amar</i> 03/07/2024
12.	Chandra Prakash (IIR)	Member	<i>Chandra Prakash</i> 03/07/2024
13.	Hemant Kumar (Chairman , MCEM)	Member	<i>Hemant Kumar</i>
14.	Dr. S.K.Jha (Ex. Principal , CTE,Chhapra)	Member	<i>S.K. Jha</i> 03/07/2024
15.	Dhanushvir Sah (Alumni President , MAA)	Member	<i>Dhanushvir Sah</i> 03/07/2024

K.M. Rakesh
03/07/24

Principal
Dr. Kumar Mritunjay Rakesh
Principal
 Maitreya College of Education and Management
 Industrial Area, Hajipur

The members discussed the agenda and come to following decisions:-

Agenda 1- The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 11-05-24.

Agenda 2 - Discussion on finalising the academic calendar.

It was unanimously decided that the panel preparing the academic calendar should present it to the Staff Council and finalize it.

Agenda 3 - Discussion on enhancing laboratory based activities.

It was unanimously decided in the meeting that laboratory-based activities of science, mathematics, social science, ICT and psychology should be increased in the institute so that learners gain more practical knowledge and skills. In this regard, it was also decided that the teachers and in-charges of all laboratories should make a laboratory-based annual plan.

Agenda 4 - Discussion on purchasing new original software and systems for ICT Lab.

All the members decided unanimously that ICT Incharge will buy new computers for the ICT lab along with original software for the ICT lab. The ICT lab in-charge will make a proposal for buying computers and original software and will get its approval from the principal sir.

Agenda 5 - Discussion on organizing a one week long workshop based on Drama Art in Education.

It was unanimously decided that a week-long workshop should be organized in the institute to enhance students' understanding of art-based education. To organize this program, Assistant Professor Ashwani Kumar Mishra will prepare the plan and format of the program and will propose the names of expert trainers.

Agenda 6 - Discussion on purchase of books for the library.

It was decided unanimously to buy 600 books of 200 different titles for the library for this academic year. In this regard, the library committee, in collaboration with the assistant professors, should prepare a list of 200 different titles after getting the recommendation of the principal.

Agenda 7 - Discussion on signing MOU with educational institutions.

It was decided in the meeting that negotiations should be held with other institutes and universities to sign MoUs to fulfill the requirements of our institute, teachers and students. Faculty member Ajay Kumar Singh will explore the possibilities in this work and prepare his MOU proposal.

Agenda 8 - Discussion on organizing national seminar.

It was decided unanimously that a possible date for organizing a national level seminar should be selected in the academic calendar, in this regard the committee related to the seminar will prepare its draft and get it approved from IQAC and GB.

Agenda 9 - Discussion on implementing new educational technologies to enhance innovation in pedagogy.

It was decided unanimously that new ICT based technologies should be used in teaching students through pedagogy so that they can get accustomed to it and learn to use it.

Agenda 10 - Discussion on writing online blogs by faculty members.

It was unanimously decided that the faculty members should write their views through online blogs so that new topics can be discussed.

Agenda 11 - Discussion on taking subject based unit tests.

It was also decided unanimously in the meeting that after teaching each unit, the subject teachers should take unit test to assess the learning of the students.

Agenda 12 - Discussion on format of report writing in the institute.

It was unanimously decided that the report of all the activities of the institute must compulsorily include the information, letter number on the information, program details, geo-tagged photos and attendance sheet of the participants in the program.

Agenda 13 - Discussion on increasing community participation by the institute and learners.

Consensus was decided that during the NSS and School Internship, the communities around the school should be connected through today's relevant topics. The community and the institute are close to each other.

Agenda 14 - Discussion on publication of journals and magazines of the institute.

It was unanimously decided in the meeting that the Institute will publish a journal and it was also discussed that the Institute will get ISBN number for the journal.

Agenda 15 - Discussion on organizing sports meet twice a year.

It was unanimously decided that the Major Dhyanchand Sports Club of the institute should organize sports meets twice a year.

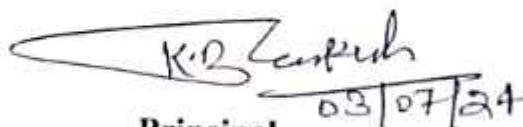
Agenda 16 - Discussion on organizing workshops and seminars at institute level.

It was unanimously decided that seminars and workshops should be organised at the institute level by subject teachers.

Ajay Kumar Singh ,Coordinator,IQAC thanked all the members including chair and in this way meeting ended.


03/07/2024

IQAC Coordinator


03/07/24

Principal

Maitreya College of Education and Management

Dr. Kumar Mritunjay Rakesh
Principal

Maitreya College of Education and Management
Industrial Area, Hajipur

Letter No. : MCCEM/IQAC-2024/006

Date : 03-08-2024

Notice

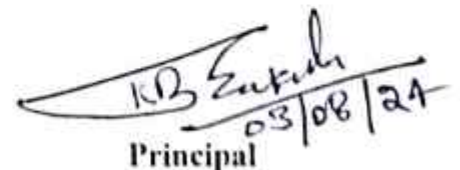
All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 08 august at 12 PM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Discussion on Celebrating the birth anniversary of poet Gopal Singh Nepali.
3. Discussion on organizing Anti Ragging week.
4. Discussion on organizing Independenceday Celebrations.
5. Discussion regarding organizing workshop o communication skill.
6. Discussion on organizing 'Introduction of Achievement Test'.
7. Discussion on organizing two Day 'National Sports Day' in the institute.
8. Discussion on organizing a program on the occasion of Teachers' Day under the aegis of Maitreya Panchayat.
9. Discussion on the plan to organize the Orientation Program of the first year of session 2024-26.
10. Discussion on the topic of the programme organised on the occasion of 14th September, Hindi Diwas.
11. Discussion on organizing micro teaching workshop for session 2023-25, 2nd year.
12. Discussion on preparation for school internship program.
13. Discussion on making MOU with other educational institutions.
14. Discussion on the Annual Report of AQAR for the academic year 2023-24.



IQAC Coordinator



Principal

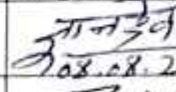
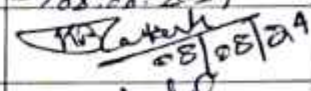
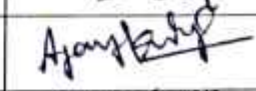
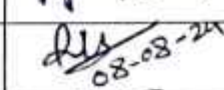
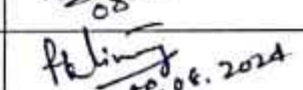
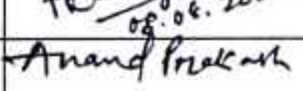
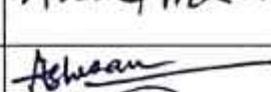
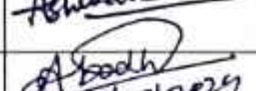
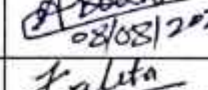
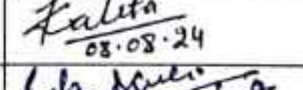
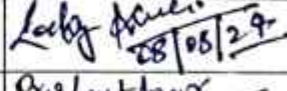
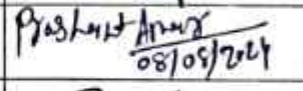
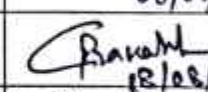
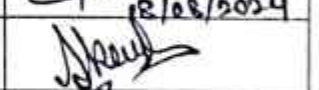
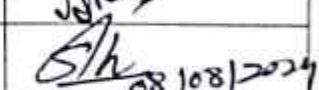
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

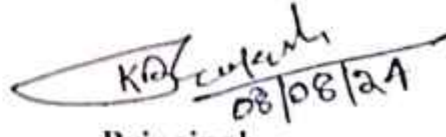
Date: 08-08-2024

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 08/08/2024 at 12:00 PM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	 08.08.2024
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	 08/08/24
3.	Mr. Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	 08-08-24
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	 08.08.2024
6.	Mr. Anand Prakash (Assistant Professor)	Member	
7.	Mr. Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	 08/08/2024
9.	Miss Lalita Kumari (Assistant Professor)	Member	 08.08.24
10.	Mr. Rocky kumar (Assistant Professor)	Member	 08/08/24
11.	Mr. Prashant Amar (Librarian)	Member	 08/08/2024
12.	Mr. Chandra Prakash (HR)	Member	 08/08/2024
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	 08/08/2024
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	 08/08/2024


Principal
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management

The members discussed the agenda and come to following decisions.

Agenda:1-The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 03/07/2024

Agenda:2- Discussion on Celebrating the birth anniversary of poet Gopal Singh Nepali.

The meeting unanimously decided to celebrate the birth anniversary of poet Gopal Singh Nepali on August 10, with Dr. Pranav Kumar Tiwari, a faculty member, tasked with organizing the event

Agenda:3- Discussion on organizing Anti Ragging week.

It was unanimously decided that Anti Ragging Week should be organised by the Anti Ragging Committee.

Agenda:4- Discussion on organizing Independence Day Celebrations.

In the meeting, it was unanimously decided to organize an Independence Day event, with the responsibility assigned to faculty members Ashwini Kumar Mishra and Lalita Kumari.

Agenda:5- Discussion regarding organizing workshop on communication skill.

It was unanimously decided to organize a one-day workshop on communication skills. The responsibility of organizing this workshop was given to Assistant Professor Dr. Pranav Kumar Tiwari and Abodh Chandra Mahato Sir.

Agenda:6- Discussion on organizing 'Introduction of Achievement Test'.

It was unanimously decided that the introductory session, based on the achievement test, should be organized under the guidance of Assistant Professor Rekha Kumari.

Agenda:7- Discussion on organizing two Day 'National Sports Day' in the institute.

It was unanimously decided that a two-day sports event will be organized on 29 and 30 August on the occasion of National Sports Day. The responsibility of organizing this event was given to faculty members Abodh Chand Mahato and Ashwani Kumar Mishra Sir.

Agenda:8- Discussion on organizing a program on the occasion of Teachers' Day under the aegis of Maitreya Panchayat.

It was unanimously decided that Teacher's Day will be celebrated by Maitreya Student Panchayat under the guidance of Dr. Pranav Kumar Tiwari Sir

Agenda:9- Discussion on the plan to organize the Orientation Program of the first year of session 2024-26.

It was unanimously decided that the orientation program for the first-year students of the 2024-26 session should be organized. The program is scheduled to take place from September 10 to 14, 2024.

Maitreya College of Education & Management
Shaping Education

Agenda:10- Discussion on the topic of the programme organised on the occasion of 14th September, Hindi Diwas.

The committee unanimously decided to organize a Hindi Diwas program, and Dr. Pranav Kumar Tiwari was entrusted with the responsibility of its organization.

Agenda:11- Discussion on organizing micro teaching workshop for session 2023-25, 2nd year.

It was unanimously decided to conduct a workshop on micro and macro teaching for second-year students of the 2023-25 session from 18 September to 8 October 2024. The responsibility for organizing this workshop was assigned to faculty members Ajay Kumar Singh and Rocky Kumar.

Agenda:12- Discussion on preparation for school internship program.

The decision to prepare internship activities before the school internship program was unanimously approved during the meeting. The responsibility for this program was assigned to faculty members Rekha Kumari and Anand Prakash Sir.

Agenda:13- Discussion on making MOU with other educational institutions.

It was unanimously decided to enter into MOU with other institutions.

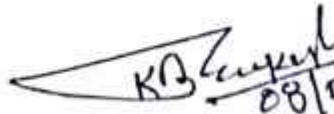
Agenda:14- Discussion on the Annual Report of AQAR for the academic year 2023-24.

It was unanimously decided that Principal Dr. Kumar Mritunjay Rakesh Sir will review the AQAR 2023-24 as per the criteria and submit the report.

Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


08/08/2024

IQAC Coordinator


08/08/24

Principal

Dr. Kumar Mritunjay Rakesh
Principal

Maitreya College of Education and Management
Industrial Area, Hajipur

Notice

All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 26 October at 12 PM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Discussion on review of preparation of School Internship Programme.
3. Discussion on organizing upcoming birth anniversaries of major great Indians.
4. Discussion on celebrating National Education Day.
5. Discussion on conducting the first unit test of session 2024-26.
6. Discussion on organizing yoga and sports activity 'fit India week'
7. Discussion on organizing a seminar on the topic of 'Land Conservation' under the aegis of the Kisan Chachi Maitreya Environment Conservation Club.
8. Discussion on preparation of four-week 'School Contact Programme' for first year trainees of session 2024-26.


21/10/2024
IQAC Coordinator


21/10/24
Principal

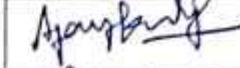
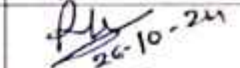
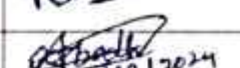
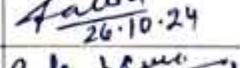
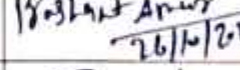
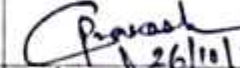
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Date: 26-10-2024

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 26/10/2024 at 12:00 PM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	 26.10.2024
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	 26/10/24
3.	Mr.Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	 26-10-24
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	 26.10.2024
6.	Mr. Anand Prakash (Assistant Professor)	Member	
7.	Mr.Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	 26/10/2024
9.	Miss Lalita Kumari (Assistant Professor)	Member	 26-10-24
10.	Mr. Rocky kumar (Assistant Professor)	Member	 26/10/24
11.	Mr. Prashant Amar (Librarian)	Member	 26/10/24.
12.	Mr. Chandra Prakash (HR)	Member	 26/10/2024
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	 26/10/2024
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	 26/10/2024


Principal
Dr. Kumar Mritunjay Rakesh
Principal
 Maitreya College of Education and Management
 Industrial Area, Hapur

The members discussed the agenda and come to following decisions.

Agenda:1-The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 08/08/2024

Agenda:2 Discussion on review of preparation of School Internship Programme.

Faculty member Rekha Kumari, in-charge of the school internship program, presented a report on the program's preparations during the IQAC meeting. She provided details of the micro-teaching and school internship program preparations conducted from 18 September to 8 October 2024. She informed the members that the school internship program for the second year of the 2023-25 session is scheduled from 29 October 2024 to 28 February 2025. All members unanimously approved the preparations for the school internship program.

Agenda:3 Discussion on organizing upcoming birth anniversaries of major great Indians.

It was unanimously decided to celebrate the birth anniversaries of great Indian in the institute.

Agenda:4 Discussion on celebrating National Education Day.

It was unanimously decided in the meeting that the birth anniversary of the freedom fighter and first education minister should be celebrated as Education Day. The responsibility of organizing this program was assigned to Abodh Chandra Mahato and Praful Krishna Sir.

Agenda:5 Discussion on conducting the first unit test of session 2024-26.

It was unanimously decided that the first unit test of the first year for the 2024-26 session will be conducted between November 18 and November 26, 2024. The entire responsibility for conducting the examination will rest with the Controller of Examinations, Rocky Kumar.

Agenda:6 Discussion on organizing yoga and sports activity 'fit India week'.

It was unanimously decided that yoga and sports activities will be organized under the aegis of the Major Dhyan Chand Sports Club during 'Fit India Week' from December 5 to December 11.



MCEM



Maitreya College of Education & Management *Shaping Education*

Agenda:7 . Discussion on organizing a seminar on the topic of 'Land Conservation' under the aegis of the Kisan Chachi Maitreya Environment Conservation Club.

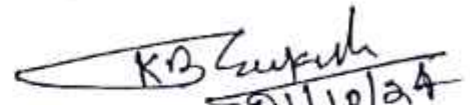
It was unanimously decided to organize a seminar on 'Land Conservation' under the auspices of the Kisan Chachi Maitreya Paryavaran Sanrakshan Club. It was also decided that trainees would plant trees on the same day.

Agenda:8 Discussion on preparation of four-week 'School Contact Programme' for first year trainees of session 2024-26.

It was unanimously decided to prepare a four-week 'School Contact Program'. The responsibility of preparing this program was given to faculty members Ajay Kumar Singh and Rocky Kumar.

Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


21/10/2024
IQAC Coordinator


21/10/24
Principal

Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Notice

All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 02nd January at 10:30 AM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Discussion on the review of all criteria for the AQAR for the academic year 2023-24.
3. Discussion on the progress of School Internship Program and School Contact Program.
4. Discussion on reconstruction all committees, clubs and houses as per the guidelines of AICTE and UGC.
5. Discussion on Bihar Student Credit Card Scheme.
6. Discussion on monthly meeting of staff council.
7. Discussion on academic appraisal of staff members.
8. Discussion on organizing National Youth Day programme.


23/12/2024
IQAC Coordinator

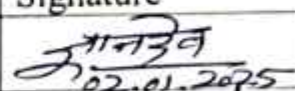
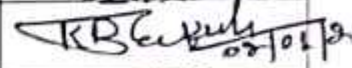
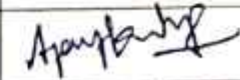
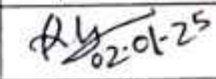
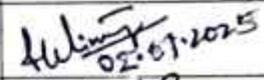
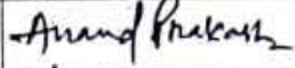

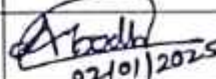
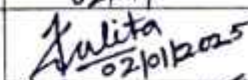
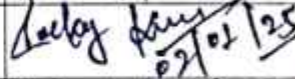
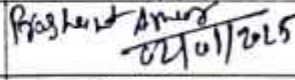
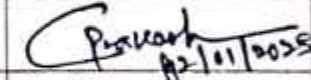
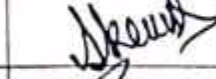
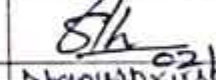
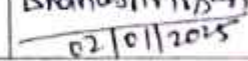

Principal 23/12/2024
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

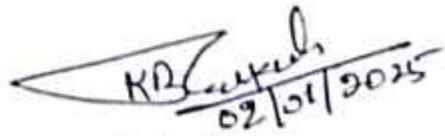
Date: 02-01-2025

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 02/01/2025 at 10:30 AM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	 02.01.2025
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	 02/01/25
3.	Mr.Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	 02.01.25
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	 02.01.2025
6.	Mr. Anand Prakash (Assistant Professor)	Member	
7.	Mr.Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	 02/01/2025
9.	Miss Lalita Kumari (Assistant Professor)	Member	 02/01/2025
10.	Mr. Rocky kumar (Assistant Professor)	Member	 02/01/25
11.	Mr. Prashant Amar (Librarian)	Member	 02/01/2025
12.	Mr. Chandra Prakash (HR)	Member	 02/01/2025
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	 02/01/2024
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	 02/01/2025


 02/01/2025
Principal
Dr. Kumar Mritunjay Rakesh
Principal
 Maitreya College of Education and Management
 Industrial Area, Hajipur

The members discussed the agenda and come to following decisions.

Agenda:1-The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 26/10/2024

Agenda:2 Discussion on the review of all criteria for the AQAR for the academic year 2023-24.

It was unanimously decided that before submitting the revised AQAR to NAAC, all faculty members will review and submit their criteria to IQAC and Staff Council.

Agenda:3 Discussion on the progress of School Internship Program and School Contact Program.

The IQAC reviewed the progress of the internship program for trainees conducted across 10 schools under the SCP and SIP .

Agenda:4 Discussion on reconstruction all committees, clubs and houses as per the guidelines of AICTE and UGC.

It was unanimously decided to reconstruction all the committees, clubs and houses of the institute as per the guidelines of AICTE and UGC.

Agenda:5 Discussion on Bihar Student Credit Card Scheme.

In the meeting. Senior Faculty Smt. Rekha Kumari was formally authorized to act as the nominated representative for Bihar Student Credit Card Scheme (BSCCS), Mukhyamantri Nischay Swayam Sahayata Bhatta Yojana (MNSSBY)

Agenda:6 Discussion on monthly meeting of staff council.

It was also decided in the meeting that Monthly meeting of staff council followed by IQAC and GB will be organized in future.

Agenda:7 Discussion on academic appraisal of staff members.

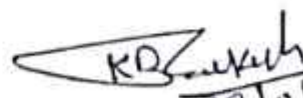
It was decided in the meeting that a three tier system of academic appraisal will be followed according to the prescribed format. Faculty member Will prepare their academic appraisal report

Agenda:8 Discussion on organzing National Youth Day programme.

It was unanimously decided that Swami Vivekanand's birth anniversary should be celebrated as National Youth Day. It was also decided that this program should be organized under the aegis of NSS.

Ajay Kumar Singh, Coodinator, IQAC thanked all the members including chair and in this way meeting ended.


02/01/2025
IQAC Coordinator


02/01/2025
Principal

Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Notice

All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 22 January at 1:30 PM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Discussion about Seminar to be organized at St. Xavier s College.
3. Discussion on student exchange with St Xavier's College
4. Discussion on organizing Republic Day celebrations.
5. Discussion on National Girls child day programme.
6. Discussion on organizing Saraswati Pujanotsav celebration and Maitreya Alumni annual meeting
7. Discussion on Online class of B.Ed. Ist year.
8. Discussion on Self Appraisal form.
9. Discussion on the registration of Maitreya Alumni Association (MAA).
10. Discussion on the publication of Maitreya Samaner magazine.
11. Discussion on the publication of the journal Bodh Samvad


18/01/2025
IQAC Coordinator

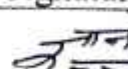
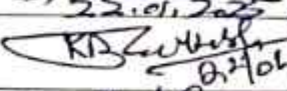
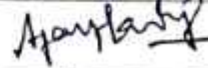
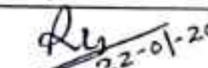

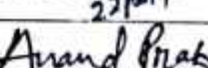
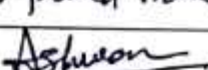
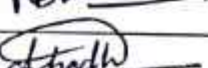
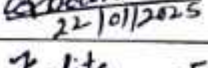
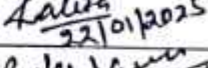
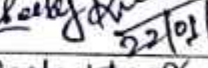
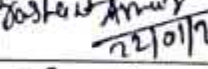
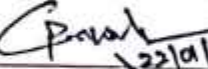
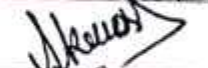
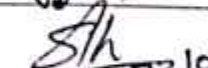

18/01/2025
Principal
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

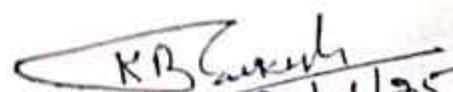
Date: 22-01-2025

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 22/01/2025 at 01:30 PM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	
3.	Mr.Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	
6.	Mr. Anand Prakash (Assistant Professor)	Member	
7.	Mr.Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	
9.	Miss Lalita Kumari (Assistant Professor)	Member	
10.	Mr. Rocky kumar (Assistant Professor)	Member	
11.	Mr. Prashant Amar (Librarian)	Member	
12.	Mr. Chandra Prakash (HR)	Member	
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	


Principal 22/01/2025

Dr. Kumar Mritunjay Rakesh
Principal

Maitreya College of Education and Management
B-1, Sector-10, Gurgaon

The members discussed the agenda and come to following decisions.

Agenda:1-The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 02/01/2025

Agenda:2 Discussion about Seminar to be organized at St. Xavier s College.

In the meeting it was decided that at least 10 students and 5 faculty members would participate in the seminar.

Agenda:3 Student Exchange with St. Xavier's College was discussed.

It was unanimously decided in the meeting to exchange 15 learners with St. Xavier's College who would go their and attend classes.

Agenda:4 Discussion on organizing Republic Day celebrations.

It was decided that the Republic Day celebrations will be organised by the IQAC and NSS of the institute and it was also decided that the faculty member Ashwani Kumar Mishra Sir will be in charge of the program.

Agenda:5 Discussion on National Girls child day programme.

It was unanimously decided to organize a seminar under the aegis of NSS and Women's Cell in the institute on the occasion of National Girl Child Day.

Agenda:6 Discussion on organizing Saraswati Pujanotsav celebration and Maitrey Alumni annual meeting.

It was unanimously decided that Saraswati Puja will be held at the institute on February 2, 2025. Additionally, it was agreed to organize the Maitrey Alumni Annual Meeting on the same occasion.

Agenda:7 Discussion on Online class of B.Ed. 1st year.

Due to the 12th Board examination center at institution. It was decided to conduct online classes for the B.Ed. first year students from 01-02-25 to 15-02-25

Agenda:8 Discussion on Self Appraisal form.

It was unanimously decided that a self-appraisal form should be prepared and completed by all faculty members.

Agenda:9 Discussion on the registration of Maitreya Alumni Association (MAA).
During the meeting, the Principal was informed that the bye-laws of the Maitreya Alumni Association (MAA) have been drafted and will be registered soon.

Agenda:10 Discussion on the publication of Maitreya Samaner magazine.
It was unanimously decided that the Maitreya Samaneer magazine should be published by March, with its theme being the National Education Policy 2020.

Agenda:11 Discussion on the publication of the journal Bodh Samvad.
It was unanimously decided in the meeting that the research journal "Bodh Samvad" should be published by 30 April 2025.

Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


22/01/2025
IQAC Coordinator


22/01/25
Principal

Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Halipur

Notice

All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 09 February at 1:30 PM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Review of AQAR for last 7 months of academic year 2024-25.
3. Discussion on the activities of the academic calendar of the last seven months.
4. Discussion on educational tours for session 2023-25 2nd Year and session 2024-26 1st Year.
5. Discussion on School Contact Program Report and School Internship Program Report.
6. Discussion on conducting the first internal assessment examination for session 2023-25 2nd Year and session 2024-26 1st Year.
7. Discussion on conducting dialogue among trainees on energy conservation.
8. Discussion on organizing seminar on Science Day.
9. Discussion on organizing National Women's Day celebrations.


04/02/2025
IQAC Coordinator


04/02/2025
Principal

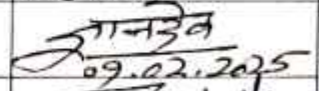
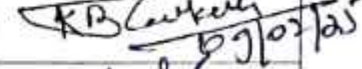
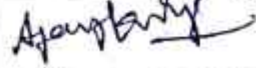
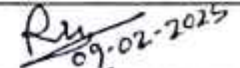
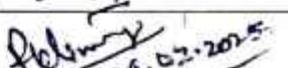
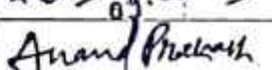
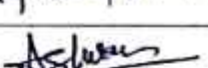
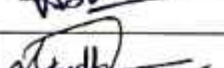
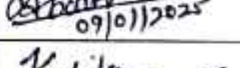
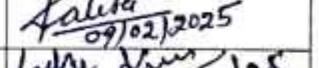
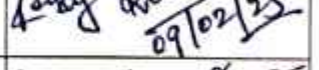
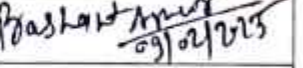
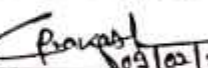
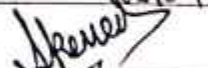

Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

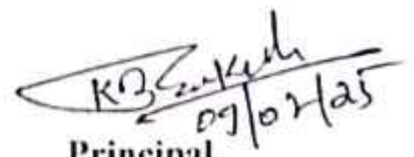
Date: 09-02-2025

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 09/02/2025 at 01:30 PM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	 09.02.2025
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	 09/02/25
3.	Mr.Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	 09.02.2025
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	 09.02.2025
6.	Mr. Anand Prakash (Assistant Professor)	Member	
7.	Mr.Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	 09/01/2025
9.	Miss Lalita Kumari (Assistant Professor)	Member	 09/02/2025
10.	Mr. Rocky kumar (Assistant Professor)	Member	 09/02/25
11.	Mr. Prashant Amar (Librarian)	Member	 09/02/2025
12.	Mr. Chandra Prakash (HR)	Member	 09/02/2025
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	 09/02/2025


09/02/25

Principal
Dr. Kumar Mritunjay Rakesh
Principal

Maitreya College of Education and Management
Industrial Area, Hapur

The members discussed the agenda and come to following decisions.

Agenda:1-The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 22 /01 /2025

Agenda:2 Review of AQAR for last 7 months of academic year 2024-25.

It was unanimously decided that all faculty members will submit the review report of their respective criteria in the Staff Council meeting on February 24.

Agenda:3 Discussion on the activities of the academic calendar of the last seven months.

It was unanimously decided that Academic Activity Incharge Ashwani Kumar Mishra Sir will present the review report of the activities of the last seven months in the Staff Council meeting on 24th February.

Agenda:4 Discussion on educational tours for session 2023-25 2nd Year and session 2024-26 1st Year.

It was unanimously decided that the session 2024-26 first year one-day educational tour will go to Nalanda and Rajgir Shanti Stupa on 12 February and the session 2023-25 second year one-day educational tour will go to Barabar Caves and Mahabodhi Temple Bodhgaya on 22 February. It was also decided that faculty members Lalita Kumari, Rocky Kumar, Praful Krishna and Ashwani Kumar Mishra will go in the educational tour of the first year and faculty members Ajay Kumar Singh, Rekha Kumari, Abodh Chandra Mahato and Anand Prakash will go in the educational tour of the second year.

Agenda:5 Discussion on School Contact Programme Report and School Internship Programme Report.

It was unanimously decided that the SCP report will be submitted to the Principal by the faculty in-charge of all the schools by 17 February 2025 and the SIP report by 10 March 2025.

Agenda:6 Discussion on conducting the first internal assessment examination for session 2023-25 2nd Year and session 2024-26 1st Year.

It was unanimously decided that the first internal assessment examination for second year of session 2023-25 and first year of session 2024-26 should be conducted between 17 March to 21 March 2025.

Agenda:7 Discussion on conducting dialogue among trainees on energy conservation.

It was unanimously decided that this program should be organized under the auspices of the Kisan Chachi Maitrey Environment Conservation Club.

Agenda:8 Discussion on organizing seminar on Science Day.

It was unanimously decided that a seminar should be organised on National Science Day under the aegis of APJ Abdul Kalam Science Club.

Agenda: 9 Discussion on organizing National Women's Day celebrations.

It was unanimously decided that a seminar should be organised on International Women's Day under the aegis of Women's Cell.

Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


09/02/2025
IQAC Coordinator


09/02/25
Principal

Dr. Kumar Mritunjay Rakesh
Principal

Maitreya College of Education and Management
Industrial Area, Hajipur

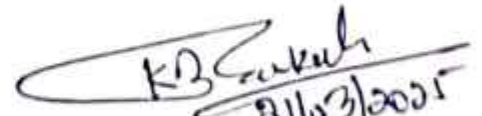
Notice

All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 28 March at 12:30 PM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Discussion on reports of all committees and programmes.
3. Discussion on AQAR.
4. Discussion on completion of the syllabus in view of the second year final examination.
5. Discussion on the five day FDP program to be held in AKU.
6. Discussion on financial assistance to faculty for FDP/seminars/orientation. Discussion on publication of internal examination results..
7. Discussion on conducting a workshop on how to write a research paper.
8. Discussion on organizing a workshop on yoga and good habits on World Health Day.
9. Discussion on organizing the main birth anniversary celebrations of the month of April.


21/03/2025
IQAC Coordinator


21/03/2025
Principal

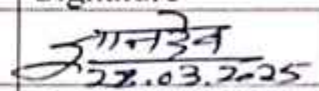
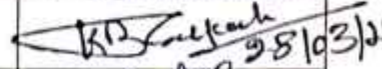
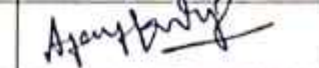

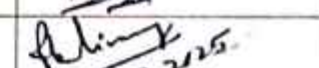
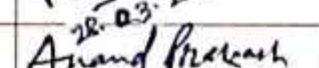
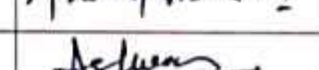


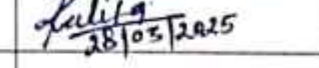
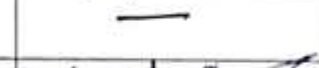

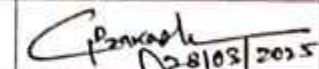
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Date: 28-03-2025

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 28/03/2025 at 012:30 PM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	 22.03.2025
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	 28/03/25
3.	Mr. Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	 28-03-2025
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	 28-03-2025
6.	Mr. Anand Prakash (Assistant Professor)	Member	 28-03-2025
7.	Mr. Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	—
9.	Miss Lalita Kumari (Assistant Professor)	Member	 28/03/2025
10.	Mr. Rocky kumar (Assistant Professor)	Member	—
11.	Mr. Prashant Amar (Librarian)	Member	 28/03/2025
12.	Mr. Chandra Prakash (HR)	Member	 28/03/2025
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	 28/03/2025
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	 28/03/2025


Principal
Dr. Kumar Mritunjay Rakesh
Principal
 Maitreya College of Education and Management
 Industrial Area, Hallpur

The members discussed the agenda and come to following decisions.

Agenda:1-The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 09 /02 /2025

Agenda:2 Discussion on reports of all committees and programmes.

It was unanimously decided in the meeting that the reports of all the committees and all the programs organized till now should be updated by 7th April 2025.

Agenda:3 Discussion on AQAR.

* It was decided in the meeting that criteria 2 and 5 will be done jointly by faculty Ajay Kumar Singh and Lalita Kumari.

Agenda:4 Discussion on completion of the syllabus in view of the second year final examination.

B.Ed. 2nd Year Syllabus Subject Wise Work is ensured to be completed by 17th April 2025.

Agenda:5 Discussion on the five day FDP program to be held in AKU.

It was decided unanimously in the meeting that all the faculties will ensure their participation in the five-day FDP to be held in AKU

Agenda:6 Discussion on financial assistance to faculty for FDP/seminars/orientation.

It was decided in today's meeting that all faculty members will be given financial assistance of Rs 1500 (registration fee) in one year from the staff council fund for participation in FDP/seminar/orientation

Agenda:7 Discussion on publication of internal examination results..

The result of the internal examination has been ensured to be released by 7th April 2025.

Agenda:8 Discussion on conducting a workshop on how to write a research paper.

It was decided unanimously that the workshop should be organized as per the pre-decided schedule.

Agenda: 9 Discussion on organizing a workshop on yoga and good habits on World Health Day.

It was unanimously decided that a week-long workshop on yoga and good habits should be organized on World Health Day. It was also decided that this program should be organized under the aegis of Maharishi Patanjali Yoga Club.

Agenda: 10 Discussion on organizing the main birth anniversary celebrations of the month of April.

It was unanimously decided that the major anniversaries falling in the month of April (Samrat Ashoka Jayanti, Mahavir Swami Jayanti, Jyotiba Phule Jayanti, Dr. Bhim Rao Ambedkar Jayanti and Veer Kunwar Singh Jayanti) should be organized in the institute.

Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


28/03/2025
IQAC Coordinator


Principal 28/03/25
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Letter No. : MCEM/IQAC-2025/004

Date : 22-04-2025

Notice

All The Members of Internal Quality Assurance Cell (IQAC) are informed that a meeting of IQAC will be held on 2 May at 01:30 PM in the staff room of the college. All the IQAC members are requested to be present at time.

Agenda:

1. The minutes of the previous meeting were confirmed.
2. Discussion on the criteria for awarding marks to second year trainees of session 2023-25 through internal assessment.
3. Discussion on the date of external practical examination of B.Ed. second year trainees.
4. Discussion on conducting the second internal examination of first year of session 2024-26.
5. Discussion on the date of publishing the result of first year 2nd internal examination.
6. Discussion on the celebration of Buddha Murnima, the birth anniversary of Mahatma Buddha.
7. It was discussed to designate the period from May 21 to June 20 as preparation leave for the first-year B.Ed. trainees of the 2024-26 session
8. Discussion on remedial class.
9. Discussion on summer vacation for faculty members.


22/04/2025
IQAC Coordinator

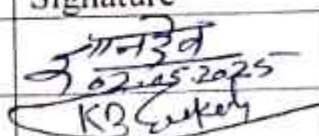
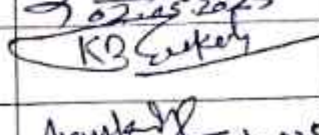
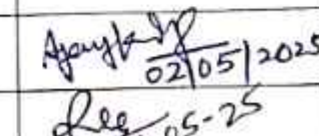
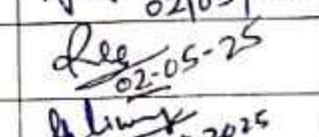
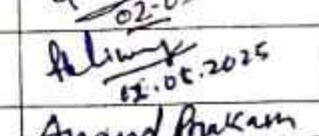
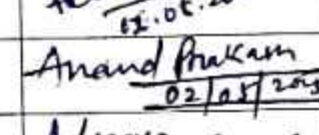
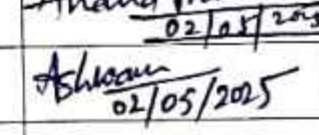
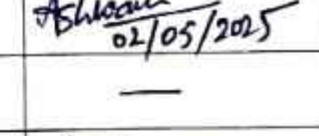
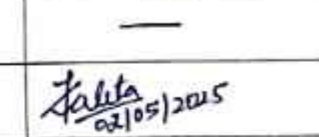
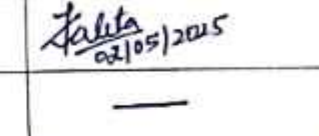
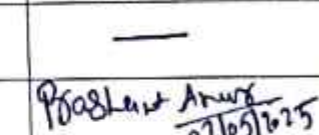
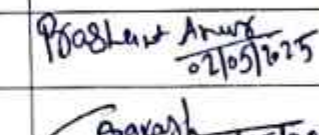
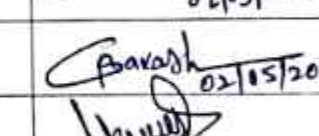

22/04/25
Principal
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur

Date: 02-05-2025

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 02/05/2025 at 01:30 PM in the Staff Room of the College .

The following Members were present in the meeting :-

Sl. No.	Name and designation	Status	Signature
1.	Dr. Gyandeo Mani Tripathi (Academic Director)	Patron	
2.	Dr. Kumar Mritunjay Rakesh (Principal)	Chairperson	
3.	Mr. Ajay Kumar Singh (Assistant Professor)	Co ordinator	
4.	Mrs. Rekha Kumari (Staff Council Secretary)	Member	
5.	Dr. Pranaw Kumar Tiwari (Assistant Professor)	Member	
6.	Mr. Anand Prakash (Assistant Professor)	Member	
7.	Mr. Ashwani Kumar Mishra (Assistant Professor)	Member	
8.	Mr. Abodh Chandra Mahato (Assistant Professor)	Member	—
9.	Miss Lalita Kumari (Assistant Professor)	Member	
10.	Mr. Rocky kumar (Assistant Professor)	Member	—
11.	Mr. Prashant Amar (Librarian)	Member	
12.	Mr. Chandra Prakash (HR)	Member	
13.	Mr. Hemant Kumar (Chairman, MCEM)	Member	
14.	Dr. S.K.Jha (Ex. Principal, CTE, Chhapra)	Member	
15.	Mr. Dhanushvir Sah (Alumni President, MAA)	Member	


 Principal
Dr. Kumar Mritunjay Rakesh
 Principal
 Maitreya College of Education and Management
 Industrial Area, Hajipur

The members discussed the agenda and come to following decisions.

Agenda:1- The minutes of the previous meeting were confirmed.

All the members confirmed the action decided in the meeting held on 28 /03 /2025

Agenda:2 Discussion on the criteria for awarding marks to second year trainees of session 2023-25 through internal assessment.

It was unanimously decided that in giving marks through internal assessment, the subject teacher will give marks keeping in view the percentage of marks obtained in the internal examination, grade marks for the quality of the assignment, class room attendance, class room participation and his/her readiness in practical work.

Agenda:3 Discussion on the date of external practical examination of B.Ed. second year trainees.

It was unanimously decided that the external practical examination for the second year of the 2023-25 session will be held on May 16. Additionally, it was agreed that the Controller of Examinations, Prafful Krishna, will make the necessary preparations in consultation with the Principal.

Agenda:4 Discussion on conducting the second internal examination of first year of session 2024-26.

It was unanimously decided that the second internal examination for the first year will be conducted between May 9 and May 19. The Controller of Examinations will handle the related information and preparations

Agenda:5 Discussion on the date of publishing the result of first year 2nd internal examination.

It was unanimously decided in the meeting that the results of 2 internal examinations of first year should be published by 20th May.

Agenda:6 Discussion on the celebration of Buddha Murnima, the birth anniversary of Mahatma Buddha.

It was unanimously decided to organize a special awareness session on the occasion of Mahatma Buddha's birth anniversary, Buddha Purnima. Faculty member Anand Prakash will be responsible for coordinating this program.

Agenda:7 It was discussed to designate the period from May 21 to June 20 as preparation leave for the first-year B.Ed. trainees of the 2024-26 session

Maitreya College of Education & Management
Shaping Education

All members unanimously agreed to adjourn the first year of the B.Ed. session 2024-26 and approved the declaration of preparation leave for trainees from May 21 to June 20.


Agenda:8 Discussion on remedial class.

It was unanimously decided that after the examination results, online remedial classes should be conducted from 21st May to 30th May.

Agenda:9 Discussion on summer vacation for faculty members.

It was unanimously agreed to extend summer vacation for faculty members from 21st May to 20th June 2025.

Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


02/05/2025
IQAC Coordinator


02/05/25
Principal
Dr. Kumar Mritunjay Rakesh
Principal
Maitreya College of Education and Management
Industrial Area, Hajipur