



Maitreya College of Education & Management *Shaping Education*

Affiliated to Aryabhata Knowledge University, Patna

Minutes of the meeting of IQAC of last five years



MCEM



Maitreya College of Education & Management *Shaping Education*

Affiliated to Aryabhata Knowledge University, Patna

Letter No.: MCEM/IQAC-2017/००१
Date : 02-01-2017

Notice

I feel immense pleasure in informing you that Internal Quality Assurance Cell (IQAC) of Maitreya College of Education and Management has been constituted on 02nd January 2017 as per latest direction of UGC NAAC. A meeting of IQAC will be conducted on 12th January 2017 at 02:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda :

1. To discuss about the strategies, functions and goals of IQAC
2. To discuss about the quality enhancement and enrichment of the available resources in the college.
3. To talk about the various parameters by the various academic and administrative activities
4. To discuss about organizing seminars, workshops and awareness programmes in the college for faculty development.
5. To talk about formation of Career Counseling and Placement Cell and Gender Sensitization Cell as per NAAC Guidelines
6. To understand about visit of Puer-Team
7. Any other matter with the permission of chair.

[Signature]
02.01.2017
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI
[Signature]
02.01.2017
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

EPIP Campus, Hajipur Industrial Area,
Hajipur, Vaishali - 844 102 (Bihar), Ph. : 06224-271834
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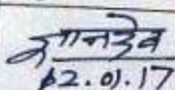
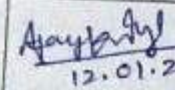
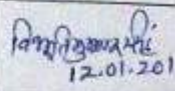
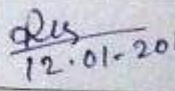
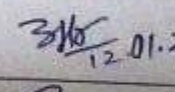
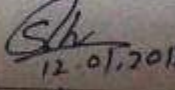
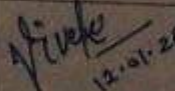
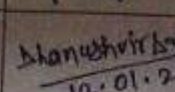


Date: 12-01-2017

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 12th January 2017 in the staff room of Maitreya College of Education and Management at 2:30 P.M.

The followings members were present in the meeting :-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 12.01.17
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 12.01.2017
3	Satyaprakash Mishra, Assistant Professor	Member	S.P. Mishra 12.01.2017
4	Vibhuti Kumar Singh, Assistant Professor	Member	 12.01.2017
5	Rekha Kumari, Assistant Professor	Member	 12.01.2017
6	Ajeet Kumar, Assistant Professor	Member	 12.01.2017
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 12.01.2017
8	Vivek Vats, lab Assistant	Member	 12.01.2017
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	 12.01.2017

Agenda of the meeting were discussed in detail and following decisions were made:

Agenda 1 : To discuss about the strategies, functions and goals of IQAC



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- IQAC Co-ordinator Ajay Kumar Singh greeted all the members and invited their viewpoints on the topic. All the members presented their opinions and it was decided unanimously that goal of IQAC is to at first assess the infrastructure present in the college and take productive steps for its improvement and making it reach up-to-the-mark. Principal appreciated the keen involvement of all the members of IQAC.

Agenda 2 : To discuss about the quality enhancement and enrichment of the available resources in the college.

- Principal expressed that M.C.E.M is running successfully with the present infrastructure, but to impart better quality of education and to get our college accredited through National Assessment and Accreditation Council, University Grant Commission (NAAC, UGC) the resources available have to be enhanced and our faculty members be enriched with modern technological ways of teaching.

Agenda 3 : To talk about the various parameters by the various academic and administrative activities

- This agenda was discussed in detail and it was resolved that Vital Requirements for NAAC Accreditation be gone through by all the members of IQAC and other guidelines from UGC Official website so that the members be well informed about the various parameters through different academic and administrative activities.

Agenda 4 : To discuss about organizing seminars, workshops and awareness programmes in the college for faculty development.

- It was explained by the IQAC Co-ordinator Ajay Kumar Singh that faculty development is a vital requirement for attaining quality education in the college and for the purpose Seminars, Workshops and Awareness Programmes be organized from time-to-time with which students and faculty members will get benefitted for their overall development. It was decided with full majority of votes that a five days FDP ICT Training for Teachers, Nonteaching and students programme should be conducted in college.

Agenda 5 : To talk about formation of Career Counseling and Placement Cell and Gender Sensitization Cell as per NAAC Guidelines

- Regarding this agenda it was decided in complete accordance that committee like Career Counseling and Placement Cell and Gender Sensitization Cell etc. be constituted very soon, so that students be imparted quality education along with making them feel about that the college is concerned about the betterment of students.

Agenda 6 : To understand about visit of Peer-Team

- Ajay Kumar Singh, a member of IQAC explained in detail about NAAC Peer-Team Visit. He said :
 - The primary focus of the NAAC team is to uplift the quality of higher education by verifying the teaching-learning practices in an institution. To



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maintain the highest quality of education while ensuring best practices, our College needs to work in synchronization with the NAAC criteria & prepare Self-Study Report (SSR) Reports. We must ensure that the reports being submitted are free from any kind of error. College, a centre meant for Higher Education needs to ensure that it has a precise record of all the following details:

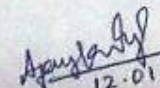
- Student Details: Accurate record of current students & also, the students from the alumni batch including - their name, enrolment number, category, caste, course details, state, country, mobile number, etc need to be maintained in the institution's record along with the necessary documents verifying the same.
- Faculty: Faculty details consisting of their name, address, date of joining, qualifications, department, research papers, awards, etc needs to be present in the institutional record.

All members appreciated Ajay Kumar Singh and all members unanimously decided to prepare themselves to make the Peer-Team visit a SUCCESS.

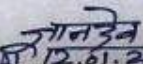
Agenda 7 : Any other matter with the permission of chair.

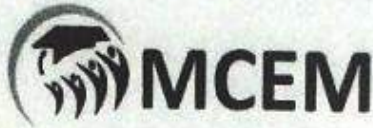
- Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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


12.01.2017
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


12.01.2017
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR



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Letter No.: MCEM/IQAC-2017/002

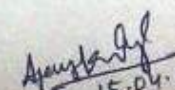
Date : 15-04-2017

Notice

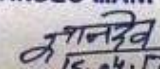
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 19th April 2017 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To talk about formation of various committees as per NAAC Guidelines
3. To discussion on purchasing of books
4. To discuss about organizing a Workshop for Bihar Student Credit Card Yojna
5. To discussion on purchasing of Language Lab Material
6. To discuss about organizing Poetry, Painting and Singing Competition.
7. To discussion on repair of drainage system problem
8. Any other matter with the permission of chair.


15-04-2017
IQAC Co-Ordinator

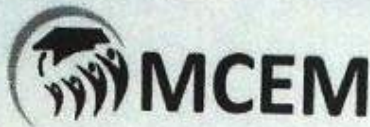
DR. GYANDEO MANI TRIPATHI


15-04-17
Principal
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

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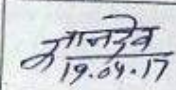
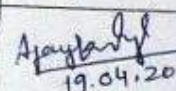
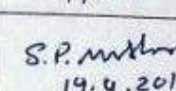
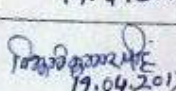
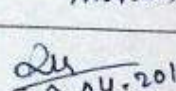
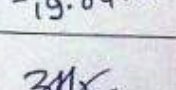
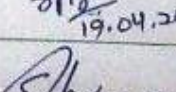

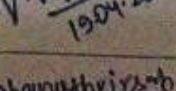


Date : 19-04-2017

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 19th April 2017 at 3:00 P.M. in Staff Room of the College.

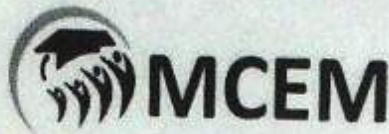
The followings members were present in the meeting :-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 19.04.17
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 19.04.2017
3	Satyaprakash Mishra, Assistant Professor	Member	 19.4.2017
4	Vibhuti Kumar Singh, Assistant Professor	Member	 19.04.2017
5	Rekha Kumari, Assistant Professor	Member	 19.04.2017
6	Ajeet Kumar, Assistant Professor	Member	 19.04.2017
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 19/04/17
8	Vivek Vats, lab Assistant	Member	 19.04.2017
9	Dhanush Vir Sahi, President, MAA (MCEM)	Member	 19.04.2017

The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 12th January 2017



Maitreya College of Education & Management

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Agenda 2: To talk about formation of various committees as per NAAC Guidelines

It was unanimously decided to form different committees as per NAAC guidelines. The Chairperson and the coordinator of the IQAC were authorised to form these committees as earliest.

Agenda 3: To discussion on purchasing of books

It was decided to demand requisition of books from the college teachers as per requirement. After that books should be purchased as per requirement by the management/college.

Agenda 4: To discuss about organizing a Workshop for Bihar Student Credit Card Yojna

It was unanimously decided to organizing a Workshop on Bihar Student Credit Card Yojna for students can avail benefits of this scheme.

Agenda 5: To discussion on purchasing of Language Lab Material

It was decided to purchase the language lab material as per requirement or requisition received by the department.

Agenda 6: To discuss about organizing Poetry, Painting and Singing Competition

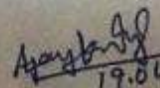
It was unanimously decided to organizing a Poetry, Painting and Singing Competition in the college for the development of extra-curricular skills in the students.

Agenda 7: To discussion on repair of drainage system problem

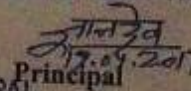
It was unanimously decided to repair drainage system problem as earliest.

Agenda 8: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda. Ajay Kumar Singh, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


19.04.2017
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


19.04.2017
Principal
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
WANSI, HENT HAJIPUR BIHAR



Maitreya College of Education & Management

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Letter No.: MCEM/IQAC-2017/005

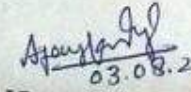
Date: 03-08-2017

Notice

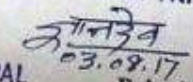
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 08th August 2017 at 2:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discuss about organizing Seminar on Bihar Earth Day.
3. To discussion on purchasing of plastic chairs for Faculty room and Hall
4. To discuss about organizing General Knowledge Competition of 2nd Year Students
5. To discuss about organizing Sports competition in college campus
6. To discussion on purchasing of books & periodicals.
7. Any other matter with the permission of chair.


03.08.2017
IQAC Co-Ordinator

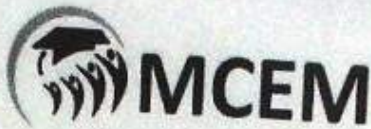
DR. GYANDEO MANI TRIPATHI


03.08.17
Principal
Maitreya College of Education
Management Hajipur, Bihar

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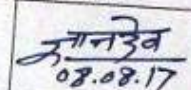
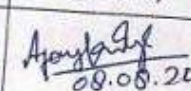
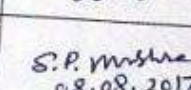
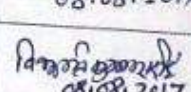
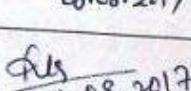
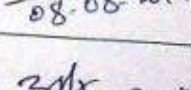
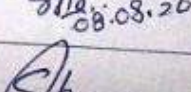
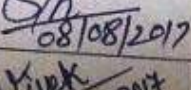
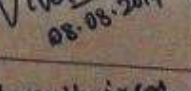


Date : 08-08-2017

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 08th August 2017 at 2:30 P.M. in Staff Room of the College.

The followings members were present in the meeting :-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 08.08.17
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 08.08.2017
3	Satyaprakash Mishra, Assistant Professor	Member	 08.08.2017
4	Vibhuti Kumar Singh, Assistant Professor	Member	 08.08.2017
5	Rekha Kumari, Assistant Professor	Member	 08.08.2017
6	Ajeet Kumar, Assistant Professor	Member	 08.08.2017
7	Dr. S. K. Jha, Ex-Principal, CTE, Chapra	Member	 08/08/2017
8	Vivek Vats, lab Assistant	Member	 08-08-2017
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	 08-08-2017

The members discussed the agenda and came to following decisions.

Agenda I: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 19th April 2017

Maitreya College of Education & Management

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Agenda 2: To discuss about organizing Seminar on Bihar Earth Day

Regarding this agenda it was decided to organise seminar on "Bihar Earth Day" on dated 09.08.2017 in the college campus.

Agenda 3: To discussion on purchasing of plastic chairs for Faculty room and Hall

It was unanimously decided to purchase the plastic chairs for Faculty room and Hall as per required no. quantity by the management/college as earliest.

Agenda 4: To discuss about organizing General Knowledge Competition of 2nd Year Students

It was decided to organize General Knowledge Competition of final year students in the institution to enhance his/her knowledge of G.S. and current affairs.

Agenda 5: To discuss about organizing Sports competition in college campus

It was decided to organize Sports competition in the institution for all year students on National Sports day to enrich college students with sports related activities.

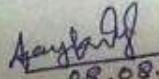
Agenda 6: To discussion on purchasing of books & periodicals.

It was unanimously decided to take the requisition of books and periodicals from all college teachers and purchased it as per syllabus and need.

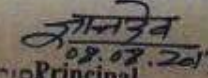
Agenda 7: Any other matter with the permission of chair

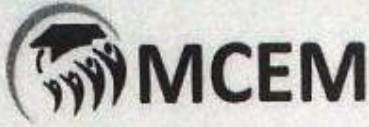
Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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


08.08.2017
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


08.08.2017
Principal
COLLEGE OF EDUCATION
HAJIPUR, BIHAR



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Letter No.: MCEM/IQAC-2017/००२४

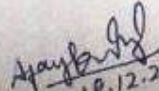
Date : 18-12-2017

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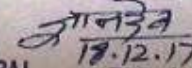
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 21st December 2017 at 3:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on purchasing of fire extinguisher and its equipments
3. To discussion on purchasing of books and magazines for library.
4. To discussion of syllabus printing for 2017-19 batch students
5. To discuss about organizing workshop on TLM and Shikshan mein Navachar
6. To discuss about organizing seminar under gender sensitization cell
7. Any other matter with the permission of chair.


18.12.2017
IQAC Co-Ordinator

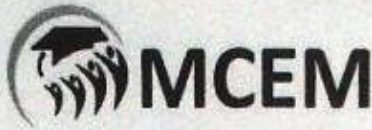
DR. GYANDEO MANI TRIPATHI


18.12.17
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

Maitreya College of Education & Management

Shaping Education

Affiliated to Aryabhata Knowledge University, Patna



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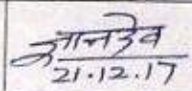
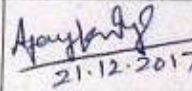
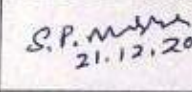
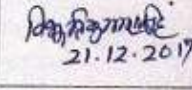
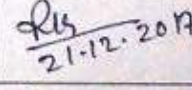
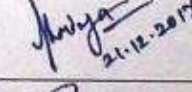
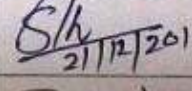
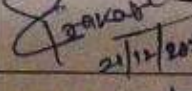
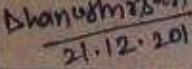


Date : 21-12-2017

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 21st December 2017 at 3:30 P.M. in Staff Room of the College.

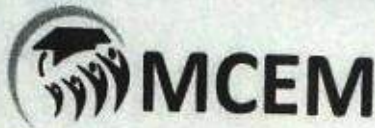
The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 21.12.17
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 21.12.2017
3	Satyaprakash Mishra, Assistant Professor	Member	 21.12.2017
4	Vibhuti Kumar Singh, Assistant Professor	Member	 21.12.2017
5	Rekha Kumari, Assistant Professor	Member	 21.12.2017
6	Priya Singh, Assistant Professor	Member	 21.12.2017
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 21/12/2017
8	Chandra Prakesh, lab Assistant	Member	 21/12/2017
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	 21.12.2017

The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 08th August 2017



Maitreya College of Education & Management

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Agenda 2: To discussion on purchasing of fire extinguisher and its equipments

Regarding this agenda it was decided to purchase and install fire extinguisher and its equipments in the different places of colleges and lab to provide safety against fire emergency situation.

Agenda 3: To discussion on purchasing of books and magazines for library.

It was decided to call the requisition for books and magazine for library as per need. After that purchased that books from the requisition list which is useful for students development.

Agenda 4: To discussion of syllabus printing for 2017-19 batch students

It was unanimously decided to print the syllabus current batch and distribute it to the students to understand his topic before class resumes. It helps to student for understanding the B.Ed. course syllabus contents and topics.

Agenda 5: To discuss about organizing workshop on TLM and Shikshan mein Navachar

It was unanimously decided to organizing workshop on TLM and Shikshan mein Navachar on the month of February 2018.

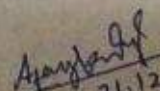
Agenda 6: To discuss about organizing seminar under gender sensitization cell

It was unanimously decided to organizing seminar on gender equality related concerns on the international women's day in the college campus by the gender sensitization cell.

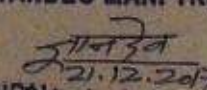
Agenda 7: Any other matter with the permission of chair

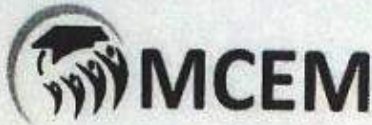
Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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


21.12.2017
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


21.12.2017
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR



Maitreya College of Education & Management

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Letter No.: MCEM/IQAC-2018/...002

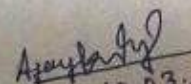
Date : 10-03-2018

Notice

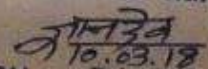
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 14th March 2018 at 2:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

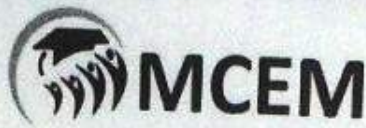
Agenda

1. To confirm the proceedings of last meeting
2. To discussion on purchasing of Sports Material
3. To discussion on making I-Card of Student /Staffs
4. To discussion on purchasing of Lab Material
5. To discussion on purchasing of Art & Craft Material
6. To discussion on purchasing of library books
7. To discuss about organizing Panchayat Election 2018.
8. To discuss about organize sports competition in college campus.
9. To discuss about organize quiz competition in college between students
10. To discuss about organize a seminar on international earth day.
11. Any other matter with the permission of chair.


10.03.2018
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI


10.03.18
Principal
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR



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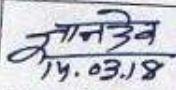
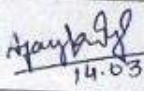
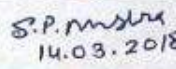
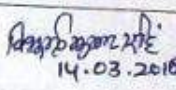
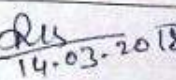
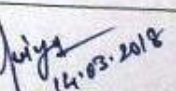
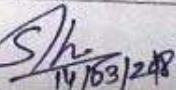
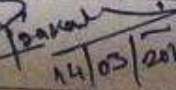
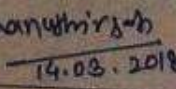


Date : 14-03-2018

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 14th March 2018 at 2:30 P.M. in Staff Room of the College.

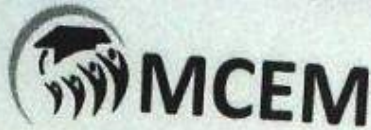
The followings members were present in the meeting :-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 14.03.18
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 14.03.2018
3	Satyaprakash Mishra, Assistant Professor	Member	 14.03.2018
4	Vibhuti Kumar Singh, Assistant Professor	Member	 14.03.2018
5	Rekha Kumari, Assistant Professor	Member	 14.03.2018
6	Priya Singh, Assistant Professor	Member	 14.03.2018
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 14/03/2018
8	Chandra Prakesh, lab Assistant	Member	 14/03/2018
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	 14.03.2018

The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 21th December 2017



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Agenda 2: To discussion on purchasing of Sports Material

It was discuss with all members to few sports material required in the college for sports related activities. Therefore, it was decided to purchase sports material for indoor and outdoor games in the college.

Agenda 3: To discussion on making I-Card of Student /Staffs

There was detail discussion with members for making New Identity card for students and staffs to restrict the entry of unknown people in college campus for safety reason. Therefore, it was decided to make I-Card of all students and staffs as earliest.

Agenda 4: To discussion on purchasing of Lab Material

It was unanimously decided to purchase the required material for all labs of the college and do the needful action for purchasing of lab material by the management.

Agenda 5: To discussion on purchasing of Art & Craft Material

There was discussion for purchasing of art and craft material for art and craft related activities in the college. Therefore, it was unanimously decided to do the needful action for purchasing of art and craft material by the management.

Agenda 6: To discussion on purchasing of library books

Discussion to all members for purchasing the needful and syllabus related books for the students in the library. Therefore, it was decided to purchase the books as per requisition and need.

Agenda 7: To discuss about organize sports competition in college campus.

There was discussion to organize sports competition on the month of April 2018 in college campus. Therefore, it was decided to organized the competition to encourage students for participate sports activity.

Agenda 8: To discuss about organize quiz competition in college between students

It was discuss with members to organize quiz competition on Dr. Bhimrao Ambedkar Jayanti among the students for enhance their mental capability. Therefore, it was decided to organize that type of activities on regular basis.

Agenda 9: To discuss about organize a seminar on international earth day

After discussion with members on this agenda, it was decided to ogranise seminar on the topic "Prithivi ka bigadata parivesh, Ek Vimarsh" on International Earth day.

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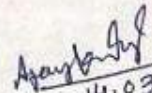
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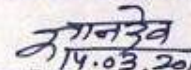
Agenda 10: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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


14.03.2018
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


14.03.2018
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

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Letter No.: MCEM/IQAC-2018/003

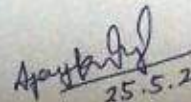
Date : 25-05-2018

Notice

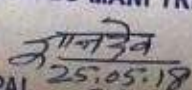
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 29th May 2018 at 3:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

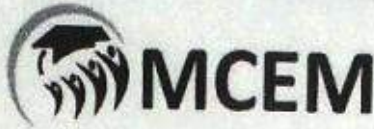
Agenda

1. To confirm the proceedings of last meeting
2. To discuss about celebration of Bihar Earth day.
3. To discuss about organize two days sports competition on Rastriya Khel diwas
4. To discussion on purchasing of Table Tennis Set with other Sports Material
5. To discussion on purchasing of Lab Material
6. To discussion on purchasing of Art & Craft Material
7. Any other matter with the permission of chair.


25.5.2018
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI


25.05.18
Principal
Maitreya College of Education
Management Hajipur, Bihar



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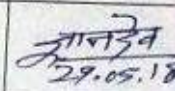
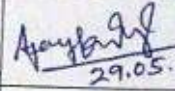
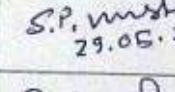
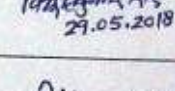
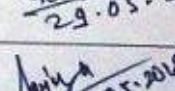
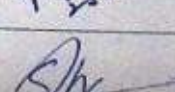
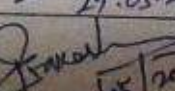
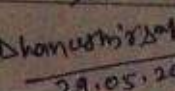



Date : 29-05-2018

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 29th May 2018 at 3:30 P.M. in Staff Room of the College.

The followings members were present in the meeting :-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 29.05.18
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 29.05.2018
3	Satyaprakash Mishra, Assistant Professor	Member	 29.05.2018
4	Vibhuti Kumar Singh, Assistant Professor	Member	 29.05.2018
5	Rekha Kumari, Assistant Professor	Member	 29.05.2018
6	Priya Singh, Assistant Professor	Member	 29.05.2018
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 29.05.2018
8	Chandra Prakesh, lab Assistant	Member	 29/05/2018
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	 29.05.2018

The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 14th March 2018

Maitreya College of Education & Management

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Maitreya College of Education & Management

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Agenda 2: To discuss about celebration of Bihar Earth day.

After discussion with members on this agenda, it was decided to celebration Bihar Earth day on the college campus. under the Leadership of Faculty Raj Kumar Roy.

Agenda 3: To discuss about organize two days sports competition on Rastriya Khel diwas

There was discussion to organize two days sports competition on the Rastriya Khel Diwsa in college campus. Therefore, it was decided to organized the sports competition to encourage students for participate sports related activities.

Agenda 4: To discussion on purchasing of Table Tennis Set with other Sports Material

After discussion with members on purchasing of sports material and implement table tennis facility in college, it was decided to purchase table tennis set and sports material as earliest.

Agenda 5: To discussion on purchasing of Lab Material

It was unanimously decided to purchase the lab material as per requirement and needs of the lab.

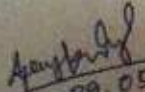
Agenda 6: To discussion on purchasing of Art & Craft Material

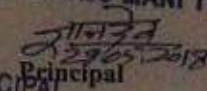
It was unanimously decided to purchase the Art & Craft Material as per requirement and needs of the lab.

Agenda 7: Any other matter with the permission of chair

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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


29.05.2018
IQAC Co-ordinator


Principal
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR BIHAR

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Letter No.: MCEM/IQAC-2018/...006


Date : 05-09-2018

Notice

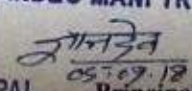
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 08th September 2018 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discuss about organize Two Days Field Trip of students and teachers
3. To discuss about organize Nukkad Natak on college
4. To discuss about organize debate and rangoli competition
5. To discussion on purchasing of Printer and UPS battery
6. To discussion on purchasing of Tiles/Kota for Guard room.
7. Any other matter with the permission of chair.


08/09/2018
IQAC Co-Ordinator

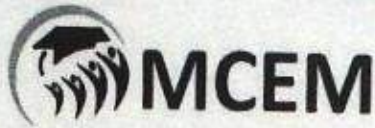
DR. GYANDEO MANI TRIPATHI


05/09/18
Principal
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

Maitreya College of Education & Management

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Affiliated to Aryabhata Knowledge University, Patna

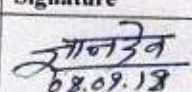
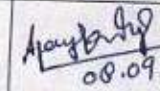


Date : 08-09-2018

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 08th September 2018 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 08.09.18
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 08.09.2018
3	Satyaprakash Mishra, Assistant Professor	Member	S.P. Mishra 08.09.2018
4	Raj Kumar Roy, Assistant Professor	Member	Raj 08.09.18
5	Rekha Kumari, Assistant Professor	Member	RK 08.09.2018
6	Priya Singh, Assistant Professor	Member	Priya 08.09.2018
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	SKJ 08/09/2018
8	Chandra Prakesh, lab Assistant	Member	Chandra 08/09/2018
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	Dhanush Vir Sah 08.09.2018

The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 29th May 2018



Maitreya College of Education & Management

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Agenda 2: To discuss about organize Two Days Field Trip of students and teachers

After discussed with all members, it was decided to plan a two days field trip of Vishal Garh, Bhitiharava Ashram & Loriya Araraj for students and make all arrangement regarding the trip like traveling, lodging and fooding etc.

Agenda 3: To discuss about organize Nukkad Natak on college

After discussion with members, it was decided to organize Nukkad Natak on the month of October 2018 on occasion of Babu Smirti Pakhwada.

Agenda 4: To discuss about organize debate and rangoli competition

Discussion with members to conduct debate and rangoli competition for the development of students skill of debate and rangoli. Therefore, it was decided conduct this type of activities on regular basis.

Agenda 5: To discussion on purchasing of Printer and UPS battery

It was unanimously decided to purchase multi function 3-1 print (print, copy, scan) and new UPS battery for computer.

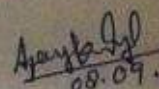
Agenda 6: To discussion on purchasing of Tiles/Kota for Guard room.

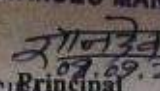
After discussion with members for there is no tiles and kota in the newly constructed guard room. Therefore, it was decided to purchase tiles/kota for guard room by the management as soon as possible.

Agenda 7: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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

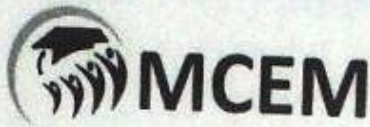

08.09.2018
IQAC Co-ordinator

DR. GYANDEO MANI TRIRATHI

08.09.2018
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR BIHAR

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Letter No.: MCEM/IQAC-2018/208

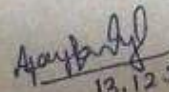
Date : 13-12-2018

Notice

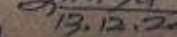
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 17th December 2018 at 2:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on reconstitution of IQAC.
3. To discuss about organise one day workshop on 'Youth and Democracy'.
4. To discuss about organize intramuller khelkud competition
5. To discussion on purchasing of sanitary material
6. To discussion on purchasing of Art & Craft material
7. To discussion on purchasing Sports material.
8. To discussion on guard room construction work.
9. To discussion on Social extension/co-curricular activities through the college houses
10. Any other matter with the permission of chair.


13.12.2018
IQAC Co-Ordinator

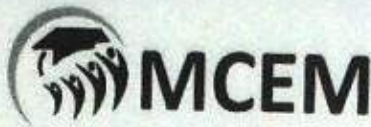
DR. GYANDEO MANI TRIPATHI


13.12.2018
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

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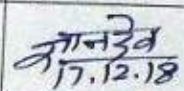
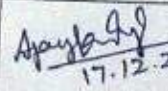
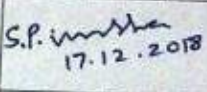
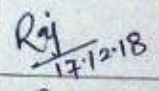
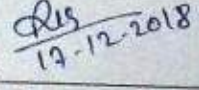
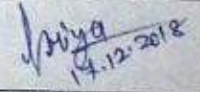
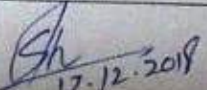
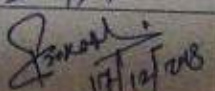
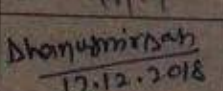


Date : 17-12-2018

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 17th December 2018 at 2:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 17.12.18
2	Ajay Kumar Singh, Assistant Professor	Co-ordinator	 17.12.2018
3	Satyaprakash Mishra, Assistant Professor	Member	 17.12.2018
4	Raj Kumar Roy, Assistant Professor	Member	 17/12/18
5	Rekha Kumari, Assistant Professor	Member	 17-12-2018
6	Priya Singh, Assistant Professor	Member	 14.12.2018
7	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 17.12.2018
8	Chandra Prakesh, lab Assistant	Member	 17/12/2018
9	Dhanush Vir Sah, President, MAA (MCEM)	Member	 17.12.2018

The members discussed the agenda and came to following decisions.

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Agenda 1: To confirm the proceedings of last meeting

Members unividedly confirmed the proceedings (minutes) of last meeting held on 08th September 2018

Agenda 2: To discuss about organise one day workshop on 'Youth and Democracy'

It was unanimously decided to organize one day workshop on 'Youth and Democracy' in the college campus.

Agenda 3: To discuss about organize intramuller khelkud competition

It was decided by all members to organize intra muller khelkud competition in the college campus.

Agenda 4: To discussion on purchasing of sanitary material

After discussion with all members for girl's sanitary related problems, it was decided to arrange or purchase sanitary material for girls students as earliest.

Agenda 5: To discussion on purchasing of Art & Craft material

It was unanimously decided to purchase the Art & Craft Material as per requirement and needs of the lab.

Agenda 6: To discussion on purchasing Sports material.

It was unanimously decided to purchase sports material as per requirement of the college t conduct efficiently sports related activity.

Agenda 7: To discussion on guard room construction work.

It was unanimously decided by all members to construct guard room to stay college guard in the college campus for safety purposes.

Agenda 8: To discussion on Social extension/co-curricular activities through the college houses

It was unanimously decided by all members to conduct Social extension/co-curricular activities by college all houses with teachers, captain and vice-captains.

Agenda 10: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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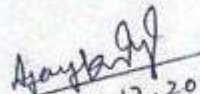


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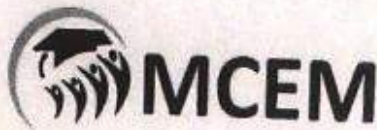
Affiliated to Aryabhata Knowledge University, Patna

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


17.12.2018
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


17.12.2018
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HALIPIUR, BIHAR



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Letter No.: MCEM/IQAC-2019/0001.

Date : 01-04-2019

Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 04th April 2019 at 2:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on purchasing of books for library.
3. To discussion on repairing of computers in college.
4. To discuss about organize seminar on 'Prakriti ke Sath Jeevan- ek chunauti' on World Earth Day
5. To discussion on academic calendar of university and preparation of routine and timetable of the classes
6. To discussion for conducting induction meet programme for current session students
7. To discussion of starting two values added courses.
8. To discussion on the students school internship programme of 2nd year students
9. To discussion of election of captain and vice captain of college houses
10. Any other matter with the permission of chair.

du
01-04-19
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI

गुणदेव
01.04.2019
Principal
Maitreya College of Education
Management Ha.ipur Bihar

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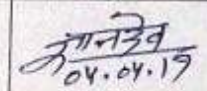
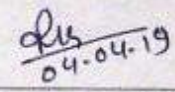
Affiliated to Aryabhata Knowledge University, Patna

Date : 04-04-2019

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 04th April 2019 at 2:30 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 04.04.19
2	Rekha Kumari, Assistant Professor	Co-ordinator	 04.04.19
3	Satyaprakash Mishra, Assistant Professor	Member	S.P. Mishra 04.04.19
4	Raj Kumar Roy, Assistant Professor	Member	Raj 04.04.19
5	Rabi Kumar Ray, Assistant Professor	Member	R. Roy 04.04.19
6	Priya Singh, Assistant Professor	Member	Priya 04.04.2019
7	Shailesh Kumar Singh, Assistant Professor	Member	SL 04.04.19
8	Swati Mishra, Assistant Professor	Member	SM 4.04.19
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	S.K. Jha 04.04.19
10	Chandra Prakesh, Lab Assistant	Member	Chandra Prakesh 04/04/2019
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	Dhanush Vir Sah 04.04.2019



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 17th December 2018

Agenda 2: To discussion on purchasing of books for library

Discussion on purchasing of books for library as per B.Ed. course syllabus. Therefore, it was decided to purchase the books as per need of the college students.

Agenda 3: To discussion on repairing of computers in college

Discussion on repairing of non-functional computers in the college. Therefore, it was decided to call engineer and get the estimate of repairing the non-functional computers and repair it as per budget.

Agenda 4: To discuss about organize seminar on 'Prakriti ke Sath Jeevan- ek chunauti' on World Earth Day

After detail discussion with all members of cell for conducting seminar on 'Prakriti ke Sath Jeevan- ek chunauti' on World Earth Day. It was decided to organize this seminar on 'Prakriti ke Sath Jeevan- ek chunauti'

Agenda 5: To discussion on academic calendar of university and preparation of routine and timetable of the classes

After detail discussion on this agenda, it was decided to follow the university academic calendar and prepare class routine and time table for conduction of classes.

Agenda 6: To discussion for conducting induction meet programme for current session students

It was unanimously decided to conduct induction programme (Pavajja) of new admitted students from this session and elaborate the course and progammes outcomes in that programme.

Agenda 7: To discussion of starting two values added courses.

Principal asked that, In this new era there is need of new value added courses for communication skill and computing skill for students are very important. Therefore, after discussion with members it was decided to start two value added courses one for communication skill and second for computing skill development as soon as possible.



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Agenda 8: To discussion on the student's school internship programme of 2nd year students

Co-ordinator explained that School internship programme for 2nd year students should be started and completed on time as per university final year exam schedule. Therefore, it was decided to allot the schools for internship to the students as per DEO letter.

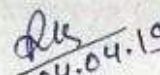
Agenda 9: To discussion of election of captain and vice captain of college houses

After detail discussion, it was decided to conduct election for selection of captain and vice captain of college house.

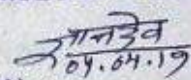
Agenda 10: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


04.04.19
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


04.04.19
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HAJIPUR, BIHAR



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Letter No.: MCEM/IQAC-2019/QQ.3

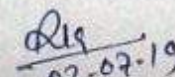
Date : 02-07-2019

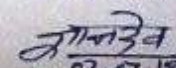
Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 09th July 2019 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on purchasing of biometric attendance system for staff and students
3. To discussion for developing eco friendly environment in college campus
4. To discussion on purchasing/repairing of computer peripherals
5. To discuss about organizing workshop on Art Aided learning
6. To discuss about organizing workshop on 'Ozone parat sangrakshan aur uske prabhaw'.
7. To discussion on making plan for educational visit
8. To discuss about organize upsampda samaroh in college
9. Any other matter with the permission of chair.


02-07-19
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI

02.07.19
Principal
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

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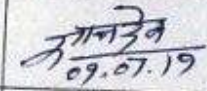
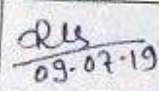
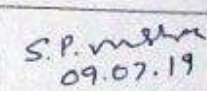
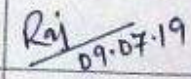
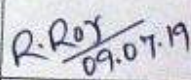
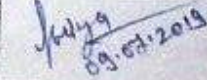
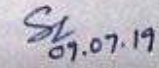
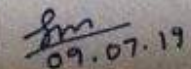
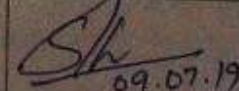
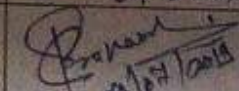
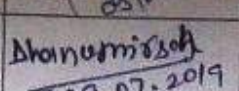
Affiliated to Aryabhata Knowledge University, Patna

Date : 09-07-2019

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 09th July 2019 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 09.07.19
2	Rekha Kumari, Assistant Professor	Co-ordinator	 09.07.19
3	Satyaprakash Mishra, Assistant Professor	Member	 09.07.19
4	Raj Kumar Roy, Assistant Professor	Member	 09.07.19
5	Rabi Kumar Ray, Assistant Professor	Member	 09.07.19
6	Priya Singh, Assistant Professor	Member	 09.07.2019
7	Shailesh Kumar Singh, Assistant Professor	Member	 09.07.19
8	Swati Mishra, Assistant Professor	Member	 09.07.19
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 09.07.19
10	Chandra Prakesh, Lab Assistant	Member	 09.07.2019
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 09.07.2019



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 04th April 2019

Agenda 2: To discussion on purchasing of biometric attendance system for staff and students

Principal asked that for proper monitoring of attendance of staff and students by the manual system is very tough task. So principal suggest that there is need of biometric attendance system with software in the college campus for proper monitoring of attendance of staff and students.

Agenda 3: To discussion for developing eco friendly environment in college campus

Co-ordinator asked that to develop herbal garden and increase the number of trees and plants in campus for increasing the eco friendly environment in the college campus.

Agenda 4: To discussion on purchasing/repairing of computer peripherals

After discussion with members, it was decided to purchase/repair the computer and its peripherals to increase the no. of functional computers in the college campus.

Agenda 5: To discuss about organizing workshop on Art Aided learning

It was unanimously decided to organize the workshop on Art Aided learning and invite all the staff and students in this event.

Agenda 6: To discuss about organizing workshop on 'Ozone parat sangrakshan aur uske prabhaw'.

Co-ordinator asked to conduct a workshop on 'Ozone parat sangrakshan aur uske prabhaw' and discussed theme of a workshop. Therefore, it was decided to conduct workshop as earliest.

Agenda 7: To discussion on making plan for educational visit

After discussed with all members, it was decided to plan a educational visit of Chechar for students and make all arrangement regarding the trip like traveling, lodging and fooding etc.

Agenda 8: To discuss about organize upsampda samaroh in college

It was unanimously decided to organise upsampda samroh of new admitted students of this session and elaborate the syallabus and course & progammes outcomes in that event.

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Agenda 9: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

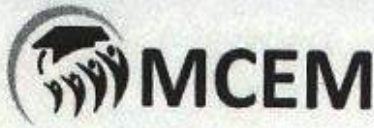
Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.

RLS
09-07-19
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI

गान्देव
09.07.2019
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR





Maitreya College of Education & Management

Shaping Education

Affiliated to Aryabhata Knowledge University, Patna

Letter No.: MCEM/IQAC-2019/006

Date : 12-10-2019

Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 18th October 2019 at 2:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discuss on reconstitution of IQAC
3. To discussion on conduction of Painting competition
4. To discussion on one day education tour of nalanda, rajgir and pawapuri
5. To discuss about organize TLM workshop
6. To discuss about organising capability enhancement scheme like Career Counselling, Language Lab and Yoga and Meditation.
7. To discussion on feedback system
8. To discussion about organising parent and teacher meet
9. Any other matter with the permission of chair.

DR. GYANDEO MANI TRIPATHI
12.10.19
IQAC Co-Ordinator

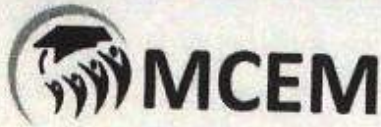
DR. GYANDEO MANI TRIPATHI

Principal
12.10.19
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR BIHAR

Maitreya College of Education & Management

Shaping Education

Affiliated to Aryabhata Knowledge University, Patna



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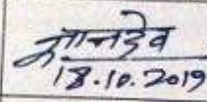
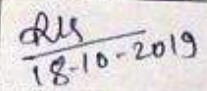
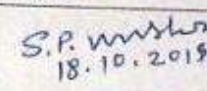
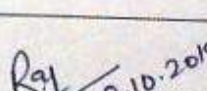
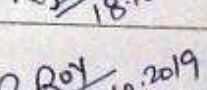
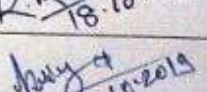
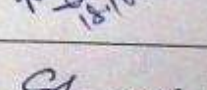
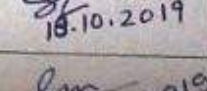
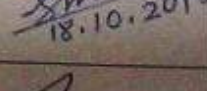
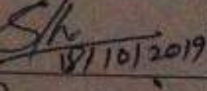
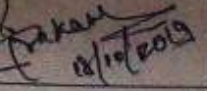


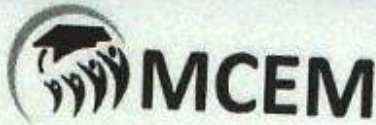
Date : 18-10-2019

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 18th October 2019 at 2:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 18.10.2019
2	Rekha Kumari, Assistant Professor	Co-ordinator	 18.10.2019
3	Satyaprakash Mishra, Assistant Professor	Member	 18.10.2019
4	Raj Kumar Roy, Assistant Professor	Member	 18.10.2019
5	Rabi Kumar Ray, Assistant Professor	Member	 18.10.2019
6	Priya Singh, Assistant Professor	Member	 18.10.2019
7	Shailesh Kumar Singh, Assistant Professor	Member	 18.10.2019
8	Swati Mishra, Assistant Professor	Member	 18.10.2019
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 18/10/2019
10	Chandra Prakesh, Lab Assistant	Member	 18/10/2019
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 18.10.2019



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 09th July 2019

Agenda 2: To discuss on reconstitution of IQAC

Agenda 3: To discussion on conduction of Painting competition

Co-ordinator asked to develop additional skill of painting in college students by organizing painting competition. After detail discussion, it was decided by all the members to organize painting competition in the college on Vishv Prakritik Diwas.

Agenda 4: To discussion on one day education tour of nalanda, rajgir and pawapuri

After discussed with all members, it was decided to plan educational tour of nalanda, rajgir and pawapuri for students and make all arrangement regarding the trip like traveling, lodging and fooding etc.

Agenda 5: To discuss about organize TLM workshop

It was unanimously decided to organize TLM workshop in the college

Agenda 6: To discuss about organising capability enhancement scheme like Career Counselling, Language Lab and Yoga and Meditation.

It was unanimously decided that capability enhancement schemes such as Career Counselling, Yoga and Meditation would be introduced along with proper use of the Language Lab.

Agenda 7: To discussion on feedback system

Discussion was held on adopting a suitable feedback system and it was unanimously decided to form a committee comprising three members to draft it properly. The Principal was authorised to form the committee for the same.

Agenda 8: To discussion about organising parent and teacher meet

It was unanimously decided to organise parent and teacher meet at regular intervals.

Agenda 9: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

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Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.

RK
18.10.19
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI

गान्देव
18.10.2019
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

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Letter No.: MCEM/IQAC-2020/...०००.]

Date : 25-01-2020

Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 29th January 2020 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discuss about organize Science Exhibition
3. To discuss about organize seminar 'Aadhi Aabadi ka Sach' on Mahila Divas
4. To discuss about organize co-curricular activities in college campus
5. To discussion about conduction cultural programme on Sarswati puja
6. To discussion on purchasing of books for library
7. To discussion on publishing of college magazine
8. To discussion on counseling for mental wellbeing
9. Any other matter with the permission of chair.

Pls
25-01-20
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI

गान्देव
25-01-2020
Principal
Principal
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HAJIPUR, BIHAR

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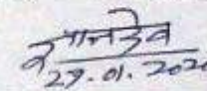
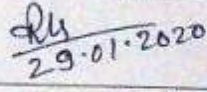
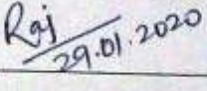
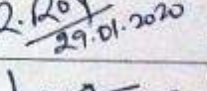
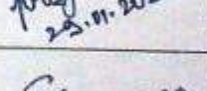
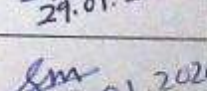


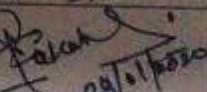
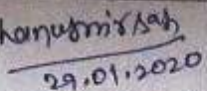
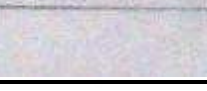
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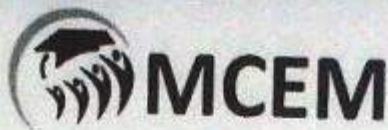
Date : 29-01-2020

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 29th January 2020 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 27.01.2020
2	Rekha Kumari, Assistant Professor	Co-ordinator	 29.01.2020
3	Raj Kumar Roy, Assistant Professor	Member	 29.01.2020
4	Rabi Kumar Ray, Assistant Professor	Member	 29.01.2020
5	Priya Singh, Assistant Professor	Member	 29.01.2020
6	Shailesh Kumar Singh, Assistant Professor	Member	 29.01.2020
7	Swati Mishra, Assistant Professor	Member	 29.01.2020
8	Pawan Kumar Panday, Assistant Professor	Member	 29.01.2020
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 29.01.2020
10	Chandra Prakesh, Lab Assistant	Member	 29.01.2020
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 29.01.2020



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 18th October 2019

Agenda 2: To discuss about organize Science Exhibition

Co-ordinator asked to all the members to organize science exhibition in college campus for expressing his/her science related work to other peoples. Therefore, it was decided to organize Science Exhibition.

Agenda 3: To discuss about organize seminar 'Aadhi Aabadi ka Sach' on Rashtriya Mahila Divas

It was unanimously decided by all the members to organised a seminar on topic Aadhi Aabadi ka Sach' on Rashtriya Mahila Divas.

Agenda 4: To discuss about organize co-curricular activities in college campus

Co-ordinator expressed that all houses of college must organise extra co-curricular activities in the college. Therefore, it was decided to organize co-curricular activities in college campus.

Agenda 5: To discussion about conduction cultural programme on Sarswati puja

Co-ordinator asked that vidya devi sarswati mata puja comes on next month, so celebrate this occasion in the college campus. Therefore, it was decided to organize or conduct this puja every year in the college campus.

Agenda 6: To discussion on purchasing of books for library

It was unanimously decided by the members to purchase books for library as per syllabus and some other types of competitive books.

Agenda 7: To discussion on publishing of college magazine

Discussion was held for publishing of college journal, it was decided that to told all the teachers of college to prepare and submit at least one articles for the journal.

Agenda 8: To discussion on counseling for mental wellbeing

Principal asked that counseling for mental wellbeing should be conducted by career counseling cell of the college. The cell must counsel the students who mental health and condition is not good.

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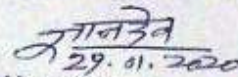
Agenda 9: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


29.01.20
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


29.01.2020
Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR, BIHAR

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Letter No.: MCEM/IQAC-2020/...003

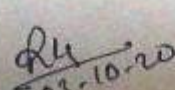
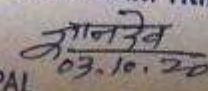
Date : 03-10-2020

Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 10th October 2020 at 2:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discuss about organize induction meet programme in college
3. To discussion on academic calendar of university and preparation of routine and timetable of the classes
4. To discussion for start admission in two values added courses.
5. To discussion about upgradation of college website
6. To discussion on repairing of R.O.
7. Review of online classes conducted during Covid-19 pandemic.
8. Review of online webinar/ workshop Seminars conducted and teacher participation on programme during Covid-19 pandemic.
9. Discussion to follow COVID-19 protocols and guidelines as per State Government
10. To discuss about organising ICT Training programs for Teaching and Non-Teaching Staff.
11. Any other matter with the permission of chair.


03-10-20
IQAC Co-Ordinator**DR. GYANDEO MANI TRIPATHI**

03.10.20
PRINCIPAL
MAITREYA COLLEGE OF
MANAGEMENT HAIPUR, BIHAR



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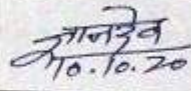
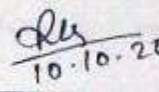
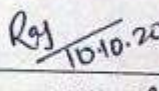
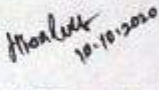
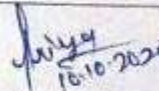
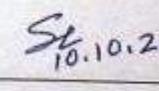
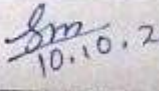
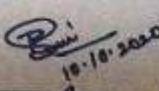
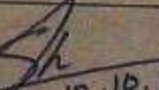
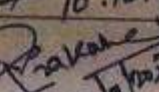
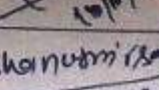


Date : 10-10-2020

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 10th October 2020 at 2:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 10.10.20
2	Rekha Kumari, Assistant Professor	Co-ordinator	 10.10.20
3	Raj Kumar Roy, Assistant Professor	Member	 10.10.20
4	Hiralal Ray, Assistant Professor	Member	 10.10.2020
5	Priya Singh, Assistant Professor	Member	 10.10.2020
6	Shailesh Kumar Singh, Assistant Professor	Member	 10.10.20
7	Swati Mishra, Assistant Professor	Member	 10.10.2020
8	Pawan Kumar Panday, Assistant Professor	Member	 10.10.2020
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 10.10.2020
10	Chandra Prakesh, Lab Assistant	Member	 10/10/2020
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 10.10.2020



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 29th January 2020

Agenda 2: To discuss about organize induction programme (Pavajja) in college

It was unanimously decided to conduct induction programme (Pavajja) of new admitted students from this session and elaborate the course and programmes outcomes in that programme.

Agenda 3: To discussion on academic calendar of university and preparation of routine and timetable of the classes

Principal asked to follow the university academic calendar and prepare class routine and time table by teachers.

Agenda 4: To discussion for start admission in two values added courses.

Co-ordinator and members asked to decide the admission date and inform all students of college for taking admission in newly started values added course of Communication Skill Concepts and Computing Skill Training.

Agenda 5: To discussion about upgradation of college website

It was unanimously decided to upgrade the college website as per NAAC guidelines.

Agenda 6: To discussion on repairing of R.O.

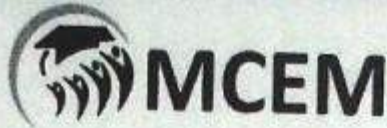
Co-ordinator asked that R.O. drinking water is not in working condition, so college student's faces problem regarding safe and clean drinking water. Therefore, it was decided to repair the installed the R.O. drinking water on urgent basis.

Agenda 7: Review of online classes conducted during Covid-19 pandemic

Review and discussion was held for online classes conducted during covid-19 pandemic and it was decided every teachers will collect and store his/her online study material and classes video with evidences.

Agenda 8: Review of online webinar/ workshop Seminars conducted and teacher participation on programme during Covid-19 pandemic

Discussion was held for collecting and storing evidences for online webinar/workshop/seminars conducted and participation during covid-19 pandemic.



Maitreya College of Education & Management

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Agenda 9: Discussion to follow COVID-19 protocols and guidelines as per State Government

Discussion to follow COVID-19 protocols and guidelines as per State Government and Central Government. Therefore, it was decided to use masks, sanitizer and follow covid-19 safety guidelines in college campus.

Agenda 10: To discuss about organising ICT Training programs for Teaching and Non-Teaching Staff

Principal asked that computer knowledge is essential for every staffs of the college. Therefore, it was decided to organise ICT Training programs for Teaching and Non-Teaching Staff.

Agenda 11: Any other matter with the permission of chair

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.

RK
16.10.20
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI

गान्देव
10.10.2020
PRINCIPAL
Maitreya College of Education
Management HALIPIR, BIHAR



Maitreya College of Education & Management

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Affiliated to Aryabhata Knowledge University, Patna

Letter No.: MCEM/IQAC-2021/.....

Date : 28-01-2021

Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 03rd February 2021 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on purchasing of library books.
3. To discussion on developing ICT classroom in college
4. To discussion on purchasing of sanitary equipments.
5. To discussion on preparation of NAAC accreditation as per Teacher Educational Institutions guidelines
6. To discuss about organize Mahila Shashaktikarna programme on Internation Women's Day
7. To discussion on how to make career counseling and placement cell more effective to provide placements
8. To discussion for form a feedback committee for proper functioning of feedback work
9. Any other matter with the permission of chair.

RS
28.01.21
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI

गान्देव
28.01.21
Principal
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HALIPIH RIHAR

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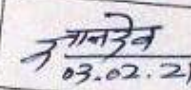
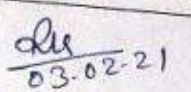
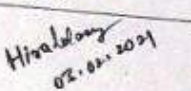
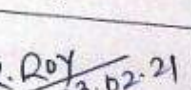
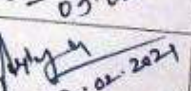
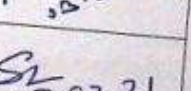
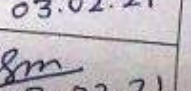
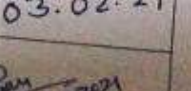

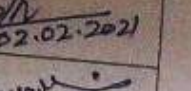
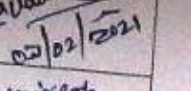
Affiliated to Aryabhata Knowledge University, Patna

Date : 03-02-2021

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 03rd February 2021 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 03.02.21
2	Rekha Kumari, Assistant Professor	Co-ordinator	 03.02.21
3	Hiralal Roy, Assistant Professor	Member	 03.02.2021
4	Rabi Kumar Ray, Assistant Professor	Member	 03.02.21
5	Priya Singh, Assistant Professor	Member	 03.02.2021
6	Shailesh Kumar Singh, Assistant Professor	Member	 03.02.21
7	Swati Mishra, Assistant Professor	Member	 03.02.21
8	Pawan Kumar Panday, Assistant Professor	Member	 03.02.2021
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 02.02.2021
10	Chandra Prakesh, Lab Assistant	Member	 02/02/2021
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 03.02.2021



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 10th October 2020

Agenda 2: To discussion on purchasing of library books.

Discussion was held on purchasing of books for competitive exams and B.Ed. courses. After discussion, it was decided to purchase books as per requisition or demand.

Agenda 3: To discussion on developing ICT classroom in college

It was unanimously decided to purchase projector, laptop and whiteboards to make simple classroom to technology enabled ICT classroom for students.

Agenda 4: To discussion on purchasing of sanitary equipments.

It was unanimously decided to arrange or purchase sanitary material for girl's students as per need.

Agenda 5: To discussion on preparation of NAAC accreditation as per Teacher Educational Institutions guidelines

Principal asked to co-ordinator and all members to read B.Ed. College NAAC accreditation manual and provide suggestions and methods to college for getting NAAC accredited.

Agenda 6: To discuss about organize Mahila Shashaktikarna programme on International Women's Day

It was unanimously decided to organize Mahila Shashaktikarna programme on International Women's Day.

Agenda 7: To discussion on how to make career counseling and placement cell more effective to provide placements

After an elaborate discussion, it was decided to suggest and implement new methods for how to make career counseling and placement cell more effective to provide placements.

Agenda 8: To discussion for form a feedback committee for proper functioning of feedback work

After an elaborate discussion for proper management of feedback system, it was decided to form a feedback committee for proper monitoring of feedback collection and analyzed.

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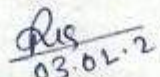
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Agenda 9: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


03.02.21
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


03.02.21
PRINCIPAL/Principal
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT, HAJIPIIR, RIHAR

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Letter No.: MCEM/IQAC-2021/004

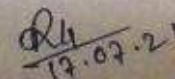
Date : 17-07-2021

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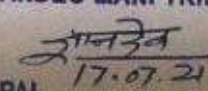
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 23rd July 2021 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion for increase admissions in values added courses
3. To discuss about the students school Contact Programme of Ist and School Internship Programme for 2nd year students
4. To discussion on collection of teachers, students data as per NAAC criterion
5. To discussion on academic calendar of university and preparation of routine and timetable of the classes of new batch students.
6. To discuss about MOUs/collaborations with other institutions and industries
7. To discussion on preparation and submission of SSR as per NAAC timeline
8. To discuss about organize blood donation camp in college.
9. Any other matter with the permission of chair.


17.07.21
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI


17.07.21
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR BIHAR

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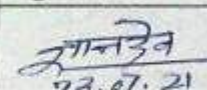
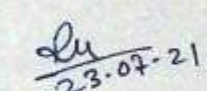
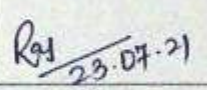
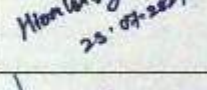
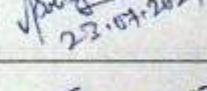
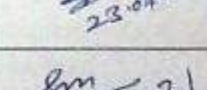
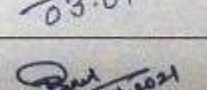
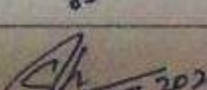
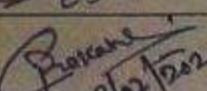
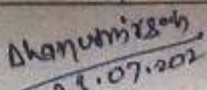

Affiliated to Aryabhata Knowledge University, Patna

Date : 23-07-2021

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 23rd July 2021 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 23.07.21
2	Rekha Kumari, Assistant Professor	Co-ordinator	 23.07.21
3	Raj Kumar Roy, Assistant Professor	Member	 23.07.21
4	Hiralal Roy, Assistant Professor	Member	 23.07.2021
5	Priya Singh, Assistant Professor	Member	 23.07.2021
6	Dr.Govardhan Yadav, Assistant Professor	Member	 23.07.2021
7	Swati Mishra, Assistant Professor	Member	 03.07.21
8	Pawan Kumar Panday, Assistant Professor	Member	 03.07.2021
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 03.07.2021
10	Chandra Prakesh, Lab Assistant	Member	 23/07/2021
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 23.07.2021

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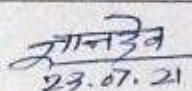
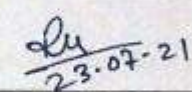
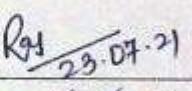
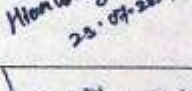
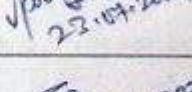
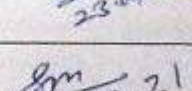
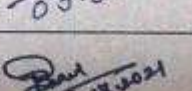

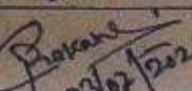
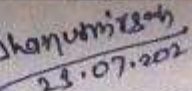

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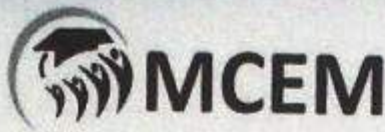
Date : 23-07-2021

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 23rd July 2021 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 23.07.21
2	Rekha Kumari, Assistant Professor	Co-ordinator	 23.07.21
3	Raj Kumar Roy, Assistant Professor	Member	 23.07.21
4	Hiralal Roy, Assistant Professor	Member	 23.07.2021
5	Priya Singh, Assistant Professor	Member	 23.07.2021
6	Dr. Govardhan Yadav, Assistant Professor	Member	 23.07.2021
7	Swati Mishra, Assistant Professor	Member	 03.07.21
8	Pawan Kumar Panday, Assistant Professor	Member	 03.07.2021
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 03.07.2021
10	Chandra Prakesh, Lab Assistant	Member	 23/07/2021
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 23.07.2021



Maitreya College of Education & Management

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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 03rd February 2021

Agenda 2: To discussion for increase admission in values added courses

After an elaborate discussion on this agenda, it was decided to explain the benefits of values added courses to the students for raising the interest on this type of courses. This type of effort will raise the admissions.

10. Agenda 3: To discuss about the students school Contact Programme of Ist and School Internship Programme for 2nd year students

Co-ordinator explained that School Contact programme for Ist and School internship programme 2nd year students should be started and completed on time as per university schedule. Therefore, it was decided to allot the schools for internship to the students as per DEO letter.

Agenda 4: To discussion on collection of teachers, students data as per NAAC criterion

Co-ordinator explained that which type of teachers and student data was required as per NAAC criterion, and also provides the format regarding teachers and student data collection to all the members.

Agenda 5: To discussion on academic calendar of university and preparation of routine and timetable of the classes of new batch students.

After an elaborate discussion on this agenda, it was decided to follow the university academic calendar and prepare class routine and time table of classes of new batch students.

Agenda 6: To discuss about MOUs/collaborations with other institutions and industries

After an elaborate discussion, it was unanimously decided that the college should try for MoUs/collaborations with different agencies. It was also decided to look for other agencies for the same in the interest of the students.

Agenda 7: To discussion on preparation and submission of SSR as per NAAC timeline

Principal asked to co-ordinator and all members to collect and prepare all data regarding SSR and also ensures that the SSR must be submitted as per NAAC timeline.

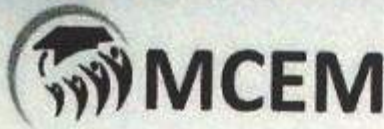
Agenda 8: To discuss about organize blood donation camp in college.

It was unanimously decided to organize blood donation camp in college.

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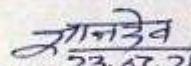
Agenda 9: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.


23.07.21
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI


23.07.21
Principal
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HALIPIUR, BIHAR

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Letter No.: MCEM/IQAC-2021/...006

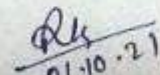
Date : 01-10-2021

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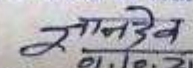
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 05th October 2021 at 2:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discuss about servicing of D.G. set
3. To discussion of repairing and painting of all college campus.
4. To discussion about green audit certification
5. To discussion on purchasing books for library
6. To discussion about organise three days un mukhi programme for new students
7. To discuss about organize cultural programme on Sarswati puja
8. To discussion for developing one class with fully digital technology
9. To discussion on purchasing of language lab software
10. Any other matter with the permission of chair.


01-10-21
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI


01.10.21
Principal
Maitreya College of Education
Hajipur Industrial Area

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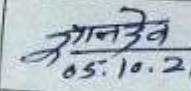
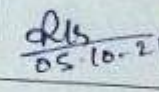
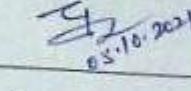
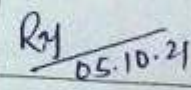
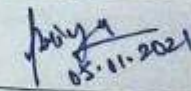
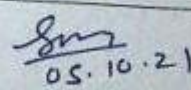

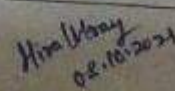
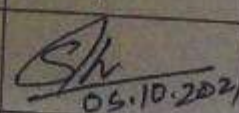
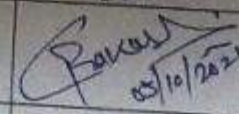
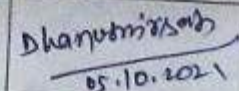


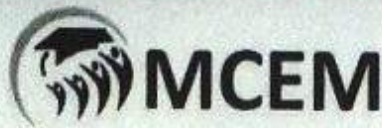
Date : 05-10-2021

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 05th October 2021 at 2:30 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 05.10.21
2	Rekha Kumari, Assistant Professor	Co-ordinator	 05.10.21
3	Dr. Govardhan Yadav, Assistant Professor	Member	 05.10.2021
4	Raj Kumar Roy, Assistant Professor	Member	 05.10.21
5	Priya Singh, Assistant Professor	Member	 05.11.2021
6	Swati Mishra, Assistant Professor	Member	 05.10.21
7	Pawan Kumar Panday, Assistant Professor	Member	 05.10.2021
8	Hiralal Roy, Assistant Professor	Member	 05.10.2021
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 05.10.2021
10	Chandra Prakesh, Lab Assistant	Member	 05/10/2021
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 05.10.2021



Maitreya College of Education & Management

Shaping Education

Affiliated to Aryabhata Knowledge University, Patna

The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 23th July 2021

Agenda 2: To discuss about servicing of D.G. set

It was unanimously decided by all the members to service the D.G. set to provide backup at the time of electricity problem.

Agenda 3: To discussion of repairing and painting of all college campus.

It was unanimously decided to repair and paint college buildings as per need.

Agenda 4: To discussion about green audit certification

After an elaborate discussion, it was decided to get the audit of greenery and eco friendly system in our college.

Agenda 5: To discussion on purchasing books for library

It was unanimously decided to purchase books as per need of students and syllabus.

Agenda 6: To discussion about organise three days unmukhikaran programme for new students

After an elaborate discussion with members, it was decided organise three days unmukhikaran programme as like induction meet for new students.

Agenda 7: To discuss about organize cultural programme on Sarswati puja

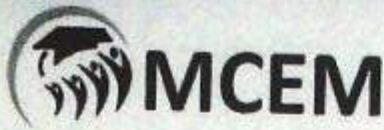
After an elaborate discussion, it was decided to celebrate the festival of sarswati puja in college campus.

Agenda 8: To discussion for developing one class with fully digital technology

It was unanimously decided to purchase one interactive panel which supports all facility on ICT based teaching and learning.

Agenda 9: To discussion on purchasing of language lab software

It was unanimously decided to purchase a English digital language lab software for the computer which enhance the communication skills.



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Agenda 10: Any other matter with the permission of chair.

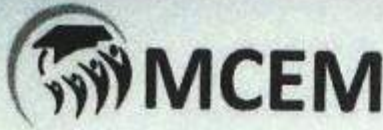
Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.

RK
05.10.21
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI

गान्देव
05.10.21
Principal
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HALIPUR RIHAR



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Letter No.: MCEM/IQAC-2022/..00..|

Date : 15-02-2022

Notice

This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 21st February 2022 at 3:00 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on publishing of college journals
3. To discussion for developing fully automated library system in the college
4. To discussion on making Barcoded Identity-cum-library smart card
5. To discuss about organising Computing Skill Training programs for Teaching, Non-Teaching Staff and Students
6. To discussion for understand the specification and benefits of rain water harvesting system and vermi compost pit
7. To discussion on co-curricular activities through the college houses
8. To discussion on the student's school contact programme of Ist year students
9. Any other matter with the permission of chair.

RS
15.02.22
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI

गुणदेव
15.02.2022
Principal
Maitreya College of Education
Management, Hajipur, Bihar

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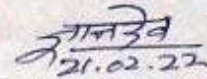
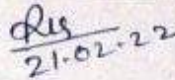
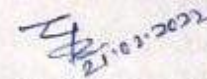
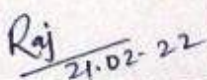
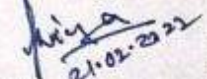
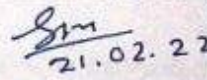
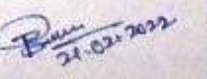
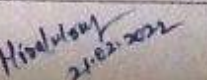
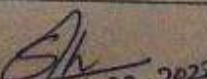
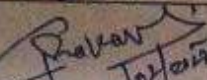
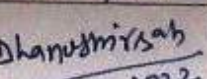
Affiliated to Aryabhata Knowledge University, Patna

Date : 21-02-2022

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 21st February 2022 at 3:00 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 21.02.22
2	Rekha Kumari, Assistant Professor	Co-ordinator	 21.02.22
3	Dr. Govardhan Yadav, Assistant Professor	Member	 21.02.2022
4	Raj Kumar Roy, Assistant Professor	Member	 21.02.22
5	Priya Singh, Assistant Professor	Member	 21.02.2022
6	Swati Mishra, Assistant Professor	Member	 21.02.22
7	Pawan Kumar Panday, Assistant Professor	Member	 21.02.2022
8	Hiralal Roy, Assistant Professor	Member	 21.02.2022
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 21.02.2022
10	Chandra Prakash, Lab Assistant	Member	 21/02/22
11	Dhanush Vir Sah, President, MAA (MCEM)	Member	 21.02.2022



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The members discussed the agenda and came to following decisions.

Agenda 1: To confirm the proceedings of last meeting

Members undividedly confirmed the proceedings (minutes) of last meeting held on 05th October 2021

Agenda 2: To discussion on publishing of college journals

After an elaborate discussion, it was decided make efforts by all teachers to provide his/her articles for college magazine/journals.

Agenda 3: To discussion for developing fully automated library system in the college

After an elaborate discussion for benefits of library automation, it was decided to automate the college library with bar-coded technology.

Agenda 4: To discussion on making Barcoded Identity-cum-library smart card

Discussion was held for making of Barcoded Identity-cum-library smart card which supports on library issue/return as well as college identity card. Therefore, it was decided to make this smart card.

Agenda 5: To discuss about organising Computing Skill Training programs for Teaching, Non-Teaching Staff and Students

After an elaborate discussion on this agenda, it was decided to organising Computing Skill Training programs for Teaching, Non-Teaching Staff and Students.

Agenda 6: To discussion for understand the specification and benefits of rain water harvesting system and vermi compost pit

After complete discussion on specification and benefits of rain water harvesting system and vermi compost pit. It was decided to implement vermi compost pit and roof top rain water harvesting.

Agenda 7: To discussion on co-curricular activities through the college houses

Principal asked to co-ordinator to organized co-curricular activities through the college houses.

Agenda 8: To discussion on the student's school contact programme of Ist year students

Co-ordinator explained that students School Contact programme for Ist year students should be started and completed on time as per university schedule. Therefore, it was decided to allot the schools for internship to the students as per DEO letter.



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Agenda 9: Any other matter with the permission of chair.

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.

RK
21-02-22
IQAC Co-ordinator

DR. GYANDEO MANI TRIPATHI

जानसेन
21.02.2022
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
& MANAGEMENT HAJIPUR BIHAR

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Letter No.: MCEM/IQAC-2022/003

Date : 20-05-2022

Notice

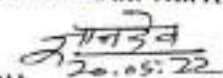
This is to inform all the members of Internal Quality Assurance Cell that a meeting of IQAC will be conducted on 27th May 2022 at 2:30 P.M. in the Staff Room of the College. All the members of IQAC are requested to attend.

Agenda

1. To confirm the proceedings of last meeting
2. To discussion on setup of solar panel system
3. To discuss about cleaning of College Campus with classrooms and labs
4. To discussion on taking admissions in two value added courses.
5. To discussion on the students school internship of 1st and 2nd year students
6. To discussion on making college 2D/3D master plan of whole college campus
7. To discussion on academic calendar of university and preparation of routine and timetable of the classes of newly admitted batch
8. To discussion on purchasing of new notice boards
9. To discussion on purchasing of dustbins
10. To discussion on making Barcoded Identity-cum-library smart card of current session students.
11. Any other matter with the permission of chair.


20-05-22
IQAC Co-Ordinator

DR. GYANDEO MANI TRIPATHI


20.05.22
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HAJIPUR BIHAR

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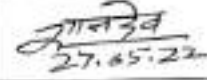
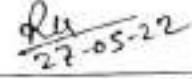
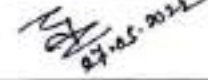
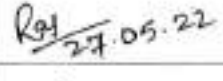
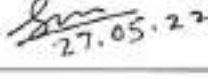
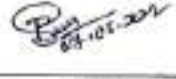
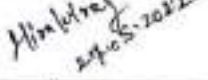
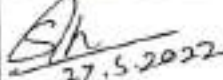

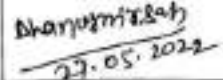


Date : 27-05-2022

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 27th May 2022 at 2:30 P.M. in Staff Room of the College.

The followings members were present in the meeting:-

S.No.	Name	Designation	Signature
1	Prof. Gyandeo Mani Tripathi, Principal	Chairperson	 27.05.22
2	Rekha Kumari, Assistant Professor	Co-ordinator	 27-05-22
3	Dr. Govardhan Yadav, Assistant Professor	Member	 27.05.2022
4	Raj Kumar Roy, Assistant Professor	Member	 27.05.22
5	Swati Mishra, Assistant Professor	Member	 27.05.22
6	Pawan Kumar Panday, Assistant Professor	Member	 27.05.2022
7	Hiralal Roy, Assistant Professor	Member	 27.05.2022
8	Ritu Rani, Assistant Professor	Member	 27.5.2022
9	Dr. S. K. Jha, Ex- Principal, CTE, Chapra	Member	 27/05/2022
10	Dhanush Vir Sah, President, MAA (MCEM)	Member	 27.05.2022

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मत्रय कालज आफ एजुकेशन एण्ड मनजमट
MAITREYA COLLEGE OF EDUCATION & MANAGEMENT
Affiliated to Aryabhata Knowledge University, Patna
EPIP CAMPUS, INDUSTRIAL AREA, HAJIPUR- 844102 (VAISHALI)



EM
Maitreya College of Education

Agenda 8: To discussion on purchasing of new notice boards

It was unanimously decided to purchase a notice boards for display of information/notices of college as per requirement.



Agenda 9: To discussion on purchasing of dustbins

After discussion on how to manage solid and liquid waste in college campus. It was decided to purchasing dustbins for solid and liquid waste.

EM
Maitreya College of Education

Agenda 10: To discussion on making Bar-coded Identity-cum-library smart card of current session students

It was unanimously decided to make the Bar-coded Identity-cum-library smart card for library as well as College I-Card.



Agenda 11: Any other matter with the permission of chair

Principal asked the members for any agenda, if any. Members were of opinion that already we had a detailed discussion, therefore no need for any agenda.

EM
Maitreya College of Education

Rekha Kumari, Coordinator, IQAC thanked all the members including chair and in this way meeting ended.



Rekha Kumari
27.05.2022
IQAC Co-ordinator

Maitreya College of Education and Management

DR. GYANDEO MANI TRIPATHI

Dr. Gyandeo Mani Tripathi
27.05.2022
PRINCIPAL
MAITREYA COLLEGE OF EDUCATION
MANAGEMENT HAJIPUR ROAD

Principal

Maitreya College of Education and Management

EM
Maitreya College of Education



EM
Maitreya College of Education