



MANRAKHAN MAHTO B.Ed. COLLEGE

NOTICE

25/06/2026

A meeting of IQAC will be held on 1st July, 2026 from 1:00 P.M. at the conference hall under the chairmanship of Principal of Manrakhan Mahto B.Ed. College.
All IQAC members are requested to attend the meeting positively.

Agenda:-

The following agenda will be discussed in the meeting, which is as follows:-

- 1) Confirmation of the minutes of the previous meeting.
- 2) Formal commencement of the academic session 2026-27.
- 3) Review and approval of the academic calendar for session 2026-27.
- 4) Strategic planning for academic excellence and institutional activities.
- 5) Discussion on IQAC annual action plan.
- 6) Planning of FDP, Workshops, Seminar and lecture series.
- 7) Strategic for enhancing research culture and publication.
- 8) Planning of Curricular and co-curricular activities.
- 9) Preparation of teachers lesson plan.
- 10) Formation/Reconstitution of IQAC sub-committee and allocation of responsibilities.
- 11) Review of examination, Internship and continuous assessment framework.
- 12) Planning of Add-on course.
- 13) Discussion for signing National MOU's.

Members of IQAC :-

1. Mr. Mukesh Kumar (Management Representative) *Mukesh Kumar*
2. Dr. Dudheshwar Mahto (Principal, President of IQAC) *Dudheshwar Mahto*
3. Mrs. Nitu Singh (IQAC Coordinator, Assistant Professor) *N Singh*
4. Dr. Dolly Sharma (Member, Assistant Professor) *D Sharma*
5. Dr. Usha Kumari (Member, Assistant Professor) *Usha*
6. Dr. Ashish Kumar (Member, Assistant Professor) *Dr. Ashish*
7. Mrs. Arijita Ghosh (Member, Assistant Professor) *A Ghosh*
8. Mrs. Anima Minj (Member, Assistant Professor) *Anima*
9. Mr. Nikhil Kumar Das (Member, Assistant Professor) *N Das*
10. Mr. Binod Kumar Mahto (Social Worker) *Binod Kumar Mahto*
11. Ayushi Parashar (Student Representative, B.Ed. 2022-24)
12. Nishant Ekka (Student Representative, B.Ed. 2025-27)



MANRAKHAN MAHTO B.Ed. COLLEGE

Internal Quality Assurance Cell
Academic Year (2026-27)

Minutes of Meeting :-

The 1st meeting of the Internal Quality Assurance Cell (IQAC) for the Academic session 2026-27 was held on 1st July 2026 at 1:00 P.M. in the conference hall of the College under the chairmanship of the Principal.

The chairperson extended a warm welcome to all members and highlighted the Institution's commitment to academic excellence, innovation and continuous quality enhancement in alignment with the vision and mission of the Institution.

Date: - 1st July

Time: - 1:00 P.M.

Venue: - Conference Hall

Called by: - IQAC Co-ordinator

The co-ordinator of IQAC, Mrs. Nitu Singh welcomed the members of the 1st IQAC meeting.

Agenda of the meeting :-

- 1) Reviewed the minutes and implementation status of previous decisions.
- 2) Prepared strategies for smooth commencement of the session.
- 3) Discussed proposed academic calendar.
- 4) Reviewed institutional goals and quality initiatives.
- 5) Discussed strategies to enhance research output.
- 6) Planned student development activities.
- 7) Reviewed lesson plan format and timelines.
- 8) Discussed committee structure and responsibilities.
- 9) Reviewed assessment and Internship procedure.
- 10) Discussed potential institutions for collaboration.
- 11) Discussed documentation and promotion of best practices.
- 12) Reviewed NAAC documentation requirements.
- 13) Discussed future quality enhancement measures.

Action Plan :-

- 1) Minutes were confirmed by the members.
- 2) Orientation programme and academic activities scheduled.
- 3) Academic calendar finalized and circulated.
- 4) Department-wise targets and quality benchmarks fixed.
- 5) Annual action plan of IQAC approved and assigned.
- 6) Faculty encouraged for publications, research, seminar and conferences.
- 7) Faculty instructed to prepare lesson plan.
- 8) Sub-committees of IQAC were reconstituted.
- 9) Internal examination and internship schedules finalized.
- 10) Mentoring groups and counseling sessions planned.

Action Taken Report :-

- 1) Previous minutes confirmed and recorded.
- 2) Academic session commenced successfully.
- 3) The academic calendar implemented.
- 4) IQAC activities initiated as per schedule.
- 5) FDPs, workshops, seminar and lecture series conducted as planned.
- 6) Curricular and co-curricular activities conducted successfully.
- 7) Faculty lesson plan submitted and monitored.
- 8) Regular mentoring and guidance sessions of students were conducted.
- 9) NAAC evidence collection initiated and monitored.

Members of IQAC :-

1. Mr. Mukesh Kumar (Management Representative) *Mukesh Kumar*
2. Dr. Dudheshwar Mahto (Principal, President of IQAC) *D.D.*
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