



MADHUSTHALI INSTITUTE OF TEACHER TRAINING

A Co-Ed. B.Ed., D.El.Ed. & B.Lib. & Info.Sc. College

Website: www.mitt.in • Phone: 9771029036 / 7209715336 / 9798357215 • E-mail: mittmdp@gmail.com



- NCTE Recognised • SKMU Affiliated • JAC Affiliated (D.El.Ed.)
- NAAC Accredited B+ • UGC Recognised 2(f)

MINUTES OF MEETING

Venue: IQAC Room

Date: 24.02.2026

Time: 03:00 PM-04:00 PM

Members Present:

1. Dr. Jolly Sinha	Chairperson
2. Dr. (Prof.) Parthasarathi Chakraborty	Member
3. Mr. Rajesh Kumar Singh	Member
4. Ms. Aparna Howladar	Member
5. Dr. Arun Kumar Mishra	Member
6. Ms. Priya Kumari	Member
7. Mr. Ranjan Rajak	Member
8. Mr. Suresh Chandra Jayaswal	Member
9. Ms. Sahely Roy	Member
10. Dr. Nikhil Chandra Jha	Member
11. Mr. Nilesh Kumar	Member
12. Ms. Sanjeeda Khatoon	Member
13. Mr. Roshan Anand	Member
14. Mr. Khushi Kant Yadav	Member
15. Ms. Sreeja Sur	Member
16. Mr. Nishant Kumar	Member
17. Mr. Kishan Kumar Sah	Member
18. Mr. Sourav Kumar Mondal	Coordinator (Drafted the MoM)

Members not present:

1. Ms. Binata Mahato	Member
2. Dr. Jitendra Pandit	Member
3. Dr. Nikhil Chandra Jha	Member
4. Mr. Roshan Anand	Member

Member(s) excused:

Items on the Agenda:

1. Status review of Undergraduate programmes
2. Review of Permanent Affiliation status
3. Discussion on affiliation extension for B.Lib. & Info.Sc. programmes
4. Planning, scheduling, and monitoring of Faculty Development Programmes (FDPs)



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5. Monitoring of ILMS, including video recording of academic activities
6. Planning and execution of co-curricular and extension activities
7. Comprehensive review of academic activities and academic calendar compliance
8. Review and strengthening of Continuous Internal Assessment (CIA) mechanism
9. Finalization and publication of D.El.Ed. admission advertisement
10. Review of B.Ed., D.El.Ed and rationalization of B.Lib. & Info.Sc. fees structure
11. Modification classrooms for undergraduate courses
12. Smart Classrooms to enhance ICT-enabled teaching.
13. Procurement of wheelchair to strengthen accessibility facilities
14. Purchase and installation of a new television for the Conference Room
15. Miscellaneous

The meeting started with an opening remark by the Chairperson. She then proceeded to present the agenda.

Discussion & Resolution

1. Status review of Undergraduate programmes

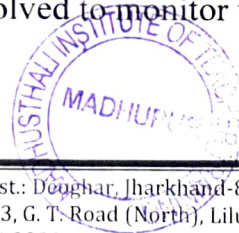
It was informed that approval has been received at the University level. However, approval from the concerned regulatory authority is still pending. The committee resolved to follow up regularly and ensure submission of all required documents for any kind of compliance or further procedure.

2. Review of Permanent Affiliation status

The matter regarding Permanent Affiliation, pending at the University level, was reviewed. It was decided to continue official correspondence and complete all required formalities at the earliest. It was also noted that from the college end, the extension file for B.Ed. affiliation for the upcoming sessions has already been submitted to the concerned authority for necessary approval and inspection, and the institution is prepared to extend full cooperation during the inspection process. No leave will be allowed to the staff members during this period.

3. Discussion on affiliation extension for B.Lib. & Info.Sc. programmes

The committee noted that applications for affiliation/extension for the sessions 2026–27, 2027–28, and 2028–29 have been submitted. It was resolved to monitor the status and maintain required documentation.





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4. Planning, scheduling, and monitoring of Faculty Development Programmes (FDPs)

The committee discussed the need for regular Faculty Development Programmes. It was resolved that FDPs will be organized periodically to enhance pedagogical skills, research orientation, and ICT integration among faculty members.

5. Monitoring of ILMS, including video recording of academic activities

The implementation status of ILMS was reviewed. It was resolved to ensure proper recording of lectures and maintenance of digital academic records for quality monitoring and documentation.

6. Planning and execution of co-curricular and extension activities

The committee discussed the planning of co-curricular and extension activities. It was agreed to prepare a structured activity calendar to ensure systematic implementation and active participation of students throughout the academic session.

7. Comprehensive review of academic activities and academic calendar compliance

Academic progress across departments was reviewed. Resolved that departments will identify slow learners and implement remedial measures, including special classes and mentoring support, while ensuring strict adherence to the academic calendar.

8. Review and strengthening of Continuous Internal Assessment (CIA) mechanism

The CIA process was reviewed. It was resolved to conduct internal assessments systematically as per university norms and maintain proper documentation for transparency.

9. Finalization and publication of D.El.Ed. admission advertisement

The committee resolved that the D.El.Ed. admission advertisement will be finalized and published as per regulatory guidelines within the stipulated time.





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10. Review of B.Ed., D.El.Ed. and rationalization of B.Lib. & Info.Sc. fees structure

The academic and administrative aspects of the programmes were reviewed. It was resolved to rationalize the B.Lib. & Information Science fee structure in accordance with institutional policies and governing body approval.

11. Modification classrooms for undergraduate courses

The proposal for modification and construction of six classrooms was discussed in detail. It was agreed to initiate the necessary administrative approvals and technical procedures at the earliest to augment and strengthen the institutional infrastructure.

12. Smart Classrooms to enhance ICT-enabled teaching

The committee discussed the need to strengthen technology-enabled teaching-learning practices. It was agreed to develop at least two classrooms as Smart Classrooms equipped with appropriate ICT facilities to support effective digital instruction and interactive pedagogy.

13. Procurement of wheelchair to strengthen accessibility facilities

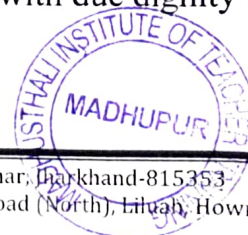
The committee discussed the need to enhance accessibility support within the campus. It was agreed to procure a wheelchair to facilitate ease of movement for differently-abled students, staff, and visitors, thereby strengthening inclusive and barrier-free infrastructure.

14. Purchase and installation of a new television for the Conference Room

The committee discussed the requirement of a new television for the Conference Room to facilitate presentations, seminars, and official meetings. It was agreed to proceed with the purchase and installation of an appropriate television set with necessary accessories to strengthen ICT-enabled academic and administrative activities.

15. Inauguration of the Sido Kanho statue

The committee discussed the proposed inauguration of the Sido Kanho statue in the campus. It was agreed to invite the Hon'ble Vice-Chancellor of S.K.M.U. as the Chief Guest for the inauguration ceremony. The members also decided to organize a cultural programme on the occasion to ensure the event is conducted with due dignity and academic significance.





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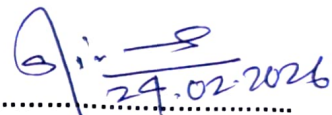
16. Physical Handicapped toilet modification

The committee discussed the need to improve accessibility and safety measures within the campus. It was agreed to install necessary support rods in the toilets to ensure safe and convenient use by physically challenged individuals, thereby strengthening inclusive infrastructure facilities.

The meeting was ended at this juncture, as no other issued remain pending for discussion.


24/02/26

(Sourav Kumar Mondal)
IQAC Coordinator


29.02.2026

(Dr. Jolly Sinha)
Principal
Madhusthali Institute of Teacher Training
Madhupur /

