



Bhuvan Malti Teachers' Training College

(Affiliated to Aryabhata Knowledge University & Bihar School Examination Board, Patna)
Vill- Basatpur Bada Tola, Po- Rupdh, Chhatauni Dhaka -Road, Motihari East Champaran Bihar-845401

www.bmttc.in

info@bmttc.in

Dated: 10/05/2022

Meeting No-01

Minutes of the meeting

Today, 10-05-2022 at 11:00 am our college In-House Committee held on a meeting in our college staff room for discussion some agendas on Curriculum Planning for B.Ed. Ist year Session (2022-24) & B.Ed. IInd year (2021-23). Agendas as follows:-

Agenda -01- New Events Frame in Curriculum.

Execution: Among the members of the in-house committee, a proposal was made by committee coordinator that B.Ed. all teachers should ensure that the syllabus is completed on time or new events frame in the curriculum. In which this proposal was passed unanimously by all the members.

Agenda - 02 - For Out Reach Activities Framing New Events.

Execution: Committee member Anjani Kumar Gupta proposed that all the teachers should submit their paper syllabus along with their method paper. The work load of compulsory paper should also be divided equally among the teachers so that there is no excessive burden on any one teacher and to include outreach activities framing new events in the Academic Calendar. In which this proposal was passed unanimously by the coordinator and other members of the committee.

Agenda - 03:-Teaching Practices School Subject Area Framing.

Execution: Committee member Dr. Navdeep Ranjan proposed to prepare academic calendar (2023-24). In which he told that while preparing the academic calendar, academic calendar 2023-24 should be prepared only after thoroughly reviewing the previous academic calendar and also include teaching practices school subject area framing for school observation & school internship for B.Ed. course. In which this proposal was passed unanimously by the coordinator and other members of the committee.

Principal

Bhuvan Malti College of Education
Motihari

Co-ordinator
In-House Committee
B.M.T.T.C., Motihari

Agenda: - 04 - Proposal regarding preparation of time-table.

Execution: - Committee member Raghwendra proposed the preparation of time-table 2022-23. In which he told that while preparing the time-table, classes should be distributed equally to all the teachers so that no teacher faces any problem or has excessive workload. In which this proposal was passed unanimously by the coordinator and other members of the committee.

Signature of persons Present:-

1 Dr. Piyus Raj Prabhat

Prabhat

2 Mr. Anjani Kumar Gupta

Anjani

3 Dr. Navdeep Ranjan

Navdeep

4 Mr. Raghwendra

Raghwendra

5 Mr. Dinesh Kumar Choudhry

Dinesh

6 Mr. Manoj Kumar Singh

Manoj

7 Dr. Geeta Dubye

Geeta

8 Dr. Pushp Raj Singh

Pushp

9 Mr. Amrendra Kumar

Amrendra

10 Mrs. Pusp Lata Singh

11 Mr. Prashant Singh

Prashant

12 Mr. Piyush Mourya

Piyush

13 Mr. Shyam Sundar

Shyam

Prabhat

Coordinator

In-House Committee

Prabhat

Principal

**Bhuvan Malti College of Education
Motihari**

Prabhat

Co-ordinator

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Dated: 10/11/2022

Meeting No-02

Minutes of the meeting held on :10/11/2022

Mid-term Curriculum Planning for Academic year B.Ed 1st year (2022-24)

Today, 10-11-2023 at 11:30 am our college In-House Committee held on a meeting in our college library for discussion some agendas. Agendas as follows:-

Agenda -01- Discussion on sending students for observation & Internship in school.

Execution: Committee Coordinator Prabhat Kumar Discuss for the Schools identified and process for sending students for observation begin, 95% attendance must in observation & Internship centre in charge will be responsible for the same.

Agenda - 02 - Discussed on monthly unit plan and completion.

Execution: Committee member Dr. Navdeep Ranjan discussion took place on unit plan, faculties need to expedite the completion before students leave for observation & Internship in their allotted schools.

Agenda - 03:-Discussed on Teaching Practices School Subject Area Framing.

Execution Anjani Kumar Gupta, a committee member, suggested creating the academic calendar for 2023–2024. In which he instructed that the academic calendar for 2023–2024 should only be created after carefully examining the academic calendar from the previous year and taking into account the topic area framing for school observation and the teaching practices for school internships for B.Ed. courses. In which the coordinator and other committee members approved this plan with a unanimous vote.

Agenda: - 04 - Any difficulty faced by teachers and students in completing unit plans.

Execution: - Committee member Raghendra proposed the Due to frequent power cut it was decided that generator system need to put on so that ICT classes and digital board will run smoothly. Apart from this there is no major concerns showed by faculties and students.

Signature of persons Present:-

1 Dr. Piyus Raj Prabhat

2 Mr. Anjani Kumar Gupta

3 Dr. Navdeep Ranjan

Principal

**Bhuvan Malti College of Education
Motihari**

**Co-ordinator
In-House Committee
B.M.T.T.C., Motihari**

- 4 Mr. Ragwendra *Ragwendra*
5 Mr. Dinesh Kumar Choudhry *Dinesh*
6 Mr. Manoj Kumar Singh *Manoj*
7 Dr. Geeta Dubye *Geeta*
8 Dr. Pushp Raj Singh *Pushp*
9 Mr. Amrendra Kumar *Amrendra*
10 Mrs. Pusp Lata Singh
11 Mr. Prashant Singh *Prashant*
12 Mr. Piyush Mourya *Piyush*
13 Mr. Shyam Sundar *Shyam*

Rablat
Coordinator
In-House Committee


Principal
Bhuvan Maiti College of Education
Motihari

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