

Bhuvan Malti Teachers' Training College

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

www.bmttc.in

info@bmttc.in

Dated: 22/7/2020

Internal Quality Assurance Cell

Action Taken

Agenda:

Agenda 1-Review of previous meeting works

Action Taken- Ensure accurate and up-to-date documentation of meeting minutes, action item statuses, and progress reports.

Agenda 2- Internship Programme related to IQAC

Action Taken- Prepare comprehensive reports documenting the impact of the internship programme on interns, IQAC initiatives, and institutional goals.

Agenda 3-Consolidation of Examination cell

Action Taken- Provide training programs and workshops for examination cell staff, invigilators, and faculty members on best practices, ethical considerations, and use of examination technologies.

Offer professional development opportunities to enhance skills in assessment design, moderation, and quality assurance.


Principal
Bhuvan Malti College of Education
Motihari






Co-ordinator
IQAC Committee
B.M.T.T.C., Motihari



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Dated:10/2/2020

Internal Quality Assurance Cell

Action Taken

Agenda of Meeting:

Agenda 1- Finalization of Mission, Vision, Objective and Core Values of the Institution.

Action Taken- Communicate the finalized Mission, Vision, Objectives, and Core Values to all stakeholders through multiple channels, including institutional website, newsletters, meetings, and orientation sessions.

Agenda 2-Preparation of Internal committee.

Action Taken- Conduct regular evaluations of committee effectiveness, soliciting feedback from members and stakeholders to identify strengths, challenges, and areas for improvement.

Agenda 3- Academic and Administrative planning for the running session.

Action Taken- Implement technology solutions and best practices to improve efficiency, transparency, and user experience for students and staff.

Agenda 4- Institutional Challenges related to IQAC meeting.

Action Taken- Provide ongoing professional development opportunities for IQAC members and stakeholders on best practices in quality assurance, data analysis, and strategic planning.

Equip staff with skills and knowledge necessary to effectively address challenges and contribute to continuous improvement.


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