



D.B.M.S College of Education

(Recognised by National Council for Teacher Education)
Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand
Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097
E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

THE IQAC COMMITTEE MEETING

ATTENDANCE SHEET OF THE MEETING HELD ON 02-12- 2023 ACADEMIC YEAR 2022-23

S NO	NAME	DESIGNATION	RECEIVED COPY OF MINUTES: SIGN
1	Mr. B Chandrashekhar	Chairman	
2	Mr. Satish Singh,	Secretary Governing Body	
3	Mrs. Sripriya Dharmarajan	Secretary, Management	
4	Dr. Joohi Samarpita,	Principal	
5	Dr Monika Uppal,	IQAC coordinator,	
6	Mrs Kanchan Kumari,	Member	
7	Mrs Pamela Ghosh Dutta	Member	
8	Dr. Abishek Nag,	Principal, Swami Vivekananda	



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		College of Education	
9	Dr Shaila Jabeen,	Assoc. Prof., Women's University	<i>Shaila Jabeen</i>
10	Mrs Shipra,	Principal, Tata Workers Union School	<i>Shipra</i>
11	Mrs Gurpreet Bhamra	Principal, DBMS Kadma School	<i>Gurpreet Bhamra</i>
12	Mrs Pratibha Sinha	Principal, Balichaila School	<i>Pratibha</i>
13	Nistalla Shailja	Student representative	<i>N. Shailja</i>
14	Neha Rani	Student representative	<i>Neha Rani.</i>



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting of the “Internal Quality Assurance Cell (IQAC) DBMS College of Education, Jamshedpur, held on 02-12- 2023 at 12:00 PM in the Conference Hall of the college.

MEMBERS PRESENT

1. Mr. B Chandrashekhar, Chairman
2. Mr. Satish Singh, Secretary Governing Body
3. Mrs. Sripriya Dharmarajan, Secretary, Management
4. Dr. Joohi Samarpita, Principal
5. Dr Monika Uppal, IQAC coordinator,
6. Mrs. Kanchan Kumari, Member
7. Mrs. Pamela Ghosh Dutta
8. Dr. Abishek Nag, Principal, Swami Vivekananda College of Education
9. Dr Shaila Jabeen, Assoc. Prof., Women’s University
10. Mrs. Shipra, Principal, Tata Workers Union School
11. Mrs. Gurpreet Bhamra, Principal, DBMS Kadma School
12. Mrs. Pratibha Sinha, Principal, Balichaila School
13. Nistalla Shailja, Student representative
14. Neha Rani, Student representative

Agenda No. 1	Saraswati Vandana				
Minutes	The meeting commenced with the recitation of Saraswati Vandana				
Agenda No. 2	Points arising of the previous minutes- ATR on the meeting held on - 22/04/2023				
Minutes	Presentation of the ‘Action Taken Report’ on the points discussed in the meeting on 22/04/2023				
	<table border="1"><thead><tr><th>ITEM IN THE AGENDA</th><th>ACTION TAKEN</th></tr></thead><tbody><tr><td>Feedback</td><td>Feedback was collected from various stakeholders to assess the present</td></tr></tbody></table>	ITEM IN THE AGENDA	ACTION TAKEN	Feedback	Feedback was collected from various stakeholders to assess the present
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		status of the college. Practice teaching schools (private or government) cooperated in this regard.
	Innovative teaching learning methods	Experiential learning, participative learning, fishbowl, think tank, problem solving etc. were new innovative practices which were used in the classroom
	Value added courses	New value-added courses to be started for the new batch. Faculty members presented the list to be sorted
	Cocurricular activities	Several cocurricular activities were conducted. Emphasis was laid on the participation by all the students like general, ST/SC, special children etc.
	Seminars	Faculty members conducted variety of seminars and workshops for the students. Many experts were invited throughout the year for the benefit of the students.
Agenda No. 3	Confirmation of the minutes of the previous meeting.	
Minutes	The minutes of the last meeting were confirmed by the chairman.	
Agenda No. 4	Value added courses	
Minutes	Dr Monika Uppal, IQAC coordinator informed the members about the value-added courses that the 1 st semester students underwent. The details of 4 courses (communication skills, Finance, Fashion designing and Gardening) were discussed and the records were presented in front of the members. It was suggested by few members that the repetition of the courses should be avoided, and some other new courses should be planned for the new batch.	
Agenda No 5	Digitalisation of Education	
Minutes	Dr Monika Uppal, IQAC coordinator suggested that students should be oriented towards different digital portals that have vast knowledge and information. LMS is being introduced and students demand is to have a session on its usage. It was further pointed out by other members that few students are not tech savvy and therefore regular sessions should be conducted for them. Chairman suggested to further enhance e-library, add few computers and think of including AI in the	



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	curriculum.
Agenda No. 6	Review of the academic performance and progress of students.
Minutes	Mrs Pamela Ghosh Dutta, Exam Coordinator presented the exam result analysis of the students of the B.Ed. program and emphasized the need for student motivation to perform better in the examinations. She also spoke about time taken to complete the exam papers was more by the students. Furthermore, she emphasized that solving past year papers will be helpful to prepare students better. Dr Joohi Samarpita, Principal appreciated the proactive approach of the faculty in identifying areas that require extra attention during the academic year.
Agenda No. 7	Identification of areas for improvement.
Minutes	Mrs Pamela Ghosh Dutta was asked to submit a proposal ahead for improving the scores of the students in their examinations Dr Monika Uppal suggested the need for regular parent teacher interactions to keep parents informed about the student's progress. Dr Joohi Samarpita suggested that stress should be on regular attendance and students who are absent should be strictly warned.
Agenda No.8	Any other point with the permission of the Chair
Minutes	The Secretary of the governing body, Mr Satish Singh reported that the entrance examination for the B.Ed course, has been conducted and the admissions are likely to commence soon.
Agenda No. 9	Concluding remarks
Minutes	Mrs Sripriya Dharmarajan, Secretary DBMS College of Education thanked all the Committee members for their presence at the meeting and for their valuable suggestions.
Vote of Thanks	The meeting concluded with a vote of thanks by the Chairperson.