



K.N. Bakshi College of Education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

NOTICE

Date.18/06/2018

In view to constitute the academic committee of the institution, a meeting is scheduled in the seminar hall of the institution on date. 22/06/2018 at 10.30 A.M. There for all the teaching and non-teaching staffs are informed to attend the meeting as per aforementioned place and time. This meeting will be conducted in presence of some outside peer educationist along with a member from management.

Agenda of the meeting:

1. Well-come address by principal
2. Narration of the importance of Academic committee for education institution.
3. Selection and suggestion for the executive body formation of the academic committee
4. Vote of thanks by Principal.

R. Kumar
PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih



K.N. Bakshi College of Education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

Minutes of 1st Academic committee Meeting

Venue: Auditorium of K.N. Bakshi College of Education. Date. 22/06/2018

Meeting took place in the Auditorium at 10.30 A.M. for the academic year 2018-19.

Following teaching and non-teaching staffs were present in the meeting;

S.No.	Name of attendees	Post	Designation	Signature
1.	Dr.Ravindra Kumar	Principal	Chair Person	RKumar
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	Ranvijay Shankar
3	Mr. Ajit kumar Singh	Faculty Member	Coordinator	Ajit Kumar Singh
4	Mr.Binod kumar Suman	Faculty Member	Member	Binod Kumar Suman
5	Mr. Ganesh Kumar Rajak	Faculty Member	Member	Ganesh Kumar Rajak
6	Dr.Mrituanjaya Prasad	Peer Educationist	Member	Mrituanjaya Prasad
7	Mr.Pavan Kumar Suman	Faculty Member	Member	Pavan Kumar Suman
8	Mr.Prakash Bardhan	Faculty Member	Member	Prakash Bardhan
9	Mr.Rajesh Ravidas	Faculty member	Member	Rajesh Ravidas
10	Mrs.Reshma Agarwal	Faculty Member	Member	Reshma Agarwal

Ajit Kumar Singh
PRINCIPAL

K.N. Bakshi College of Education
Bengabad, Giridih

11.	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member	Vijay Bhushan Kumar.
12.	Miss Seema Kumari	Faculty member	Member	Seema
13.	Mr. Ratan Sinha	Accountant	Member	Ratan
14.	Mr. Madan Kumar Pandey	Administrative Head Clerk	Member	Madan
15.	Mr. Binay Kumar	Librarian	Member	Binay
16.	Mr. Anurag Kumar	Alumni	Member	Anurag Kumar

Dr. Ravindra Kumar, Principal and chairman welcome all the members and gave a short introduction of the attendees.

Mr. Ranvijay Shankar, G. B. Member, informed to the house about the importance and pivotal role of the academic committee for the overall development of an educational institution.

Unanimously the members and coordinator were selected and the academic committee was formed.

Following persons were selected as the member of Academic committee:

S.No.	Name of attendees	Post	Designation	Signature
1.	Dr. Ravindra Kumar	Principal	Chair Person	RKumar
2.	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	Ranvijay Shankar
3.	Mr. Ajit Kumar Singh	Vice-Principal	Coordinator	Ajit Kumar Singh
4.	Mr. Binod Kumar Suman	Faculty member	Member	Binod Suman
5.	Miss Seema Kumari	Faculty member	Member	Seema
6.	Dr. Mrituanjaya Prasad	Peer Educationist	Member	Mrituanjaya
7.	Mr. Pavan Kumar Suman	Faculty member	Member	Pavan Suman


 K N Bakshi College of Education
 Bengabad, Giridih

8	Mr. Prakash Bardhan	Faculty member	Member	<i>Prakash Bardhan</i>
9	Mr. Rajesh Ravidas	Faculty member	Member	<i>Rajesh Ravidas</i>
10	Mrs. Reshma Agarwal	Faculty member	Member	<i>R. Agarwal</i>
11.	Mr. Ganesh Kumar Rajak	Faculty member	Member	<i>Ganesh Kumar Rajak</i>
12.	Mr. Vijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member	<i>Vijay Bhushan Kumar</i>
13.	Mr. Ratan Sinha	Accountant	Member	<i>Ratan Sinha</i>
14.	Mr. Madan Kumar Pandey	Administrative	Member	<i>Madan Kumar Pandey</i>
15.	Mr. Binay Kumar	Librarian	Member	<i>Binay Kumar</i>
16.	Mr. Anurag Kumar	Alumni	Member	<i>Anurag Kumar</i>

Principal requested all the members to spare some time for another meeting which will be intimated very shortly.

The meeting was concluded with the vote of thanks given by Principal.

R Kumar
PRINCIPAL
 K. N. Bakshi College of Education
 Bengabad, Giridih

Prakash Bardhan
 Signature of coordinator

Prakash Bardhan
PRINCIPAL
 K. N. Bakshi College of Education
 Bengabad, Giridih



K.N. Bakshi College of Education, Karmatand, Bengabad, Giridih,
Jharkhand-815312

NOTICE

Date. 25/ 06 /2018

In view to implement course curriculum provided by University, a meeting of academic committee, is scheduled in the Seminar Hall of the institution on date. 28/06/2018 at 10.30 A.M. There for all the Academic committee members are informed to attend the meeting as per aforementioned place and time.

Venue: Seminar Hall of K. N. Bakshi College of Education. Date. 28/06/2018

Agenda:

1. Welcome address by the principal
2. Information by co-ordinator
3. Distribution of work load
4. Discussion on feedbacks
5. Closing remarks

R. Kumar
PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih

Asst. Principal
PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih



K.N.Bakshi College of Education, Karmatand, Bengabad, Giridih,
Jharkhand-815312

MOM of 1st Academic committee meeting

Date. 28/06/2018

Meeting took place in the Seminar Hall at 10.30 A.M. for the academic year 2018-19.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 10.30 A.M.

Agenda:

1. Welcome address by the principal
2. Information by co-ordinator
3. Distribution of work load
4. Discussion on feedbacks
5. Closing remarks

Following members were present in the meeting:

S.No.	Name of attendees	Post	Designation	Signature
1.	Dr.Ravindra Kumar	Principal	Chair Person	R.Kumar
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	Ranvijay Shankar
3	Mr.Ajit kumar Singh	Faculty Member	Co-ordinator	Ajit Kumar Singh
4	Mr.Binod kumar Suman	Faculty	Member	Binod Kumar Suman

		member		
5	Miss Seema Kumari	Faculty member	Member	<i>Seema</i>
6	Dr.Mrituanjaya Prasad	Peer Educationist	Member	<i>MA</i>
7	Mr.Pavan Kumar Suman	Faculty member	Member	<i>Suman</i>
8	Mr.Prakash Bardhan	Faculty member	Member	<i>Prakash Bardhan</i>
9	Mr. Rajesh Ravidas	Faculty member	Member	<i>Rajesh Ravidas</i>
10	Mrs.Reshma Agarwal	Faculty member	Member	<i>R. Agarwal</i>
11.	Mr. Ganesh Kumar Rajak	Faculty member	Member	<i>Ganesh Kumar Rajak</i>
12.	Mr.Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member	<i>Vijay Bhushan Kumar.</i>
13.	Mr. Ratan Sinha	Accountant	Member	<i>Ratan</i>
14.	Mr.Madan Kumar Pandey	Administrative	Member	<i>Pandey</i>
15.	Mr.Binay Kumar	Librarian	Member	<i>Binay</i>
16.	Mr. Anurag Kumar	Alumni	Member	<i>Anurag Kumar</i>

- Welcome address by the Principal:** Dr. Ravindra Kumar, Principal welcomed all the members and requested them to provide their valuable suggestions for the best implementation of the course curriculum provided by affiliated University.
- Information by co-ordinator:** Mr.Ajit Kumar Singh, Co-ordinator, informed to all the members that the university has already provided syllabus for the academic year 2018-19. It is our duty to implement this course curriculum properly for the smooth functioning of the college, so all the members are requested to provide their valuable suggestions as well as co-operation for it.
- Distribution of work load:** Mr.Binod Kumar Suman and Mr.Prakash Bardhan were assigned to prepare the academic calendar for 2018-19.

Ajit Kumar Singh
PRINCIPAL
 K N Bakshi College of Education

Mr.Pavan Kumar Suman was assigned to prepare time table by consulting all the teaching staffs. Co-ordinator requested principal to instruct all the teaching staff for the preparation of lesson plan for their respective subjects to teach.

4. Discussion on feedbacks:

a) Some parent suggested that more importance should be given on moral education in the college.

b) Pure drinking water facilities should be available in both the floor.

5. Closing Remarks: There were no other points for discussion, so Principal called it a day with vote of thanks.

RKumar

Signature of Principal

PRINCIPAL

**K.N. Bakshi College of Education
Bengabad, Giridih**

Ajit Kumar

Signature of Coordinator

K. N. BAKSHI COLLEGE OF EDUCATION



Karmatand, Bengabad, Giridih, Jharkhand - 815312

Committee Formation, 2018-19

Committee Name : Academic Committee			
Incharge Name: Mr. Ajit Kumar Singh			
Sl. No.	Name	Designation	Committee Member
1	Dr. Ravindra Kumar	Principal	Chair-Parson
2	Shri Ranvijay Shankar	Secretary	G.B.Member
3	Mr. Ajit Kumar Singh	Faculty Member	Co-Ordinator
4	Mr. Binod Kumar Suman	Faculty Member	Member
5	Mr. Pavan Kumar Suman	Faculty Member	Member
6	Miss. Seema Kumari	Faculty Member	Member
7	Mr. Prakash Bardhan	Faculty Member	Member
8	Mr. Rajesh Ravidas	Faculty Member	Member
9	Mrs. Reshma Agarwal	Faculty Member	Member
10	Mr. Ganesh Kumar Rajak	Faculty Member	Member
11	Dr. Mrituanjay Prasad	Peer Educationist	Member
12	Mr. Binay Kumar	Librarian	Member
13	Mr. Ratan Sinha	Accountant	Member
14	Mr. Madan Kumar Pandey	Administrative	Member
15	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member
16	Mr. Anurag Kumar	Alumni	Member

Ajit Kumar Singh
Incharge

R. Kumar
Principal
K. N. Bakshi College of Education
Bengabad, Giridih

Ajit Kumar Singh
K. N. Bakshi College of Education
Bengabad, Giridih



K.N. Bakshi College of education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

NOTICE

Date. 24/ 06 /2019

In view to implement course curriculum provided by university, a meeting of academic committee, is scheduled in the auditorium of the institution on dt. 27/06/2019 at 10.30 A.M. There for all the Academic committee members are informed to attend the meeting as per aforementioned place and time.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 10.30 A.M.

Agenda of the meeting:

1. Welcome address by Principal
2. Brain storming on course curriculum and its best implementation
3. Assignment of responsibilities to different members
4. Preparation of academic and annual calendar with holidays list
5. Preparation of time table
6. Analysis of feedback received from stake holders.

Following members were present in the meeting:


PRINCIPAL
K N Bakshi College of Education
Bengabad, Giridih



K.N. Bakshi College of education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

MOM of 2nd Academic committee meeting

Date. 27/06/2019

Meeting took place in the Seminar Hall at 10.30 A.M. for the academic year 2019-20.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 10:30 A.M.


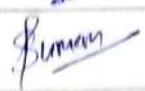


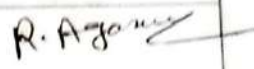
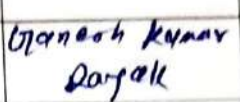
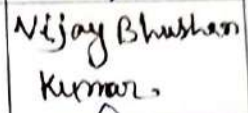
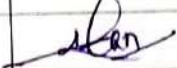

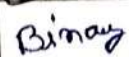
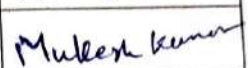
Agenda of the meeting:

7. Welcome address by Principal
8. Brain storming on course curriculum and its best implementation
9. Assignment of responsibilities to different members
10. Preparation of academic and annual calendar with holidays list
11. Preparation of timetable
12. Analysis of feedback received from stake holders.

Following members were present in the meeting:

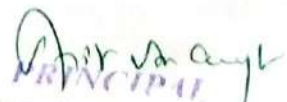
S.No.	Name of attendees	Post	Designation	Signature
1.	Dr. Ravindra Kumar	Principal	Chair Person	R Kumar
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	Ranvijay Shankar
3	Mr. Ajit kumar Singh	Vice-Principal	Coordinator	Ajit Kumar Singh
4	Mr. Binod kumar Suman	Faculty member	Member	Binod Kumar Suman
5	Miss Seema Kumari	Faculty	Member	Seema


K. N. Bakshi College of Education
Bengabad, Giridih

		member		
6	Dr.Mrituanjaya Prasad	Peer Educationist	Member	
7	Mr.Pavan Kumar Suman	Faculty member	Member	
8	Mr.Prakash Bardhan	Faculty member	Member	
9	Mr. Rajesh Ravidas	Faculty member	Member	
10	Mrs.Reshma Agarwal	Faculty member	Member	
11.	Mr. Ganesh Kumar Rajak	Faculty member	Member	
12.	Mr.Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member	
13.	Mr.Ratan Sinha	Accountant	Member	
14.	Mr.Madan Kumar Pandey	Administrative	Member	
15.	Mr.Binay Kumar	Librarian	Member	
16.	Mr.Mukesh Kumar	Alumni	Member	

Minutes of Meeting


Dr.Ravindra Kumar, Principal and chairman of the academic committee, welcomed all the members and presented a brief detail about the course curriculum of the academic year 2019- 20, which was prepared and provided by affiliating university. Principal requested all the members to have a brain storming on the best implementation of the course curriculum that satisfies the students' desire to learn and other aspects like quality enhancement of students and innovative ideas to implement in teaching learning process. Following decision was churn out after the brain storming:

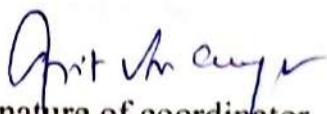

PRINCIPAL
 K N Bakshi College of Education
 Bargarh, Odisha

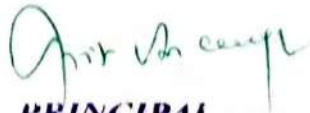
1. Feedback reports received in prescribed format are analysed and suggestion like "Spoken English Course" to be introduced for the quality enhancement of the students.
2. An academic and annual calendar will be prepared by the college for the better implementation for the course curriculum and all other smooth functioning of the college. The responsibility had been assigned to Mr. Prakash Bardhan and Mr. Binod Kumar Suman.
3. The responsibility for the preparation of time table was assigned to Mr. Pavan Kumar Suman and Mr. Rajesh Ravidas by consulting all the subject teachers.
4. Mr. Rajesh Ravidas and Miss. Seema Kumari shoulder the responsibility to guide and help the students to conduct different activities.
5. After proper observation and analysis of feedback report received from stakeholders after six months, if any lacuna will be observed on implementation in the process of course curriculum, then another meeting will be conducted to eradicate those lacunas.

On behalf of the management Mr. Ranvijay Shankar, G.B. Member, assured the committee that management will provide all type of supports for the quality intensification of the institution.

With vote of thanks principal call it a day.


Signature of chairperson
PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih


Signature of coordinator


PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih



K. N. BAKSHI COLLEGE OF EDUCATION

Karmatand, Bengabad, Giridih, Jharkhand - 815312

Committee Formation, 2019-20

Committee Name : Academic Committee

Incharge Name: Mr. Ajit Kumar Singh

Sl. No.	Name	Designation	Committee Member
1	Dr. Ravindra Kumar	Principal	Chair-Parson
2	Shri Ranvijay Shankar	Secretary	G.B.Member
3	Mr. Ajit Kumar Singh	Faculty Member	Co-Ordinator
4	Mr. Binod Kumar Suman	Faculty Member	Member
5	Mr. Pavan Kumar Suman	Faculty Member	Member
6	Miss. Seema Kumari	Faculty Member	Member
7	Mr. Prakash Bardhan	Faculty Member	Member
8	Mr. Rajesh Ravidas	Faculty Member	Member
9	Mrs. Reshma Agarwal	Faculty Member	Member
10	Mr. Ganesh Kumar Rajak	Faculty Member	Member
11	Dr. Mrituanjay Prasad	Peer Educationist	Member
12	Mr. Binay Kumar	Librarian	Member
13	Mr. Ratan Sinha	Accountant	Member
14	Mr. Madan Kumar Pandey	Administative	Member
15	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member
16	Mr. Mukesh Kumar	Alumni	Member

Ajit Kumar Singh
Incharge

R. Kumar
Principal
K. N. Bakshi College of Education
Bengabad, Giridih

Ajit Kumar Singh
Principal
K. N. Bakshi College of Education
Bengabad, Giridih



K.N. Bakshi College of education, Karmatand, Bengabad, Giridih,
Jharkhand-815312

3rd Academic committee meeting,

Unable to conduct Academic Committee Meeting for the academic year 2020-21, since the college was remained closed due to Covid-19 Pandemic as per the instruction of Govt. of India for Covid-19 guidelines.

R Kumar

Signature of chairperson

PRINCIPAL

**K.N. Bakshi College of Education
Bengabad, Giridih**

Ajit Kumar

Signature of coordinator

Ajit Kumar

PRINCIPAL

**K.N. Bakshi College of Education
Bengabad, Giridih**

K. N. BAKSHI COLLEGE OF EDUCATION

Karmatand, Bengabad, Giridih, Jharkhand - 815312

Committee Formation, 2021-22

Committee Name : Academic Committee

Mr. Ajit Kumar Singh



Sl. No.	Name	Designation	Committee Member
1	Dr. Ravindra Kumar	Principal	Chair-Parson
2	Shri Ranvijay Shankar	Secratory	G.B.Member
3	Mr. Ajit Kumar Singh	Faculty Member	Co-Ordinator
4	Mr. Binod Kumar Suman	Faculty Member	Member
5	Mr. Pavan Kumar Suman	Faculty Member	Member
6	Mr. Rajeev Sharma	Faculty Member	Member
7	Mr. Prakash Bardhan	Faculty Member	Member
8	Mr. Rajesh Ravidas	Faculty Member	Member
9	Mrs. Reshma Agarwal	Faculty Member	Member
10	Dr. Santosh Kumar Yadav	Faculty Member	Member
11	Dr. Mrituanjay Prasad	Peer Educationist	Member
12	Mr. Binay Kumar	Librarian	Member
13	Mr. Ratan Sinha	Accountant	Member
14	Mr. Madan Kumar Pandey	Administative	Member
15	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member
16	Mr. Mukesh KumarYadav	Alumni	Member

Ajit Kumar Singh
Incharge

R. Kumar
PRINCIPAL
K. N. Bakshi College of Education
Bengabad, Giridih

Ajit Kumar Singh
K. N. Bakshi College of Education
Bengabad, Giridih



K.N.Bakshi College of education, Karmatand, Bengabad, Giridih,
Jharkhand-815312

NOTICE

Date.09/ 08 /2021

In view to implement course curriculum provided by university, a meeting of academic committee, is scheduled in the auditorium of the institution on dt. 13/08/2021 at 11.00 A.M. There for all the Academic committee members are informed to attend the meeting as per aforementioned place and time.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 11:00A.M.

Agenda:

1. Welcome address by Principal
2. Addressed by Coordinator
3. Discussion on code of conduct and formation of different committees
4. Discussion on course curriculum and it's implementation for the academic year 2021-22
5. Discussion on Academic calendar, Time table, workload distribution
6. Feedback report analysis of stakeholders.

K.N. Bakshi College of Education,
Bengabad, Giridih



K.N.Bakshi College of education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

4th Minutes of Meeting

Date. 13/08/2021

Meeting took place in the Seminar Hall at 11:00 A.M. for the academic year 2021-22.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 11:00A.M.

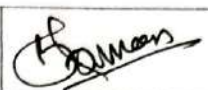

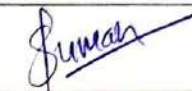
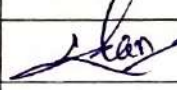

Agenda:

7. Welcome address by Principal
8. Addressed by Coordinator
9. Discussion on code of conduct and formation of different committees
10. Discussion on course curriculum and it's implementation for the academic year 2021-22
11. Discussion on Academic calendar, Time table, workload distribution
12. Feedback report analysis of stakeholders.

Following members were present in the meeting:

S.No.	Name of attendees	Post	Designation	Signature
1.	Dr.Ravindra Kumar	Principal	Chair Person	R Kumar
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	Ranvijay Shankar
3	Mr. Ajit kumar Singh	Faculty member	Co-ordinator	Ajit kumar Singh



PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih

4	Mr.Binod kumar Suman	Faculty member	Member	
5	Dr.Mrituanjaya Prasad	Peer Educationist	Member	
6	Mr.Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member	Vijay Bhushan Kumar
7	Mr.Pavan Kumar Suman	Faculty member	Member	
8	Mr.Prakash Bardhan	Faculty member	Member	prakash bardhan
9	Dr. Rajesh Ravidas	Faculty member	Member	Rajesh Ravidas
10	Mrs.Reshma Agarwal	Faculty member	Member	R. Agarwal
11.	Mr. Rajeev Sharma	Faculty member	Member	Rajeev Sharma
12.	Dr.Santosh kumarYadav	Faculty member	Member	S.K.Yz
13.	Mr.Ratan Sinha	Accountant	Member	
14.	Mr.Madan Kumar Pandey	Administrative Member	Member	
15.	Mr.Binay Kumar	Librarian	Member	Binay
16.	Mukesh KumarYadav	Alumni	Member	Mukesh kr yadav

Dr.Ravindra Kumar, welcomed all the members and discussed the aim of the meeting and read the schedule for the day.

After welcome address of Principal, Mr.Ajit Kumar Singh, Coordinator, took the charge of the meeting to proceed further as per agenda.

1. Address of the Co-ordinator: Coordinator Mr. Ajit Kumar Singh expressed his thankfulness to all the members for keeping safe themselves from the danger period of Covid-19 Pandemic. He also aware them about any future happenings related to Covid-19.
2. Discussion on course curriculum and its implementation for the academic year 2021-22;


PRINCIPAL

K.N. Bakshi College of Education
Bengaluru, C.E.

All the members discussed about the effective implementation of course curriculum and it was resolved that beside course curriculum mentioned in the syllabus, short term certificate course should be introduced for the quality development of the students.

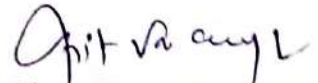
3. Discussion on code of conduct and different committee formation: It was decided by all the members that the code of conducts for teaching, non-teaching staffs and students should be displayed on college website and college notice board, so that all will be aware about it. For the smooth and better functioning of the college it was also decided to form different committees.
4. Mr. Binod Kumar Suman and Mr. Prakash Bardhan were assigned to prepare academic and annual calendar. Responsibility was given to Mr. Pavan Kumar Suman for the preparation of time table.
5. Feedback report Analysis:
Following feedback reports received from different stake holders:
 - i. Effective use of available ICT facility by students and all the staffs for better outcome.
 - ii. Installation of library friendly software in college library.

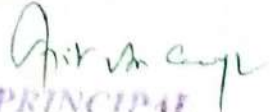
Mr. Ajit Kumar Singh advised all the teaching staffs to utilize all the ICT facilities during class room teaching and other work also. Teaching staffs are also advised to encourage all the students to take the maximum benefit of the ICT facility available in the institution.

Librarian Mr. Binay Kumar informed that software has already been installed in the computer of library but update of this software is required.

The meeting was concluded with vote of thanks by Principal Dr. Ravindra Kumar.


Signature of chairperson
PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih


Signature of coordinator


PRINCIPAL
K.N. Bakshi College of Education
Bengabad, Giridih



K.N.Bakshi College of Education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

NOTICE

Date.17/ 06/2022

In view to implement course curriculum provided by university, a meeting of academic committee, is scheduled in the auditorium of the institution on date. 23/06/2022 at 11:00 A.M. There for all the Academic committee members are informed to attend the meeting as per aforementioned place and time.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 11:00A.M.

Agenda:

1. Welcome address by Principal
2. Analysis of the decision taken in the previous meeting conducted on date.13/08/2021
3. Discussion on course curriculum and its implementation for the academic year 2022-23
4. Discussion on Academic calendar, Time table, workload distribution
5. Discussion on pass out of the students and its comparison with previous year results.
6. Feedback report analysis of stakeholders.
7. Discussion about admission procedure for the academic year 2022-23.


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K N Bakshi College of Education
Bengabad, Giridih



K.N.Bakshi College of Education, Karmatand, Bengabad, Giridih,
Jharkhand-815312

5th Minutes of Meeting

Date. 23/06/2022

Meeting took place in the Seminar Hall at 11.00 A.M. for the academic year 2022-23.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 11:00A.M.

Agenda:

8. Welcome address by Principal
9. Analysis of the decision taken in the previous meeting conducted on date.13/08/2021
10. Discussion on course curriculum and its implementation for the academic year 2022-23
11. Discussion on Academic calendar, Time table, workload distribution
12. Discussion on pass out of the students and its comparison with previous year results.
13. Feedback report analysis of stakeholders.
14. Discussion about admission procedure for the academic year 2022-23.

Following members were present in the meeting;

S.No.	Name of attendees	Post	Designation	Signature
1.	Dr.Ravindra Kumar	Principal	Chair Person	
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	

Dr. Ravindra Kumar
K.N. Bakshi College of Education
Bengabad, Giridih

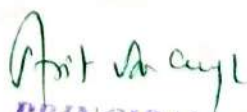
3	Dr. Ajit kumar Singh	Faculty Member	Co-ordinator	Ajit kumar Singh
4	Mr. Binod kumar Suman	Faculty member	Member	Binod kumar Suman
5	Mrs. Reena Saw	Faculty member	Member	Reena Saw
6	Dr. Praneet Kumar Thakur	Faculty member	Member	P.K. Thakur
7	Mr. Pavan Kumar Suman	Faculty member	Member	Pavan kumar Suman
8	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic School	Member	Bijay Bhushan Kumar
9	Dr. Rajesh Ravidas	Faculty member	Member	Rajesh Ravidas
10	Dr. Mrituanjaya Prasad	Peer Educationist	Member	Mrituanjaya Prasad
11.	Mr. Rajeev Sharma	Faculty member	Member	Rajeev Sharma
12.	Dr. Santosh kumar Yadav	Faculty member	Member	Santosh kumar Yadav
13.	Mr. Ratan Sinha	Accountant	Member	Ratan Sinha
14.	Mr. Madan Kumar Pandey	Administrative Member	Member	Madan Kumar Pandey
15.	Binay Kumar	Librarian	Member	Binay Kumar
16.	Pankaj Kumar Mandal	Alumni	Member	Pankaj Kumar Mandal

Minutes of Meeting:

1. Welcome address by Principal:

Principal Dr. Ravindra Kumar, welcomed all the members, and introduce the new members and after that Principal advice Co-ordinator, Dr. Ajit Kumar Singh to proceed further as per the agenda.

2. Analysis of "the decision taken in the previous meeting;


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 K N Bakshi College of Education
 Raigarh, C.G.

Mr. Binod Kumar Suman, Mr. Prakash Bardhan and Mr. Pavan Kumar Suman were successfully completed their assignment as per the requirement of the institution.

3. Discussion on course curriculum and its implementation for the academic year 2022-23; Preparation of course curriculum is within the purview of our affiliating University, so the College has no role on the preparation of curriculum. All the members discussed about the best implementation of course curriculum provided by curriculum for a better outcome.

4.

- 1) As per the decision taken in the previous meeting, the code of conduct for staffs and students were installed and displayed on the website of the College.
- 2) Different committees were formed including student, alumni and staff for transparent decision process.
- 3) Vision, Mission and COs, POs was informed to the entire new entrant during orientation program.

5. Discussion on pass out of the students and its comparison with previous year results;

A compilation of results from the past few years, which was prepared by Dr. Rajesh Ravidas, which depict the graph of the passing percentage.

6. Suggestions:

By Principal:

- a) Developing Curriculum : Prompt teachers to reflect on key questions and select appropriate activities for Individual students
- b) Implementing curriculum: Provides professional development opportunities to teachers to facilitate curriculum implementation, collaborative efforts in curriculum implementation
- c) Evaluating curriculum: Maintain dynamic implementation of curricula, formulate an evaluation plan

By Faculty members:

- a) Review and perfect implementation of curriculum: Preparation of time table and individual faculty's lesson plan in line with curriculum

By Practice teaching school head master:

- a) Improvement in teaching practice: In order to make teaching practice more effective school's head master provides few suggestions for implementation.

By Employers:

- a) Re-evaluate goals or objectives: Suggested to provide better equipment for teaching learning process so that students can hone their skills and talents through knowledge

By Expert:

- a) Quality curriculum: Suggestions for implementation of 7Rs for better and effective curriculum

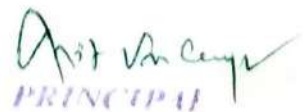
By Alumni and student:

- a) Quality curriculum with effective implementation for students: Define Learning Goals and Objectives of curriculum and other suggestions for effective implementation.

7. Feedback report analysis of stakeholders;

Following rational feedbacks of stakeholders on academic developments were selected for discussion:

- i. Care to be taken for the improvement of slow learner and advance learner:
It was decided to take special classes and individual care to be taken for the slow learners so that they can cop up with class room teaching. The advance learners are to be pursued to follow national and international journals to become aware about new development of educational system in our country as well as abroad also and also pursue them to go for higher study after completion of B.Ed.
- ii. Teachers should be sent to attend seminars, orientation programme, refresher course etc. to enrich their knowledge and keep them updated about the recent trends and technology in teaching learning process.


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K N Bakshi College of Education
Bengabad, Giridin

8. **Discussion about admission procedure for the academic year 2022-23;**

Mr. Ajit Kumar Singh informed the members about the schedule of admission process and informed about the steps taken by the admission committee and accounts department and also briefed the members about the process of admission.

The meeting was concluded with the vote of thanks by principal.

R Kumar

Signature of chairperson

**K.N. Baidya College of Education
Bongabid, Giridih**

Ajit Kumar Singh

Signature of coordinator



K. N. BAKSHI COLLEGE OF EDUCATION
Karmatand, Bengabad, Giridih, Jharkhand - 815312


Committee Formation, 2022-23

Committee Name : Academic Committee

Dr. Ajit Kumar Singh

Sl. No.	Name	Designation	Committee Member
1	Dr. Ravindra Kumar	Principal	Chair-Parson
2	Shri Ranvijay Shankar	Secratory	G.B.Member
3	Mr. Ajit Kumar Singh	Faculty Member	Co-Ordinator
4	Mr. Binod Kumar Suman	Faculty Member	Member
5	Mr. Pavan Kumar Suman	Faculty Member	Member
6	Mr. Rajeev Sharma	Faculty Member	Member
7	Mrs. Reena Saw	Faculty Member	Member
8	Mr. Rajesh Ravidas	Faculty Member	Member
9	Dr. Praneet Kumar Thakur	Faculty Member	Member
10	Dr. Santosh Kumar Yadav	Faculty Member	Member
11	Dr. Mrituanjaya Prasad	Peer Educationist	Member
12	Mr. Binay Kumar	Librarian	Member
13	Mr. Ratan Sinha	Accountant	Member
14	Mr. Madan Kumar Pandey	Administative	Member
15	Mr. Bijay Bhushan Kumar	Master Govt. Basic Middle	Member
16	Mr. Pankaj Kumar Mandal	Alumni	Member


Incharge


Principal
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K.N. Bakshi College of Education
Bengabad, Giridih



K.N.Bakshi College of Education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

NOTICE

Date.23/ 06/2023

In view to implement course curriculum provided by university, a meeting of academic committee, is scheduled in the auditorium of the institution on dt. 28/06/2023 at 10.30 A.M. There for all the Academic committee members are informed to attend the meeting as per aforementioned place and time.

Venue: Auditorium, K. N. Bakshi College of Education

Time: 10.30 A.M.

Agenda:

1. Welcome address by Principal
2. Analysis of the decision taken in the previous meeting conducted on dt.- 23/06/2022
3. Discussion on course curriculum and its implementation for the academic year 2023-24
4. Discussion on Academic calendar, Time table, workload distribution
5. Feedback report analysis of stakeholders.
6. Discussion about admission procedure for the academic year 2023-24.

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K.N. Bakshi College of Education



K.N.Bakshi College of Education, Karmatand, Bengabad, Giridih,

Jharkhand-815312

6th Minutes of Meeting

Date. 28/06/2023

Meeting took place in the Auditorium at 10.30 A.M. for the academic year 2023-24.

Venue: Auditorium, K. N. Bakshi College of Education

Time: 10.30 A.M.




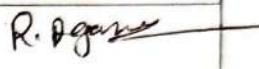
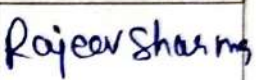
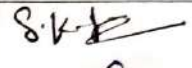
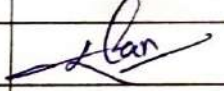

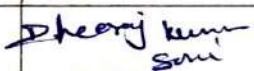
Agenda:

7. Welcome address by Principal
8. Analysis of the decision taken in the previous meeting conducted on dt.- 23/06/2022
9. Discussion on course curriculum and its implementation for the academic year 2023-24
10. Discussion on Academic calendar, Time table, workload distribution
11. Feedback report analysis of stakeholders.
12. Discussion about admission procedure for the academic year 2023-24.

Following members were present in the meeting;

S.No.	Name of attendees	Post	Designation	Signature
1.	Dr.Ajit Kumar Singh	Principal	Chair Person	
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	
3	Dr. Rajesh Ravidas	Faculty Member	Co-ordinator	
4	Mr.Binod kumar Suman	Faculty member	Member	

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K.N. Bakshi College of Education
Bengabad, Giridih ..

5	Dr. Mr. Atyunjaya Prasad	Peer Educationist	Member	
6	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic School	Member	Bijay Bhushan Kumar.
7	Mr. Pavan Kumar Suman	Faculty member	Member	
8	Mr. Prakash Bardhan	Faculty member	Member	
9	Dr. Rajnish Kumar	Faculty member	Member	Rajnish Kumar
10	Mrs. Reshma Agarwal	Faculty member	Member	
11.	Mr. Rajeev Sharma	Faculty member	Member	
12.	Dr. Santosh Kumar Yadav	Faculty member	Member	
13.	Mr. Ratan Sinha	Accountant	Member	
14.	Mr. Madan Kumar Pandey	Administrative Member	Member	
15.	Binay Kumar	Librarian	Member	Binay
16.	Dheeraj Kumar Soni	Alumni	Member	

Minutes of Meeting:

1. Welcome address by Principal:

Principal Dr. Ajit Kumar Singh addressed all the committee members and expressed his gratitude for the successful execution of the responsibilities and workloads assigned to different members. He also expressed his thankfulness for Mr. Ranvijay Shankar, secretary, for his successful efforts to grant the required permissions and funds from the management.

2. **Analysis of the decision taken in the previous meeting:** Academic Committee coordinator Dr. Rajesh Ravidas inform that as decided in the previous meeting, special classes will be conducted for slow learners and mentors were already instructed to guide the advance learners for their betterment as well as for their better future prospectus.



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Bengabad, Giridih

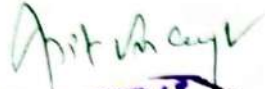
Management has given their consent to provide support for teacher's knowledge enrichment by allowing them to attend national and international seminars, refresher course and any workshops.

3. **Discussion on course curriculum and its implementation:** All the members took active participation during the discussion on best implementation of course curriculum, prepared and provided by our affiliating University. It was decided that every teaching staffs will prepare lesson plan of their respective subject, which they will teach. The lesson plan must be prepared in line with the time table and academic calendar and Special care should be taken so that there should not be any overlapping.
4. **Discussion on Academic calendar, Time table Preparation:**
An appraisal statement was given by Dr. Ajit Kumar Singh for Mr. Binod Kumar Suman, Mr. Pavan Kumar Suman and Mr. Prakash Bardhan for their appropriate preparation of academic, annual calendar for best use; therefore all the members suggested assigning the same responsibility to them again.
5. **Feedback report analysis of stakeholders:**
Following feedback reports were found to be rational as per the requirement of the college:
 - i. Orientation program should be conducted about prevention of sexual harassment policy of the college:
Dr. Ajit Kumar Singh informed all the members about zero tolerance policy of the college towards sexual harassment. He intimated the members about the existence and the composition of the Internal Committee for prevention of sexual harassment in the college. It was decided that orientation program on sexual harassment will be conducted biyearly both for staffs and students.
 - ii. For enrichment of the student's short term certificate course should be conducted:
Principal informed that some certificate courses are continuing. Principal also shout out for suggestions of members for any other effective short term certificate course for the betterment of the students.
6. **Discussion about admission procedure for the academic year 2023-24:**
Dr. Ajit Kumar Singh informed the members about the schedule of admission process. Mr. Binod Kumar Suman and Mrs. Reena Saw informed the members about the steps taken by the admission. Mr. Binod Kumar Suman briefed the members about the process of admission for first year


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K N Bakshi College of Education

students. It was resolved that all teachers to participate in the admission process by rotation.

The meeting was adjourned with the vote of thanks by Principal Dr. Ajit Kumar Singh.

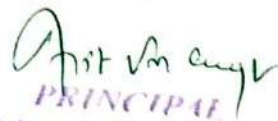


Signature of Chairperson

K.N. Bakshi College of Education
Bengabad, Gindih



Signature of coordinator



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Bengabad, Gindih



K. N. BAKSHI COLLEGE OF EDUCATION

Karmatand, Bengabad, Giridih, Jharkhand - 815312

Committee Formation, 2023-24

Committee Name : Academic Committee

Incharge Name: Dr. Rajesh Ravidas

Sl. No.	Name	Designation	Committee Member
1	Dr. Ajit Kumar Singh	Principal	Chair-Parson
2	Shri Ranvijay Shankar	Secretary	G.B.Member
3	Dr. Rajesh Ravidas	Faculty Member	Co-Ordinator
4	Mr. Binod Kumar Suman	Faculty Member	Member
5	Mr. Pavan Kumar Suman	Faculty Member	Member
6	Mr. Rajeev Sharma	Faculty Member	Member
7	Mr. Prakash Bardhan	Faculty Member	Member
8	Mrs. Reshma Agarwal	Faculty Member	Member
9	Dr. Rajnish Kumar	Faculty Member	Member
10	Dr. Santosh Kumar Yadav	Faculty Member	Member
11	Dr.Mrituanjaya Prasad	Peer Educationist	Member
12	Mr. Binay Kumar	Librarian	Member
13	Mr. Ratan Sinha	Accountant	Member
14	Mr. Madan Kumar Pandey	Administative	Member
15	Mr. Bijay Bhushan Kumar	Head Master Govt. Basic Middle School	Member
16	Mr. Dheeraj Kumar Soni	Alumni	Member

Rajesh Ravidas
Incharge

Ajit Kumar Singh
Principal

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Bengabad, Giridih

K.N.Bakshi College of education,Karmatand,Bengabad,Giridih,

Jharkhand-815312

NOTICE

Dt.24/06/2024

All the members, academic committee of the institution, are requested to attend the meeting which will be conducted in the seminar hall of the institution on date. 30/06/2024, at 10.30 A.M, for the academic year 2024-25. There for all the members are requested to come with their valuable suggestions for the proper implementation of the course curriculum.

Venue: Seminar hall, K. N. Bakshi College of Education

Time: 10.30 A.M.

Agenda of the meeting:

1. Well-come address by principal
2. Brain storming on course curriculum and its best implementation
3. Assignment of responsibilities to different members
4. Preparation of academic and annual calendar with holidays list
5. Preparation of time table
6. Analysis of feedback received from stake holders.
7. Closing remarks


Signature of Principal
PRINCIPAL

K.N. Bakshi College of Education
Bengabad, Giridih

K.N.Bakshi College of education,Karmatand,Bengabad,Giridih,

Jharkhand-815312

MoM of Academic committee meeting

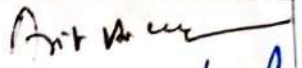
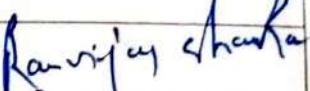
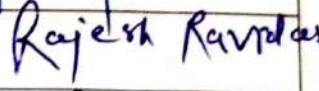
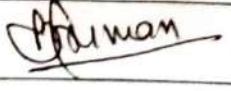

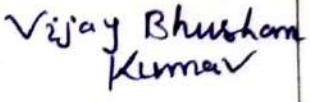
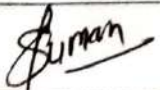
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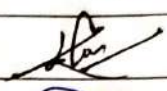
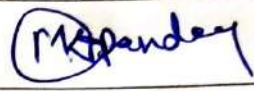
Meeting took place in the Seminar Hall at 10.30 A.M. for the academic year 2024-25.

Agenda of the meeting:

1. Welcome address by Principal
2. Brain storming on course curriculum and its best implementation
3. Preparation of academic and annual calendar with holidays list
4. Preparation of time table
5. Analysis of feedback received from stake holders.
7. Discussion about admission procedure for the academic year 2024-25

Following members were present in the meeting:

S.No	Name of attendees	Post	Designation	Signature
1.	Dr.Ajit Kumar Singh	Principal	Chair Person	
2	Mr. Ranvijay Shankar	(Secretary)	G.B. Member	
3	Dr. Rajesh Ravidas	Faculty Member	Coordinator	
4	Mr.BinodkumarSuman	Faculty member	Member	
5	Dr.Mrutyunjaya, Prasad Prof. M.Ed. Depart. V.B.University	Peer Educationist	Member	
6	Mr.BijayBhushan Kumar	Head Master Govt. Basic School	Member	
7	Mr.Pavan Kumar Suman	Faculty member	Member	

8	Dr. Suresh Yadav	Faculty member	Member	
9	Dr. Rajnish Kumar	Faculty member	Member	Rajnish Kumar
10	Mrs. Reshma Agarwal	Faculty member	Member	Res
11.	Mr. Rajeev Sharma	Faculty member	Member	Rajeev Sharma
12.	Dr. Santosh Kumar Yadav	Faculty member	Member	S.K. Yadav
13.	Mr. Ratan Sinha	Accountant	Member	
14.	Mr. Madan Kumar Pandey	Administrative Member	Member	
15.	Vinay Kumar	Librarian	Member	Binay
16.	Mr. Suresh Das	Alumni	Member	Suresh Das

Minutes of Meeting

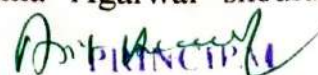
Welcome address by Principal:

Dr. Ajit Kumar Singh, Principal and chairman of the academic committee, welcomed all the members and presented a brief detail about the course curriculum of the academic year 2024-25, which was prepared and provided by affiliating university. Principal requested all the members to have a brain storming on the best implementation of the course curriculum that satisfies the students' desire to learn and other aspects like quality enhancement of students and innovative ideas to implement in teaching learning process.

Brain storming on course curriculum and its best implementation:

Following decision was churn out after the brain storming:

- e. An academic and annual calendar will be prepared by the college for the better implementation for the course curriculum and all other smooth functioning of the college. The responsibility had been assigned to Mr. Binod Kumar Suman, Mr. Pavan Kumar Suman and Mr. Rajeev Sharma.
- f. The responsibility for the preparation of time table was assigned to Dr. Suresh Yadav and Mr. Rajesh Ravidas. They will prepare the time table by consulting all other subject teachers.
- g. Dr. Suresh Yadav and Mrs. Reshma Agarwal shoulder the



responsibility to guide and help the students to conduct different activities.

- h. It was decided that after proper observation and analysis of feedback report received from stakeholders after six months if any lacunas will be observed then mid-course correction meeting will be organized to prepare a plan for the eradication of the lacunas.

Analysis of feedback received from stake holders:

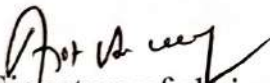
Dr. Suresh Yadav, faculty member, suggested that special training should be imparted to improve the employability standard of the student.

All the members appreciated the suggestion of Dr. Suresh Yadav and it was decided to conduct TET mock test regularly.

Discussion about admission procedure for the academic year 2024-25:

Dr. Ajit Kumar Singh informed the members about the schedule of admission process. Mr. Binod Kumar Suman and Dr. Santosh Kumar Yadav informed the members about the steps taken by the admission. Mr. Binod Kumar Suman briefed the members about the process of admission for first year students. It was resolved that all teachers to participate in the admission process by rotation.

The meeting was adjourned with the vote of thanks by Principal Dr. Ajit Kumar Singh.


Signature of chairperson

K.N. Bhatnagar College of Education
Bengabad, Giridih

Signature of coordinator