



# Dev Sangha Institute of Professional Studies and Educational Research

(A Unit of Dev Sangha Seva Pratisthan)

Bompas Town, P.O. Dev Sangha, Distt.: Deoghar, Jharkhand, PIN 814114

NCTE Recognised \* UGC Recognised \* SKMU Affiliated \* JAC Affiliated (JAC) \* NAAC Accredited

Dated: 27<sup>th</sup> February 2025

## Minutes Of The Meeting Of IQAC [21<sup>st</sup> January 2025]

A Meeting of IQAC of Dev Sangha Institute of Professional Studies and Educational Research (hereafter to be mentioned as DIPSER) was held on **21<sup>st</sup> January 2025**. The Meeting was attended by the following members and Special Invitees:

- Prof. (Dr.) Sudeep Ranjan Ghosh, Chairman, EC, DSSP (Special Invitee)
- Shri Asim Kumar Chatterjee, Secretary EC, DSSP (Special Invitee)
- Prof. (Dr) Taposh Ghoshal, Advisor, DIPSER (Special Invitee)
- Prof (Dr) Rajnish Pandey, Principal, DIPSER, Chairperson, IQAC
- Dr. Anjani Sharma, University Representative, SKMU, Dumka
- Dr. Pramodini Hansdak, Ex Associate Professor, Department of Hindi, SKMU, Dumka; Member
- Dr. Babita Kumari, Vice Principal, DIPSER, (Invitee)
- Dr. Namita Kumari, Assistant Professor, DIPSER, Rep., Alumnae Association, DIPSER; Member
- Shri Sharad Kumar, Assistant Professor, DIPSER, Member, IQAC
- Dr. Akhilesh Kumar Gupta, Assistant Professor, DIPSER, Member, IQAC
- Dr. Kanhaiya Lal Keshri, Assistant Professor, DIPSER, Member, IQAC
- Shri Sajal Mandal, Librarian, DIPSER (Invitee)
- Shri Prof. (Dr.) Mintu Haldar, Professor, DIPSER (Invitee)
- Shri Bikash Kumar, Assistant Professor, DIPSER, Coordinator, IQAC
- Ms. Nidhi Kiran, Students' Representative, DIPSER; Member

The following members and invitee could not attend the Meeting:

- Shri Debasish Datta, Vice-Chairman, EC, DSSP (Special Invitee)
- Prof P. P. Sengupta, EC Member, DSSP; Member
- Dr. Surupa Basu, Assistant Secretary, DSSP & DIPSER; Member
- Shri Pawan Kanoi, Industrialist; Member
- Smt. Sneha Rani, Assistant Professor, DIPSER (Invitee)
- Shri Sourav Sarkar, Assistant Professor, DIPSER, Member, IQAC
- Shri Bikash Chatterjee, Sr. P.R.O.; Member
- Shri Kumud Ranjan Jha, Assistant Professor, DIPSER, Jt. Coordinator, IQAC

*Rajnish Pandey*  
Principal 27/2/25

The Meeting was chaired by Prof. (Dr.) Sudeep Ranjan Ghosh, Chairman, EC, DSSP. The following resolutions were adopted in the meeting:

**1. Review & confirmation of the minutes of the last IQAC Meeting held on 17th September 2024**

The minutes of the previous IQAC meeting held on 17<sup>th</sup> September 2024 were confirmed after due deliberation which are as follows:

**A. Library:** It was informed that a Journal named “**Higher Education for the Future**”, Sage Publication, has been purchased on 25<sup>th</sup> Nov. 2024. The mode of Journal is both online & Print Version.

**B. Publication:** Dr. Anjani Sharma, University Representative was briefed about in-house magazines published by DIPSER. It was decided that she will be invited to inaugurate the upcoming issue of Deebali, Wall Magazine. The date of inauguration of Deebali will be finalized in consultation with UR, SKMU.

It was also decided that all in-house magazines published by DIPSER should have a fixed target dates for publication every year. These decided target dates are as follows:

- DEVALOKE: 31<sup>st</sup> August every year
- Dev Vaani: 23<sup>rd</sup> June every year
- Dev Varta: 5<sup>th</sup> September every year
- Deebali (Wall Magazine): Every Quarter

The Coordinator and Joint Coordinators of the Publication Committee were requested to adhere to the specified deadlines and ensure that their publications come on time.

**Action:** Coordinator and Joint Coordinator,  
Publication Committee

- i. **Inclusion of DEVALOKE in UGC Care List:** The issue was continuously perused with UGC Care Pune on 09/01/2025. However, as per latest announcement by UGC, the University Grants Commission (UGC) has discontinued the UGC-CARE list of journals

**Action: Principal, DIPSER**

- ii. **Distribution of DEVALOKE 2024:** It was informed that total 400 copies of DEVALOKE – 2024 were printed. 287 copies are distributed and 113 are remaining till date. The distribution plan of the remaining journal has been prepared by VP, DIPSER.

**Action: Vice-Principal, DIPSER**

- iii. **Dev Vane 2025:** It was informed that a total number of 93 Articles and 67 Paintings have been received for publication of DEV VANE, 2025. The articles and the painting will be edited by the committee and the final draft will be ready by 30<sup>th</sup> January 2025. It was also decided that the publication date for Dev Vane will be 23<sup>rd</sup> June every year.

**Action: Smt. Shampa Roy, Joint Coordinator, Dev Vane**

*Rajnish Pandey*  
Principal 27/2/25



- iv. **DEV VARTA (2024-25):** It was informed that the notice for collection of articles has already been circulated among the contributors on Dated- 12th Nov. 2024. Till date 06 poems have been received. It was also decided that the publication date for Dev Varta will be 5<sup>th</sup> September every year.

**Action: Dr. Namita Kumari,  
Joint Coordinator, Dev Varta**

- C. **Yoga Classes:** It was informed that Yoga Classes are running successfully as per the Time-Table.

- D. **Cleanliness Drive:** It was informed that it is being conducted once in a month.

- E. **Status of MIS:** It was informed that a new version of MIS (Edutask 3.0) has become functional from 28<sup>th</sup> November 2024. There are some issues regarding the functioning of MIS and to sort out the same Mr. Anindadipta Sarkar, will be conducting an orientation programme with the teachers of DIPSER, soon.

- F. **Re-registration of Alumni Association:** It was informed that the Alumni registration paper of DIPSER was returned by the advocate of Deoghar on Dated: 02/12/24 and said the process of registration will be done from Ranchi Society Registration office, Ranchi for which physically one has to go to Ranchi and do the same. It was decided that Dr. Babita Kumari and Dr. Anju Pandit will go to Ranchi in the 2<sup>nd</sup> week of February 2025 to do the necessary formalities for the same and if needed Prof. (Dr.) Rajnish Pandey will also accompany them.

**Action: Dr. Babita Kumari and Dr. Anju Pandit**

**G. Status of Implementation of NAAC Peer Team Recommendations:**

- i. **Laboratories:** It was informed that all labs are functioning. Mr. Kumud Ranjan Jha along with Mrs. Neha Jha will prepare a plan to start the Language Lab soon.

**Action: Mr. Kumud Ranjan Jha and Mrs. Neha Jha**

- ii. **Mentor-Mentee:** It was informed that Mentor-Mentee Meetings are continuing as per the Academic Calendar (Fourth Saturday of Every Month). Further it was decided that instead of once in a month it will be conducted on every Saturday. The same shall be scheduled in the Time Table.

**Action: All Mentors**

- H. **Excursion:** It was informed that the excursion of DIPSER students was organised during 14<sup>th</sup> to 18<sup>th</sup> November, 2024 at Darjeeling and 28<sup>th</sup> and 29<sup>th</sup> of November 2024 to Purulia. The Chairman, DIPSER stated that henceforth no excursion for the students of DIPSER will be organised out of the state of Jharkhand. In future the venue of the excursion will be finalised in consultation with the Chairman, DIPSER.

**Action: Vice-Principal**

**I. Re-activating Committees:** It was informed that the committees have re-activated from 20<sup>th</sup> January 2025.

**J. Status of Admission:** It was informed that 200 students have been admitted in B.Ed., 50 students in D.El.Ed., and no admission in M.Ed. for the session 2024-26 till date.

**Action: Admission Committee**

**K. Academic Collaboration with AIIMS:** It was decided that academic collaboration with AIIMS will be dropped due to technical issues. New possibilities for the collaboration/MOU with Ram Krishna Mission Vivekanand University, Ranchi is to be considered for the aspects they are good at, especially for Library Digitization and Faculty Exchange Program. Prof. (Dr.) Rajnish Pandey, Shri Sajal Mandal and Smt. Sneha Rani. will go to Ranchi and plan it under the guidance/leadership of Prof. (Dr.) Taposh Ghoshal, Advisor, DIPSER

**Action: Prof. (Dr.) Rajnish Pandey,  
Shri Sajal Mandal and Smt. Sneha Rani**

**L. Green initiative:** It was informed that-

- i. Plantation was done by B.Ed. Semester-III (2023-25) on 30<sup>th</sup> November 2024.
- ii. Poster cut-outs (Plastic Free Campus) have been put on the wall at different areas of DIPSER. It was suggested by the Advisor, DIPSER, that the posters should be put at the eye-level on the wall.
- iii. Vermi Compost Plant has started functioning.
- iv. Plantation under the heading 'Ek Paudha Maa Ke Naam' (as suggested by the UR, DIPSER) was done on 18<sup>th</sup> January 2025. The Secretary, DIPSER started the plantation drive by planting a Maple tree.

Further, it was decided that a meeting to be conducted with the DFO, Deoghar to invite him to visit DIPSER campus for seeking advice from him to make DIPSER campus greener. The Chairman, DIPSER suggested to contact Ms. Mamta, IFS and Ms. Bhavna, IFS for inviting them for DLS.

**Action: Dr. Babita Kumari, Shri Sharad Kumar**

**M. Implementation of Suggestions of NAAC Peer Team:** It was informed that the following suggestions of NAAC Peer Team have been implemented:

- i. Placement and career counseling is going on.
- ii. Students are being provided with coaching classes for the Competitive examinations (NET/CTET).
- iii. Village activity- Plantation, Sewing & Tailoring, Malaria Awareness Programme was conducted.
- iv. Various Green Initiatives have been taken as discussed above.

**Action: Principal and Vice-Principal**

**N. Status of AQAR 2023-24 and PAR 2021-22 & 2022-23:** It was informed that PAR 2021-22 was submitted on 22<sup>nd</sup> October 2024, PAR 2022-23 was submitted on 29<sup>th</sup> October 2024 and AQAR 2023-24 was submitted before the due date.

*Rajnish Pandey*  
Principal  
27/2/25



**O. IQAC Awareness Programme:** It was informed that IQAC Awareness Programme was organized in DIPSER for the faculty through conducting meetings by IQAC for filling up of AQAR (04-11-2024) and PAR (10/09/24).

**Action: IQAC and Vice-Principal**

**P. Any other point with the permission of the Chair.**

- i. **Preparation of PO's, CO's and PSO's:** It was informed that all the coordinators of different courses have prepared a draft of the PO's, COs, and PSO's and it will be finally submitted by 30<sup>th</sup> January 2025.

**Action: Principal and Course Coordinators**

- ii. **Initiation of MOOC and Swayam programmes:** It was informed that the Students of B.Ed. (2024-26) have been made aware about the different courses available on Swayam Portal and how to do their registration on 13<sup>th</sup> January 2025. For registration, APAAR Id of the students have been created. It was also suggested that a copy of the review of its progress will be submitted to IQAC quarterly.

**Action: Prof. (Dr.) Rajnish Pandey, Dr. Babita Kumari, and Mr. Sarad Kumar.**

- iii. **Parent Teacher Meeting:** It was informed that PTM will be organized by 1<sup>st</sup>/2<sup>nd</sup> week of February 2025. Advisor, DIPSER suggested to include PTM in the Academic Calendar and the same to be uploaded on the website of DIPSER. It was also suggested by the Advisor, DIPSER that a Micro plan for conducting PTM and feedback from the Parents to be prepared.

**Action: Principal and Vice-Principal**

- iv. **Role & Responsibilities of IQAC:** It was informed that roles and responsibilities have been distributed among its members.

**Action: Shri Bikash Kumar**

The minutes of the previous IQAC meeting held on 17<sup>th</sup> September 2024 were deliberated and confirmed.

## **2. Status of actions taken on the NAAC Committee recommendations 2023:**

It was informed that to make IQAC vibrant the following programs have been initiated. A MOOC and Swayam Sensitization programme was conducted on 13<sup>th</sup> January 2025 for the students of DIPSER to make them aware about the various online courses and its registration process. In this regard, UR suggested that teachers can also join different online courses which will be helpful in developing the e-content of their subjects and others skills. She also suggested that the teachers of DIPSER should attend the courses for the preparation of course module via MOOC. For it, a Task Force will be formed including Principal, Vice-Principal, Dr. Akhilesh Kumar Gupta, Shri Sharad Kumar, Shri Sajal Mandal, Smt. Sneha Rani and Ms. Nidhi Kiran.

**Action: Principal and Vice-Principal**

*Rajnish Pandey*  
**Principal** 27/2/25  
Dev Sangha Institute of Professional  
Studies and Educational Research  
Deoghar, Jharkhand

### 3. Status of Research and Publication:

It was suggested that to promote research, small scale projects can be prepared by the faculty and the same sent to ICSSR and other such bodies for necessary approval. The Chairman, DSSP and the Advisor, DIPSER also suggested that the research should be based on primary data and should follow the research ethics.

**Action: Research and Publication Committee**

### 4. New Academic Initiatives:

It was informed that IQAC is planning to conduct FDP, Internal Committee Performance Review and National Seminar.

- i. It was decided that review of Internal Committees will be done on a monthly basis and the reports of the same will be sent to Shri Asim Kumar Chatterjee, Secretary, DIPSER and Prof. (Dr.) Taposh Ghoshal, Advisor, DIPSER.
- ii. It was informed that a draft of National Seminar has been sent to Shri Asim Kumar Chatterjee, Secretary, DIPSER and also to be sent to Prof. (Dr.) Taposh Ghoshal, Advisor, DIPSER for further guidance.
- iii. It was further suggested that to find possibilities for establishing MOUs with SKMU, Dumka; SKBU, Purulia and Vishwabharti, Shanti Niketan. UR, DIPSER suggested to try out the possibilities for acquiring fund from national agencies for conducting research and seminars. She also informed the house that she will assist and help DIPSER by talking to the Deputy Director, ICSSR for the grant of funds to conduct seminar and research.

**Action: IQAC, Principal and Vice-Principal**

### 5. Any other point with the permission of the chair:

- i. The Chairman, DSSP instructed that co-curricular and extra-curricular activities will be conducted in the institute only after 2:00 PM so that regular classes are not disrupted because of any such event.
- ii. It was decided that to maintain professionalism in the institute, all works to be completed within the stated target dates.
- iii. The Chairman, DSSP suggested that to enhance the knowledge horizon of students, a small educational documentary film should be shown to the students in the library on a monthly basis.
- iv. It was decided in the meeting that the art and craft teacher and performing art teacher will organize different small programs related to their subjects for the villagers under the Village Activity Program.


Meeting ended with the Vote of Thanks to the Chair.

  
Shri Bikash Kumar

Coordinator, IQAC  
Dev Sangha Institute of Professional  
Studies and Educational Research

#### Distribution:

1. All Invitees
2. All Members of IQAC
3. All Faculty Members

  
Prof. (Dr.) Rajnish Pandey 27/2/25  
Chairperson, IQAC

Principal  
Dev Sangha Institute of Professional  
Studies and Educational Research  
Deoghar, Jharkhand