

RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 18.08.2007

1. **Final report of the NAAC Peer Team** (i.e. the overall analysis and suggestions for further improvement) was discussed in details and the members expressed their happiness to be accredited with Grade 'A'.

2. **As regards targets the followings were proposed to be undertaken:**

- i. For running a course due recognition from NCTE has already been taken.
 - ii. The West Bengal College Service Commission has informed that they will start the process of appointing teachers very shortly.
 - iii. Decided to consult the HMs for conducting practice teaching for 40 days.
 - iv. CCE has already started by means of giving assignments.
 - v. IQAC has started functioning.
3. Decided to apply to NAAC for seminar grants. Further decided to hold the said seminar during the beginning of 2009.
4. There being no other items to be transacted the meeting ended with a vote of thanks to the chair.

1. Readout and confirmed the proceedings of last meeting held on 18.8.2007.
2. Divided to prepare academic calendar on regular basis and distribute amongst every stake holders.

3. **Decided to hold the seminars and workshops as follows.**

- | | | |
|------|-----------------------------------|--|
| i. | UGC sponsored National Seminar on | Mathematics |
| ii. | " | Bengali |
| iii. | " | Sri Ramakrishna and His Unique Message |
| iv. | " | Education |
| v. | " | Sanskrit |
| vi. | " | State level workshop in Review of B.Ed. Syllabus in W.B. Universities |

The dates of seminars will be fixed after the sanction of grant by UGC.

4. Decided to hold NAAC Sponsored Seminar organized by IQAC in the month of November 2008.
5. It was reported by the principal that college has submitted its proposal **to the UGC for the conferment of Autonomous Status at the earliest (vide ref. no. Auto/B.Ed./394/2007, dated 29/05/2007)**. It was further informed that the State Government had already issued NOC in this regard and Registrar of the University of Calcutta had forwarded the proposal. Members expressed their pleasure and hoped that the necessary permission from the UGC would be obtained very shortly.
6. It was decided that the CTE programs for in-service teachers will be organized from the month of September 2008. Further decided that programme on twelve school subjects will be organized (**viz, Value education, Bengali, English, Sanskrit, Mathematics, Life Science, Physical Science, Environmental Awareness, ICT, History, Geography, Education**) and each programme will be of six days duration.

There being no other items to be transacted, the meeting ended with vote of thanks to the chair.

RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 07.07.2008

1. Read out and confirmed the Proceedings of the last meeting held on 18.08.2007.
2. It was reported by the principal that the college has obtained autonomous status from the UGC and the University of Calcutta. It has been decided that for M.Ed. Coursed from the session 2010-11, new syllabus & curriculum will be initiated where the following will be the essential components :
 - a) Credit based semester system
 - b) Dissertation
 - c) Projects
 - d) Practical
 - e) Practice Teaching
 - f) Supervision of B.Ed. Practices teaching
 - g) Seminars & Assignments

However it was reported that as per the decision of the BOS & AC, the curriculum followed by the University of Calcutta at M.Ed. will be followed in for the year only

3. It was reported by the Principal that the New B.Ed. syllabus framed by the BOS & AC and it has already been initiated. However IQAC will continuously evaluate the curriculum & its transaction.
4. It was decided that some special lectures for M.Ed. classes will be arranged and the following persons may be invited as resource person for delivering the special lectures.
 - a) Prof. B.C. Das
 - b) Prof. Dulal Mulherjee
 - c) Prof N. Pradhan
 - d) Prof. N.B. Biswas
 - e) Prof. Sanat Kr. Ghosh
 - f) Prof. P.C. Biswas
 - g) Prof. Gangaran Mitra
 - h) Prof. Mohit Chakraborty

There being no other items to be transacted, the meeting ended with the vote of thanks to the chair.

RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 01.07. 2009

1. Read out and confirmed the proceedings of the last meeting held on 07/07/2008.
2. It was reported that **Prof. Nimai Roy, teacher of work Education** expressed his eagerness to incorporate computer Application as a unit of work Education Method Paper. It was decided to request Prof. Nimai Roy to raise the issue in the next meeting of the Board of studies & Academic Council.
3. It was decided to change in the distribution of papers in the B.Ed. Course regarding psychology practical, computer application in classrooms & development of Education in post independent India.

Decided to request the BOS & AC to do the needful in this regard.
4. It was decided to request the BOS & AC to adopt the newly framed M.Ed. syllabus prepared under the guideline of the NCTE from the current session.
5. Decided to hold UGC sponsored National level seminar on “Human Rights Education in Global perspective” in the month of September and “**Professionalism in Teacher Education**” in collaboration with the ST. Xavier College.

There being no other items to be transacted the meeting ended with a vote of thanks to the chair.

RAMAKRISHNA MISSION SIKSHANAMANDIRA

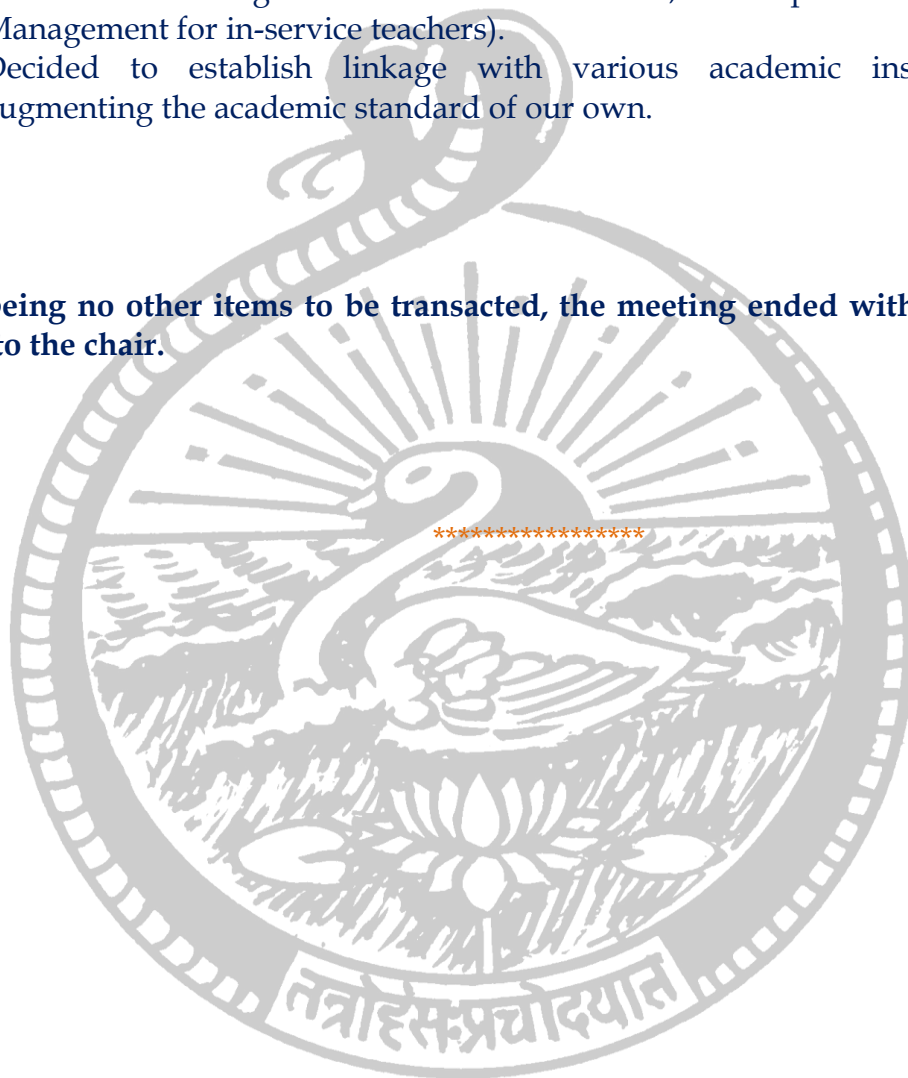
IQAC MEETING HELD ON 06.07.2010

1. Read out and confirmed the proceedings of the last meeting of IQAC held on 01/07/2009.
2. Discussed in details about the revision of existing the B.Ed. as well as the M.Ed. curriculum. It was found that in order to facilitate programmes in tune with the NCTE guideline and the vision of NCFTE-2009, a suggestive syllabi of different Teacher Education Programmes namely B.Ed. and M.Ed. be redesigned and revised immediately. After detailed discussion it was resolved to propose to revise & redesign of the B.Ed. syllabus containing 1400 marks and the M.Ed. syllabus containing 1300 marks from the season 2011-12 and resolved to advise the BOS and AC to take necessary steps in this regard at the earliest.
3. Resolved to request the BOS & AC for framing the regulations of various courses immediately to avoid academic hazards in future.
4. Discussed and resolved to hold seminar on Swami Vivekananda on the occasion of his 150th Birth Anniversary in the coming year. Further resolved to hold Seminar on the following subjects in the coming months-
 - a) Mathematics
 - b) Bengali (Rabindra Nath Tagore)
 - c) Constructivism
 - d) Research Methodology (Workshop)Decided to use UGC grants for this purpose.
5. It was resolved that the CTE programmes for in-service teachers will be organized during 2011-12 Academic Session and the programme of twelve school subjects will be organized. Each programme will be of six days' duration.
6. It was proposed that initiative should be taken to start 'Education' as method paper for fulfilling the increasing demand of the student of 'Education' as method paper for fulfilling the increasing demand of the student of 'Education' subject. Decided to place the **proposal before BOS & AC.**
7. It was pointed out by a few members that as per the UGC guidelines autonomy granted to the institution is institutional and covers all the courses at UG, PG, Diploma and M.Phil levels. Hence, to initiate a high standard of research in education, two years M.Phil in Education should immediately be started. At present eminent retired teachers have been made engaged in the college and they along with our permanent faculty members are competent

enough to guide M.Phil scholars in pursuing research. Resolved to take initiatives for starting M.Phil in education in the forthcoming years.

8. Decided to procure more books particularly on research methodology (Reference Books) for enabling the future research scholars maintain high standards.
9. Discussed the proposals put forward by some members for starting a few add on Courses (P.G.Diploma in Guidance & Counseling, P.G. Diploma in Educational Management and Administration, P.G.Diploma in classroom Management for in-service teachers).
10. Decided to establish linkage with various academic institution for augmenting the academic standard of our own.

There being no other items to be transacted, the meeting ended with the vote of thanks to the chair.



RAMAKRISHNA MISSION SIKSHANAMANDIRA

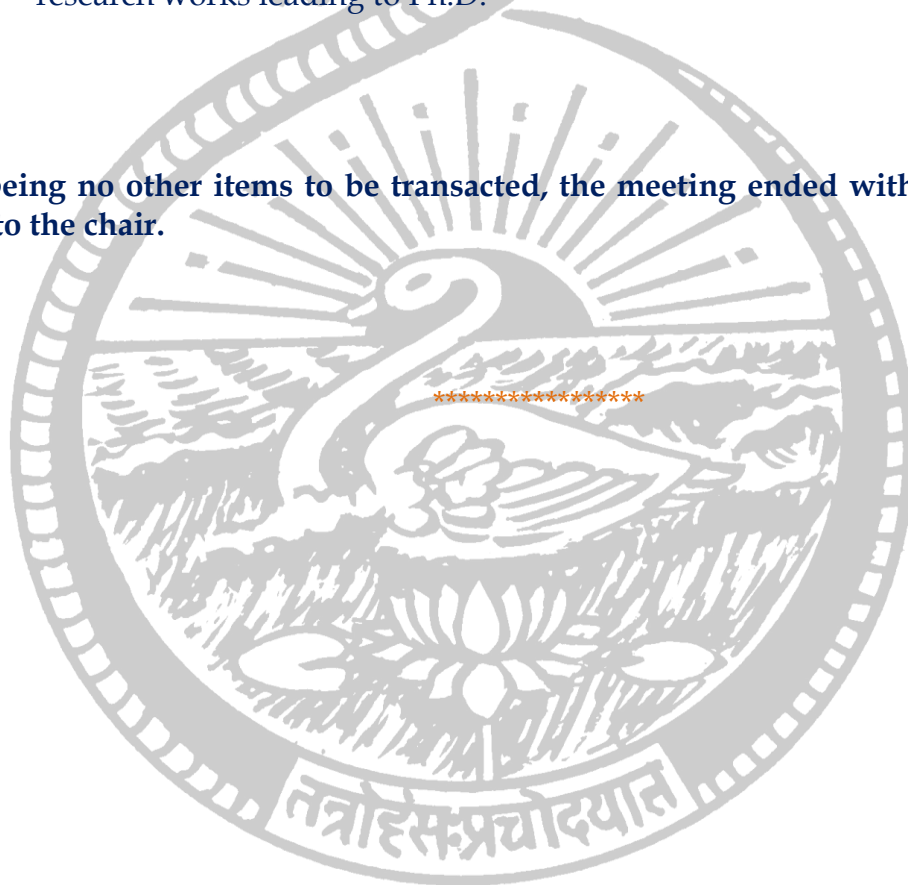
IQAC MEETING HELD ON 02.07. 2011

1. Read out and confirmed the proceedings of the last meeting of IQAC held on 06/07/2010.
2. Resolved to request M.Phil committee of the college to finalise the M.Phil syllabus for at least first two semester as early as possible as the University of Calcutta has already accorded permission to start the said course from the academic session 2012-14. It was decided to include that the syllabus of the said course be framed in such a manner that the following components can be included in the syllabus.
 - a) Philosophy of Educational Research
 - b) Trends of Educational Research
 - c) Research Methodology & Statistical analysis of data.
 - d) Computation
 - e) Seminar
 - f) Dissertation
3. It was pointed out by some members that though the Educational journal of the college (Sikshachintan) has earned a good reputation over the last few years, its publication in time needs to be ensured. Decided that initiative is to be taken to bring out the said journal every year by the month of July.
4. It was proposed that two more journals (Sanskrit-chintan and Itihaschintan) be tried to be published annually and for this reason initiative be made for having ISSN.
5. Decided to request the BOS & AC to frame & finalize regulation for M.Phil course at the earliest.
6. Decided to start P.G.Diploma in Guidance and Counselling from the next academic session (2013-14) and every steps be taken up to put it into practice.
7. It was pointed out that NAAC tenure of first cycle has been over in the month of March of this year. Hence, effort be made to start the process of NAAC second cycle reaccreditation immediately.

The Principal pointed out that this process may be delayed for a few months since the works for extension of new building to be name **in the holy memory of Swami Vivekananda** is in progress. However, all concerned are to remain prepared for the second cycle visit by NAAC.

8. It was mentioned that the funds for organizing in-service training programme under CTE scheme is to be made regular if we are to organize in-service training programme for school teachers on a regular basis. Hence, decided to approach to the Govt. of west Bengal immediately.
9. Since the college admits differently able students, to make the barrier free leaning environment various measures are to be taken immediately such as ramp, lift in the new building, setting up of inclusive resource centre, Braille name plate, taking book facility.
10. To enhance the quality of teachers and the quality of research environment of the institution, the teachers be requested to undertake research works leading to Ph.D.

There being no other items to be transacted, the meeting ended with the vote of thanks to the chair.



RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 07.07.2012

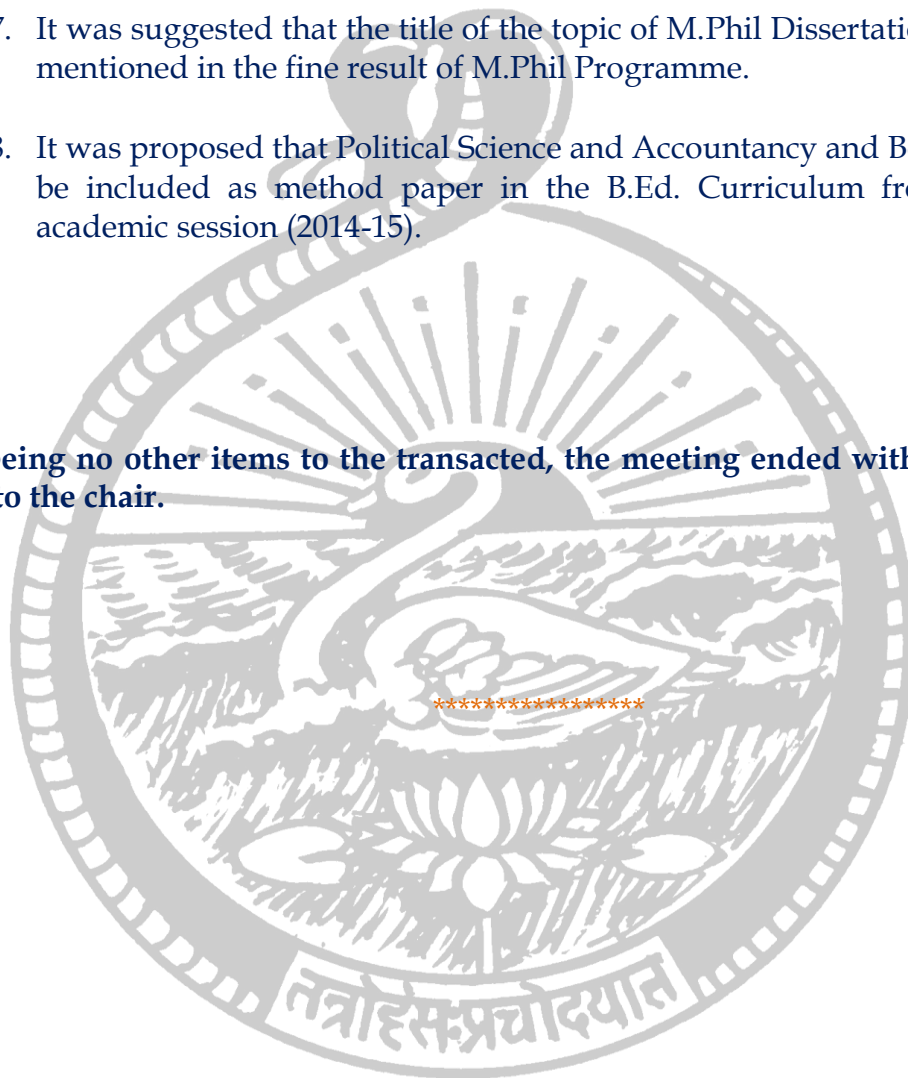
Read out and confirmed the proceedings of the last meeting of IQAC held on 02.07.2011.

1. Few members express their concern over the paucity of space for conducting so many courses in the college and requested the Principal Maharaj so that the works of enthusiasm of the new building can be completed at the earliest. The Principal ensured that he would take necessary steps in this regard.
2. The members expressed their concern about the delay of sending LOI to NAAC for 2nd cycle. To gear up the process of submitting the LOI, a NAAC Steering Committee be constituted with the following members –
 - a) Swami Tattwasarananda
 - b) Prof. Gautam Bandyopadhyay
 - c) Prof. Abhijit Guha
 - d) Swami Divyagunananda
 - e) Swami Suratmananda
 - f) Dr. Satyajit Kar
 - g) Dr. R.L.Mahapatra
 - h) Sri Pradipta Sinha Ray
 - i) Ari Achintya Hati
3. It was decided that the Tentative NAAC visit schedule are as follows :
 - a) Preparation & submission of SSR-December 2013.
 - b) NAAC visit March-April 2014.
4. Decided to propose to the BOS & AC for the revision of B.Ed. curriculum for inclusion of achievement test and lesson plan as practical examination in first semester to enhance the quality of student trainee on their practice Teaching and decided to request all the faculty to take necessary steps to make students acquainted with this curricular changes.
5. It was proposed that on the auspicious accession of 150th birth anniversary of Swami Vivekananda be set up in his name which would serve as a 'Research Wing' of the college and which would be the best way of paying tribute to this Seer of humanity. It was decided that to materialize this vision the **Principal be asked to present a detailed proposal in the next meeting of BOS & AC.**
6. It was proposed to explore the possibilities for signing a MOU between the Department of Education, Viswa Bharati (Vinay Bhavane) and

Sikshanamandira for bringing the two great institutions of learning together by way of undertaking the following activities-

- a) Faculty and student exchange.
 - b) Collaborative Research and Project Work.
 - c) Organizing Seminars and Workshops.
 - d) Development of Value Education Modules
 - e) Library Resource sharing.
7. It was suggested that the title of the topic of M.Phil Dissertation should be mentioned in the final result of M.Phil Programme.
 8. It was proposed that Political Science and Accountancy and Book-Keeping be included as method paper in the B.Ed. Curriculum from the next academic session (2014-15).

There being no other items to be transacted, the meeting ended with the vote of thanks to the chair.



RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 11.07.2013

Read out and confirmed the proceedings of the last meeting of IQAC held on 07/07/2012.

1. Few members express their concern over the paucity of space for conducting so many courses in the college and requested the Principal Maharaj so that the works of extension of the new building can be completed at the earliest. The Principal ensured that he would take necessary steps in this regard.
2. The members expressed their concern about the delay of sending LOI to NAAC for 2nd cycle. They gear up the process of submitting LoI, a NAAC Steering Committee with the following members -
 - a) Swami Tattwasarananda
 - b) Prof. Goutam Bandyopadhyay
 - c) Dr. Abhijit Guha
 - d) Swami Divyagunananda
 - e) Swami Suratmananda
 - f) Dr. Satyajit Kar
 - g) Dr. R. L. Mahapatra
 - h) Sri Pradipta Sinha Roy
 - i) Sri Achintya Hati
3. It was decided that the tentative NAAC visit schedule are as follows:-
 - a) Preparation & submission of SSR on - December, 2013.
 - b) NAAC visit - March - April 2014
4. Decided to propose to the BOS & AC for the session of B. Ed. Curriculum for inclusion of achievement test and lesson plan as practical examination in first semester to enhance the quality of student trainee on their practice teaching and decided to request all the faculty to take necessary steps to make students acquainted with this curricular changes.
5. It was proposed that on the auspicious accession of 150th birth anniversary of Swami Vivekananda be set up in his name which would serve as a 'Research Wing' of the college and which would be the best way of paying tribute to this prophet of humanity. It was decided that to materialize this vision the

Principal be asked to present detailed proposal in the next meeting of BOS & AC.

6. It was proposed to explore the possibilities for signing a MOU between the Department of Education, Visva Bharati (Vinaya Bhavan) and Sikshanamandira for bringing the two great institutions of learning together by way of undertaking the following activities:-
 - a) Faculty and student exchange.
 - b) Collaboration Research and Project Work.
 - c) Organizing Seminars and Workshops.
 - d) Development of Value Education modules.
 - e) Library Research Sharing.
7. It was suggested that the title of the topic of M. Phil Dissertation should be mentioned in the final result of M. Phil programme.
8. It was proposed that Political Science and Accountancy and Book-Keeping included as method paper in the B.Ed. curriculum from the academic session (2014-15)

There being no other items to be translated, the meeting ended with the vote of thanks to the chair.

11.07

RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 28.05.2014

1. Read out the proceedings of the last meeting held on 11.07.2013 and confirmed.
2. The Principal drew the attention of the members for reconsidering the Purpose, Vision, Mission and values of the College since it has developed tremendously in the past few years and several new academic dimensions have been added to its activities. Members agreed to reframe the Purpose, Vision, Mission and values of the College as follows:

Purpose:

The emblem of Ramakrishna Mission, conceived and designed by Swami Vivekananda, is an eloquent expression of Ramakrishna Mission's purpose. To put it simply, the message conveyed by the emblem is – through the harmonious combination of knowledge (jnana), devotion (bhakti), work (karma) and concentration (yoga), one attains life's fulfilment. This synthesis of four yogas means that there should be a harmonious blend of heart, head and hand – which in fact, should be the purpose of all education and training: the making of a complete human being, the development of a perfect character. This development is possible through a manifestation of a person's innate perfection, harmonizing the best elements of Eastern and Western values.

Vision:

Sikshanamandira aspire to be a pioneer teacher education institution actualizing Swami Vivekananda's educational vision by making competent and committed teachers and teacher educators and also to be a research institute that continuously responds to the changing social needs through the discovery, development and application of knowledge. The Vision of Sikshanamandira which is established, administered and run by Ramakrishna Mission Saradapitha, a branch organisation of Ramakrishna Mission, the worldwide organisation started by Swami Vivekananda, with headquarter at Belur Math, Howrah, West Bengal is a corollary of the motto of Ramakrishna Mission, atmano mokshartham jagaddhitaya cha which means: attainment of one's own freedom and doing good to the world.

Mission:

1. Making of such teachers who are equipped with a modern outlook in the tools and techniques of education and yet, are rooted in Indian cultural, moral and spiritual values.
2. Facilitation of autonomous researches and dissemination of knowledge.
3. Support discovery or development of knowledge through strong M.Phil. & Ph. D. Programmes and post-doctoral projects.
4. Inoculate interdisciplinary approach in academic and research programmes and courses.
5. Develop partnership with national & international institutions.

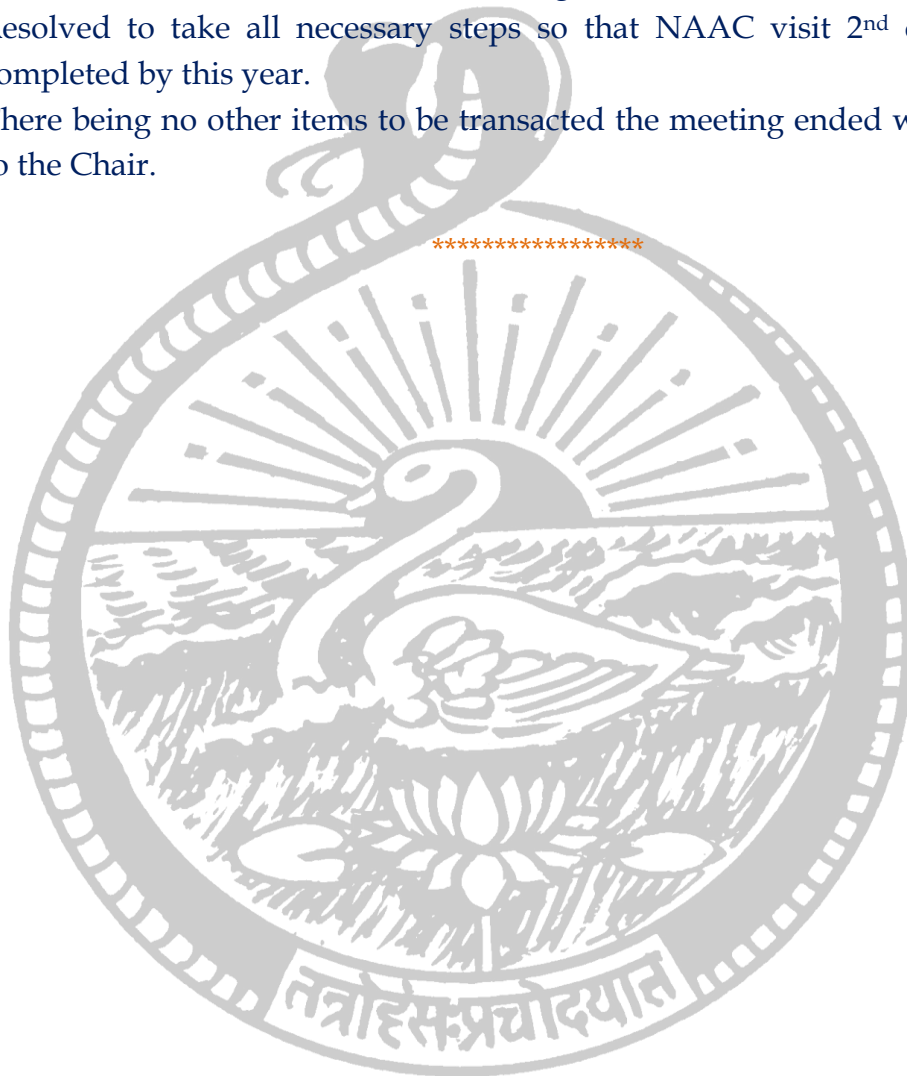
Values:

1. Truth – in the pursuit, generation, dissemination, and application of knowledge.
2. Freedom – of thought and expression
3. Respect – for diversity and the dignity of the individual
4. Responsibility – as towards of the environment and citizens of the world.
5. Excellence – in intellectual, personal, and operational endeavours.
6. Integrity – in character.
7. Innovation – in thinking and application.

Members decided to follow the above from the next academic session.

3. Keeping the point into consideration that the institution is going to initiate Ph.D. in education, decided that the syllabi of the Ph.D. course work be framed in such a way that the scholar will be capable to comprehend the methodology of research (both qualitative and quantitative) in a sound way. Furthermore, they will be encouraged to prepare their research proposal during their course-work period.
4. On being requested by a few ex-trainee (M.Ed.) decided to include some topics on Educational Technology in the M.Ed. syllabi to enable the trainees to perform in a better way in the NET examination.
5. It was decided to take necessary measure for decorating and enriching different resource centre of the College immediately.
6. Decided that the re-structured resource centres be made open to the local community and the students of the local schools and teachers.
7. It was decided that 'Vivekananda Study Circle' be set up for promoting value education to our trainees and making them intimately engaged in community extension services from the next academic session.
8. Discussed the possibilities of exploring the avenues for reaching the Sikshanamandira publications to the readers of a wide spectrum like providing Book Stall in Book Fair, Keeping books in Saradapitha and other popular Book Sales Counters etc.

9. Decided to initiate formal consultancy service for extending support to the research scholars of other universities and institutes for enabling them to analyse data through computer.
10. Decided to encourage and release faculty as and when required for capacity building of the school teachers throughout the state.
11. Members expressed their concern for not being able to submit the SSR to NAAC as was decided in the last meeting.
Resolved to take all necessary steps so that NAAC visit 2nd cycle can be completed by this year.
There being no other items to be transacted the meeting ended with a thanks to the Chair.

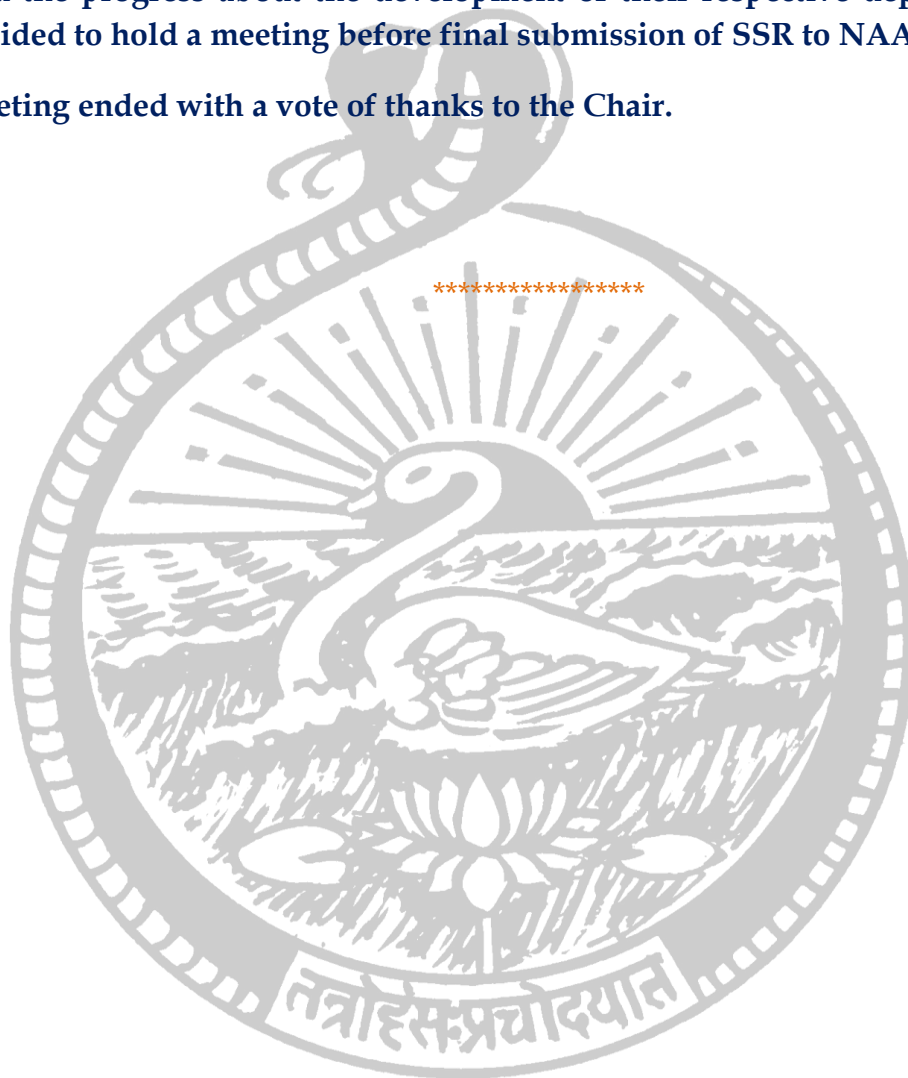


RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HOLD ON 03.07.2014

It was discussed about the Progress of the preparation of NAAC SSR. The teachers reported the progress about the development of their respective departments. It was decided to hold a meeting before final submission of SSR to NAAC.

The meeting ended with a vote of thanks to the Chair.



RAMAKRISHNA MISSION SIKSHANAMANDIRA

IQAC MEETING HELD ON 19.07.2014

1. The IQAC & NAAC Coordinator, Dr. Abhijit Guha presented before the members the SSR to be sent to NAAC.

The members expressed their satisfaction over the report. The preface of the report was read out by the Coordinator which goes as follows:

“The Ramakrishna Mission Sikshanamandira, which is situated in the midst of peaceful and beautiful campus in the proximity of the sacred precincts of Belur Math in the district of Howrah, West Bengal at a distance of about one furlong to the west of the famous river Ganga and about two furlongs to the east of Grand Trunk Road, was founded in 1958 as the third Teachers’ Training College in West Bengal for male students sponsored by the Govt. of West Bengal and affiliated to the University of Calcutta. The Government of India gave the institution the status of College of Teacher Education (CTE) and it was recognized by The National Council for Teacher Education (NCTE).

The guiding principle of our College is the ideal of education as enunciated by Swami Vivekananda, the inspirational and dynamic disciple of Sri Ramakrishna, with its emphasis on ‘man-making and character-building assimilation of ideas’ and ‘the manifestation of the perfection already in man’. Swamiji envisioned a residential system of education where teachers and trainees would meet on a common platform of shared ethos and where education would be a joyous activity no less than a potent instrument of inner transformation.

If we are to point out the distinctive features of our College, we would certainly stress its completely residential character, its tranquil and soothing environs, the sustained level of its excellence in academic as well as extra- academic activities, the highly pleasing work culture prevailing here, and above all, the practical application of the idea of education as set forth by Swami Vivekananda. Furthermore, the infrastructure for co-curricular activities like cultural meets and competitions and games and sports –that we have access to is adequate and ideal by any standards and we put it to optimal use.

We are, of course, encouraged by the words of praise that the general public no less than academics of repute in the field of Teacher Education have always had for our College. Much as we value these words of appreciation, we felt that recognition should come our way in a more concrete manner – in the shape of well-considered appraisal and judgment by a duly constituted and distinguished academic body whose opinion would carry the weight of authority. We duly recognize the desirability and importance of such quality assurance.

There is another reason why we go in for re-assessment by NAAC after assessed and accredited by NAAC in 2007. Self- assessment is undoubtedly an important yardstick for an institution to measure its effectiveness and efficiency. The scheme of assessment and accreditation is expected to help institutions to carry out

their strength, weakness, opportunity and challenges (SWOC) analysis and in making their programmes more effective towards the all-round development of the trainees and Scholars. Above all, the assessment and accreditation by NAAC is expected to act as an instrument for raising the quality of the Teacher Education system as a whole and help the institutions in using their physical and instructional infrastructure optimally and professionally. It is here that a distinguished body like NAAC whose credentials are beyond doubt, comes end. While it is important for us to know how we stand in our own lights, it is no less important to know our position vis-à-vis other institutions, where we stand out where our weaknesses lie. NAAC can through a searchlight on these areas and enlighten us.

We conveyed our decision to be re-assessed to NAAC Headquarters in Bangalore through a letter of intent, which was accepted. The next was the formation of a NAAC Steering Committee (approved by the Teachers' Council), with the Principal as its Chairman and Dr. Abhijit Guha as its Coordinator, and Swami Divyagunananda as its Assistant Coordinator to facilitate co-ordination of collection, analysis of data relating to the various aspects of the functioning of our institution and organization of the facts and results into a well-integrated, logical and cohesive report. The formation of the Steering Committee was duly ratified by the Governing Body of the College at its next meeting. Then, to impress upon one and all associated with our college – its teaching and non-teaching staff – the need for assessment by NAAC in the context of the fast-changing education scenario of our country, a General Meeting was held, when the general outlines of the different items of the format supplied to us by NAAC were briefly dwelt upon and an all-out involvement of the teaching, non-teaching and administrative personnel was urged. To expedite the process of filling in of the criteria-wise inputs, the Steering Committee next formed several sub-committees involving all the members of the teaching staff and some members of the non-teaching staff. For the report to be full-proof, collection of data was of paramount importance. The Steering Committee, therefore, set about preparing a data bank which would include data from various sources like the library, personal information sheets of the teaching staff and office personnel, Department of Sports and Culture, all the individual Departments and the Alumni Association. After the necessary data had been collected, the different sub-committees were asked to fill in the criteria-wise inputs with the information from the general data bank prepared by the Steering Committee. This being done, the members of the Steering Committee sat together for days, discussing different aspects of the report to be prepared, analyzing collating the data gathered. Then a draft copy of the report was uploaded on the College Web-site on 22nd June, 2014. After a further session of threadbare deliberations on this draft copy, the final report was prepared and approved by the Steering Committee for submission to NAAC.

It is a matter of satisfaction that we could mobilize all the human resources available with us and that our entire personnel - teaching and non-teaching, the administration and even a few students threw their full weight into the job. In the following pages we have tried as best we could to identify our strengths as well as our weaknesses. NAAC will form its own judgment of the record before sending its Peer Team on a visit to our institution, to which we eagerly look forward. We have great pleasure in presenting this self-study report to the National Assessment and Accreditation Council."

The prefaces as well as the SSR were unanimously adopted.
Dr. Guha extended his heartfelt thanks to all his Collogues and students also for their extending kind support and cooperation while preparing the report.
Decided to take necessary steps to post the SSR today itself through Blue Dart Courier so that it can reach NAAC Office in Bangalore within 24 hours.

The meeting ended with a Vote of thanks to the Chair.

