



INSTITUTE FOR EDUCATION

B.Ed. College, Vill.: Bijay, Sini/Narayanpur, P.S. Saraikela, Dist.: Saraikela, Jharkhand - 833220

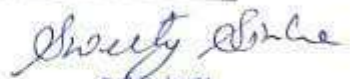
OFFICE ORDER

Ref No; C03/IFE/05/24

Date - 03/05/2024

In the interest of college administration, the following different Committees/Cells/Clubs are hereby constituted for the Academic Session 2023-24 with immediate effect; -

S. No	Name of Committee/Cells/Club	Name of the Members	Designation
1.	Students welfare Committee	Miss. Suman kumari Mrs. Bandana Kumari Dr. Om Prakash	DEAN MEMBER MEMBER
2.	IQAC Cell	Mrs. Shrabani Mukherjee Mrs. Indu Kumari Mrs. Suman kumari Dr. Om Prakash Mrs, Archana Mrs. Sikee kumari Mrs. Madhuri Kumari Mrs. Bandana Kumari Miss. Nisha Rani Burh	COORDINATOR (IQAC) MEMBER MEMBER MEMBER MEMBER MEMBER MEMBER MEMBER MEMBER
3.	General Purchasing Committee	Mrs. Madhuri Kumari Mr. Ashit kumar Mahapatro	CONVENER MEMBER
4.	Discipline Committee	Mrs. Madhuri Kumari Dr. Om Prakash	CONVENER MEMBER
5.	Anti -Ragging Cell	Dr. Sweety Sinha Mrs. Madhuri Kumari Mrs. Shrabani Mukherjee Miss. Nisha Rani Burh	CHAIRPERSON COORDINATOR MEMBER MEMBER
6.	Grievances Addressal Cell	Dr. Sweety Sinha Mrs. Shrabani Mukherjee Mrs. Archana Dr. Om Prakash Ms. Sima Mahato Ms. Doly Pradhan	CHAIRPERSON COORDINATOR MEMBER MEMBER STUDENT STUDENT
7.	Examination Cell	Mrs. Shrabani Mukherjee	MEMBER


Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND



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		Mrs. Sikee kumari Mr. Ashit kumar Mahapatro	MEMBER MEMBER
8.	Collage Working Committee	Dr. Om Prakash Mr. Ashit kumar Mahapatro	CONVENER MEMBER
9.	Women's Cell	Dr. Sweety Sinha Mrs. Shrabani Mukherjee Ms. Suman Kumari	CONVENER MEMBER MEMBER
10.	Design and Printing Committee	Mr. Rabindra Sharma Mrs. Priyanka Kumari Miss. Nisha Rani Burh	MEMBER (IT Cell) MEMBER (IT Cell) MEMBER (Website)
11.	Cultural Cell	Ms. Suman Kumari Mrs. Priyanka Kumari	CONVENER MEMBER
12.	Library	Mrs. Archana Mr. Monbadh Dash	CONVENER MEMBER
13.	Admission and Marketing Committee	Dr. Om Prakash Mr. Ashit kumar Mahapatro Mr. Rabindra Sharma	MEMBER MEMBER MEMBER
14.	Press Committee	Ms. Suman Kumari Dr. Om Prakash	CONVENER MEMBER
15.	Alumni Cell	Ms. Suman Kumari Dr. Om Prakash	MEMBER MEMBER
16.	Internal Complaint Committee	Mr. R.N. Mahanty Mrs. Sikee Kumari Mrs. Archana Mrs. Priyanka Kumari	CHAIRPERSON COORDINATOR MEMBER MEMBER
17.	Placement Committee	Mrs. Bandana Kumari Dr. Om Prakash Ms. Suman Kumari	COORDINATOR MEMBER MEMBER

CC to all department's

Principal

Sweety Sinha
Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND



INSTITUTE FOR EDUCATION

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LIST OF MAINTENANCE COMMITTEE

S.NO	Name of Committees	Name of the Members	Designation
01	College Cleaning Committee	Dr. Om Prakash	College Coordinator
		Surbhi Kumari	NSS Volunteer
		Raj Madhesiya	NSS Volunteer
		Himanshu Das	NSS Volunteer
		Bharti Kumari	NSS Volunteer
		Shivani Das	Non -Teaching Staff
02	Maintenance Committee	Dr. Sweety Sinha	Principal
		Mrs. Indu Kumari	Member
		Mr. Ashit Kumar Mahapatro	Member
		Mr. Kashyap Ojha	Member
		Mr. Ajay Kumar Sharma	Member

Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND

MINORITY CELL

INTRODUCTION -

Minority Cell of the College was established in ~~1988~~ ¹⁹⁸⁸. The main purpose for the formation of this cell is to 'Empower the students of minority community.' Majority of the students of Christian, Muslim, Sikh, Jain and Buddhist community are the participants. Participant students of this college belongs to Muslim and Christian and Jain community. The minority cell helps the student of minority group in their academic development.

OBJECTIVES -

- * to provide equal opportunities for education of minorities student.
- * to assist them in their curricular extra curricular and co-curricular activities
- * to create awareness among minority students regarding financial support from government agencies.
- * to ensure provision for the safety and security of minorities students!



INSTITUTE FOR EDUCATION

Recognized by NCTE, Bhubaneswar under Kolhan University,
Chaibasa, Jharkhand

Vill. :Bijay, P.O. : Sini, District : Seraikella-Kharswan, Jharkhand – 833 220

7545870227, 7545870221, 7545870224

Ref No.: 7/0

DATE: 07/01/23

Office-Order

In view of maintenance of qualitative educational levels for different course currently carried out in the college, It has been stressed by the state government and different bodies of higher education to establish and Internal Quality Assurance Cell in the college, so as to ascertain the different aspects and dimensions of the level of the college in different expected fields to encompass all possible qualitative improvement in all the academics atmosphere factors and the convergences of academic results of the college.

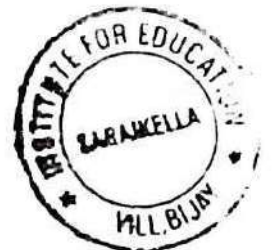
In this context in accordance to with the instructions issued from time by UGC regarding incorporation of the different persons in process of the cell, the following persons and inducted for the formation of internal Quality Assurance Cell (IQAC), which has also been equality ear marked as an important precondition for assessment for NAAC purposes.

MINORITY CELL

1. Chairperson:- Dr. Sweety Sinha (Principal)
2. Senior Teacher :-
 - a. Mrs. Indu Kumari
 - b. Mrs. Madhuri Kumari
 - c. Ms. Suman Kumari
 - d. Mr. Sharbani Mukherjee
3. One Member form the Management :- Mr. Kinshuk Mahanty
4. One Member from the local society :- Mr. Kashyap Ojha
5. Two Current Student :- a) Mass. Kasif Omar b.) Ms. Tansmeen parween
6. Once Alumni :- Mass. Shekhar Tudu
7. Coordinator of the cell :- Miss. Nisha Rani Burh
8. College Representative :- Mrs. Bandana Kumari & Mrs. Indu Kumari
9. Senior Member from College Administration:- Dr. Om Prakash

Signature

(Director)



* to facilitate scholarship to students from minority communities provided by State or Central government.

IQAC UNIT -

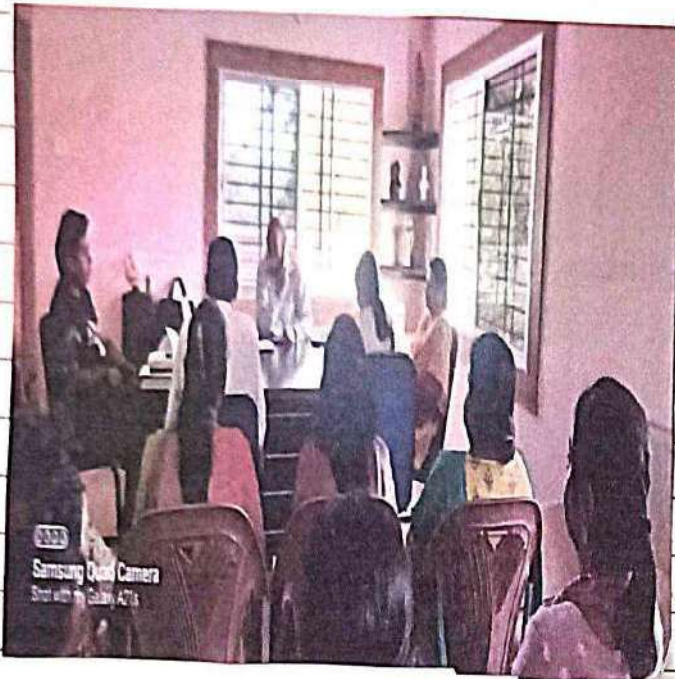
- IQAC unit is in place at the college for monitoring and maintaining Internal Quality of various activities at college level with following cell members -

MINORITY CELL

S.No.	Name	Designation
1	Dr. Sweety Sinha	Chairperson
2	Mr. Kinshuk Mohanty	Member from the management
3	Mr. Kashyap Ojha	Member from local society
4	Ms. Nisha Rani Burch	Coordinator
5	Mrs. Indee Kumari	Member
6	Mrs. Bandana Kumari	Member
7	Dr. Om Prakash	Senior Member from College Administration

MINORITY STUDENT LIST

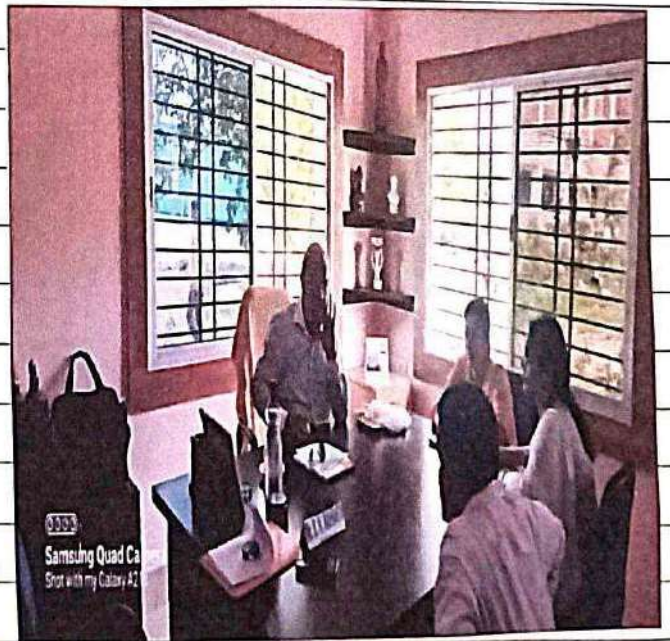
SN	Student ID	Roll No.	Name	Course	Session
1	1386	29	Kasif Umar	B.Ed.	2023-25
2	1387	30	Tabassum Fatween	B.Ed.	2023-25
3	1479	59	Md. Muhsaraf Tarweer	B.Ed.	2023-25



• TINU JADU

①

1.2 : Meeting with the MINORITY CELL



②



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☎ : 06597-210080, 7545870221, 7545870227, 7545870224, 09199441603

Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 28.01.2023

CIRCULAR

A meeting of the Minority Cell is scheduled on 31st January 2023 at 11.00 am in the principal's office.

The agenda for the meeting is as follows:

1. to conduct the meeting of minority cell
2. to monitor admission to the reservation category (minority section)
3. to help the students of minority groups in their academic development
4. to keep a record of admission taken by students of minority groups.

- Plan of action for the above issues.

Sweety Sinda
.....

Principal
Principal
Institute for Education
Bijay Saraikella-Kharsawa
JHARKHAND

Members:

1. Mrs. Indu Kumari .. *Indu Kumari*
2. Mrs. Bandana Kumari .. *Bandana Kumari*

Points Of Discussion :-

- * Decided to conduct the meeting of minority cell within every 6 months i.e., twice a year.
- * decided to monitor admission to the reservation category (minority section)
- * decided to help the students of minority group for their academic development
- * decided to keep a record of admission taken by students of minority group.



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Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 06.07.2023

CIRCULAR

A meeting of the Minority Cell is scheduled on 8th July 2023 at 11.00 am in the Principal's office.

The agenda for the meeting is as follows:

1. to conduct orientation programs for newly admitted students belonging to minority community
2. to provide emphasis in the areas of difficulties faced by minority students
3. to provide information regarding filling out the scholarship form and supporting documents required.
4. to provide information regarding category certificate, its uses & issuing authority
5. to guide achieving goals and decision-making.

- Plan of action for the above issues.

Susety Sore

Principal

Principal

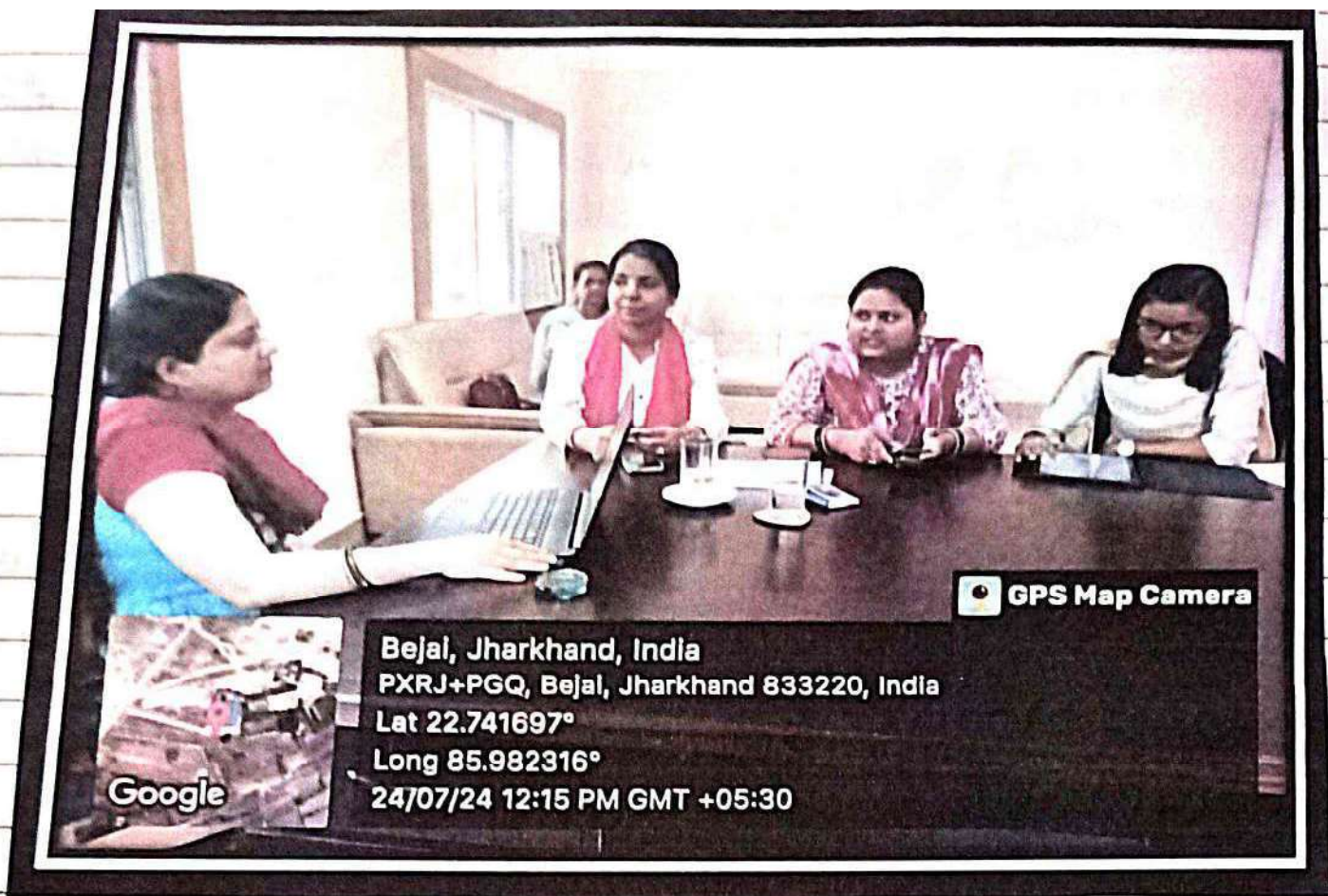
**Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND**

Members:

1. Mrs. Indu Kumari *Indu Kumari*
2. Mrs. Bandana Kumari *Bandana Kumari*

Points of Discussion -

- * The cell decided to conduct orientation programs for newly admitted students belonging to minority community.
- * decided to provide emphasis in the areas of difficulties faced by minority students.
- * decided to provide information regarding filling of scholarship form and required supported documents.
- * decided to provide information regarding category certificate, its uses and issuing authority.
- * also decided to provide guidance on achieving goals and decision making.



GPS Map Camera

Bejal, Jharkhand, India
PXRJ+PGQ, Bejal, Jharkhand 833220, India
Lat 22.741697°
Long 85.982316°
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1.

MINORITY CELL MEETING



INSTITUTE FOR EDUCATION

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Email : nmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 09.07.2024

CIRCULAR

A meeting of Minority Cell is scheduled on 11th July, 2024 at 11.00 am in the principal's office.

The agenda for the meeting is as follows:

1. To make students from minority communities aware of ragging
2. To tell them about protection from sexual harassment
3. To make them aware of social stratification discrimination
4. To make them aware of the provisions given by the government in higher education

- Plan of action for the above issues.

Sweety Singh
.....

Principal
Principal
Institute for Education
Bijay Saraikella-Kharsawan
JHARKHAND

Members:

1. Ms. Nisha Rani Burh *NBh*.....
2. Mrs. Indu Kumari *Indu Kumari*.....
3. Mrs. Bandana Kumari *Bandana Kumari*.....

Points of Discussion

- To make students from minority communities aware of ragging.
- To tell them about protection from Sexual harassment
- To make them aware of Social Stratification discrimination
- To make them aware of the provisions given by the government in higher education

Minutes of Meeting

1. Today in the Minority Cell meeting, it was decided to give information to the students of minority communities about ragging and its prevention. Along with this, a decision was also taken to make them aware that if they become a victim of any ragging, they should immediately inform the cell.
2. In this meeting the students of the minority community were given information about Sexual harassment and its prevention. They were also informed that if they face any sexual harassment, they should immediately inform the cell. During this, various policies were also discussed which have been passed in the constitution specifically for the prevention, prohibition, and redressal of Sexual harassment.
3. Social discrimination means discrimination or arbitrary deprivation of rights, privileges, and opportunities to members of targeted groups. In this meeting, minority communities were informed that since they belong to a special community, if they face any such dis-

examination during their academic session, they should inform the committee as soon as possible.

4. Many schemes are being run by the government for the minority community. A decision was also taken in this meeting to make the students aware of this Scholarship Schemes for students belonging to minority communities:

- (i) Scholarship scheme guidelines.
- (ii) Post Matric Scholarship Scheme
- (iii) Merit cum Means - based Scholarship Scheme.
- (iv) Pradhan Mantri Jan Vikas Karyakram (PMJKK)
- (v) National Minorities Development Finance Corporation (NMDFC) loan Schemes.
- (vi) Samagra Shiksha Abhiyan (Ministry of Education)

These are all schemes run by the government, whose information has been decided to be provided to the students of minority communities.

Suggestions

- During the workshop, minority students were encouraged to pursue higher education. Also, the coordinators and student representatives were asked to ensure that they motivate minority students in their respective schools, colleges, or universities to pursue higher education in the future.
- It was also discussed that students should be made aware that when they go to their workplace, they should boycott social discrimination and strive to provide equal education to their students.

Anti Ragging Cell

Institute for Education Saraikella Jharkhand strictly adheres to the guideline laid down by Hon'ble Supreme Court of India which has banned ragging in all institutions of higher education. In conformity with Supreme Court judgements and directions, UGC guidelines and state Government institutions, Institute for Education Saraikella is following Anti ragging environment towards ragging. Any student of this institute accused and found guilty of ragging, will be severely dealt with, in accordance with the provisions of the law. Causing inducing compelling or forcing a student whether by way of parties joke or otherwise to do any act which detracts from human dignity or violates his/her person or expose him/her to ridicule from doing any lawful act by intimidating, wrongful confinement, injury or the use of criminal force" is ragging.

Sreety Saha

Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND



GPS Map Camera



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QX2M+7M, Bejai, Jharkhand 833220, India
Lat 22.741683°
Long 85.982334°
11/07/24 03:14 PM GMT +05:30

Google

Srujita Saha
Principal
Institute for Education
Bijay Sarani, Bhubaneswar
INDIA

Objectives of Anti Ragging Cell

- * To aware the students about the consequences of ragging.
- * To aware the students about dehumanising effect of ragging.
- * To keep a constant eye and vigilance over ragging so as to prevents its occurrence.
- * To take action immediately as advised by the committee regarding any ragging issues.

Members of Anti Ragging Cell

An Anti-ragging cell is in place in the college to look in to control and prevent the incidents of ragging in the college, if any. The cell comprises of the following members.



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Vill. :Bijay, P.O. : Sini, District : Seraikella-Kharswan, Jharkhand – 833 220

7545870227, 7545870221, 7545870224

Ref No.:- 9/1

DATE:- 09.01.23

Office-Order

In view of maintenance of qualitative educational levels for different course currently carried out in the college. It has been stressed by the state government and different bodies of higher education to establish an Internal Quality Assurance Cell in the college, so as to ascertain the different aspects and dimensions of the level of the college in different expected fields to encompass all possible qualitative improvement in all the academics atmosphere factors and the convergences of academic results of the college.

In this context in accordance to with the instructions issued from time by UGC regarding incorporation of the different persons in process of the cell, the following persons and inducted for the formation of internal Quality Assurance Cell (IQAC), which has also been equality ear marked as an important precondition for assessment for NAAC purposes.

ANTI-RAGGING COMMITTEE

1. Chairperson:- Dr. Sweety Sinha (Principal)
2. Senior Teacher :-
 - a. Mrs. Archana
 - b. Mrs.Indu Kumari
 - c. Ms. Suman Kumari
 - d. Dr. Om Prakash
3. One Member form the Management :- Mr. Kinshuk Mahanty
4. One Member from the local society :- Mr. Kashyap Ojha
5. Two Current Student :- a) Ms.Sima Mahato b.) Ms. Doly Pradhan
6. Once Alumni :- Mass. Shekhar Tudu
7. Coordinator of the cell :- Miss. Madhuri Kumari
8. College Representative :- Mrs. Shrabani Mukherjee & Ms. Nisha Rani Burh.
9. Senior Member from College Administration:- Ashit Kumar Mahapatro

Signature

(Director)



Anti Ragging Cell

Composition

S.N	Name	Designation
1	Mr Kinshuk Mahanty	Member from the management
2.	Dr Sweetsy Sinha	Chairperson
3.	Mr Kashyap Ojha	Member from local society
4.	Dr. Mr. Anirban Ash	Coordinator
	Ms Suman Kumari	
	Mrs Madhuri Kumari	
	Mrs Shrabani - Mukherjee	
	Mr Nisha Rani Buxb	Member
	Dr Om Prakash	Member
	Mr Ashit Kz Mahapatra	Senior member from College Administration
	Mrs Indu Kumari	Senior member from College Administration

Anti Ragging Student List

S.N	Student ID	R.N	Name	Course Session
1	-		Ms Sima Mahato	B. Ed
2	-		Ms Dolly Pradhan	B. Ed
			Mass. Shekhar Tudu Alumni	

Shreetya S. L.
Principal
Institute for Education
Bijay Sarai, Bhubaneswar

Information Notice

Circular

A meeting of students Anti-ragging cell scheduled on 10/2/2023 at 11:00 am in principal's office

The agenda for the meeting is as follows:

- 1> Maintaining healthy interpersonal relations.
- 2> Information about anti-ragging cell.
- 3> There is no case regarding ragging.

Shruti Bala

Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND

1. Madhuri Kumari
2. Shrabani Mukherjee



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Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 01.02.2023

CIRCULAR

A meeting of the Anti-Ragging Cell is scheduled on 3rd February 2023 at 11.00 am in the principal's office.

The agenda for the meeting is as follows:

1. to conduct the meeting of anti-ragging
2. formation of the anti-ragging committee as per the direction of UGC
3. any matter for discussion regarding ragging
4. to create awareness among the students about the legal as well as moral consequences of ragging

- Plan of action for the above issues.

Sweety Loke
.....

Principal
Principal

Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND

Members:

1. Mrs. Madhuri Kumari *Madhuri*
2. Mrs. Sharabani Mukherjee *SM*

- * Decided to conduct the meeting of Anti Ragging Cell
- ↓ Formation of the Anti ragging committee as per the direction of UGC for the year
- ↓ Any matter for discussion regarding Ragging.
- ↓ To create awareness to the students about the legal as well as moral consequences of ragging.

Adjournment

The meeting was adjourned at 12:30 pm as there were no other points for discussion.



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Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 01.09.2023

CIRCULAR

A meeting of the Anti-Ragging Cell is scheduled on 4th September 2023 at 11.00 am in the principal's office.

The agenda for the meeting is as follows:

1. to confirm the proceeding of the last meeting
2. to make every newly admitted student participate in the program related to anti-ragging
3. to check the CCTV footage and take action if any inappropriate activity of the students recorded that may count as ragging is visible

- Plan of action for the above issues.

Shruti Saha
.....

Principal

Principal

Institute for Education

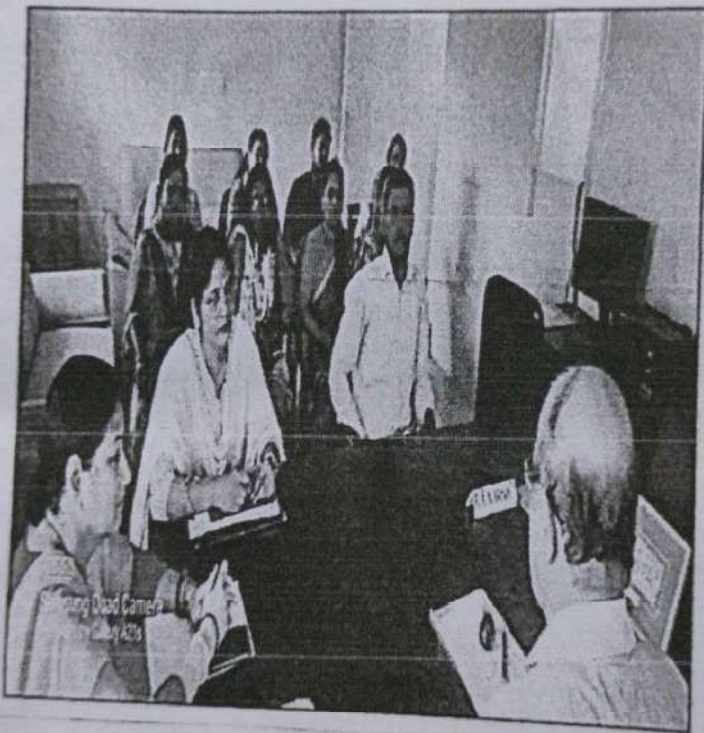
Bijay Saraikella-Kharsawar

JHARKHAND

Members:

1. Mrs. Madhuri Kumari *Madhuri*

2. Mrs. Sharabani Mukherjee *Sharabani*



Srujyati Dinda

Principal

Institute of Education
Rajy Saran Kharsawan
IHA - 751003

* To confirm the proceeding of the last meeting.

* To make every newly admitted student participate in the programme relate to Anti-ragging.

* To check the CCTV footages and taken action if any inappropriate activity of students recorded that may count as ragging is visible.

Shreey Shikha

Principal
Institute for Education
Bijay Saraikeeta-Kharsawar
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Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 10.04.2024

CIRCULAR

A meeting of Anti-Ragging Cell is scheduled on 12th April 2024 at 11: 00 am in the principal's office.

The agenda for the meeting is as follows:

1. to make the freshers aware of the anti-ragging policy of the institution
 2. to promote a culture of mutual respect and brotherhood by providing opportunities for healthy interactions
 3. organize the speech competition on various topics related to anti-ragging
- Plan of action for the above issues.

Soumya Dole
.....

Principal
Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND

Members:

3. Mrs. Madhuri Kumari *M.K.*.....
4. Mrs. Sharabani Mukherjee *S.M.*.....
5. Ms. Nisha Rani Burh *N.R.*.....

Agenda of Meeting

- * Making the freshers aware of the anti ragging policy of the institution.
- * Promoting a culture of mutual respect and brotherhood by providing opportunities for healthy interactions.
- * To organise the speech competition on the various topics related to Anti ragging.

Measures to prevent Ragging in the Campus: promoting a culture of mutual respect and brotherhood by providing opportunities for healthy interactions.

Susely Sinha
Principal

Institute for Education
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Ref No.:-

DATE:- 09/01/2023

Office-Order

In view of maintenance of qualitative educational levels for different course currently carried out in the college. It has been stressed by the state government and different bodies of higher education to establish one Internal Quality Assurance Cell in the college, so as to ascertain the different aspects and dimensions of the level of the college in different expected fields to encompass all possible qualitative improvement in all the academics atmosphere factors and the convergences of academic results of the college.

In this context in accordance to with the instructions issued from time by UGC regarding incorporation of the different persons in process of the constitution of the cell, the following persons are inducted for the formation of Internal Quality Assurance Cell (IQAC), which has also been equally ear marked as an important precondition for assessment and accreditation for NAAC purposes.

OBC CELL

- | | |
|---|--|
| 1. Chairperson :- | Dr. Sweety Sinha (Principal) |
| 2. Senior Teacher :- | a. Mrs. Archana
b. Mrs. Indu Kumari
c. Ms. Suman Kumari
d. Mr. Om Prakash |
| 3. One Member from the Management :- | Mr. Kinshuk Mahanty |
| 4. One Member from the local society :- | Mr. Kashyap Ojha |
| 5. Two Current Student :- | a) Miss. Sahi Ram Mahato . b) Bharti Kumari |
| 6. One Alumni :- | Mr. Gopi Mahato |
| 7. Coordinator of the cell :- | Mr. Om Prakash |
| 8. College Representative :- | Ms. Suman Kumari, Mrs. Bandana Sharma |
| 9. Senior Member from College Administration :- | Mr. Ashit Kumar Mahapatro |

Signature

(Director)

Suman, Bandana

09/01/23

OBC CELL

A special cell was introduced in order to look into the affairs of Other Backward Class students and staff of the institution. OBC Cell was established on 09.01.2023 in accordance with the guidelines of the University Grants Commission. The OBC Cell of the College creates a living and working environment where all employees and students belonging to the community should feel safe and respected. The institution is committed to provide an environment that promotes diversity and respects everyone regardless of colour, religious belief, caste, creed or cultures in order to ensure due compliance of the orders of reservation issued from time to time in favour of OBC from government and universities. The college takes special interest in from government agencies and other sources and the cell is always engaged to solve the various problem of OBC students.

Objectives:

- To educate, enlighten and empower the students of Other Backward Classes (OBC) to avail scholarships, adequate support and opportunities for the growth and development.
- To ensure equal opportunities for education of OBC students.
- To counsel and guide OBC students about various issues and help them to manage academic activities.

⑤

- The OBC Cell of the college creates an environment where all employees and students belonging to the community should feel safe and secure.
- To bridge a gap between students and Government Departments to get and prompt distribution of scholarships and other financial assistance.
- To provide prompt counselling for any emotional emergencies arising on account of occurrences of any event at the campus.
- To encourage enrolling for career orientation programmes, this will empower and equip them with the necessary skills to choose a career option.

IQAC Unit:

IQAC Unit is in place at the college for monitoring and maintaining Internal Quality of various Activities at College level with following Cell Members:

OBC CELL

1. Chairperson: Dr. Sweety Sinha (Principal)
2. Senior Teacher:
 - a) Mrs. Bandana Kumari
 - b) Mrs. Indu Kumari
 - c) Miss Suman Kumari
 - d) Dr. Om Prakash

Sweety Sinha

Principal

Institute for Education

Bihar Sahitya Akademi

3. One Member from the Management :

Mr. Kinshuk Mahanty

4. One Member from the local Society :

Mr. Kashyap Ojha

5. Two Current Student :

a) Sahivanu Mahato

b) Shivram Mahato

6. Once Alumni :

Shekhar Tudu

7. Coordinator of the Cell :

Dr. Om Prakash

8. College Representative :

Mrs. Bandana Kumari

Miss Suman Kumari

9. Senior Member from College Administration :

Mr. Ashit Kumar Mahapatra

Society Site

Principal

Institute for Education

Bijay Saraikella-Kharsawar

JHARKHAND



INSTITUTE FOR EDUCATION

Recognized by NCTE, Bhubaneswar under Kolhan University,
Chaibasa, Jharkhand

Vill. :Bijay, P.O. : Sini, District : Seraikella-Kharswan, Jharkhand – 833 220

7545870227, 7545870221, 7545870224

REF NO.

Date:- 20/01/2023

CIRCULAR

A meeting of student's OBC Cell is scheduled on 24/01/2023 at 11:00 am in Principal's office. The agenda for the meeting is as follows:
Discussion of problems related OBC Cell.

- i) Maintenance of needs of OBC Cell.
- ii) Counseling for any emotional emergencies
- iii) Availability of support to Other Backward Classes (OBC) students and employees.

- Plan of action for the above issues.

Surety Saha
Principal

Principal
Institute for Education
Bijay Saraikella-Kharsawan
JHARKHAND

1. Dr. Om Prakash
2. Mrs. Bandana Kumari
3. Miss Suman Kumari

Bandana Kumari
Suman

INSTITUTE FOR EDUCATION

CIRCULAR

Date: 20/01/2023

A meeting of student's OBC Cell is scheduled on 24/01/2023 at 11:00 am in Principal's office.

The agenda for the meeting is as follows:

- Discussion of problems related OBC Cell.
- i) Maintenance of needs of OBC Cell.
- ii) Counselling for any emotional emergencies.
- iii) Availability of support to Other Backward Classes (OBC) students and employees.
- Plan of action for the above issues.

Shreey Shikha
Principal

Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND

[Signature]
Bondana

Suman

1. Mr. Om Prakash
2. Mrs. Bandana Kumari
3. Miss Suman Kumari

INSTITUTE FOR EDUCATION

MINUTES

24.01.23

Minutes of the student's OBC Cell held on 24th of Jan 23' at 12.00 p.m in the Principal's Office.

Members present -

1. Dr. Sweety Sinha *Sweety Sinha*
2. Dr. Om prakash *Om Prakash*
3. Mrs. Bandana Kumari *Bandana*
4. Miss Suman Kumari *Suman*

Agenda of the Meeting:

Principal welcomed all the members. She requested about the student's request for the maintenance of needs of OBC Cell and support on emergency. She asked Dr. Om Prakash to inform Mr. Ashit Kumar Mahapatra, office Executive to keep a regular watch on the students and employees needs for the OBC cell.

Principal said that students should be well counselled about any emotional emergencies and should be supported for the same.

Sweety Sinha

INSTITUTE FOR EDUCATION

BIJAY, SERAIKELLA-KHARSWAN

B.ED. SESSION 2022-24

Student Id	Roll No	Name	DOB	Mobile	Course	Session	Category	Blood Group
1215	1	SUMIT PRADHAN	1997-12-17	6299779980	B.Ed.	2022-2024	OBC	B+
1216	2	RAHUL MAHATO	1998-06-26	8864034360	B.Ed.	2022-2024	BC-1	B+
1218	4	ASHOK KUMAR GOPE	1993-03-28	8935932603	B.Ed.	2022-2024	BC-1	A+
1227	12	SATYAJIT MAHATO	1993-10-01	9006875850	B.Ed.	2022-2024	BC-1	B+
1229	13	HARADHAN GORAI	2010-10-02	9534017766	B.Ed.	2022-2024	BC-1	AB+
1230	15	RAJESH PRAMANIK	2001-02-07	6203326214	B.Ed.	2022-2024	BC-1	O+
1232	16	BULU SAHU	1997-11-01	6205999863	B.Ed.	2022-2024	BC-1	O+
1234	18	MALENDU MAHATO	1997-03-25	9031981663	B.Ed.	2022-2024	BC-1	O+
1235	19	RAJ MADESHIYA	1998-04-23	9709253155	B.Ed.	2022-2024	BC-1	O+
1236	20	NIRUPAMA PRADHAN	2000-06-29	7667866028	B.Ed.	2022-2024	OBC	O+
1237	21	RAHUL DOGRA	1998-11-27	8210618106	B.Ed.	2022-2024	BC-1	A+
1241	25	SANGEETA MAHATO	1996-12-31	7004828430	B.Ed.	2022-2024	BC-1	A+
1242	26	CHANDRAKALA MAHTO	2000-11-03	6299104232	B.Ed.	2022-2024	OBC	A+
1243	27	CHHAYA RANI MAHTO	2000-12-25	6202984866	B.Ed.	2022-2024	BC-1	A+
1244	28	SATYAJEET MAHATO	1998-12-12	6201373460	B.Ed.	2022-2024	BC-1	B+
1245	29	RAJEEV PADIHARI	2000-05-06	9304724344	B.Ed.	2022-2024	BC-1	O+
1248	32	SACHIN MAHATO	2001-03-30	9835715012	B.Ed.	2022-2024	BC-1	B+
1250	34	RAHUL KUMAR MAHATO	1997-08-17	9931181854	B.Ed.	2022-2024	BC-1	A+
1252	36	SUSHMITA KUMARI	1995-12-31	9798618440	B.Ed.	2022-2024	BC-1	O+
1254	38	KUMARI SEEMA MAHATO	1998-01-25	7667154081	B.Ed.	2022-2024	BC-1	B+
1256	39	ABHISHEK KUMAR MAHATO	1999-07-06	7484884760	B.Ed.	2022-2024	BC-1	O+
1261	41	PANKAJ MAHATO	2000-02-09	8340597726	B.Ed.	2022-2024	OBC	A+
1263	43	SURBHI KUMARI	2000-12-30	7479835166	B.Ed.	2022-2024	BC-1	B+
1264	44	GOURAV KUMAR SOURAV	1999-12-15	7004078291	B.Ed.	2022-2024	BC-1	B+
1270	49	ARTI MAHATO	1998-09-22	6207100544	B.Ed.	2022-2024	BC-1	AB+
1272	51	MAMPY MAHATO	1999-05-21	9334807204	B.Ed.	2022-2024	BC-1	A+
1274	53	RANJITA MAHATO	1999-01-11	9508032842	B.Ed.	2022-2024	BC-1	AB+
1285	61	RAHUL KUILA	1996-04-15	7991133537	B.Ed.	2022-2024	BC-1	A+
1287	63	KISHOR KUMAR MAHTO	1997-03-06	9955524366	B.Ed.	2022-2024	BC-1	B+
1295	65	JAYSAROTI GOPE	1992-08-14	8825122543	B.Ed.	2022-2024	BC-1	O+
1301	72	YASHODA MAHTO	1998-12-03	9123205270	B.Ed.	2022-2024	BC-1	O-
1303	74	LOVLY MAHATO	2001-09-14	6203728063	B.Ed.	2022-2024	BC-1	O+
1304	75	PRABIR KUMAR GORAI	1997-03-02	9798134541	B.Ed.	2022-2024	BC-1	A+
1306	77	ARTI KUMARI	1997-06-15	6202960300	B.Ed.	2022-2024	BC-1	O+
1307	78	RITESH MAHTO	2001-01-27	7070134555	B.Ed.	2022-2024	BC-1	B+
1310	81	BIJAY SAHU	1999-11-12	8340503844	B.Ed.	2022-2024	BC-1	B+
1311	82	GANESH TANTI	2001-01-25	6207466164	B.Ed.	2022-2024	BC-1	A+
1312	83	SACHITA MAHATO	1995-06-19	6205311104	B.Ed.	2022-2024	BC-1	O+
1314	85	KIRAN PRADHAN	1996-09-19	7682906562	B.Ed.	2022-2024	BC-1	A+
1316	86	KRITIKA MAHTO	1996-10-10	6207339675	B.Ed.	2022-2024	BC-1	A+
1320	90	BABITA MAHTO	1998-01-05	9608663731	B.Ed.	2022-2024	BC-1	B+
1327	97	DEEPA MAHATO	1993-03-07	9835577311	B.Ed.	2022-2024	BC-1	A+
1328	98	BINDU MAHATO	1993-06-15	9234579648	B.Ed.	2022-2024	BC-1	B+
1329	99	LAXMI MAHTO	1997-03-05	7070661205	B.Ed.	2022-2024	BC-1	A+
1331	100	RANI MAHTO	1996-02-21	6201067825	B.Ed.	2022-2024	BC-1	O+

Susmita Saha

Principal

Institute for Education
Bijay Saraikella-Kharsawan
JHARKHAND

She mentioned, the college OBC cell should regularly organise workshops helping students learn about the criteria's and advantages of the Other Backward class (OBC) employees and students.

Adjournment:

The meeting was adjourned at 1.10 p.m as there were no other points for discussion.

Surely S. S. S.
Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND



INSTITUTE FOR EDUCATION

Recognized by NCTE, Bhubaneswar under Kolhan University,
Chaibasa, Jharkhand
Vill. :Bijay, P.O. : Sini, District : Seraikella-Kharswan, Jharkhand – 833 220
7545870227, 7545870221, 7545870224

REF.NO

Date:- 25/07/23

CIRCULAR

A meeting of the student's OBC-Cell is scheduled on 2nd of August 23' at 1.00 pm in Principal's Office. The agenda for the meeting are as follows:

- Discussions of OBC Cell recorded in the last student's meeting held on
 - I) OBC Cell composition.
 - II) Future Plans of Action.
- Action for the above issues.

Sweety Sinha

Principal

1. Dr. Om Prakash
2. Mrs. Bandana Kumari *Bandana Kumari*
3. Miss Suman Kumari *Suman*

Principal
Institute for Education
Bijay Saralkella-Kharsawan
JHARKHAND

INSTITUTE FOR EDUCATION

CIRCULAR

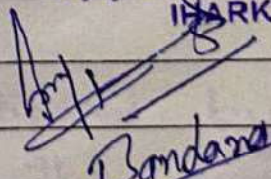
25.07.23

A meeting of the student's OBC-Cell is scheduled on 2nd of August 23' at 1.00 p.m in Principal's Office. The agenda for the meeting are as follows:

- Discussions of OBC cell recorded in the last student's meeting held on
 - i) OBC cell composition.
 - ii) Future Plans of Action.
- Action for the above issues.

Surety Singh
Principal
Principal
Institute for Education
Bijay Sarikella-Kharsawar
JHARKHAND

1. Dr. Om Prakash
2. Mrs. Bandana Kumari
3. Miss Suman Kumari


Bandana
beuman



INSTITUTE FOR EDUCATION

MINUTES

02.08.23

Minutes of the OBC Cell held on 2nd of August at 2.00 p.m in the Principal's Office.

The following members were present:

1. Dr. Sweety Sinha

Sweety Sinha

2. Dr. Om Prakash

[Signature]

3. Mrs. Bandana Kumari

Bandana

4. Miss. Suman Kumari.

Suman

Principal welcomed all members. She mentioned that there was a conversation with the students of both the semesters and the student representation put up the requests before the committee.

- Students were happy and satisfied by the action taken to address all the reports put up in the last meeting.
- The members were suggested to organise program for teaching, non-teaching and students belonging to the OBC section in order to have an inclusive atmosphere in the institution.

Sweety Sinha

Principal

Institute for Education
Bijay Saraikella-Kharsawan
JHARKHAND

- Principal advised to create awareness about the purpose of the OBC cell, financial support and creating a safe and healthy learning environment for students.
- Basic rules were made according to the needs of the section.

Principal thanked all the members and the meeting ended.

Adjournment:

The meeting was adjournment at 3.00 p.m.

Shruti Sinha
Principal
Institute for Education
Bijay Saraikella-Kharsawar
JHARKHAND



INSTITUTE FOR EDUCATION

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Chaibasa, Jharkhand

Vill. :Bijay, P.O. : Sini, District : Seraikella-Kharswan, Jharkhand – 833 220



7545870227, 7545870221, 7545870224

REF.NO

Date:-09.01.24

CIRCULAR

An OBC Cell meeting scheduled members at on 12th of Jan 29. All the committee members are requested to attend the meeting at 11.00 a.m in the Principal's room. The following will be the agenda of the meeting.

- Review on the previous reports of the OBC Cell meetings.
- Discussion on the Latest grievances of the OBC Cell.
 - i) Scholarships related queries.

Srujan Kumar
Principal

Principal
Institute for Education
Bijay Saraikella-Kharsawan
JHARKHAND

1. Dr. Om Prakash
2. Mrs. Bandana Kumari
3. Miss Suman Kumari

Bandana Kumari
Seemra

INSTITUTE FOR EDUCATION

CIRCULAR

09.01.24

An OBC Cell meeting is scheduled on 12th of Jan 24. All the committee members are requested to attend the meeting at 11.00 am in the Principal's room. The following will be the agenda of the meeting:

- Review on the previous reports of the OBC Cell meetings.

Discussion on the latest grievances of the OBC Cell.

i) Scholarships related queries.

Surety Saha
Principal

• Dr. Om Prakash
• Miss. Bandana Kumari
• Miss Suman Kumari

Bandana
Suman

Principal
Institute for Education
Eljay Sarakella-Kharsawa
JHARKHAND

INSTITUTE FOR EDUCATION

MINUTES

The principal Dr. Sweety Sinha welcomed all the members and opened the discussion on the agenda point as follows in the Principal chamber at 11.10 a.m.

She mentioned that in the meeting with students held on 4th of Jan²⁰, it was told to students to get involved to the OBC cell for the various advantages given to the OBC section.

It was observed and decided that the members of the cell would involve in the admission procedure in order to ensure that the reservation quota for the OBC students was observed. Also, this would help to ensure E-Grantz Scholarships to OBC students whose annual income is less than Rs 1,00,000.

The principal verified the data received from the office by Mr. Ashit Kumar Mahapatra and ensured that the grants allocated for the economically backward OBC students were distributed.

Principal appreciated the faculty members for their constant efforts for the betterment of college.

Adjournment: The meeting was adjourned at 1:00 pm

Sweety Sinha
Principal
Institute for Education
Bijay Saraketta-Kharsawan
JHARKHAND

INSTITUTE FOR EDUCATION

BIJAY, SERAIKELLA-KHARSWAN

B.ED. SESSION 2023-25

Student Id	Roll No	Name	DOB	Mobile	Course	Session	Category	Blood Group
1356	1	RABINDRA MAHATO	1998-02-13	9110931947	B.Ed.	2023-2025	BC-1	B+
1360	5	AJAY MAHATO	1997-01-02	6200065827	B.Ed.	2023-2025	BC-1	B+
1361	6	BHIMSEN MAHATO	2000-12-30	9608612608	B.Ed.	2023-2025	BC-1	O+
1362	7	SHIVRAM MAHATO	2002-02-26	8271203281	B.Ed.	2023-2025	BC-1	A+
1364	9	ANITA MAHATO	1998-06-25	7004092002	B.Ed.	2023-2025	BC-1	A-
1365	10	SEEMA KUMARI PAN	1992-08-27	9661755794	B.Ed.	2023-2025	BC-1	A+
1366	11	PRASHANT KUMAR MAHATO	1998-09-24	7479720884	B.Ed.	2023-2025	BC-1	B+
1367	12	BABY SAHU	2001-04-11	8102258009	B.Ed.	2023-2025	BC-1	B+
1370	15	NARSINGH MAHATO	2023-12-11	7050852008	B.Ed.	2023-2025	BC-1	O+
1371	16	SUJATA MAHATO	1995-12-31	9334194904	B.Ed.	2023-2025	OBC	O+
1376	20	SAPNA KUMARI MAHTO	1996-01-29	9934179314	B.Ed.	2023-2025	BC-1	A+
1380	24	CHURAMANI MAHATO	1999-10-25	9142564045	B.Ed.	2023-2025	BC-1	B+
1382	25	SUJATA PRADHAN	2002-03-25	9304596619	B.Ed.	2023-2025	BC-1	O+
1383	26	SANGITA MAHATO	1997-02-11	8709748936	B.Ed.	2023-2025	BC-1	A+
1384	27	BHARTI KUMARI	2001-12-10	8051493720	B.Ed.	2023-2025	BC-1	O+
1455	40	POONAM KUMARI GOPE	1998-03-19	7903187059	B.Ed.	2023-2025	BC-1	B+
1456	41	SEEMA MAHATO	1991-01-04	8789854730	B.Ed.	2023-2025	BC-1	B+
1459	44	ASTOMEE MAHATO	1998-08-03	9031940788	B.Ed.	2023-2025	BC-1	B+
1462	47	KHUSHBOO MAHATO	1999-10-19	6201241488	B.Ed.	2023-2025	BC-1	A+
1463	48	BIJAY MAHATO	1998-03-02	6200162825	B.Ed.	2023-2025	BC-1	O+
1464	49	SAHIRAM MAHATO	2001-04-16	6204762268	B.Ed.	2023-2025	BC-1	O+
1467	52	TAPAN KUMAR MAHATO	2001-07-27	6204191029	B.Ed.	2023-2025	BC-1	B+
1472	53	RAHUL KUMAR MAHATO	1999-11-01	8002159542	B.Ed.	2023-2025	BC-1	B+
1474	54	SUSHMITA MAHATO	2001-12-09	9973357772	B.Ed.	2023-2025	BC-1	A+
1475	55	POONAM PRAMANIK	1997-06-28	9693989740	B.Ed.	2023-2025	BC-1	O+
1477	57	KALPANA MAHATO	1999-02-13	9608171561	B.Ed.	2023-2025	BC-1	O+
1481	61	SUSHMITA KUMARI MAHATO	1998-08-31	6205254654	B.Ed.	2023-2025	BC-1	O+
1482	62	LAKSHMI LOHAR	1998-11-07	7488430056	B.Ed.	2023-2025	BC-1	O+
1528	63	CHHABI RANI MAHATO	1998-09-02	9113460968	B.Ed.	2023-2025	BC-1	A+
1484	64	GOURI KAIBART	1996-01-23	7061589032	B.Ed.	2023-2025	BC-1	O+
1485	65	GAUTAM SAMAL	1996-02-15	9142291404	B.Ed.	2023-2025	BC-1	O+
1493	73	CHANDAN MAHATO	1998-12-10	9304372438	B.Ed.	2023-2025	BC-1	O+
1496	76	SHEELA KUMARI	1986-04-08	9438465443	B.Ed.	2023-2025	BC-1	A+
1499	79	HIMANSHU KUMAR DAS	2000-11-27	7992428424	B.Ed.	2023-2025	OBC	O+
1500	80	MANOJ MAHATO	2000-02-10	6203228376	B.Ed.	2023-2025	BC-1	A+
1501	81	CHANDAN MAHATO	2001-07-16	9113789065	B.Ed.	2023-2025	BC-1	A+
1502	82	JAGBANDHU MAHATO	2001-10-25	7488291521	B.Ed.	2023-2025	BC-1	O+
1504	84	SUSHMITA PRADHAN	2000-04-04	7992449967	B.Ed.	2023-2025	BC-1	B+
1509	85	NITISH RAUT	2000-10-18	8709088406	B.Ed.	2023-2025	BC-1	O+
1512	88	DOLLY PRADHAN	2002-02-03	9973823782	B.Ed.	2023-2025	OBC	O+
1514	90	SULEKHA MAHATO	1995-01-21	8825325105	B.Ed.	2023-2025	BC-1	A+
1515	91	SUMAN PRADHAN	2000-04-27	9798187845	B.Ed.	2023-2025	BC-1	A+
1517	93	SURAJ MAHATO	2002-05-29	7979785448	B.Ed.	2023-2025	BC-1	O+
1519	95	KUMARI SIMA MAHATO	1993-02-04	8709012087	B.Ed.	2023-2025	BC-1	O+
1525	98	PUJA MODAK	1998-07-01	7979888787	B.Ed.	2023-2025	BC-1	O+
1526	99	BHAGYASHREE PRADHAN	2001-09-17	9955823970	B.Ed.	2023-2025	BC-1	A+
1527	100	LAXMI PRAMANIK	1994-12-06	7979095571	B.Ed.	2023-2025	BC-1	O+

Surely Saha
Principal
Institute for Education
Bijay SaraiKella-Kharsawan
JHARKHAND

PLACEMENT CELL

The placement Cell plays a fundamental role in locating job opportunities for student teachers of B.ed. from the college by keeping in touch with reputed schools and junior colleges. The functioning of the Placement Cell has always proved to be efficient as it maintains good rapport with educational institutions. The cell operates round the year to facilitate contact between schools and student teachers. On learning the requirements of various institutions, a mutually agreeable date is fixed for holding interviews at the college campus and candidates are guided and trained for the same.

The placement Cell organizes career guidance programs for all the students starting from first year. Priority is given to train the students for the placement process, which involves interview techniques, and aptitude and self-presentation skills. This training is imparted to all the student teachers.

VISION

To equip the students with relevant and conceptualized professional teaching skills and guiding them towards a bright future and career all round the world, with the values such as sincerity, honesty, hard work and a sense of justice.



INSTITUTE FOR EDUCATION

Recognized by NCTE, Bhubaneswar under Kolhan University,
Chaibasa, Jharkhand

Vill. : Bijay, P.O. : Sini, District : Seraikella-Kharswan, Jharkhand – 833 220

7545870227, 7545870221, 7545870224

Ref No.:- 9/c

DATE:- 09.01.23

Office-Order

In view of maintenance of qualitative educational levels for different course currently carried out in the college. It has been stressed by the state government and different bodies of higher education to establish an Internal Quality Assurance Cell in the college, so as to ascertain the different aspects and dimensions of the level of the college in different expected fields to encompass all possible qualitative improvement in all the academics atmosphere factors and the convergences of academic results of the college.

In this context in accordance to with the instructions issued from time by UGC regarding incorporation of the different persons in process of the cell, the following persons are inducted for the formation of internal Quality Assurance Cell (IQAC), which has also been equally earmarked as an important precondition for assessment for NAAC purposes.

PLACEMENT CELL

1. Chairperson:- Dr. Sweety Sinha (Principal)
2. Senior Teacher :-
 - a. Mrs. Archana
 - b. Mrs. Madhuri Kumari
 - c. Ms. Suman Kumari
 - d. Mr. Sharbani Mukherjee
3. One Member from the Management :- Mr. Kinshuk Mahanty
4. One Member from the local society :- Mr. Kashyap Ojha
5. Two Current Student :- a) Miss. Sujata Sardar b.) Miss. Bahalen Purty
6. Once Alumni :- Mass. Shekhar Tudu
7. Coordinator of the cell :- Mrs. Bandana Kumari
8. College Representative :- Dr. Om Prakash & Miss. Suman Kumari
9. Senior Member from College Administration:- Mr. Ashit Kumar Mahapatro



Signature

(Director)

OBJECTIVES

- To develop employability of students
- To conduct on and off Placement drives for recruitment
- To provide equal chances to all students and alumni to present themselves for Placement
- To give information about various higher study options and competitive examinations
- To make the students and teachers more confident through workshops, seminars, interviews and extension lectures.

IQAC UNIT :

IQAC Unit is in place at the college for monitoring and maintaining Internal Quality of various Activities at College level with following Cell Members:

Sneha Singh

Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

PLACEMENT CELL

1. Chairperson : Dr. Sweety Sinha (Principal)
2. Senior Teachers :
 - a) Mrs. Archana
 - b) Mrs. Madhuri Kumari
 - c) Ms. Surman Kumari
 - d) Mr. Sharbani Mukherjee
3. One Member from : Mrs. Kinshuk Mahanty
the Management
4. One Member from : Mr. Kashyap Ojha
the local Society
5. Two Current student : a) Miss Sujata Sarda
b) Miss Bahalen Purty
6. Once Alumni : Mrs. shekhar Tudu
7. Coordinator of : Mrs. Bandana Kumari
the Cell
8. College Representative : Dr. Om Prakash
Miss Surman Kumari
9. Senior Member from : Mr. Ashit Kumar Mahapatra
College Administration :

Sweety Sinha

Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND



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CIRCULAR

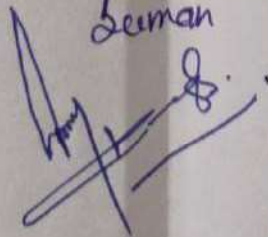
Date: 07/04/2023

A meeting of Placement Cell/ Committee of our college is scheduled to be held on 29/04/2023 at 10: 30 am in Principal Office. All the committee members are requested to attend the meeting. It is mandatory for all committee members to attend the meeting.

Principal

Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

- 1) Mrs. Bandana Kumari
- 2) Miss. Suman Kumari
- 3) Dr. Om Prakash

Bandana Kumari
Suman


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CIRCULAR

Date: 07/04/2023

A meeting of Placement Cell / Committee of our college is scheduled to be held on ~~29/04/2023~~ ~~on~~ at 10:30 am in principal office. All the committee members are requested to attend the meeting. It is mandatory for all committee members to attend the meeting.

Shruti Saha
Principal

Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

1) Mrs. Bandana Kumari

Bandana Kumari

2) Miss Suman Kumari

Suman

3) Dr. Om Prakash

Om Prakash



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Sweety Saha

Principal
Institute for Education
Bijay Saraikella-Kharswan
JHARKHAND

INSTITUTE FOR EDUCATION

MINUTES

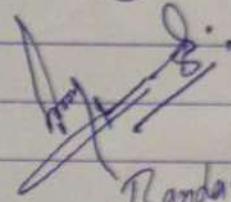
Minutes of the student's Placement cell held on 29/04/23 at 11:00 am in the Principal's office.

Members Present :-

1) Dr. Sweety Sinha

Sweety Sinha

2) Dr. Om Prakash



3) Mrs. Bandana Kumari

Bandana Kumari

4) Miss Suman Kumari

Suman

Agenda of the meeting :

1) Introduction of Placement Cell.

2) To organize career orientation and guidance programs.

Principal welcomed the members.

Coordinator Mrs. Bandana Kumari initiated the meeting by appreciating the participation of all members. welcomed.

Coordinator introduced placement cell

Sweety Sinha
Principal
Institute For Education
Bijay Saraikella-Kharsawa
JHARKHAND



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JTET/CTET



Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

to the committee members. The placement cell in a college is an essential department that plays a crucial role in helping students secure their dream careers.

They provide valuable resources, training, opportunities for students to improve their skills, knowledge and connect them with the right jobs.

Meeting ended with discussion to organize career orientation and guidance programmes for students.

The meeting was ended with a vote of thanks.

Sneety Sene

Principal
Institute For Education
Ditay Saraikella-Kharsawan
JHARKHAND



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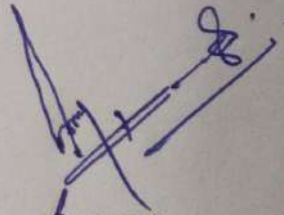
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☎7545870227, 7545870221, 7545870224

CIRCULAR

Date: 25/03/2024

A meeting of Placement Cell / Committee of our Institute is scheduled to be held on 30/03/2024 at 1: 00 pm in Principal's Office. All committee members are requested to attend the meeting. It is mandatory for all committee member to attend the meeting.

- 1) Dr. Om Prakash
- 2) Miss Suman Kumari
- 3) Mrs. Bandana Kumari


Suman
Bandana Kumari

Principal
Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

INSTITUTE FOR EDUCATION

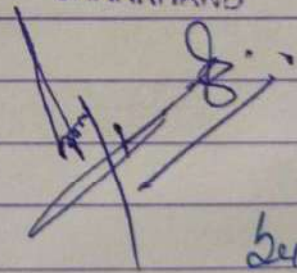
CIRCULAR

Date: 25/03/2024

A meeting of Placement Cell / Committee of our institute is scheduled to be held on 30/03/2024 at 1:00 pm in principal's office. All committee members are requested to attend the meeting. It is mandatory for all committee members to attend the meeting.

Suman
Principal

Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND



Suman

1) Dr. Om Prakash

2) Miss Suman Kumari

3) Mrs Bandana Kumari

Bandana Kumari



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Sreelaxmi Saha
Principal
Institute For Education
Bijay Saraikella-Kharsayan
JHARKHAND

INSTITUTE FOR EDUCATION

MINUTES

Minutes of the Placement Cell held on at 30/03/24 at 11:30 am in the Principal's office.

Members's Present:

- 1) Dr. Sweety Sinha
- 2) Dr. Om Prakash
- 3) Miss Surman Kumari
- 4) Mrs. Bandana Kumari

Sweety Sinha
Om Prakash
Surman
Bandana Kumari

Agenda of the meeting:

- 1) Review of previous meeting of Placement Cell committee and action taken.
- 2) Introduction of Placement Cell/Committee
- 3) Conducting preparation test (like, JTET, CTET etc through workshop)

Sweety Sinha

5.1.4.3 Report of the Placement Cell

Name of students working as a Teacher/teacher Educator/Others

SL. No.	Name of the student	School	Year (2019-2023)
1	Kumari Sangeeta	Vidya Jyoti School, Gamharia	2019
2	Pamely Bhowmic	R.K.M. Lady Indersingh School	2019
3	K. Ramya	D.A.V. Public School, Adityapur	2020
4	Bijeta Singh Deo	Saraswati Shishu Mandir (Seraikella)	2020
5	Shreya	Rajendra Vidyalaya Sakchi	2020
6	Priyanka Poddar	Mothers International Academy, Madhupur	2020
7	Manisha Mishra	R.V., Sakchi	2020
8	Tejal Jiya	Saraswati Shishu Mandir Gujrati M.E. School	2020
9	Sandhya Ojha	M.O. Academy	2020
10	Kumar Vivek	ITES	2020
11	Sandhya	Graduate School College	2020
12	Siddharth Mahapatra	Loyala School Telco	2020
13	Swati Kumari	Seraikella Primary School	2020
14	Jaya Kumari	Akash Success Coaching Center	2021
15	Sweta Sarangi	Government Polytechnic, Kharsawan	2022
16	Payal Sharma	Tarapore School Agrico	2022
17	Barkha Jaiswal	Jusco	2022
18	Alok Kumar	K.P.S., Burmamines	2022
19	Rajani Kumari	Primary School Kharswan	2022
20	Priy Kumari	Home Tution Purulia W.B.	2022
21	Komal Upadhaya	D.A.V. Bokaro	2022
22	Minakshi	Sri Krishna Public School	2022
23	Barkha	Jusco	2022
24	Prabhat Kumar	Loyola School, Telco	2022
25	Swati Srivastava	Central School Surda	2022
26	Aman kr. Poddar	Shri Krishna Public School, Bistupur	2022
27	Shahbaaz Alam	Serailella	2022
28	Jyoti Parna Das	Home Tution	2022
29	Ramapada Mahato	R.P.C Public School	2023
30	Nikita	Seraikella	2023
31	Rose Satpathy	Saraswati Shishu Mandir	2023
32	Nivedita	(Seraikella)	2023
33	Samta Rai	Sri Krishna Public School	2023
34	Ayushi Sharma	Srinath Public School, Adityapur	2023
35	Nikita Sarangi	Rudra Pratapsingh Dev Public School	2023
36	Rani Singh	Adityapur	2023
37	Sujata Sardar	P.G.T. +2 School	2023

Principal

Srujan Saha

Principal
Institute for Education
Bijay, Seraikella-Kharsawan

Important Point discuss in the meeting:-

- Principal welcomed the members.
- Meeting started with the welcome speech by coordinators.
- Assitant Professor Mrs. Bandana Kumari initiated the review of pprevious meeting of Placement cell.
- After Discussion review of previous meeting the following action were taken.
- The coordinators discussed about conducting value added course for students.
- The coordinators discussed about conducting workshop on preparation for CTET, JTET, etc. for students.
- Meeting ended with the discussion of conducting workshop on CTET, JTET and vote of thanks.

Shruti Singh
 Principal
 Institute For Education
 Bijay Saraikella-Kharsawan
 JHARKHAND

ST / SC CELL

The SC/ST Cell at the Institute For Education is constituted with the objective of bringing the students belonging to the Scheduled Caste and Scheduled Tribe category into the mainstream society for the educational, social and economic upliftment.

The cell aims to provide a platform for the student's concerns issues related to their academic or personal aspects. The cell takes appropriate measures to address these concerns.

The cell organizes Guest lectures by distinguished speaker, interactive session, poster making and logo competition to create awareness among the SC/ST students regarding various government and non-government scholarship schemes and programs so that students can benefit by availing these facilities.

Members of the Cell

S.No.	Name	Designation
1.	Dr. Sreety Sinha	Chairperson
2.	Mr. Kinshuk Mahanty	One member from the management
3.	Mr. Kashyap Ojha	One member from the local society
4.	Ms. Suman Kumari	Coordinator
5.	Ms. Nisha Rani Burh	College Representative
6.	Mrs. Madhuri Kumari	College Representative
7.	Ms. Swati Purty	Current Student
8.	Ms. Aarti Kachhap	Current Student
9.	Master Shekhar Tudu	Alumni
10.	Dr. Om Prakash	Senior member from College Administration

Objectives -

- to provide equal opportunities for education of SC/ST students.
- to assist them in their curricular, extra-curricular and co-curricular activities.
- to create awareness among SC/ST students.
- to facilitate scholarship to the students from SC/ST communities provided by government.
- to ensure provision for the security and safety of SC/ST students.

IQAC UNIT -

IQAC unit is in place at the college for SC/ST monitoring and maintaining Internal Quality of various activities at college level with various cell. The ST/SC Cell is also a part of IQAC.



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☎ : 06597-210080, 7545870221, 7545870227, 7545870224, 09199441603
Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 27th January 2023

CIRCULAR

A meeting of the ST/SC Cell is scheduled 31st January 2023 at 11.00 am in the principal's office.

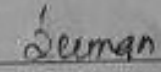
The agenda for the meeting is as follows:

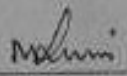
1. To conduct the meeting of SC/ST cells every six months
 2. To monitor admission to reservation categories i.e., scheduled caste and tribes, and keep a record of it.
 3. To provide information regarding scholarship schemes.
- Plan of action for the above issues.



Principal

Members

1. Ms. Suman Kumari 

2. Mrs. Madhuri Kumari 

17

Following points were discussed -

- The meeting was held in the chairmanship of Principal, IFE Seraikella, Jharkhand. The principal welcomed SC/ST cell committee members.

The Coordinator of ST/SC cell put forth the aims and objectives of the committee.

It was decided to collect the SC/ST students' name list for academic year 2023-24

It was decided in the meeting that complete information about all the scholarship given to students by government and non-government sources should be made available to the students.



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Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 19.07.2023

CIRCULAR

A SC/ST Cell meeting is scheduled on 22nd July 2023 at 11.00 am in the Principal's office.

The agenda for the meeting is as follows:

1. planning for the next academic year
 2. to Counsel and guide SC ST students and help them manage academic and personal issues of college life effectively
 3. guide to the issuance of category certificate
 4. awareness of ragging and protection from sexual harassment
- Plan of action for the above issues.

Sweety Sinha

Principal

Members

1. Ms. Suman Kumari *Suman*

2. Mrs. Madhuri Kumari *Madhuri*

Minutes of meeting:

1. Planning for the next academic year.

In this meeting, a plan was made for the new academic year in which it was decided which facilities would be provided to the students of scheduled tribes and scheduled castes in this new academic year. In these facilities, a plan was made for the conduction of career guidance, a personality development program, and the arrangement of remedial classes.

2. to counsel and guide SC ST students and help them manage Academic and personal issues of college life effectively.

Through counselling, SC/ST students are advised to manage and deal with emotional conflicts and personal problems. It was discussed that proper counselling helps to incorporate valuable lessons into their daily life. It was decided to organize career counselling where students are advised on course selection and various career paths. It is important to prepare them for life after training and what they can expect in the various fields they can choose.

3. guide the issuance of category certificate.

A category certificate is a confirmation of category membership if a person belongs

to one of the "Scheduled Categories" defined in the Constitution of India. Category certificates are important for every Indian citizen. Some state governments and district governments are reluctant to provide or support an online class certificate. Another common misconception is that class certification and class validity are not the same thing. Yes, a class certificate is a document declaring its category, while a class validity certificate is a class certificate. The students were made aware of all these pieces of information.

4. to make them aware of ragging and protection from sexual harassment.

Today in the SC/ST Cell meeting, it was decided to give information to the students of SC/ST communities about ragging and its prevention. Along with this, a decision was also taken to make them aware that if they become a victim of any ragging, they should immediately inform the cell. Also, the students of the SC/ST category were given information about sexual harassment and its prevention. During this, various policies were also discussed which have been passed in the constitution specially for the prevention, prohibition and reversal of sexual harassment.



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Email : rnmahantyjr@gmail.com, Website : www.instituteforeducation.in

Date: 18.04.2024

CIRCULAR

A meeting of ST/SC Cell is scheduled on 22nd April 2024 at 11.00 am in the principal's office.

The agenda for the meeting is as follows:

1. to understand their issues and provide advice or help to solve them.
2. counsel students to help them deal with feelings of being less (inferiority complex) than others and improve their personal appearance and social interactions with peers.

- Plan of action for the above issues.

Sreety Sini

Principal

Members

1. Ms. Suman Kumari *Suman*

2. Mrs. Madhuri Kumari *Mhm*

3. Ms. Nisha Rani Burh *NBh*

Minutes of Meeting -

1. In the meeting, it was decided that all the obstacles that the students of this category face during their studies will be properly handled and they will be encouraged to move forward in their studies. The students were told that they are given various reservations in the field of education and working professions and they should be utilized properly.
2. An inferiority complex refers to basic, chronic feelings of inadequacy and insecurity, whether real or perceived. Constant self doubt, hesitation and low self esteem reduce a person's overall happiness and well being. Students were advised not to develop inferiority complex in themselves.

Government strategies sees education as an essential component in assisting Scheduled Tribe and Scheduled Caste communities to adapt the process of national integration. The students were told that education is projected to play a pivotal role in determining the prosperity, success and security of individuals within these community.

In this regard, the students of this special category are requested to take advantage of the education being imparted to them and come forward as role models for themselves and their society. The students were advised to become successful teachers and overcome their inferiority complex.

Grievance Redressal Cell

Grievance Redressal System is a vital part of any administration. It is the responsibility of the College Administration to provide a secure and contented environment to all its staff and students. The Grievance Redressal Committee has been formed in the College as per the UGC guidelines to redress the grievances of both the staff and the students.

The grievances received by the Principal are forwarded to the concerned Committee members who look into the problems depending upon the seriousness of the issue.

The Committee has been continuously striving to take the best efforts possible to create a harmonious and conducive atmosphere to everyone in question.

OBJECTIVE OF THE CELL :

- ① To develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.
- ② To provide the students access to immediate, hassle free recourse to have their Grievance redressed.
- ③ To enlighten the students on their duties & responsibilities to access benefits under the policies.
- ④ To identify systemic flaws in the design and administration of various general matters and to establish structured interactions with students to elicit information on their expectations.

Composition of College Grievance Redressal Cell

S.P NO.	NAME	DESIGNATION	POSITION
1.	Dr. (Mrs. Sweety Sinha	Principal	Chairman
2.	Mrs. Sharabani Mukherjee	IQAC Coordinator	CGRC Coord. & Convener
3.	Dr. Om Prakash	College Representative (College Co-ordinator)	Member
4.	Mrs. Archana	Library Incharge	Member
5.	Ms. Sima Mahato	Student Representative	Member
6.	Ms. Dolly Pradhan	Student Representative	Member

All the students enrolled at Institute For Education have the right to appeal any academic matter in which they feel that they have been treated unfairly.

Examples of student problems: → Dispute over Grades,
→ Course Requirements,
→ Faculty or Staff Conduct
→ Fines and Administrative procedures

If any problem arises and is not resolved informally, students may file a grievance with the college Grievance Redressal Cell (CGRC) of the college. Any type of student complaint or problem may be presented to the CGRC for official Review.

Any student who wishes to file a grievance can contact the coordinator of CGRC in college office and students can file the grievance online.

Sweety Sinha
Principal
Institute For Education
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Ref No.:- 9/c

DATE:- 09/01/23

Office-Order

In view of maintenance of qualitative educational levels for different course currently carried out in the college. It has been stressed by the state government and different bodies of higher education to establish and Internal Quality Assurance Cell in the college, so as to ascertain the different aspects and dimensions of the level of the college in different expected fields to encompass all possible qualitative improvement in all the academics atmosphere factors and the convergences of academic results of the college.

In this context in accordance to with the instructions issued from time by UGC regarding incorporation of the different persons in process of the cell, the following persons and inducted for the formation of internal Quality Assurance Cell (IQAC), which has also been equality ear marked as an important precondition for assessment for NAAC purposes.

GRIEVANCE ADDRESSAL COMMITTEE

1. Chairperson:- Dr. Sweety Sinha (Principal)
2. Senior Teacher :-
 - a. Mrs. Archana
 - b. Mrs. Shrabani Mukherjee
 - c. Mrs. Sikee Kumari
 - d. Dr. Om Prakash
3. One Member form the Management :- Mr. Kinshuk Mahanty
4. One Member from the local society :- Mr. Kashyap Ojha
5. Two Current Student :- a) Ms. Sima Mahato b.) Ms. Doly Pradhan
6. Once Alumni :- Mass. Shekhar Tudu
7. Coordinator of the cell :- Mrs. Shrabani Mukherjee (IQAC)
8. College Representative :- Mrs. Archana & Dr. Om Prakash
9. Senior Member from College Administration:- Ashit Kumar Mahapatro

Signature

(Director)





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Email : rnmahantyjsr@gmail.com, Website : www.instituteforeducation.in

Date: 28th July 2023

CIRCULAR

A meeting of Student's Grievance cell is scheduled on 1st of August, 2023 at 2:00 pm in Principal's Office. The agenda for the meeting is as follows :

Discussion of grievances recorded in the last students meeting held on 27th July 2023.

1. Replacement of CPUs in ICT Classroom .
2. Instruction to keep the canteen open when functions are going on for the long time also to provide cold drink in the canteen.
3. Instructions to provide the uniform to the students.

• Plan of action for the above issues.

Sweety Sinha
Principal

Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

1. Dr. Sweety Sinha
2. Mrs. Sharabani Mukherjee
3. Dr. Om Prakash
4. Mrs. Archana

INSTITUTE FOR EDUCATION

MINUTES

01.08.2023

Minutes of the Students Grievance Redressal Cell held on 01.08.23 at 2.00 p.m in the Principal's office.

The following members were present.

1. Dr. Sweety Singh

Sweety Singh

2. Mrs. Sharabani Chakraborty

Sun

3. Dr. Om Prakash

~~Ap/~~

4. Mrs. Archana

Ap/

Principal welcomed all members. She mentioned that there was a conversation with the students of both the semesters and the student representatives put up the requests before the committee.

- Students were happy and satisfied by the actions taken to redress all the grievances put up in the last meeting.
 - Maintenance of both the floor of classroom, washroom of male students, placing of new benches in the classroom.
 - Installation of Sanitary Vending machine.

> Conducting of workshop on "Waste Management"

> Providing of musical instrument "Mandem" for the practice of Tribal Cultural Festival.

• Principal mentioned that the requisit put up by students should be looked into immediately

i.) Mrs. Indu Kumari, incharge of PET Lab has been informed to monitor and get the CPUs replaced with the new one.

ii.) Canteen would be kept open for long hour on the days of any special events and Mr. Ashit Mahapatra has been instructed to provide the necessary things for the canteen.

iii.) Dr. Om Prakash, the Co-ordinator of the college was informed to look into the matter of uniform and do take the necessary action so that students can be benefitted from this.

The Principal thanked all the members and the meeting ended.

Adjournment:

The meeting was adjourned at 3.00 p.m.

Shreey Dixit

Principal
Institute For Education
Bijay Saralkella-Kharsawan
JHARKHAND

T. INSTITUTE FOR EDUCATION

MINUTES

30.01.23

Minutes of the Student's Grievance Redressal Committee held on 30th of January 2023 at 11.00 a.m in the Principal's office.

Members present

1. Dr. Sweety Sinha

Sweety Sinha

2. Mrs. Sharabani Mukherjee

Shr

3. Dr. Om Prakash

4. Mrs. Archana

Agla

~~Agla~~

Agenda of the Meeting :-

Principal welcomed all the members. She requested about the student's request for the maintenance of classroom of, both the floor, toilets of male students, and removal of some of the benches which are not comfortable. She asked Dr. Om Prakash to inform Mr. Ashit Kumar Mahapatra, Office Executive to keep a regular watch on the maintenance of basic infrastructure of the college.

Principal said that students (female) puts up a request for workshop regarding 'Waste Management' which must include the process of removal of sanitary pad through disposal system. She asked the incharge of Women Cell to organise a

Meeting of Grievance Redressal Cell



Surety Singh
Principal
Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND

INSTITUTE FOR EDUCATION

CIRCULAR

20.02.2024

A Grievance Redressal Cell meeting is scheduled on 30th Jan 2024. All the committee members are requested to attend the meeting at 3.00 p.m in the Principal's room. The following will be the agenda of the meeting:

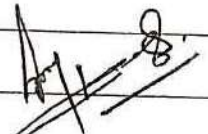
- Review on the previous grievances registered from the students.
- Discussion on the latest grievances of the students.
i) Request for water cooler

Sneety Saha
Principal

Members Signature

1. Mrs. Sharabani Mukherjee Su

2. Dr. Om Prakash



3. Mrs. Archana

I NSTITUTE FOR EDUCATION

MINUTES

30.01.24

The principal Dr. Sweety Sinha welcomed all the members and opened the discussion on the agenda points as follows in the Principal chamber at 1.00 p.m.

She mentioned that in the meeting with students held on 29.01.24, it was told to students to give their suggestions with regard to academics and infrastructural facilities for the improvement of college. The students had gave some valuable suggestions on finer areas like cleanliness of washrooms, provision of meal in the canteen, requesting for extra classes for non-performers. The Co-ordinator of college has been asked to arrange extra classes and Office Executive Mr. Ashit K. Mahapatra has been asked to make necessary steps to provide better ambience to the students.

The Principal also mentioned that student had put up a request for water cooler. For that college is purchasing new water coolers and will be installed soon.

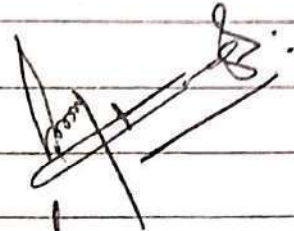
Students also requested for more books in the library and the library incharge Mr. Sambh Das has been asked to give the list of the books so that students can be benefitted from this

Principal appreciated the faculty members for their constant efforts for the betterment of college.

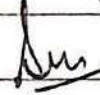
Adjournment: The meeting was adjourned at 2.00 p.m.

Members Present:


1. Dr. Om Prakash



2. Mrs. Sharadani Mukherjee



3. Mrs. Archana



Sweety Sinha

Principal

Institute For Education
Bijay Saraikella-Kharsawan
JHARKHAND