



**Dev Sangha Institute of Professional Studies & Educational Research (DIPSER)
College of Education (For Women), Deoghar**

Minutes of the IT Committee Meeting [20th October 2021]

A Meeting of IT committee was held on 20th October, 2021 at 15.20 PM. The Meeting was attended by the following members:

1. Dr. Babita Kumari
2. Dr. Kalpana Kumari
3. Mr. Kunud Ranjan Jha
4. Mr. Bikash Kumar
5. Mr. Ranjan Rajak
6. Mr. Nirupam Mallick
7. Mr. Manoranjan Kumar

The Meeting started with the formal welcome by Sri Manoranjan Kumar, Coordinator, IT Committee.

The resolutions adopted in the meeting are as follow:

1. Review of the Minutes of Last Meeting held on 08th April 2021:

- a. Prepared Requisition related to ICT:

It was informed that the ICT Committee members submitted the requisition of ICT.

- b. Upgradation from ET to ICT:

It was informed that the ICT Committee had submitted the requisition list of ICT Lab with requisition list of ICT, but ICT lab equipment have not arrived yet.

2. Planning for ICT lab activation:

3. Planning for B.Ed. Admission 2021-23: ICT committee members will follow the orders of the Coordinator, Admission Committee.

Babita
04/02/2022
Principal

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4. Planning for M.Ed 4th Semester practical exam ICT committee members will provide assistance as per the orders of the Coordinator, Academic committee. The academic coordinator is requested to give the information at least 2 to 3 days in advance.
5. Planning for Seminar/ Paper Presentations/ Lectures on National/ Important Days: ICT committee members will follow the orders of the Coordinator, Academic Committee.
6. Any other issue with the permission of the chair:
 - ◆ The printer has been sent to the authorized service center for repair but has not repaired yet.
 - ◆ The Wi-Fi system has been sent to the service center for repair but has not repaired yet.

As there was no further issue to discuss, the meeting ended with the vote of thanks to the Chair.

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20/10/21

**Coordinator
ICT Committee**
Dev Sangha Institute of Professional
Studies & Educational Research (DIPSER)
Bompas Town, Deoghar

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20/10/2021

Principal
Dev Sangha Institute of Professional
Studies & Educational Research,
(DIPSER) Deoghar (Jh.)

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20/10/2021

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4/02/2022

Principal
Dev Sangha Institute of Professional
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(DIPSER) Deoghar (Jh.)



Dev Sangha Institute of Professional Studies & Educational Research (DIPSER), Deoghar

Minutes of the IT Committee Meeting [20th July 2021]

A Meeting of IT committee was held on 20th July, 2021. The Meeting was attended by the following members:

1. Dr. N.K. Sharma
2. Mr. Bikash Kumar
3. Mr. Ranjan Rajak
4. Mr. Nirupam Mallick
5. Mr. Manoranjan Kumar

The Meeting started with the formal welcome by Sri Manoranjan Kumar, Coordinator, IT Committee.

The resolutions adopted in the meeting are as follow:

1. Review of the Minutes of Last Meeting held on 08th April 2021:
 - a. Prepared Requisition related to ICT:

Mr. Niurpam Mallick gave Dr. Babita Kumari the requisition list in January 2021. But the members of the ICT Committee were asked 'Why the items of the list are needed'. Then ICT Committee members sent the requisition of ICT with reason and explanation (Annexure - I).

- b. Upgradation from ET to ICT:

It was informed that the ICT Committee had send the requisition list of ICT Lab with requisition list of ICT, but ICT lab equipment have not arived yet.

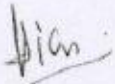
Principal
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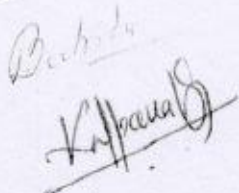
2. Some work was done by ICT Committee which is as follows:

- i. Repair the Epson L655 Printer.
- ii. Checked the Wi-Fi system, one Wi-Fi system failed due to power fluctuations.
- iii. Checked the computers of Computer Lab.

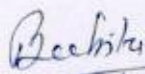
As there was no further issue to discuss, the meeting ended with the vote of thanks to the Chair.


Coordinator
ICT Committee
Dev Sangha Institute of Professional
Studies & Educational Research (DIPSER)
Bompas Town, Deoghar








4/02/2022
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Dev Sangha Institute of Professional Studies & Educational Research (DIPSER), Deoghar

Minutes of the IT Committee Meeting [08th April 2021]

A Meeting of IT committee was held on 08th April, 2021. The Meeting was attended by the following members:

1. Mr. Kumud Ranjan Jha Asst. Prof., Special Invite
2. Mr. Bikash Kumar Asst. Prof., Member
3. Mr. Ranjan Rajak Asst. Prof., Member
4. Mr. Nirupam Mallick Technical Expert, Member
5. Mr. Manoranjan Kumar Asst. Prof., Coordinator

The Meeting started with the formal welcome by Sri Manoranjan Kumar, Coordinator, IT Committee.

The resolutions adopted in the meeting are as follow:

1. Review of the Minutes of Last Meeting held on 04th February, 2021:
 - a. Workshop for M.Ed. IVth semester:
Resource Person were taught to M.Ed. Student on 25th and 26th February 2021 to use Power Point Presentation Software. They actively participated in this workshop.
 - b. B.Ed. Admission:
As per the orders of the Principal, the committee acted in the admission.
 - c. D.El.Ed. Registration and Examination form filling (2018-2020):

D.El.Ed. Registration and Examination form filled by the ICT Committees' member.

B. B. B. B.
4/02/2022
Principal
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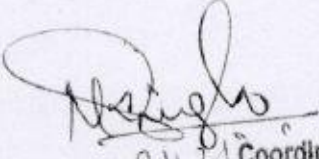
2. Preparation of Requisition related to ICT:

Mr. Niurpam Mallick gave Dr. Babita Kumari the requisition list in January 2021. Again asked to prepare the list according to class, Department wise etc. Again the list was redone and sent to that list. (Annexute-1)

3. Upgradation from ET to ICT:

All ICT Committee members agreed to change the ET to ICT Lab. Also, say that in the requisition list, add the necessary items of ICT Lab as well.

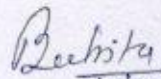
As there was no further issue to discuss, the meeting ended with the vote of thanks to the Chair.


8.11.21 Coordinator
ICT Committee
Dev Sangha Institute of Professional
Studies & Educational Research (DIPSER)
Bompas Town, Deoghar








4/02/2022
Principal
Dev Sangha Institute of Professional
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(DIPSER) Deoghar (Jh.)



**Dev Sangha Institute of Professional Studies
& Educational Research (DIPSER), Deoghar**

Minutes of the IT Committee Meeting [04th February 2021]

A Meeting of IT committee was held on 04th February, 2021. The Meeting was attended by the following members:

1. Mr. Bikash Kumar
2. Mr. Ranjan Rajak
3. Mr. Nirupam Mallick
4. Mr. Manoranjan Kumar

The Meeting started with the formal welcome by Sri Manoranjan Kumar, Coordinator, IT Committee.

The resolutions adopted in the meeting are as follow:

1. Review of the Minutes of Last Meeting held on 04th January, 2021:

Asset Detail:

Prepared the Asset Details of all the equipment related to the IT Department.
ICT Department submitted the Requisition slip to Dr. Babita Kumari.

B.Ed. Admission:

As per the orders of the Principal, the committee acted in the admission.

D.El.Ed. Registration and Examination form filling (2018-2020):

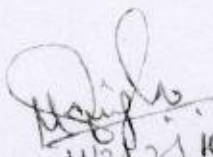
D.El.Ed. Registration and Examination form filled by the ICT Committees' member.

2. Workshop for M.Ed. IVth semester:

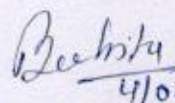
Babita
4/02/2021
Principal
Dev Sangha Institute of Professional
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(DIPSER) Deoghar (Jh.)

- A workshop for M.Ed. IVth Semester will be organized on ICT. For this purpose, we have selected "Power Point Presentation" as a topic for this.
 - Work Distribution among IT members' regarding this Workshop:
 - Resource Person: Mr. Nirupam Mallick & Mr. Manoranjan Kumar
 - Observer: Mr. Bikash Kumar & Mr. Ranjan Rajak
 - Submission: Mr. Nirupam Mallick
 - This workshop will run for two days i.e. – 25th and 26th February 2021.
 - On 25th Feb. 2021 Resource Person will instructs to teacher-educator regarding how to prepare a PPT & It uses and steps.
 - On 26th Feb. 2021 teacher- educator will get opportunity to prepare a PPT on a topic as per their choice & submit the same to Mr. Nirupam Mallick.
 - This workshop will run in offline Mode. The venue for this – "Computer Laboratory" has decided.
3. B.Ed. Admission 2nd round (2020-2022):
- We will take admission as per the JCECEB's guidelines. We will follow the first-round admission procedure i.e. –
 - Print out facilities to candidate for Seat Allotment Letter.
 - Counseling to candidates and parents for B.Ed. Admission, Session: 2020-2022

As there was no further issue to discuss, the meeting ended with the vote of thanks to the Chair.


 4/2/21
 Coordinator
 ICT Committee
 Dev Sangha Institute of Professional
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 Bompas Town, Deoghar


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 4/02/2022
 Principal
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 (DIPSER) Deoghar (Jh.)



Dev Sangha Institute of Professional Studies & Educational Research (DIPSER), Deoghar

Minutes of the IT Committee Meeting [04th January 2021]

A Meeting of IT committee was held on 04th January, 2021. The Meeting was attended by the following members:

1. Mr. Bikash Kumar
2. Mr. Ranjan Rajak
3. Mr. Nirupam Mallick
4. Mr. Manoranjan Kumar

The Meeting started with the formal welcome by Sri Manoranjan Kumar, Coordinator, IT Committee.

The resolutions adopted in the meeting are as follow:

1. Asset Detail:

Details of all the equipment related to the IT Department were provided. The details status of the same is attached as Annexure I.

Also, for purchasing unavailable equipment, Dr. Babita Kumari should be given a list of equipment.

2. B.Ed. Admission:

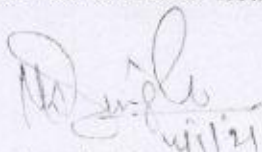
The committee will complete whatever work is given by the Principal Sir in B.Ed. Admission (2020-2021).

3. D.El.Ed. Registration and Examination form filling (2018-2020):

Regarding the D.El.Ed.(2018-2020), Form and Registration work will be done by JAC within the prescribed time limit.

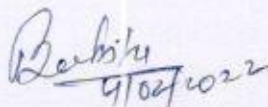
The guidance given by Dr. Shanti Kumari and Principal Sir will be followed from time to time.

As there was no further issue to discuss, the meeting ended with the vote of thanks to the Chair.


4/1/21

Coordinator
ICT Committee

Dev Sangha Institute of Professional
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Bompas Town, Deoghar


9/04/2022

Principal

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Studies & Educational Research,
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