

Meeting of the IQAC

Date: 9/4/2018

Time: 1 pm

AGENDA

1. Acceptance of the Chair by the chairperson
2. Purpose of the meeting
3. Deliberation on New NAAC and UGC guidelines by the Chairperson
4. Opinion of the members
5. Verbal reports of HoDs on the follow-up action and progression of the Department
6. Others
7. Speech from the Chairperson
8. Vote of Thanks
9. End of the meeting


Chairperson

Signature of the members:-

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Today on 9th April, 2018 a meeting of the IQAC is held at the office chambers of the Principal. The Principal presided over the meeting. As per the agenda, the co-ordinator IQAC, explained the purpose of the meeting. The President deliberated on new NAAC and UGC guidelines required for uploading AQAR and preparation of Self Study Report (SSR). Among the members, Baharul Islam, Vice Principal opined that a co-ordinated effort should be carried out for the purpose. Mr. S. Dutta opined that the process for uploading the AQAR and preparation of SSR should be completed within a stipulated time period. Other members present in the meeting assure their support.

In his speech, the Chairperson opined that all the teaching and employees and also all the committees are asked to submit the reports of their activities during the academic year.

At the end of the meeting, the co-ordinator offers the vote of thanks to all the members for their valuable suggestions and co-operation.

Approved
16/04/18

Meeting of the IQAC.

Date: 16/07/2018

Time: 2.30 pm.

AGENDA

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Review of the activities of the last academic session.
- ④ Adoption of resolutions for incomplete and half done activities of the last year.
- ⑤ Speech from the chair.
- ⑥ Vote of Thanks.
- ⑦ End of the meeting

Signatures of the members :-

- ① Mahil
- ② B. B. B.
- ③ M. Ch. N. S.
- ④ B. B. B.
- ⑤ B. B. B.
- ⑥ B. B. B.
- ⑦ C. Baruah
- ⑧ R. Gogoi
- ⑨ B. B. B.
- ⑩ B. B. B.
- ⑪ S. B. B.

Today on 16th July, 2018 a meeting of the IQAC is held at the Conference Hall.

The Principal presided over the meeting. As per the agenda, the co-ordinator, IQAC explained the purpose of the meeting. As per the report of the co-ordinator, most of the activities for the all round development of the college as well as of the students' community were undertaken and completed successfully, as per the resolutions. In the meeting, the action plan of the last academic year were assessed and it has been resolved that all the incomplete and half done activities in the Action Plan of the previous year should be completed in the current year on priority basis.

Many important resolutions were adopted in the meeting - syllabus of Odd semester should be completed within the stipulated time, use of ICT should be applied by the teachers, IQAC shall hold a meeting yearly with the Students Union Body etc.

In his speech, the Chairperson opined that all the teachers, members of the IQAC and also all the committees should co-operate to complete their task and also be assured to do the needful.

At the end of the meeting, the Co-ordinator offers the vote of thanks to all the members for their valuable suggestions and co-operation.

[Signature]
16/7/18

Meeting of the IQAC

Date - 16/10/2018.

Time - 2.30 pm.

AGENDA

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Review of the activities of the last academic session
- ④ Holding a meeting with the Guardians'
- ⑤ Speech from the Chair.
- ⑥ Vote of Thanks.
- ⑦ End of the meeting.

Signature of the members present :-

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Today on 16th October, 2018, a meeting of the IGC is held at the conference table. The Principal presided over the meeting. As per the agenda, the co-ordinator IGC explained the purpose of the meeting. The action plan of the last meeting were discussed in the meeting. It has been discussed in the meeting about the participation of the IGC in the students' Orientation Programme. Students feedback has been collected through online mode, as per IGC guidelines, all the departments has organized Guardians' Meet and the same has been submitted to the co-ordinator, IGC etc. As per needs, all the departments are asked to stage tutorial classes. According to the co-ordinator, IGC documentation of various activities organized by the departments / clubs / committees of the colleges are being recorded at IGC as per the input received.

In his speech, the Chairperson expressed his satisfaction for the co-operation extended by the members and teaching staffs for smoothly carrying out the activities entrusted upon them. He also assured to develop online software for tracking students' attendance.

At the end of the meeting, the co-ordinator offers the vote of thanks to all the members for their valuable suggestions and co-operation.

16/10/18

Meeting of the TGAC.

Date - 16/07/2019.

Time - 2.30pm.

AGENDA

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Deliberation on organizing a Workshop on Art of speaking
- ④ Holding a meeting with the Students' Union Body
- ⑤ Resolutions on promotion of Teaching Staff.
- ⑥ Discussion on Academic & Green Studies.
- ⑦ Speech from the Chair.
- ⑧ Vote of thanks
- ⑨ End of the meeting

Signature of the members present :-

- ① [Signature]
- ② [Signature]
- ③ [Signature]
- ④ [Signature]
- ⑤ [Signature]
- ⑥ C. Barnah.
- ⑦ [Signature]
- ⑧ [Signature]
- ⑨ Subhas Saikia

Today on 16th January 2019 a meeting of the IQAC is held at the Conference Hall. The Principal presided over the meeting. As per the agenda, the co-ordinator, IQAC, explained the purpose of the meeting.

In the meeting, the action plans of the last meeting were assessed. The meeting unanimously decided to organize a workshop on a slot of speaking. The co-ordinator IQAC opines that a meeting with the students' union should be held to discuss the issue concerning the students and to submit the outcome to the Principal for action.

In the meeting, a resolution is adopted to ^{initiate the} process for promotions of teaching staffs under CAS and for further actions. In the same meeting, a proposal for conducting Academic and Green Audits is adopted with the unanimous decision of all the members present. The Chairperson suggests that all the departments should analyze the results of the students of the Odd Sem Examination and submit the findings to the co-ordinator of the IQAC. He also suggested that all the departments should prepare an action plan under the guidance of the IQAC specially for the weaker students who have not fared well in the Odd Sem Exam. With all these suggestions he concluded his speech thanking all the members for their active participation. The co-ordinator IQAC offers vote of thanks and the meeting ends.

Approved
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Meeting of the LOAR.

Date - 16/04/2019

Time - 2.30pm.

AGENDA

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Deliberation on Organizing a Workshop on Capacity Building Readers.
- ④ Adoption of resolutions to complete the remaining syllabi.
- ⑤ Speech from the Chair.
- ⑥ Vote of Thanks.
- ⑦ End of the meeting.

Signature of the members present :-

- ① Mark
- ② P. Shivan
- ③ Shashi
- ④ D. Anand
- ⑤ M. Ch. Reddy
- ⑥ Sankar
- ⑦ C. Baruah
- ⑧ Jats
- ⑨ Shyamshankar
- ⑩ Subhas Saikia

Today on 16th April, 2019 a meeting of the IQAC is held at the Conference Hall. The Principal presided over the meeting. As per the agenda, the co-ordinator, IQAC explained the purpose of the meeting. In the meeting, the action plans of the last meeting were assessed. The co-ordinator of the IQAC opines that a workshop for students on "Capacity Building Readers" shall be organized. In the meeting, the Chairperson has requested all the departments to take tutorial classes as per their needs. Online software for tracking students' attendance has been developed and is in use. The departments have submitted the reports of syllabi completion and as per assessment, 90% of the syllabi have been completed.

The Chairperson in his speech, thanked all and informed that all the HODs should take necessary steps to complete the syllabi in the stipulated time. The Co-ordinator, IQAC, offers vote of thanks and the meeting ends.

Ward
9/3/20

Meeting of the IOAC.

Date: 09/03/2020.

Time: 1 pm.

AGENDA:

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Farewell of the outgoing G.B. President, Dr. Bonki Newborah.
- ④ Felicitation of the newly appointed President of the G.B., Dr. Amiya Rajbanshi.
- ⑤ The new Vice Principal, Dr. Ramesh Kumar Kakoti, to be appointed as Administrative Officer, IOAC.
- ⑥ Selection of the student's nominee
- ⑦ Speech from the chair
- ⑧ Vote of thanks.
- ⑨ End of the meeting.

Signature of the members present :-

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- ② 
- ③ 
- ④ 
- ⑤ 
- ⑥ 
- ⑦ Dipak Haganika
- ⑧ Prafulla Nath
- ⑨ Bhayprileca

Today on 9th March, 2020, a meeting of the IGAC is held at the office Chamber of the Principal. The principal presided over the meeting. As per the agenda, the co-ordinator of IGAC, explained the purpose of the meeting. In the meeting, the outgoing President of the G.B, Dr. Banti Howborak was given farewell after her tenure of

service has completed. The newly appointed President of the G.B, Dr. Amiya Rajbanshi was felicitated. Dr. Swapna Dutta has proposed Dr. Amiya Rajbanshi's name as the new member from management and Sri Biju K. Senowal, Co-ordinator IGAC, extended his support to the said proposal. With the retirement from service, Sri Baharul Islam, Vice Principal, who also served the Administrative Officer of the IGAC, Dr. Romesh Kumar Shakoti, the newly appointed Vice Principal has to be appointed as the Administrative Officer (IGAC).

In the meeting, Sri Arup Saikia, the newly elected General Secretary of students' Union ^{has been proposed to} be appointed as the nominee from students as the tenure of Subhash Saikia, General Secretary, nominee from Students' Union has ended.

The Chairperson in his speech congratulated the newly appointed President of the G.B and also to the Vice Principal and thanked the other members present for extending their support. The Co-ordinator IGAC offers vote of thanks and the meeting ends.

Approved
12/03/20
16/3/20

Meeting of the IQAC.
Date: 16/07/2020
Time: 2.00 pm.

AGENDA.

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting.
- ③ Deliberation on holding Online classes.
- ④ Adoption of resolutions for completion of construction and renovation of the incomplete works.
- ⑤ Speech from the Chair.
- ⑥ Vote of thanks.
- ⑦ End of the meeting.

Signature of the members present:

- ① ~~_____~~
- ② ~~_____~~
- ③ ~~_____~~
- ④ Sri Atul ch. Vats
- ⑤ _____
- ⑥ C. Barnali
- ⑦ _____
- ⑧ Shyamrilee
- ⑨ Arun Pratik

Today on 16th July, 2020 a meeting of the IQAC is held on the Zoom App on Online Mode. The Principal presided over the meeting. As per the agenda, the co-ordinator IQAC, explained the purpose of the meeting. In the meeting, the action plans of the last meeting were assessed. The co-ordinator in his report, has mentioned that all the resolutions adopted last year have been undertaken and completed successfully. The co-ordinator opines that field study, industrial visits, educational tours should be initiated, SOAR should be submitted in time, students' attendance in the library should be increased, Annual Departmental Report should be prepared and the same should be submitted to the co-ordinator at the end of the session etc. In the meeting, resolutions such as - proper protocols of Covid-19 should be implemented, Online-classes should be adopted as per demands, ^{and} construction and renovation work should be well monitored and should be completed in the stipulated time.

The Chairperson in his speech, suggested that the number of books in the library should be increased, and online seminars should be conducted for the betterment of the students. The Co-ordinator offers the vote of thanks.

Approved
17/07/20

Meeting of the IQAC
Date: 16/10/2020
Time - 2.30pm.

AGENDA

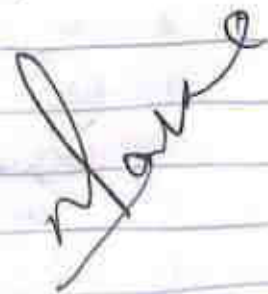
- ① Acceptance of the chair by the chairperson.
- ② Purpose of the meeting
- ③ Deliberation on holding online mode of teaching.
- ④ Resolution for submission of AQAR in due time.
- ⑤ Preparation of students for the upcoming exams.
- ⑥ Speech from the chair.
- ⑦ Vote of thanks.
- ⑧ End of the meeting

Signature of the members present :-

1. Mr. B-K. Sankar Mahe
- 2.
3. Babu
4. Dr. Anand
5. Sri Mat ch. Nair
6. Sank
7. C. Barnali
8. Praveen Nair
9. Shanmuga
10. Arun Sankar

Today on 16th October, 2020, a meeting of the IQAC is held on Online mode due to lockdown on Zoom App. The Principal Presided over the meeting. As per the agenda, the co-ordinator, IQAC, explained the purpose of the meeting. In the meeting, the action plans of the last meeting were assessed. The co-ordinator, IQAC, opines that ^{5th} AQAR should be submitted in due time if Covid-19 situation improves. Completion of the syllabi in the stipulated time, taking of extra classes, preparation of students for online examination etc has been discussed in the meeting.

The chairperson in his speech informed the departments to organise online seminars, talks etc on topics related to current issues. He expressed his gratitude to all the members present and for their co-operation. The co-ordinator offers the vote of thanks and thanked all the members present for their co-operation and support during the pandemic time.



Meeting of the ICAE
Date: 16/05/2021
Time: 2.30pm.

AGENDA

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Resolution for preparation of an Action Plan
- ④ Report on Old Sem. Students result to be submitted.
- ⑤ Speech from the Chair.
- ⑥ Vote of thanks.
- ⑦ End of the meeting

Signature of the members present :-

1. Manie
2. ~~Amal~~
3. ~~Shubh~~
4. C. Baruah.
5. ~~Harj~~
6. Sis Alu not
7. Sant
8. Afzarika
9. Anup Saini.

Today on 16th January, 2021, a meeting of the IQAC is held at the Conference Hall. The Principal presided over the meeting. As per the agenda, the co-ordinator, IQAC, explained the purpose of the meeting. The action plans of the last meeting, were assessed and accepted in the meeting. The meeting discussed on the completion of the syllabi in the stipulated time, taking of extra/tutorial classes, discussion on the previous exams question papers, preparation of students by teachers for the online examination to be held.

Among the members, present in the meeting, Mr. Bhaskarjit Boral opined that question papers of the previous exams have been discussed in the classroom, as well as through online mode and queries of the students have been dealt carefully by the teachers.

The chairperson in his speech directed all the departments to analyze the students result of the Odd Sem. Examination and also to submit a report on findings of the results to the co-ordinator, IQAC. He, in his speech congratulated all the members for their active participation.

The co-ordinator, IQAC, offers the vote of thanks.

Approved
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Meeting of the (SAC)
Date: 16/04/2021.
Time: 1:30 pm

AGENDA

- ① Acceptance of the chair by the chairperson.
 - ② Purpose of the meeting
 - ③ Deliberation on taking of extra classes.
 - ④ Resolution for opening of whatsapp group
 - ⑤ Speech from the Chair.
 - ⑥ Vote of thanks.
 - ⑦ End of the meeting
- Signature of the members present :-

1. Maitie

2.

3. Shah

4. Shah

5. Shah

6. Shah

7. C. Baruah.

8. Profulla Nath

9. Shah

⑩ Anup Saikia

Today on 16th April, 2021, a meeting of the IBAC is held at the Conference Hall. The Principal presided over the meeting. As per the agenda, the co-ordinator, IBAC, explained the purpose of the meeting. The action plans of the last meeting were assessed and accepted in the meeting. The co-ordinator, IBAC, has mentioned in his report that all the departments have prepared an Action Plan under the guidance of the IBAC for the weaker students who have showed poor performance in the Odd Semester Examination. All the departments have agreed to take tutorial and extra classes for those weaker students.

The Chairperson in his speech opines that all the teachers should provide study materials to the students as these are yet to be available in the market. He also opined that whatsapp group should be opened by the departments for each semester for better communication. He also directed for opening of Google classroom for each semester for providing study materials.

The co-ordinator offers the vote of thanks and the meeting ends.

Approved
/s/ Name

Meeting of the IGAC.

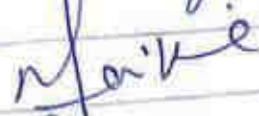
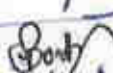
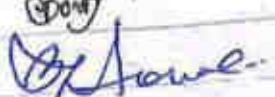

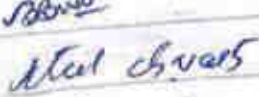
Date: 16/07/2021.

Time: 1.30 pm.

AGENDA.

- ① Acceptance of the chair by the Chairperson.
- ② Purpose of the meeting.
- ③ Deliberation on holding faculty exchange programmes.
- ④ Adoption of resolutions for incomplete work of New Science Building under RUSA grant.
- ⑤ Speech from the chair.
- ⑥ Vote of thanks.
- ⑦ End of the meeting.

Signature of the members present:-

1.  M. S. Malik
2.  B. B. Bhat
3.  D. K. Datta
4.  S. S. Saha
5.  M. M. Maiti
6. C. Baruah
7. Profulla Nath
8. Shyamrita
9. Arup Saikia.

Today on 16th July, 2021 a meeting of the IGC is held at the office chambers of the Principal. The Principal presided over the meeting. As per the agenda, the co-ordinator, IGC, explained the purpose of the meeting. The co-ordinator, in his report mentioned that all the resolutions adopted last year have been undertaken and completed successfully. In the meeting, the action plans of the last meeting were assessed. Resolutions adopted in the meeting - to organise Faculty-Exchange programme (Intra-College/Department), Registration of Alumni Association, to organise National Seminars, completion of construction work of New Science Building under PUSA grant etc.

The Chairperson in his speech, suggests that extra classes should be taken, the syllabus should be completed in the stipulated time and the teachers should provide study materials to the students through WhatsApp, E-mail and other such platform. The Co-ordinator offers the vote of thanks.

Mauli

Meeting of the IQAC.
Date: 19/10/2021
Time: 2.30 pm

AGENDA

- ① Acceptance of the Chair by the Chairperson
- ② Purpose of the meeting
- ③ Deliberation on holding Webinars.
- ④ Adoption of ~~resolutions~~ resolutions to introduce Add-on courses, renovation of a classroom into ICT enabled Mini-Conference Room.
- ⑤ Speech from the Chair.
- ⑥ Vote of thanks.
- ⑦ End of the meeting

Signature of the members present:-

1. Markie
2. ~~Sibant~~
3. ~~Sybil~~...
4. Ateer chavats
5. ~~...~~
6. C. Barnab
7. ~~...~~
8. Afayana
- ⑨ Anup Saikis.

Today on 19th October, 2021 a meeting of the IQAC is held at the office chamber of the Principal. The Principal presided over the meeting. As per the agenda, the co-ordinator, IQAC, explained the purpose of the meeting. In the meeting, the action plans of the last meeting were assessed and a report of the same has been provided herein. The meeting unanimously decided to organize Webinars on various topics related to prescribed syllabi for the welfare of student community. Among the members present, Dr. Prashant K. Bhal, said that an online fair 'Japan Bhramanas Bichitra Mela' organised by the Dept. of Japanese in collaboration with IQAC of the college has been held. In the meeting, resolutions such as - introduction of Add-on Courses, renovation of a classroom into ICT enabled Mini-Conference Room, Installation of tiles in 3(three) classrooms has been adopted.

The Chairperson in his brief speech expressed his gratitude to all the members present and for their co-operation. The co-ordinator, offers the vote of thanks and the meeting ends.

[Signature]

Meeting of the ICHC.

Date: 20/01/2022.

Time: 12:45 pm.

AGENDA

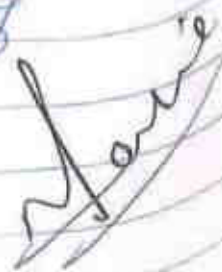
- ① Acceptance of the Chair by the Chairperson
- ② Purpose of the meeting
- ③ Assessment of the Action Plan.
- ④ Discussion on action taken.
- ⑤ Resolution of the meeting
- ⑥ Speech from the Chair.
- ⑦ Vote of thanks.
- ⑧ End of the meeting.

Signature of the members present :-

1. 
2. 
2. 
4. 
5. C. Baruah
6. Sri Atul Ch. vats
7. 
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Today on 20th January, 2022 a meeting of the IOAC is held at the conference Hall. The Principal presided over the meeting. As per the agenda, the co-ordinator IAC, explained the purpose of the meeting. In the meeting, the action plans of the last meeting were assessed and accepted. The co-ordinator in his report, has mentioned about the workshop for Teachers' Training which has been organised by IOAC. In his report, he also mentioned ~~on~~ about the programme on Capacity Building and Behavioural Remodelling of Faculty Members organised by IOAC. Resolutions adopted in the meeting - Mr. Bidyut Chutia, the newly appointed Vice Principal, has to be appointed as the Administrative Officer of IOAC after the tenure of Dr. Ramesh Kr. Kakoti has ended ~~since~~ to his retirement from service. In the same meeting, Bimpal Saikia has been appointed as the nominee from students after the tenure of Anup Saikia as G.S has ended.

The Chairperson in his speech, thanked all the members present for their active participation. The co-ordinator offers the vote of thanks and the meeting ends.



Meeting of the IOPAC



Date: 20/04/2022

Time: 1:30 pm.

AGENDA

- ① Acceptance of the Chair by the Chairperson.
- ② Purpose of the meeting
- ③ Assessment of the Action Plan.
- ④ Discussion on Action Taken.
- ⑤ ~~Resolutions~~ Resolution of the meeting
- ⑥ Speech from the Chair.
- ⑦ Vote of Thanks.
- ⑧ End of the meeting

Signature of the members present:-

1. 
2. 
3. 
4. 
5. C. Baruah.
6. 
7. Sri Atul Das
8. 
9. Jimpal P. Saitia.

Today on 20th April, 2022 a meeting of the UAC is held at the Conference Hall. The Principal presided over the meeting. As per the agenda, the co-ordinator UAC, explained the purpose of the meeting. The action plans of the last meeting were assessed and accepted. The co-ordinator in his report, mentioned about the upgradation of three classrooms into ICT enabled classrooms. He also mentioned about the approval of 22 nos of add-on courses by Dibrugarh University. The resolutions adopted in the meeting - submission of HRA and preparation of SSR, preparation of Academic Calendar 2022-23, preparation of Admission process for the session 2022-23. and the continuation of Add on courses.

The Chairperson in his speech mentioned about the construction work of new Science Building under RUSA grant which has been going on smoothly. He also mentioned about the Jspace software for College Library that has been installed. He also thanked all the members for their active participation. The co-ordinator offers the vote of thanks and the meeting ends.