

Minutes of the Meeting of IQAC

Date: 02/03/2020

Place: RUSA Conference Room

Members Present:

1. Chairperson: Dr. Devabrata Sharma.
2. Mr. Ranjit Hazarika, Vice Principal
3. Mrs. Ranjita Adhyapak,
4. Mr. Ashim Kumar Bora,
5. Mrs. Jutimali Saikia
6. Dr. Mouchumi Mahanta
7. Mr. Pankajpani Saikia
7. Dr. Diganta Kumar Phukan
8. Dr. Gitartha Goswami
9. Mr. Bidyut Bora
10. Dr. Jagatjyoti Barua
11. Mr. Kanak Sonowal,
12. Dr. N.G Goswami
13. Dr. Jayanta Bezbarua
14. Dr. Soumitra Puzari,
15. Mr. Promod Mahanta
16. Mr. Saklin Mustaq

Agenda 1:

The meeting unanimously approved the minutes of the last meeting. The ATR was discussed. The Public programme to create awareness among the people about environmental degradation and energy conservation was organized very successfully on 25th February. Almost 1000 people participated in the cultural procession. Apart from the different stakeholders of the college, students and teachers from the associated schools and many public participated in the programme. The programme created a great impact

on the people of the city. A Workshop will be organized on the process of NAAC accreditation. Dr. Basanta Kalita, Director, IQAC, Tezpur college which has done very well in the recent accreditation of NAAC will join the workshop as resource person. It will be organized on 4th March, 2020. The departments have organized few classes with guest faculties. A grand release programme was organized on 27th December to release 6 research journals published by 6 departments. The Entrepreneurship Development Cell has started selling vermiculite manure from our college production. It was formally started on 10th February, 2020. Open book examination was organized by all departments. A big team was sent to Jorhat Teachers' Meet where the team has lifted various prizes and earned good name for the college.

The most important issue of the meeting was the placement of SSR. The coordinator placed the SSR. The questions raised by different members were answered by the criterion coordinators. After small corrections it was accepted by the meeting and asked the Chairman to place it in GB send it to NAAC.

Agenda 2:

In the discussion of the ATR many points have come out for planning the future course of action. With suggestion of the members some planes are taken for future course of action


- a) Organize few programmes to create awareness about Covid-19.
- b) To organize few faculty exchange programme among the departments.
- c) Some student seminars to be organized involving the ex students.
- d) An internal workshop to be organize to share the experience of CBCS
- e) Adequate measures should be taken for SSS.
- g) Infrastructure committee to check both the campus as a precaution of NAAC peer team visit.

Agenda 3:

Some responsibilities were announced by the chairperson for smooth functioning of the institution.

- i) Awareness programme: : Ms. Meghali Das and Mr. Tarun Loying
- ii) Infrastructure Committee: : Mrs. Rupamoni Dutta and Mrs. Barnali Sarma Kotoky.
- iii) SSS: Mrs. Manisha Duara and Mrs. Mahfuja Begum..

The meeting came to an end with the remarks of the chairman and the vote of thank by the coordinator.



Prepared by: Dr. Soumitra Puzari



Signature of the Chairman