

Today, the 27th day of September 2022 a meeting of IQAC with all Faculty Members of the college held at 11-00 AM in the meeting hall of old library building with Dr. Tanuj Kumar Dey, Principal-in-Charge cum Chairman, IQAC, in the Chair.

Members present:

1. Dr. Tanuj Kumar Dey (Chairman, IQAC.)
2. Dr. Mithun Nath (Co-ordinator, IQAC.)
3. Mrs. Anuradha De,
4. Dr Manas Sinha,
5. Dr. S. Bebita Devi,
6. Dr. Sonali Roy
7. Deepmala Paul,
8. K. Dipika Singha
9. Anamika Khersa,
10. Mrs. Anuradha Saha,
11. Dr. Mayurakshi Nath,
12. Dr. Lakshmi Nath,
13. Abdul Salam Barbhuiya
14. Mr Gautam Chandra Banik
15. Mr. Ankit Biswas
16. Dr. K. Jilangamba Singha
17. Mr. Kulojit Singha, (Member from college administration)

At the outset, the Chairman apprised the House regarding the agenda of the meeting and thereafter the House unanimously resolved the following:

Resolution No.-01:

It is discussed and unanimously resolved that the College will adopt five villages under Unnat Bharat Abhiyan (UBA) to facilitate rural development programmes in that villages. It is further resolved to constitute a committee with Dr. Mithun Nath, Co-ordinator, IQAC as convener and two others viz. Dr. L. Mushindra Singha, Deptt. of Manipuri and Dr. Manas Singha, P.O., NSS. to identify and select the villages for adoption under UBA. The Committee is authorized to complete the process and submit report by 15th November, 2022.

Resolution No.-02:

The House also discussed about the need of preparation of an action plan for all academic departments and cells of IQAC for the academic year 2022-23.

Resolution No.-03:

The House also discussed on the importance of faculty exchange programmes (both inter-college and intra-college) and therefore resolved to organize at least one faculty exchange programme by November, 30 by each Department.



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Resolution No.-04:

The House also discussed and felt importance of collaborative quality initiatives with other educational institutions under the existing Memorandum of Understanding. In this connection, it is unanimously resolved to initiate collaborative quality enhancement programmes with other institutions under MoU.

Resolution No.-05:

The House felt the necessity of having a meeting hall with ICT enabled facilities and as such unanimously resolved to upgrade the meeting hall of the old library building with modern features.

Resolution No.-06:

It is also discussed and resolved to activate the smart boards installed in the classroom towards providing better teaching learning facilities in the classroom. In this connection the House unanimously agreed upon to entrust Dr. Mithun Nath, Co-ordinator, IQAC to make a communication with the concerned service providers and do the needful.

Resolution No.-7:

The House also discussed and felt the importance of NIRF ranking and as such resolved to take initiative towards registration of the institution under NIRF after Puja vacation.

Resolution No.-08:

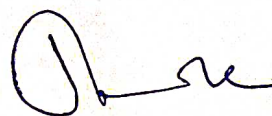
The house also felt the importance of ISO certification of the institution and therefore requested the principal in charge to initiate the process as per the G.B. resolution which was taken earlier to that effect.

Resolution No.-09:

The house also discussed and resolved to get the audit of the institution including Financial, Academic, Environmental, Green audit and Energy audit, done by the competent authority by 31st December, 2022.

Resolution No.-10:

The house fell to the importance of energy conservation and management in the institution and in this connection the house unanimously resolved to take initiatives to aware and motivate all concerned to switch off the electrical appliances when they are not in use. Besides, the House also agreed upon to install sensor based light and solar lights in the campus towards energy conservation and development of the institution.



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Resolution No.-11:

The house discussed on the necessity of having a functional waste management system in the institution so that both the Organic, solid and electronic waste of the institution can be managed and converted into usable resource. Towards this end, the House unanimously resolved to make one waste pit to convert the organic waste into fertilizer. The House further discussed on the management of E-waste of the institution and resolved to enter into a MoU with the concerned firms towards making the waste into resource.

Resolution No.-12:

The House also fell to the need of having a designed "Code of Conduct" for Students, Teachers, Administrators, and other Staffs of the college so that it can be displayed in the official website of the institution. In this connection, the House unanimously agreed upon to entrust the task of preparing Code of Conduct separately for students, teachers, administrators, and other staff of the college to Dr. Mithun Nath, Co-ordinator, IQAC with a request to prepare the same by the end of this year.

Resolution No.-13:

The House further discussed on the importance of professional development and administrative training programmes for teaching and non-teaching staff of the college and thus resolved to organize a professional development programme for both teaching and non-teaching staff in the mid of November, 2022.

Resolution No.-14:

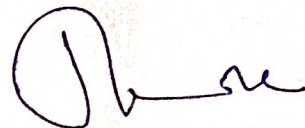
The House also discussed and resolved to register the alumni association of the college by the end of this year. In this connection, the House requested the Principal -in- Charge in chair to take initiatives in consultation with the President and Secretary of the Alumni Association of the College.

Resolution No.-15:

The House further resolved to organize maximum number of vocational and life skill development training programmes for students towards development of their skill and employability. In this connection, the concerned cell and others are requested to take necessary initiatives from their end.

Resolution No.-16:

The House also discussed on the welfare measures for teaching and non-teaching staff of the college. In this connection, it is resolved to measures to provide the basic amenities for its staff in the college like drinking water facilities, canteen facilities, sanitary facilities and other day care



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facilities. Towards this end, the House agreed upon to request the Principal-in-charge to look into the matter and provide these basic amenities to the staff of the college as early as possible.

Resolution No.-17:

The House further discussed and resolved to collect and analyze feedback of every meeting of IQAC for future improvements.

Resolution No.-18:

It is discussed and resolved to collect and analyze feedback from Teachers', Students' and Alumni on Syllabus.

Resolution No.-19:

The House also unanimously agreed upon to conduct an online 'student satisfaction survey' by the end of this year through Google form.

Resolution No.-20:

The house also emphasized on the maintenance of mentor's diary by each mentor and thus, resolved to submit report to this effect to the Co-ordinator, IQAC by first week of November, 2022

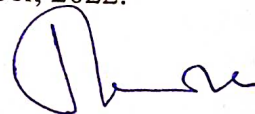
Resolution No.-21:

The House discussed on the departmental profile of each department and requested all departments to submit the updated departmental profile to the Co-ordinator, IQAC by 15th November, 2022.

Resolution No.-22:

The House also discussed on the issue of Individual profile of each teacher and requested all to submit an updated Individual profile to the Co-ordinator, IQAC by 30th November, 2022.

The meeting ends with the vote of thanks from the chair.



(Dr. Tanuj Kumar Dey)

Principal in Charge
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