

IQAC Meeting

Date: 16th June, 2021

Venue: Online (Google Meet)

Agenda:

1. To discuss the upcoming Open Text Book Examinations (OTBE).
2. To conduct special training programmes for entrepreneurs.
3. Any other related matter.

Decisions taken:

Today a meeting was held under the chairmanship of Dr. H. K. Chaliha, Principal, Kaliabor College to discuss the aforementioned agendas and the following decisions were taken:

It has been decided that the college will conduct training programmes for the students to help prepare them for the upcoming OTB examination under Gauhati University. The committee further decided to arrange special programmes for entrepreneur development. The plan and programme for the upcoming college foundation day on 26th July, 2021 was also discussed. An online meeting was prepared with a lecture programme by an invited guest.

Actions taken:

The committee reviewed the successful completion of the IQAC co-ordinators meet (April, 2021)

1. Principal and Chairman, IQAC

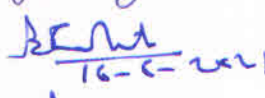


2. Coordinator, IQAC

3. Assistant Coordinator, IQAC

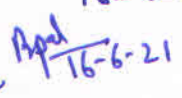


4. Dr. Basistha Kalita, Member



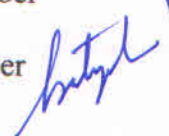
16-6-2021

5. Dr. Birender Pal, Member



16-6-21

6. Pratyosh Gogoi, Member



IQAC Meeting

Date: 12th August, 2021

Venue: Online (Google Meet)

Agenda:

1. Meeting on beginning the new session following Covid-19 SOP
2. To conduct extension activities and outreach programmes
3. Review of the Academic Committee

Decisions Taken:

The meeting held under the chairmanship of Dr. H. K. Chaliha, Principal, Kaliabor College on 12th August, 2021 took the following decisions:

It has been decided that the college will prepare for the beginning of the new academic session following the Covid-19 SOP as and when notified. The committee further decided to get involved in extension activities and outreach programmes.

Actions Taken:

The committee reviewed the successful completion of the following programmes – Plagiarism and Publication Ethics on 7th June, IPR in collaboration with Rupahi College, Nagaon Assam on 11 June and Preparing Students for OTBE on 21, 24 and 26 June, 2021.

1. Principal and Chairman, IQAC

2. Coordinator, IQAC

3. Assistant Coordinator, IQAC

4. Dr. Basistha Kalita, Member

5. Dr. Birender Pal, Member

6. Pratyosh Gogoi, Member



12-8-2021

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12-8-21



IQAC Meeting

Date: 20th Dec, 2021

Venue: IQAC office

Agenda:

1. To discuss on all the pending and current AQARs.
2. Discuss the progress of Student's Feedback and Mentoring.
3. Deliberate on possible extension and outreach programmes.
4. IQAC meeting with departments for discussing preparation of SSR.
5. Discussion on adopted school programme.

Decisions Taken:

Today in a meeting held under the chairmanship of Dr. H. K. Chaliha, Principal, Kaliabor College, the following decisions have been taken:

The members of the committee discussed the previous, pending and current AQAR reports, as well as preparation and progress of records on Student's Feedback and Mentoring. The committee decided to continue the extension and outreach programmes in different directions. A meeting with various departments was also proposed for the smooth preparation the Self-Study Report (SSR). The meeting concluded with a discussion on adopting a local school as advised by Prof. N.G. Mahanta (Advisor to the Education Department, GoA).

Actions Taken:



Reviewed the conduct and completion of the One Day Workshop on Gender Sensitization.

1. Principal and Chairman, IQAC
2. Coordinator, IQAC
3. Dr. Pradip Mochahary, Joint Coordinator, IQAC
4. Dr. Birender Pal, Joint coordinator, IQAC
5. Pratyosh Gogoi, Assistant Coordinator, IQAC
6. Ujjal Sut, Assistant Coordinator, IQAC


20-12-2021




20-12-21

IQAC Meeting

Date-07/02/2022
Kaliabor College

Venue-Conference Hall,

A meeting of the IQAC, Kaliabor College was held on 07/02/2022 with all the coordinators of different cells and study centers of the college. The meeting was conducted by Dr. Basistha Kalita Coordinator of IQAC, Kaliabor College.

Agenda:

1. To discuss the preparation of SSR.

Decisions Taken:

Dr. Basistha Kalita, Coordinator, IQAC welcomed the members to the meeting. The various aspects of the SSR were presented in a PPT by the Coordinator, IQAC. The members of the meeting discussed and shared their views regarding the various aspects of SSR like Curriculum Enrichment, Extension Activities, Student Support, Institutional Values and Social responsibilities etc. The meeting has decided to work collectively in preparation of SSR.

Resolution Taken:

After detailed discussion, the following resolutions were taken-

1. Aatmaram Sarma Research Cell, Kaliabor College and the Innovation Club, Department of Physics, Kaliabor College will be entrusted with the responsibility to undertake the necessary initiatives for waste management, energy audit and innovative activities.
2. The meeting has recommended to form a new cell namely, Stress Management and Counselling Cell. Department of Education and Department of Biotechnology will jointly look after the different activities of the cell.
3. The meeting has decided to give the responsibility of designing and monitoring of the best practices activities to Dr. Anupam Kr. Medhi, Gopal Mili, Dr. Birender Pal and Pratyosh Gogoi.
4. The responsibility to introduce and design add on courses has been given to Parag Dahal, Rahul Yadav, Anuradha Hazam and Amit Dutta. Different views and suggestions have been received regarding the add on courses. The prospects and

WORLDWIDE

JEN
Coordinator
RHC

feasibility of the following add on courses have discussed- Programming (Coding) Vermicomposting and Gardening, Sattriya Dance, Ankiya Bhaona, Fine Arts Hardware Maintenance, Photography, Yoga and Sports, Library Management.

5. NSS, NCC, Aryabhata Study Centre will look after the student extension activities.
6. Green Initiatives like Green Audit, Environmental audit, promotion of Environment beyond the Campus, Clean and Green Campus etc. will be taken care of Biological Society, Kaliabor College.



Coordinator

IQAC

Signature.

- ① Atkati Basumatary
- ② Barnali Kakati
- ③ Rajib kr Borah
4. Barnali Sarna
5. Rahul Yadav
6. Anusudha Hazam
7. Sukanya Hazarika
8. Ankura Saikia
9. Rimbiso Jeranepi
10. Rajashree Payeng
11. Amit Dutta
12. G. Bejbarah
13. Gopal Mili
14. Prasari Chandra Das
15. Anupam K. Mishra
16. Pranjit Kr. Borhyan.
17. Binender Pd.
18. Ujjal Sut
19. Pradip Mochahary
20. Nayan Jyoti Borah
21. Nabijol Haque.

IQAC MEETING

26-05-2022
Venue: IQAC Room

Today at 1 PM, a meeting was held in the IQAC room of Kaliabari college to discuss mainly on SSR preparation. All the members of IQAC core team were present in the meeting.

- Agenda:-
- (1) To discuss about the preparation of SSR.
 - (2) To discuss the future course of action of IQAC and
 - (3) Others.

The members of the IQAC core committee discussed about the preparation of SSR in detail. The members also discussed the AQARs, already submitted.

The meeting decided to work collaboratively for the preparation of SSR and NAAC peer team visit. In this regard, it has been decided to constitute seven special sub-committees for seven criteria, specified by NAAC.

It has also been decided in the meeting to entrust the responsibilities to the members of the special subcommittees in a general meeting on 27-05-2022.



SIGNATURES:

1. [Signature]

2.

3. Bhander Pal,

4. [Signature]

5. [Signature]

IGAC Meeting

27-05-2022

Mahabahu Hall

A general meeting with all the teaching and non teaching staff of the college was organized by the coordinator committee IGAC on 27-05-2022 at Mahabahu conference hall of Kaliabom College.

Agenda:-

(1) to discuss about the preparation of SSR preparation and NAAC visit.

The meeting discussed in detail about the preparation of SSR. Every aspect of SSR preparation along with the prospects and challenges were discussed elaborately at the meeting.

As per the decisions taken in the previous committee meeting, the IGAC coordinator announced officially about the constitution of seven special sub committees. The coordinator, IGAC announced the names of chairpersons, convenors and members of the respective committees.

The chairpersons and convenors of the special sub committees took the responsibilities for their respective committees.

It has been decided in the meeting to work in team manner and collaboratively for the greater interest of the institution.

Signatures:

1. Dr. Dilip Kumar Sonowal
2. Kula Shakti Borali
3. Arati Basumatary
4. Sukanya Hazarika
5. Babesh Lakmal
6. Bharu Borthakur
7. Rekha Borah
8. Anjali Chutini
9. Sanyal Nandini
10. Ritupri Das.
11. Sarada Upadhyaya
12. Ankur Saikia
13. Rizib Kr Borah
14. Mabitul Hesper
15. Kiranmoni Koo.
16. Alangkotta Goswami.
17. Pinaki Das.
18. Jini Moni Laskar.
19. Jwari Saikia.
20. Aparna Saikia
21. Bhaskar Dutta
22. Anjam Kr. Sarma
23. Amit Dutta
24. Binod Kr. Saha
25. Lijang Borboran
26. Rajib Borah
27. Jayanta Kr Das
- 28) Parag Dahan
- 29) Champak Gogoi
30. Sunita Saikia
- 31- Ujjal Saha
32. Kajashree Payeng
33. Rimbisu Jnanpi
34. Rajib Borah.
35. Gopal Kili
36. C. Bebaruah
37. Hara Kanta Das
38. Biren Barakati
39. Helecheran Goswami.
40. Manoj K Datta
41. Pratap Medhi
42. Pranjit Kr. Bhuyan
43. Meisna Goswami
44. Anurekha Hazam
45. Rahul Yadav
46. Jadumoni Rajkumar
47. Mayuri Hazarika
48. Kabita Barah
49. Debajyoti Sankar
50. Ashim Kumar Sarma.
51. Saumitra Paul.
52. Binender Pal,
53. Pradip Mochahary
54. Ujjal Das
55. Abhijit Sonowal
56. Katakshree Kalita
57. Syeda Nazneen Rahman
58. Riya Bhargali
59. Pooja Baruah.
60. Dr. Dipanjali Saikia
61. Swagata Das.
62. Anu Mahanta.
63. Anupam K Medhi
64. Barnali Sarma

Signatures:

1. Dr. Dilip Kumar Sonowal
2. Kula Shakti Borah
3. Arati Basumatary
4. Sukanya Hazarika
5. Bhobesh Lakmal
6. Bharu Borthakur
7. Rekha Borah
8. Anjali Chutini
9. Sanyal Nandini
10. Ritupri Das
11. Sarada Upadhyaya
12. Ankur Saikia
13. Rishi Kr Borah
14. Mabitul Haque
15. Kiranmoni Koo
16. Atongkotta Goswami
17. Pinaki Das
18. Jui Moni Laskar
19. Jui Saikia
20. Aparna Saikia
21. Bhaskar Dutta
22. Anjam Kr. Sarma
23. Amit Dutta
24. Binod Kr. Saha
25. Lijay Borboran
26. Rajib
27. Jayanta Kr Das
- 28) Parag Dahi
- 29) Champak Gogoi
30. Sunita Saikia
- 31- Ujjal Saha
32. Kajashree Payeng
- 33 Rimbiso Jirangpi
34. Rajib Borah
35. Gopal Kili
36. C. Bebaruah
- 37 Hara Kanta Nath
38. Biren Barakata
39. Gelecheran Goswami
40. Manoj K Datta
41. Pratap Medhi
42. Pranjit Kr. Mahajan
43. Mausma Goswami
44. Anuradha Hazam
45. Rahul Yadav
46. Jaduomoni Rajkumar
47. Mayuri Hazarika
48. Kabita Borah
49. Debajyoti Sankar
50. Ashim Kumar Sarma
51. Saumitra Paul
52. Binender Pal
53. Pradip Mochahary
54. Ujjal Das
55. Abhijit Sonowal
56. Katakree Kalita
57. Syeda Nazkefat Rahman
58. Riya Bhargali
59. Pompi Baruah
60. Dr. Dipangali Saikia
61. Swagata Das
62. Anu Mahanta
63. Anupam K Medhi
64. Barnali Sarma

Signatures:

1. Dr. Dilip Kumar Sonowal
2. Kula Dhat Borah
3. Arati Basumatary
4. Sukanya Hazarika
5. Bhakesh Lakmal
6. Bharu Bortakur
7. Rekha Borah
8. Anjali Chutini
9. Sanyukta Nandi
10. Ritupri Das
11. Sarada Upadhyaya
12. Ankur Saikia
13. Rishi Kr Borah
14. Matiyul Hajar
15. Kiranmoni Koo
16. Alangkotta Goswami
17. Pinaki Das
18. Jini Moni Laskar
19. Jwari Saikia
20. Aparna Saikia
21. Bhaskar Dutta
22. Anjam Kr. Sarma
23. Amit Dutta
24. Binod Kr. Saha
25. Linyang Borborhan
26. Rajabhat
27. Jayanta Kr Das
- 28) Parag Datta
- 29) Champak Gogoi
30. Sunita Saikia
- 31- Ujjal Saha
32. Kajashree Payeng
- 33 Rimbiso Jranipi
- 34- Rajinikanta Barua
35. Gopas Mili
36. C. Bebaruah
- 37 Hara Kanta Nath
38. Biren Barakata
39. Helecharan Goswami
- 40 Manoj Kr Datta
- 41 Pratap Medhi
- 42 Pranjit Kr. Bhuyan
43. Mausma Goswami
44. Anuradha Hazam
45. Rahul Yadav
46. Jyotirmoyi Fajkhorana
47. Mayuri Hazarika
48. Kabita Borah
49. Debajyoti Sankar
50. Ashim Kumar Sarma
51. Saumitra Paul
52. Binender Pal
53. Pradip Mochahary
- 54 - Ujjwal Das
55. Abhijit Sonowal
56. Katakshree Kalita
57. Syeda Nilzafar Rahman
58. Rinju Bhargali
59. Pampa Baruah
60. Dr. Dipanjali Saha
61. Swagata Das
62. Anun Mahanta
63. Anupam Kr Medhi
64. Barnali Sarma

IQAC MEETING

30-05-2022


A meeting was held on 30-05-2022 with the team members (Criterion I) to discuss the plan and actions for NAAC Assessment Cycle-3 of the Institution. The meeting was presided by the Coordinator, IQAC.

The following resolutions were taken in the meeting -

- (1) The special committee (Criterion I) will take care all the necessary measures, required to prepare the criterion I of SSR.
- (2) The IQAC core team will prepare the plans for different metrics for criterion I.
- (3) The committee will also communicate with all the stakeholders, centres, departments etc to collect the relevant data and information.
- (4) The IQAC has assured for providing full cooperation during the process if and wherever required.
- (5) The committee has been recommended to identify the gaps which need to be fulfilled with supportive documents.
- (6) The meeting in its resolution has recommended to incorporate all the necessary documents in the prospectus and college website.
- (7) The meeting ended with a resolution for the next meeting on 13-06-2022 with a discussion on its progress.

SIGNATURES:

1. Pratyak Gogoi
2. Pradip Mochahary
3. Banwita Kalita
4. Binanda Id.
5. Ujjal Sur
6. Kiranmoni Krc
7. Sukanya Hazarika
8. Bidish Borah.
9. Aparna Laitia
10. Purabes Bhuyan
11. Anjali Chutui
12. Sreede Upadhyaya
13. ~~Shru~~
14. Barnali Kekeli.


 30-5-22

IGAC Meeting


31-05-2022

A meeting of IGAC with the special committee for criterion II at 1.30 PM ^{was held} in the conference hall of the college. The meeting was chaired by the coordinator IGAC. The following resolutions were taken in the meeting -

- (1) The special committee for criterion II will take care all the steps, required to prepare the criterion II of the SSR.
- (2) The committee will communicate with the various stakeholders, departments of the college, centres and cell of the college, to collect the relevant data and information.
- (3) A power point was also presented by Mr. Pratyosh Gogoi, Assistant coordinator, IGAC where he discussed all the key indicators of criterion II in detail with the members.
- (4) The committee has been recommended to identify the gaps which need to be fulfilled.
- (5) The IGAC team has assured for providing full cooperation during the process, if and wherever required.
- (6) The meeting ended with a resolution for a next meeting on 14-06-2022 with a discussion on its progress.

Signatures

1. Basistha Kalita. (Coordinator, IQAC)
2. Bhanu Borthakur. (Chairman C-C-II)
3. Rekha Borah. (Convener - C-II)
4. Birinda Pal. (Jt. Coordinator, IQAC)
5. Ujjal Sut. (Asstt. Coordinator, IQAC)
6. Sangeta Saikia (Member, C-II)
7. Jyoti Moni Laskar. (Member, C-II)
8. Pratyosh Gogoi (Asstt. Coordinator, IQAC)
9. ~~_____~~ (Member, C-II)
10. Pradip Mochahary (Jt. Coordinator, IQAC)
11. Sumita Saikia (Asstt. Convener, C-II)
12. Anjam Kr. Sarma (Member, C-II)
13. Bhaskar Dutta (Member, C-II)
14. Debajyoti Sarkar (Member, C-II)
15. ~~_____~~


31-5-22

IGAC MEETING 01-06-22

A meeting was held on 01-06-2022 with the members of the special committee for the criterion III at 1.30 PM at the conference hall of the college. The meeting was chaired by coordinator, IGAC. The IGAC team has given detailed guidelines of the criterion III along with a powerpoint presentation. The following resolutions were taken at the meeting -

- (1) The members discussed various major and minor research projects, done by the faculties as per the criterion III.
- (2) The NSS and NCC activities of the institutions were also discussed in the meeting.
- (3) The members also discussed briefly about the patent filing and patent published.
- (4) The special committee will communicate with the various stakeholders, study centres, cells of the institution to collect the relevant data and information.
- (5) The IGAC team has assured full cooperation during the process.
- (6) The meeting ended with a resolution for a next meeting on 15-06-2022.

Signatures :

1. Pradip Mochahary
2. Ujjal Sut
3. Rohul Adau
4. Pranjit Kr. Bhuyan
5. Rinju Bharali
6. Lakshmi Kalita
7. Syeda Nazneen Rahman
8. Rupa Barah
9. Binanda Pal
10. Pratyesh Gogoi
1. Ankur Saikia
2. Rishik Kr. Borah
3. Babin Harimika
4. Barnali Sarma
5. Dipanjali Kalita
6. Swagata Das
7. Manisha Kalita


1-6-22

IQAC Meeting -

7-6-22

A meeting was held on 7-6-22 with the members of special committee for the criterion VII at the conference hall at 1.30 PM. The meeting was chaired by the coordinator, IQAC. The following resolutions were taken at the meeting -

- (1) The IQAC team has given the detailed guideline of the criterion VII along with a PPT.
- (2) The committee has been advised by IQAC to initiate the process of documentation as well as to fillup the necessary requirements as feasible.
- (3) The members have discussed various audit systems, ^{and best practices} as per criterion 7.
- (4) The IQAC team has given the latest guidelines regarding certification of various audits (for criterion VII) from recognised and authentic body like NABC, IAF or AB etc.
- (5) In this regard the meeting has decided to visit the nearby institutions, recently accredited by NAAC.
- (6) The IQAC team has assured full cooperation during the process, if and whenever required.
- (7) The meeting ended with a resolution for a next meeting on 23-06-2022 with a discussion on its progress.

IQAC Meeting -

7-6-22

A meeting was held on 7-6-22 with the members of special committee for the criterion VII at the conference hall at 1.30 PM. The meeting was chaired by the coordinator, IQAC. The following resolutions were taken at the meeting -

- (1) The IQAC team has given the detailed guideline of the criterion VII along with a PPT.
- (2) The committee has been advised by IQAC to initiate the process of documentation as well as to fillup the necessary requirements as feasible.
- (3) The members have discussed various audit systems ^{and best practices} as per criterion 7.
- (4) The IQAC team has given the latest guideline regarding certification of various audits (for criterion VII) from recognised and authentic body like NAAC, IAF or AB etc.
- (5) In this regard the meeting has decided to visit the nearby institutions, recently accredited by NAAC.
- (6) The IQAC team has assured full cooperation during the process, if and wherever required.
- (7) The meeting ended with a resolution for a next meeting on 23-06-2022 with a discussion on its progress.

IQAC Meeting -

7-6-22

(66)

A meeting was held on 7-6-22 with the members of special committee for the criterion VII at the conference hall at 1.30 PM. The meeting was chaired by the coordinator, IQAC. The following resolutions were taken at the meeting -

- (1) The IQAC team has given the detailed guideline of the criterion VII along with a PPT.
- (2) The committee has been advised by IQAC to initiate the process of documentation as well as to fillup the necessary requirements as feasible.
- (3) The members have discussed various audit systems ^{and best practices} as per criterion 7.
- (4) The IQAC team has given the latest guideline regarding certification of various audits (for criterion VII) from recognised and authenticated body like NAAC, IAF or AB etc.
- (5) In this regard the meeting has decided to visit the nearby institutions, recently accredited by NAAC.
- (6) The IQAC team has assured full cooperation during the process, if and wherever required.
- (7) The meeting ended with a resolution for a next meeting on 23-06-2022 with a discussion on its progress.

Signatures:-

- 1. Abheeta Jyoti Bora
- 2. Ranabkhal
- 3. Amit Sultti
- 4. Naisha Goswami
- 5. Parag Dahal
- 6. Ujjal Sult
- 7. Pradip Mochahary
- 8. Manisha Khatun
- 9. Binander Pal

JKL
7-6-22

IGAC Meeting (I.P.M) 9-6-22


A meeting was held on 9-6-22 at 1 P.M in the conference hall of the college to discuss the preparation of the criterion v of the SSR. The meeting was presided by the coordinator, IGAC. The IGAC team has given the detailed instructions and guidelines regarding the key indicators and metrics of criterion v. The following resolutions were taken in the meeting.

- ① The special committee has been entrusted with the responsibility of collection and arrangement of the relevant data with supportive documents.
- ② The members of the committee discussed the various scholarships, feeships, placement activities of the institute students.
- ③ The meeting members took part in discussion of structure and functioning of givened addressal committee of students and Registered alumni association.
- ④ The meeting ended with a resolution for a next meeting with a discussion of its progress.

9-6-12,

Signatures of the Members Present

1. Arun Mukherjee
2. Pradip Mochahary
3. Manisha Khatun
4. Ujjal Suti
5. Ashim Pr. Sarmah
6. Mayuri Hagarika
7. Binender Pal
8. Ridip Das
9. Hara Kt. Nath
10. Anupam Kr Meah
11. Limbiso Jerauppi



 9-6-12

IQAC Meeting (1:40 PM), 9-6-22

A meeting was organized on 9-6-22 at 1:40 PM at the conference hall of the institution. The meeting was chaired by the Coordinator, IQAC. The members of the special committee for the criterion VI took part in the meeting. The IQAC team has discussed the instructions and latest guidelines about the preparations of criterion VI of the SSR. The key indicators specified for criterion VI (Governance, Leadership and management) were discussed along with a power point presentation. The following resolutions were taken -

- ① The special committee has been entrusted with the responsibility of identifying the gaps and to fill up the gap with necessary and authenticated documents.
- ② The committee will communicate with the stakeholder departments of the college, various cells and study centre to collect and verify the relevant data and information.
- ③ The IQAC has assured full cooperation during the process, wherever required.
- ④ The meeting ended with a resolution for a next meeting after 15 days with a discussion on its progress.

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IGAC meeting (1.40 PM), 9-6-22

A meeting was organized on 9-6-22 at 1.40 PM at the conference hall of the institution. The meeting was chaired by the Coordinator, IGAC. The members of the special committee for the criterion VI took part in the meeting. The IGAC team has discussed the instructions and latest guidelines about the provisions of criterion VI of the SSA. The key indicators specified for criterion VI (Governance, Leadership and management) were discussed along with power point presentation. The following resolutions were taken -

① The special committee has been entrusted with the responsibility of identifying the gap and to fillup the gap with necessary and authenticated documents.

② The committee will communicate with the stakeholder departments of the college, various cells and study centre to collect and verify the relevant data and information.

③ The IGAC has assured full cooperation during the process, wherever required.

④ The meeting ended with a resolution for next meeting after 15 days with a discussion on its progress.

Members present :-

- ① Arati Basumatary
- ② Gopal Nili
- ③ Debochandan Goudan.
- ④ Jagan,
- ⑤ Bhagyashree Das.
- ⑥ Pradip Mochahary
- ⑦ - Ujjal Suet,
- ⑧ Bhanu Pal.
- ⑩ Banister K. M.

JRM
 9-6-22

A meeting of the Special Subcommittee for criterion IV with the IGAC core members held on 13-6-22 at 1.30 PM in the conference hall of the college. The meeting was chaired by the Coordinator, IGAC. The IGAC team has given the detailed instructions including latest guidelines as per NAAC along with a PPT. The members discussed briefly the four key indicators specified for criterion IV - Infrastructure and Learning resources. The SOPs for each criterion per NAAC guideline were also discussed with the members at the meeting. The following resolutions were taken:

- (1) The special committee has been advised by IGAC members to initiate the process of documentation as well as fill up the necessary requirements, as far as feasible.
- (2) The committee will communicate with various stakeholders, i.e. the college administration, office & library administration, departments and cell and study centres to collect, arrange relevant data and information, with authenticated documents.
- (3) The committee has also been requested to identify the gaps and how to fill up the gaps with authenticated documents.
- (4) The committee members took part in discussion of gymnasium, indoor stadium, computer lab of the college.
- (5) The IGAC has assured full cooperation during the process, whenever required.
- (6) The meeting ended with a resolution for a next meeting after 15 days with a discussion on its progress.

Members Present

- ① Sujata Nayak
- ② Utsav Chandra Das
- ③ Pratap Medhi
4. Kabila Barua
5. Jadumoni Rajkhowa
6. Pooja Barua
7. Bhakesh Sharma
8. Pratyosh Gogoi
9. Sujay Barthelemy
10. Manisha Khatun
11. Ritna Kanta Kakati
12. Puteel Badumataraj
13. Ujjal Sut
14. Chandra Mohan Hazarika


13-6-22

IGAC Meeting (1.30 PM)

23.6.22

A meeting of IGAC, Kaliabor was held at 1.30 PM on 23-6-2022 under the meeting was conducted by the coordinator, IGAC.

Agenda :-

- (1) to review the preparation of SSR.
- (2) to discuss the preparation of college prospectus.
- (3) other relevant matters.

Decisions taken :-

- (1) The members of IGAC discussed the preparation of college prospectus. The meeting has discussed the inputs to be included in the college prospectus →
(a) Programme outcome, (b) University syllabus link, (c) Academic calendar, (d) Department wise list of faculties, (e) coursewise intake capacity as per reservation policy (f) Student progression to higher studies in last academic year.
- (2) Dr. Pradip Mochahary and Dr. Birender Pal will prepare the routine for ICT classes.
- (3) The committee discussed the online admission system and expressed their views regarding the upgradation of the system (existing).
- (4) All different committees with all esteemed members along with contact numbers may be displayed at the central place along with the provision of upload in the college website.

Members Present :-

(5) The motto, values, objectives of the institution may be displayed at different locations of the institution. Also the institutional maps may be displayed at the entrance point of the institution.

(6) The first follow up meetings of the special committee for the seventh criterion will be held from 27-06-2022 to 29-06-2022 as per the following schedule -

- (a) criterion I and II - 27-06-2022 (at 1 PM)
- (b) criterion III and IV - 28-06-2022 (at 1 PM)
- (c) criterion V, VI and VII - 29-06-2022 (at 1 PM).

(7) The meeting has planned the following tentative activities for the next one month -

- (a) A workshop on NEP
- (b) Health camp for the flood affected areas with the collaboration of NSS.
- (c) Proper setting of the existing solid waste management system.
- (d) Plan for recycling of old used papers.

The meeting highly expects for broadband fibre internet facilities along with Wi-Fi for various departments, centres of the college.

The meeting has taken the decision to collect feedback and student satisfaction survey for undergraduate students. In this regard, Ujjal Saha has been entrusted with this

Members present :-

1. Banwatha Khatwa
2. Binender pd
3. Pradip Machhary
4. Pratyash Gogoi
5. Ujjal Suet



 23-6-22

IGAC Meeting

(1.00 PM) 27-6-2022

A follow up meeting was held on 27-6-2022 with the members of special committees for criterion I and II. The meeting was chaired by the coordinator IGAC.

Agenda:-

- (1) to review the work progress of the above mentioned committees
- (2) to discuss the future course of actions.

Decisions Taken:-

- (1) For criterion I and II, the members of the committees visited various departments, cells of the college to collect the relevant data with supportive documents. The members have also decided to visit the departments again to discuss if any information was left out during previous phase of data collection.
- (2) The members also discussed in detail about the existing value added courses and prospects and possibilities of introducing new add on courses in near future.
- (3) The earlier feedback procedures and reports were thoroughly discussed in the meeting. The members also deliberated on feedback collection procedure for the current year.

(4) The members expressed their views on class routine, credit wise as specified by the affiliating university.

(5) The members of the committees have been recommended to study and verify the previous AGARs in preparation of the SSR.

(6) The members also discussed about academic, energy and green audit of the institution.

(7) The meeting ended with a resolution to discuss on the progress within a short time.

Members Present :

1. Anjali Kekati .
2. Sumita Sarkar
3. Rekha Borah
4. Purabi Bhan
5. Manisha Kalita
6. Pratyosh Gogoi
7. Ujjal Sui
8. Pradipta Mocharjee

JKM

 27-6-22

IGAC Meeting (1:00 PM)

28-6

A follow up meeting was held with the members of criterion III and IV on 28-6-2022. The meeting was chaired by the coordinator, IGAC.

Agenda:

- (1) to discuss the work progress of the above mentioned committees
- (2) to discuss the future course of action.

Decisions Taken:

- (1) Dr. P.K Bhuyan and Mr. Pratap Medhi have given an overview regarding the progress of the respective criterions and appreciated the active involvement of all the members of the college.
- (2) The members emphasized upon the proper maintenance of records of all external academic activities and suggested to submit a copy of appointment/invitation letters to IGAC office.
- (3) The members of the committees decided to visit two colleges (Furkating and H.P.B Girls colleges (Recently accredited At and A grade).
- (4) The members expressed their views on proper maintenance of medicinal gardening and refinement of used water in gardening use.
- (5) An initiative of destbin making (with bamboo) will be started by house cell and environment cell, which in turn will encourage the student role/involvement in maintaining a eco-friendly atmosphere.
- (6) It has been decided in the meeting to approach the college authority for organising an academic meeting before summer vacation.
- (7) The members discussed thoroughly about the ICT classroom teaching aids etc.
- (8) The meeting ended with a resolution to discuss on the progress with a short p. time.

Membems present :-

1. Rupa Baral
2. Rajashree Payeng
3. Rishika us Boral,
4. Anshu Saikia
5. Pratap Medhi
6. Pranjit Kr. Bhuyan (Criterion III)
7. Rinju Bharali (Criterion III)
8. Syeda Nafar Rahman (Criterion III)
9. Lalashree Kalita (Criterion III)
10. Jayanta Kumar Das
11. Pratyosh Gogoi
12. ~~Babin~~
13. Ujjal Sut.
14. Pradip Mochahary

RRH
28-6-22