

## Meeting of IQAC

Date - 20-6-22

### Agenda of the meeting:

- ① ~~Proposed~~ Taking of Chair by Chair person
- ② Objective of the meeting.
- ③ Discussion on progress of IQAC.
- ④ Discussion on urgent requirement of IQAC.
- ⑤ Any other, related to NAAC.
- ⑥ Conclusion by Chair person.
- ⑦ End of the meeting.


### Members present in the meeting:

1. Dr. Uttam K. Banuak
2. Prady
3. Bhanda pd.
4. Yogal sut
5. Pr
6. Darshita
7. Rupnagar Sahni
8. Gen.

A meeting of IQAC core team was held under the chairmanship of Dr. Uttam K. Banuak, principal of the college. The following resolutions were taken in the meeting -

1. The status of the ongoing AQAR and SSR preparation was discussed in the meeting.
2. The feedback committee was directed by the meeting to produce and assemble the feedback reports as soon as feasible.

3. In the meeting, it was decided to use two computers from the computer lab for IGAC.
4. It was decided to produce 'Swaswat' as the annual report for AGAR.
5. For IGAC purposes, the meeting resolved to engage a grade IV employee.
6. The meeting decided to employ a computer typist for IGAC's needs.
7. With reference to the official notification of Govt. of Assam, the meeting resolved to make necessary proposals for post creation of Kaliabor College.
7. The decision to finish/complete the ongoing AGAR and SSR preparation with everyone's cooperation was made at the conclusion of the meeting.
8. The Meeting ended with a vote of appreciation by the Coordinator, IGAC.

  
20/6/2022

Principal  
Kaliabor College  
Kuaritol- 782137  
Nagaon, Assam



iii) Bifurcation of the IQAC Core Committee into the criteria was mentioned and the process of the completion of documentation was explained.

iv) The issue of the Alumni Association's registration was raised

v) The recently organised National Seminar was discussed.

vi) That the principal is co-operative when it comes to the functioning of the IQAC was stressed upon.

Dr. Mahanta, in his address, stressed upon the persistence of zeal and energy to complete the accreditation process. He asked the IQAC and the college to comply by the various cycles set by NAAC and asked the college to be clear about its mission and vision.

He stressed on the importance of the Principal's Presentation and Department visits during the peer team visit and urged the IQAC to be more diligent with record keeping.

In his concluding address, the principal, Dr. Uttam Kr. Baruah mentioned his plan to address the issues found by the IQAC — specifically mentioning procuring a generator / UPS to deal with the frequent power cuts.

*[Signature]*  
25/8/23

Dr. Uttam Kumar Baruah,  
Principal and President, IQAC  
Kaliabor College

Principal  
Kaliabor College  
Kuwaritol - 782137  
Nagaon, Assam

Meeting of IQAC Core Committee (Extended)

141

Date - 15-9-25

Members Present:

- ① Pratap Medhi
- ② Basista Khatun
- ③ Pradyot Mohapatra
- ④ Pradyot Gogoi
- ⑤ Dipankar Behera
- ⑥ Joy Prakash Medhi
- ⑦ विषय त्रि क'
8. Binender Pat
- ⑨ Basista Khatun
- ⑩ Ujjal SUT
- ⑪ Barnali Khatun
- ⑫ ANKUR SAIKIA
- 13) Gosai Chand Das
- 14) Rimbiso Jaranipi
- 15) Sukanya Hazarika
- 16) राजश्री पायें
- 17) Shreeta Jyoti Bora
- 18) Gopal Khatun
- 19) Anupam Khatun
- 20) Anish Gogoi
- 21) Tapan Saikia
- 22) Rupsagar Sahu

The coordinator of IQAC began the meeting, stressing on the fact that we can now finally submit the 11QA. A few criteria are on the verge of completion, while two are still lacking. However, the time is right now to submit the 11QA so that one, we do not lag behind and two, everything gets time-bound.

The issue of a long holiday in October that will fall in the time frame of the 45 days after submission of IQA was mentioned; and that the core committee finishes the SSR by October 15<sup>th</sup> was urged. The coordinator then opened the floor for discussion.

The principal spoke next urging everyone to get the job completed urgently and also encouraged the team.

Gosai Chan Das spoke next and detailed the work done so far and the data that is to be collected further. Ujjal Sut furthered the explanation and pointed out the specifics.

Dr. Anupam Medhi was up next as the convenor of criterion-V. He lamented on the fact that most of his committee members are busy with other duties and asked for a couple of people who can help him with the completion of the task.

Dr. Birender Pal and Dr. Pradip Mochahary spoke about the progress of criterion VI and VII and VIII & II respectively. Finally, Pradyosh Gyogoi spoke about the progress of criterion-III.

Data and documents required from Gauhati University were discussed after this and it was decided that once documents from Gauhati University was all acquired, IQA will be submitted immediately.

*[Signature]*  
15/9/23

Principal and Chairman, IQA  
Kaliabor College

Principal  
Kaliabor College  
Kuwaritol-782137  
Nageon, Assam

October 14, 2023

MEETING OF IQAC WITH IQAC ADVISOR REGARDING PREPAREDNESS FOR NAAC.

Members Present:

- 1. Basistha Kalita
- 2. Baruali Kalita
- 3. Pradip Mochahary
- 4. Pratyosh Gogoi
- 5. Ujjay Sut
- 6. Uttam K. Baruah
- 7. ~~\_\_\_\_\_~~
- 8. Rupesagar Saha
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_

The meeting began with the coordinator giving an overview of the program for SSR submission. The need to get a couple of upcoming claims in the SSR verified and certified by the affiliating university was raised.

The advisor suggested that the IGA be submitted urgently and before the upcoming Puja holidays, now since most data has been collected and the IQAC resonated the same idea.

Existing hurdles were discussed and viable solutions were proposed by the advisor.

Mock department presentations before visit of peer team was agreed upon.

Increased association with alumni in college activities was suggested and unanimously agreed upon.

Association with the local sports ~~association~~ association was suggested by ~~advisor~~ the advisor, it was taken up readily ~~by~~ by the IQAC.

Renovation of the Cultural Museum was brought up. The advisor suggested addition of a tribal/community based garment collection to the museum, which may lead to more community engagement and other avenues in the future.

Dr. Siba Ranjan Mahanta, Advisor, IQAC

Dr. Uttam Kr. Baruah, Principal & Chairman, IQAC  
Principal  
Kaliabor College  
Kuaraitol- 782137

Meeting of IQAC members.

November 28, 2023

Members present:

- |                      |                     |
|----------------------|---------------------|
| 1. [Signature]       | 2. Lachit Das       |
| 3. Pradip Mochahary  | 4. Pratyal Gya.     |
| 5. Birender Pal      | 6. Pratap Medhi     |
| 7. Ujjal Sut         | 8. অধিকার অধিকারী   |
| 9. [Signature]       | 10. Dapanfor Benh.  |
| 11. Shunakar Di Bora | 12. Appal Mili      |
| 13. Rimbiso Juranpi  | 14. Barnali Kakati. |

AGENDA:

- i) Discussion regarding progress thus far.
- ii) Immediate actions that need to be taken
- iii) Preparedness for the ensuing AAA.

The coordinator addressed the members present and handed the agenda to the chairman, the principal. He began the proceedings with the first agenda.

The progress of the various criteria was discussed and it was stressed that there are only a few days left for submission of SSR. The coordinator requested the principal to instruct the college staff to devote their best and their time for the activities leading up to the NAAC visit. Mr. Ujjal Sut highlighted his findings of his dealings with criterion 4. Mr. Lachit Das, the head assistant and accountant clarified the questions put up. The need for a recent asset list was brought up and agreed upon.

The coordinator then spoke about the unavailability of manual labor due to the onset of the cutting season and their reluctance to work in the college due to a slower process of payment. The Principal and accountant assured that the second aspect will be taken care of from their office and lectin-to-counter the former point was discussed.

Dr. Birender Pal talked about the filing system and mentioned that the files for all the criteria will be distributed today to the respective heads and to the departments on 29

November, 2023.

The institution's preparedness for the ensuing Academic and Administrative Audit on December 16, 2023 and it was decided that the departments will be told to gear up accordingly.

The meeting ended with the principal wishing everyone high spirits and good luck.

*Dr. Uttam Kumar Baruah*  
28/11/23

Dr. Uttam Kumar Baruah  
Principal & Chairman, IQAC

Principal  
Kaliabor College  
Kuaritol-782137  
Nagaon, Assam

Date - 5/12/2023

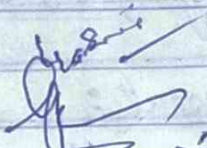
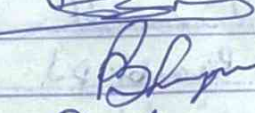
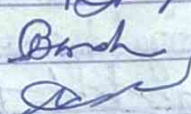
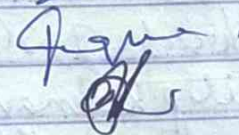
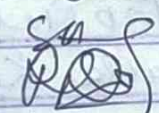
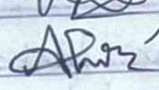
Emergency Meeting of all the Teaching and Non-Teaching Staff regarding upcoming 3rd cycle of NAAC Assessment.

Agenda of the Meeting

- 1). Discussion on the preparation of upcoming NAAC assessment.
- 2). Any other related Matter.

<u>Sl.No</u>	<u>Name</u>	<u>Signature</u>
1.	Rupa Bora	
2.	Shreubajpai Bora	
3.	Pranjit Kr. Bhojya	
4.	Manisha Goswami	
5.	Atati Karmatany	
6.	Pirisi Kes Boral	
7.	C. Bhabani	
8.	Piraki Das	
9.	Kunish Goga	
10.	Selicharan Goswami	
11.	Pratap Madhu	
12.	Anchami Swargiyak	
13.	Jupita Doley	
14.	Jyotshmita Harakta	
15.	Rumi Saikia	
16.	Banashree Boral	
17.	Juni Saikia	
18.	Ajay Dahal	
19.	Bhemitbar Daimari	
20.	Dipak Saikia	
21.	Premamanda Boruah	
22.	Alimoi Boruah	
23.	Pradip Mochahary	
24.	Bhender Pal	

- 25. Gosai Charu Das -
- 26. Gopal Mili
- 27. Gino Pr. Dal
- 28. Purabai Bhingra
- 29. Rekha Borah
- 30. Manojit Dali
- 31. Metijul Haque
- 32. Balim Hanuman
- 33. Sanjab Hazarika
- 34. Rudip Das
- 35. Anjali Chatter

December 26, 2023

Meeting of IQAC with the Head of all DepartmentsMembers present:

- |                              |                             |
|------------------------------|-----------------------------|
| 1. Banishta Kalita           | 2. Banishta Rishi Bora      |
| 3. Ananda P.J.               | 4. Pratyosh Gogoi           |
| 5. Matizul Haseen (Physi'03) | 6. ডয় প্রকাশ হোস্ট         |
| 7. Rajnibhakt                | 8. অকুব কইকিয়া             |
| 9. Dhruv a gya Bora          | 10. Barnali Sarma           |
| 11. Dilip Kumar Sonowal      | 12. Gopal Kili              |
| 13. Pratap Medhi             | 14. Anupam K. Medhi         |
| 15. Jayanta Kumar Das        | 16. Jyotshinta Bhattacharya |
| 17. Arun Mahanta             | 18. Rumi Saikia             |
| 19. Manoj M Dutta            | 20. Anuradha Hazam          |
| 21. Sajal Nazim              | 22. Rahul Yadav             |
| 23. Rajnish Sarma            | 24. Anit Dutta              |
| 25.                          |                             |

The meeting began with the address of the principal on the recently concluded on December 23, 2023. He reiterated the fact that the days left for the submission of SSR is extremely limited now.

The coordinator of IQAC then spoke of the concluded assessment. Special stress was put on Criterion-V and the recommendations of the audit team were put up. Suggestions given to the respective departments and suggested avenues for improvement were discussed and the floor was opened for discussion.

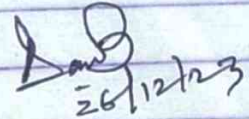
Dr. Arun Mahanta backed the suggestions and while accepting the suggestions for collection of data for criterion-V, provided a way forward for all the departments keeping the paucity of time in mind.

Various suggestions and experiences were shared by Dr. Dilip Sonowal and Mr. Pratap Medhi. The viable solutions for collection of progression and placement were discussed. Dr. Mahanta and Dr. Barnali Sarma

( )

stressed on the importance of a robust placement cell and the need for the revival of the existing placement cell. The principal promised a separate room for the placement cell with a desktop, printer and internet connection.

The meeting ended with renewed stress on the research advisory committee and the need for a policy on research.

  
26/12/23

Dr. Uttam Kr. Baruah  
Principal and Chairman, IOAC.

Principal  
Kaliabor College  
Kuzangal - 782137  
N. B. Dist., Assam

Date: 11/6/24

Meeting of TSAC with different cells and committees

Name	Cell/Committee Name	Signature
1. Rimbiso Jirangpi	Entrepreneurship Development Cell	Rimbiso
2. Rajashree Payeng	Entrepreneurship Cell	Payeng
3. Sukanya Hazarika	Women Cell, Placement cell	Hazarika
4. Ujjal Sut	career counselling and placement cell	Sut
5. Sarada Upadhyay	Women Cell	Upadhyay
6. Seleicharan Gadan		Gadan
7. ANKUR SAIKIA	NSS	SAIKIA
8. Matizul Haque	Minority Cell	Matizul Haque
9. Rupa Bora	Grievance Cell	Rupa Bora
10. Sajeeb Hazarika	Anti sexual harassment cell	Hazarika
11. Rajnish Sarmah	Anti sexual harassment cell	Sarmah
12. Parpi Baruah		Baruah
13. Atrepti Basematary		Atrepti
14. Anupom K Meah	Warden, Boys' Hall	Anupom
15. Rishab us Borah	, Aryabhatta	Borah
16. Pranjit K. Bhuyan	ITC, Kalia Bar College	Bhuyan
17. Barnali Kakati	Atmasan Sarma Research Cell, Committee Against Sexual Harassment, ITC	Kakati
18. Pratap Malhi	Grievance Cell	Malhi
19. Anjali Chuturi	collaboration & community cell.	Chuturi
20. Kironmoni Koo	Local Language Cell	Kironmoni
21. Anusella Hazam	Cell	Hazam

A meeting of TSAC with different cells and committee was held on 11/6/24 at 2:30 P.M. in the Kolong conference room. The coordinator of TSAC Dr. Basantha Kalita has briefed the members about the different works related to upcoming NAAC assessment.

Rajnish Sarma has briefed about the work and development of canteen.

Principal Dr. Uttam Kr. Banah has also briefed the facilities extended for college canteen.

Dr. Sarada Upadhyaya has briefed about the progress of women cell. She also briefed about the progress of Anti-Sexual Harassment Committee.

Dr. Anali Basumatary has briefed about the student grievance committee. Dr. Sanjaya Hazarika has briefed and said that there should be a physical location of Grievance cell.

Mr. Mofizul Hoque has briefed about the work of Minority cell.

Mr. Vijal Sat has briefed about the progress of Career Counselling & Placement cell.

Dr. Rijita Banah has briefed about the progress of Anyalbhada Science centre and Eco club and Environment and climate cell.

Rimbiso Terangi has briefed about the progress of Entrepreneurship development cell.

Career counseling & Placement cell will be provided together a single area.

Mr. Ankus Saikia has briefed about the progress of NSS.

Dr. Pranjit Kumar Bhojan has briefed about the progress of ITC.

Mr. Kiran Morikro has briefed about the progress of cell for promotion of local language, Art & Culture.

Dr. Anupam Kr. Malhi has briefed about the progress

