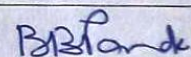
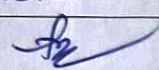

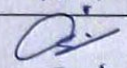

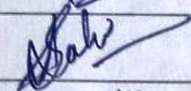
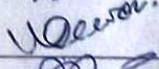
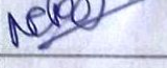
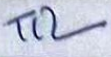
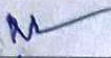




Core Committee Meeting of IQAC
B. P. Chaliha College, Nagarbera
Date: 03/10/2018
Time: 01.00 pm
Venue: IQAC Office

Agenda

- 1) Taking Chair by the Chairman: Dr. B. B. Panda
- 2) Objective of the meeting: Dr. D. Chakravarty
- 3) Read-out & approval of proceedings of last meeting.
- 4) Constitution of required Sub-Committees, Cells, Clubs etc. under IQAC.
- 5) Supervision/Monitoring of College Website & non-technical facilities / requirement
- 6) Supervision/Monitoring of functioning of Technological facilities / requirement
- 7) Supervision/Monitoring of supporting services/ requirement & Campus environment
- 8) Supervision/Monitoring of programme undertaken by IQAC & College (Diary maintenance)
- 9) RUSA 2.0 Grants to our college.
- 10) Others-
 - a) Manual staff for IQAC
 - b) Generator reconnection
- 11) Chairman speech & conclusion of the meeting

Signature of Members

Sl	Name	Department	Designation	Signature
1	Dr. B. B. Panda.	Principal	Chairman	
2	Prof. S. C. Thakuria	Dept. of Assamese	Vice Chairman	
3	Dr. D. Chakravarty.	Dept. of Chemistry	Coordinator	
4	Prof. A. Zubar Zubar	Dept. of English	Joint Coordinator	
5	Prof. A. Sarkar	Dept. of English	Joint Coordinator	
6	Prof. A. Saikia	Dept. of Economics	Joint Coordinator	
7	Prof. N. N. Dewan	Dept. of Assamese	Member	
8	Prof. N. C. Bhojn	Dept. of English	Member	
9	Prof. A. Salam	Dept. of Arabic	Member	
10	Prof. T. C. Patowary.	Dept. of Mathematics	Member	
11	Prof. N. C. Kalita.	Dept. of Economics	Member	
12	Prof (Mrs) A. Huzuri	Dept. of Economics	Member	
13	Mr. Saityajit Kalita, UDA	Non-Teaching Staff Representative	Member	

In presence of above signatories the IQAC Core Committee meeting was held on 03/10/2018 in the IQAC Office at 01.00 pm. The meeting was presided over by Dr. B. B. Panda, Chairman of IQAC & Principal of the college. The objective of the meeting was described by Dr. D. Chakravarty, Coordinator, IQAC. In this meeting, the Coordinator, IQAC has read-out the proceedings of last meeting and it was approved. In this meeting, all the members were discuss thoroughly on the different items of the agenda and resolved the following resolutions.

Resolution: 01

In this meeting, the Coordinator described about the latest methodology of NAAC regarding AQAR preparation & Submission. All the members were suggested to complete the pending AQAR submission before 31/12/2018.

Resolution: 02

In this meeting, after a thread bare discussion on work-load, job requirement etc. the following Sub-committees were constituted for smooth functioning of IQAC with the following faculty members.

- | | |
|--|--------------|
| 1. Curricular Aspects Sub Committee: | Annexure: 01 |
| 2. Teaching – Learning - Evaluation Sub Committee: | Annexure: 01 |
| 3. Research Innovation & Ext. Sub Committee: | Annexure: 01 |
| 4. Infrastructure & Learning Resources (other than Library) Sub Committee: | Annexure: 01 |
| 5. Infrastructure & Learning Resources (Library) Sub Committee: | Annexure: 01 |
| 6. Student Support & Progression Sub Committee: | Annexure: 01 |
| 7. Governance, Leadership & Management Sub Committee: | Annexure: 01 |
| 8. Institutional Values and Best Practices Sub Committee: | Annexure: 01 |

Resolution: 03

In this meeting, after a thread bare discussion on work-load, job requirement etc. the following Clubs / Cell were constituted for quality improvement of our students with the following faculty members.

- | | |
|---------------------------|--------------|
| 1. Debate Club: | Annexure: 02 |
| 2. Eco Club: | Annexure: 02 |
| 3. Music Club: | Annexure: 02 |
| 4. Sports Club: | Annexure: 02 |
| 5. Literary Club: | Annexure: 02 |
| 6. Women Empowerment Cell | Annexure: 02 |

Resolution: 04

In this meeting, as briefed by the Coordinator about the assignment of duties & responsibilities of the members and the office bearers, it is resolved assigning specific duties & responsibilities for the following members as indicated against their name.

- i) Prof. A. Jubbar, Joint Coordinator: Supervision/Monitoring of proper functioning of Technological facilities / requirement (if any).
- ii) Prof. A. Kr. Sarkar, Joint Coordinator: Supervision/Monitoring of proper functioning of supporting services / requirement (if any) & Campus environment.
- iii) Prof. A. Saikia, Joint Coordinator: Improvement of College Website & proper functioning of non-technical facilities / requirement (if any).
- iv) Prof. (Mrs) A. Hujuri, Member: Supervision/Monitoring and keeping record of all events/programmes undertaken by College Administration, IQAC, Departments etc. (Diary maintenance)

Resolution: 05

In this meeting, both Dr. B. B. Panda, principal & Dr. D. Chakravarty, Coordinator, RUSA were briefed about the RUSA 2.0 grants to our college. Dr. Chakravarty elaborately described the different schemes under the heads of New construction, Renovation & Equipment under at the ratio (50 : 30 : 20) submitted to RUSA office against the approved grants of Rs. 2.00 crores.

Resolution: 06

In this meeting, Dr. D. Chakravarty, Coordinator, IQAC has proposed some National / International Day for official celebration by college under IQAC supervision. It is resolved that the following celebrations are to be organised by different Cells / Clubs under IQAC.

Sl	Date	Programme	Organiser
1	26 th January	Republic Day	College
2	28 th February	National Science Day	Science Forum
3	08 th March	International Women Day	WEC
4	22 nd April	World Earth Day	Eco Club
5	05 th June	World Environment Day	Eco Club/ Science Forum
6	21 st June	International Yoga Day	IQAC
7	15 th August	Independent Day	College
8	26 th August	College Foundation Day	College
9	05 th September	Teacher's Day	IQAC
10	08 th September	Dr. Bhupen Hajarika Birth Day	Music Club

Resolution: 07

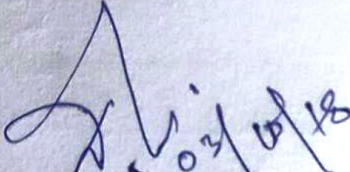
Dr. D. Chakravarty, Coordinator, IQAC informed in the meeting that, the only 4th grade staff has been withdrawn from IQAC office since the month of August'18. The Generator connection also in cut-off from long time, which has created an unfavourable situation for smooth functioning of IQAC office. All the members has expressed their unhappiness and advised the principal to take urgent initiative on the matter.

At the end of the meeting the chairman thanked all the members for their valuable suggestions and concluded the meeting.

Place: Nagarbera
Date: 03/10/2018


Dr. B. B. Panda 3/10/18

Chairman, IQAC


Dr. D. Chakravarty

Coordinator, IQAC