

# INTERNAL QUALITY ASSURANCE CELL

## B.P.CHALIHA COLLEGE, NAGARBERA



Established : 1972

P.O.-Nagarbera, District : Kamrup, PIN-781127, Assam (INDIA)

Phone : 03623-245001 ♦ Fax : 03623-245001 ♦ E-mail : bpccnagarbera1972@gmail.com, bpcciqac@gmail.com

Website : www.bpchalihacollege.org.in

Memo No.....

Date... 29/06/2026

### IQAC Core Committee Meeting

|             | Name                 | Signature |
|-------------|----------------------|-----------|
| Chairperson | Dr. Kamal Ch. Pathak |           |
| Coordinator | Dr. Trailokya Deka   |           |
| Date        | 29/06/2026 (2:30PM)  |           |
| Venue       | Principal's Chamber  |           |

### Agenda:

- ✓ 1. Taking Chair by the Principal/Chairperson of the meeting:  
Dr. Kamal Ch. Pathak
- ✓ 2. Objective of the meeting: Dr. Trailokya Deka, Coordinator, IQAC
- ✓ 3. Read-out of resolutions of last meeting
4. Update about IQAC/AQAR preparation/data collection:  
Dr. Biman Lahkar
5. Discussion about annual audit reports to be prepared
6. Discussion about non-provincialised departments of the college
7. Updates about add-on and swayam courses:  
Dr. Manash Jyoti Deka
8. Update and preparedness regarding the implementation of 7<sup>th</sup> sem. under FYUGP
9. Discussion about class tests for HS and it's monitoring
10. Discussion about students' class attendance (both HS & UG)
11. Discussion about PTM for HS and UG courses
12. Others, if any
13. Conclusion of the meeting

29/06/2026

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### IQAC Core Committee Meeting

Date: 29/06/2026 (2:30 pm)

| Name                       | Portfolio                           | Signature |
|----------------------------|-------------------------------------|-----------|
| Dr. Kamal Ch. Pathak       | Chairman/Principal                  |           |
| Dr.Trailokya Deka          | Coordinator                         |           |
| Dr. Manash Jyoti Deka      | Asst. Coordinator                   |           |
| Dr. Biman Lahkar           | Asst. Coordinator                   |           |
| Dr. Deepjyoti Borgohain    | Asst. Coordinator                   |           |
| Arun Kr. Sarkar            | Member (Ex-officio)                 |           |
| Dr. Binay Kr. Medhi        | Member                              |           |
| Mr. Sukumar Dewan          | Member                              |           |
| Mr. Raghu Dev Das          | Member                              |           |
| Anshuman Saikia            | Member                              |           |
| Mr. Upen Kr. Saha          | Member                              |           |
| Mr. Basanta Kalita         | Member                              |           |
| Dr. J. R. Shaikh           | Member                              |           |
| Dr.Sibani Majumdar         | Member                              |           |
| Dr.Bhushita Patowari       | Member                              |           |
| Dr. Rubi Baishya           | Member                              |           |
| Dr. Nil Ratan Roy          | Member (from alumnus)               |           |
| Mr. Khanindra Choudhury    | Member (from locality)              |           |
| Mr. UtpalMedhi             | Member (from employer/entrepreneur) |           |
| SDC, Nagarbera             | Member                              |           |
| SDMO, Nagarbera            | Member                              |           |
| Mr. Rajib Kalita           | Member (From management)            |           |
| President, Students' Union | Member (from student)               |           |

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Memo No.....

Date..29/06/2026

### Proceedings

**Date:** 29 June 2026

**Venue:** Principal's Chamber, B.P. Chaliha College, Nagarbhera

**Chairperson:** Dr. Kamal Chandra Pathak, Principal and Chairperson, IQAC

The IQAC Core Committee meeting was held on **29 June 2026** at the Principal's Chamber of B.P. Chaliha College, Nagarbhera, under the chairmanship of **Dr. Kamal Chandra Pathak, Principal and Chairperson of IQAC**.

At the outset, **Dr. Trailokya Deka, Coordinator, IQAC**, explained the objectives of the meeting. The Coordinator then placed before the members the resolutions of the previous IQAC Core Committee meeting held on **15 December 2025**, which were reviewed and accepted by the committee.

The following matters were discussed and resolutions were adopted:

The updated status of the preparation of the **Annual Quality Assurance Report (AQAR)** was presented by **Dr. Biman Lahkar, Assistant Coordinator, IQAC**. The members discussed the progress and emphasized timely completion of the AQAR.

The committee decided to undertake various annual audits, including **Academic and Administrative Audit (AAA), Energy Audit, Gender Audit and Environment Audit**, during the year 2026. Appropriate committees/teams will be constituted for conducting the respective audits.

The Core Committee unanimously resolved to implement the **7th Semester under the Four-Year Undergraduate Programme (FYUGP)** from September 2026, in

accordance with the prevailing guidelines issued by the **Directorate of Higher Education (DHE), Government of Assam, and Gauhati University.**

The committee decided to change the existing **SWAYAM SPOC (Single Point of Contact)** of the college. The name of **Dr. Manash Jyoti Deka** was proposed and referred for the purpose. The committee further resolved to **revitalize and strengthen the implementation of SWAYAM courses** in the college in the coming days.

The committee discussed the matter of non-provincialised departments and resolved to pursue the process of **provincialisation of the departments in a phased manner**, as per applicable government provisions and procedures.

The committee emphasized the importance of maintaining the prescribed **75% attendance**, particularly for **Higher Secondary (HS) classes**, and resolved to ensure strict compliance in the coming days.

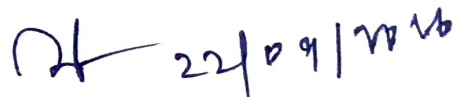
It was decided that a **Parent-Teacher Meeting (PTM)** would be organized during **October–November 2026** to strengthen communication and interaction among teachers, students and parents.

After detailed discussion on the above matters, the **Principal and Chairperson, Dr. Kamal Chandra Pathak**, made concluding observations and emphasized the need for timely implementation of the decisions taken by the committee.

Thereafter, the meeting concluded with a vote of thanks.



**Dr. Trailokya Deka**  
Coordinator, IQAC  
B.P. Chaliha College, Nagarbera



**Dr. Kamal Chandra Pathak**  
Principal & Chairperson, IQAC  
B.P. Chaliha College, Nagarbera