

PROCEEDINGS OF IQAC MEETING AND ACTIPON TAKEN REPORT, SESSION 2019-20

1. IQAC MEETING HELD ON 16/08/2019

- Agenda:** A) Confirmation of earlier proceedings
B) IQAC Charge hand-over to Dr. K.K.Medhi.
D) Innovation Day celebration ,IIC, Nowgong college
E) Organization of Interactive Session with Arup Kakati, Alumnus & Master Chef Oman.
F) Celebration of Gandhi Jayanti and Fit India movement, NSS

Resolutions:

- 1) IIC Innovation Day will be observed on 15th October with various programme
- 2) Programme of Fit India movement will be organized under the guidance of Dr. B. Chutia

ACTION TAKEN REPORT

1. Process of data collection for AQAR is on.
2. Assessed the departmental profile preparation as per IQAC requirement and found satisfactory.
3. NAAC sponsored Seminar preparation has been going on smoothly
4. Dr. Afzalur Rahman has been entrusted to develop Feed-back format.

2. IQAC MEETING HELD ON 22/10/2019

- Agenda:** A) Confirmation of earlier proceedings
B) Assessment of AQAR preparation
C) Regarding enlisting the college in-house journal "DELVE"
D) Regarding B.Voc. Next level recognition
E) Regarding IIC activities.

Resolutions:

- 1) AQAR Preparation work is on
- 2) Dr. L.J. Borthakur and Dr.N.P Nath are entrusted to look after the enlisting the college in-house journal "DELVE".
- 3) All scheduled IIC activities to be done in the month of December.
- 4) Dr. K.K.Medhi to supervise B.Voc second level recognition works.
- 5) The meeting decided to felicit renowned sericulture artisan Lasti Meethi

Action taken report

- 1) IIC innovation Day observed on 15th October/2019
- 2) Handing over of charge to Dr.K.K. Medhi as new coordinator.
- 3) Interactive programme completed successfully.
- 4) Birth Day celebration of Father of Nation was done successfully
- 5) Successfully organized programme of Fit-India movement and NSS Foundation Day.

3. IQAC MEETING HELD ON 30/10/2019

- Agenda:** A) Confirmation of earlier proceedings
B) Assessment of AQAR preparation
C) Any other matter as permitted from chair.

Resolutions:

- 1.) For smooth data collection and documentation, the meeting resolves to distribute criteria-wise imputes to seven different teams.
- 2.) The meeting decided to carry-out more academic activities and requested the faculty members to enhance their publications.

Action taken report:

- 1) The meeting expressed satisfaction over the progress of works of AQAR and departmental profile preparation.
- 2) Necessary feed-back forms development is under process.
- 3) Process of enlisting the college in house journal under UGC care list is on.
- 4) Successful felicitation to Mrs. Lasti Meethi, renowned yarn artisan.

4. IQAC MEETING HELD ON 08/11/2019

- Agenda:** A) Confirmation of earlier proceedings
B) Assessment of AQAR preparation
C) any other matter as permitted from the chair.

Resolutions:

- 1) AQAR Preparation work to be completed by 20th November/19
- 2) Various academic exercises like Staff training, mentoring, Eri silk yarn training, organization environment sensation programme are to be carried-out more.

Action taken report :

- 1) The meeting expressed satisfaction over the distribution of criteria-wise imputes to different team members and the progress of departmental preparedness.
- 2) The meeting discussed various criteria related issues of earlier and the same have been disposed satisfactorily.

5. IQAC EXTENDED MEETING

Venue: Online through GOOGLE MEET

Date: 28th June, 2020 Time : 12 PM.

Meeting ID: <https://meet.google.com/vgo-seuy-fru>

AGENDA:

1. Taking chair by President
2. Objectives (Coordinator, IQAC)
3. Discussion on Interactive Programme with Mentee Colleges
4. Discussion on submission of AQAR HB 2019-2020
5. Discussion on Academic matters
6. Any other

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College with the members of IQAC on 28th June at 12:00 noon online through Google Meet (Link: <https://meet.google.com/vgo-seuy-fru>) on the agenda given above. The meeting discussed elaborately about the Interactive Programme with Mentee Colleges and submission of AQAR HB 2019-20. The meeting at the end took following resolutions:

Resolutions:

1. The meeting resolved that a virtual meet will be held with the faculty members of all the three stream (Arts, Science & Commerce) separately to discuss academic matters
2. The meeting also decided to entrust Dr. K. K. Medhi and Dr. Farishta Yasmin to look after the library activities for smooth online use by the student community.
3. The house also resolved to encourage senior faculty members for more publication of books with ISBN No. and junior faculty members to enhance quality research publications.
4. The meeting also resolved to organize an Interactive Programme on “Preparation of Research Project Proposal and Funding Agencies”. Dr. Farishta Yasmin, Convenor, Research Cell was given responsibilities to contact Prof. Prabodh Ch. Bora as Resource Person.
5. The house also emphasizes on organizing an International WEBINAR
6. The meeting also suggested to organize a National/State level WEBINAR in on Language and Literature and entrusted Assamese Department to initiate the same in association with Sankar Dev Chora, a branch of Assam Sahitya Sabha, Nowgong College.
7. The meeting also resolved to organize Hands-on-Training on English Writing, Grammar and uses of Computer for Office staff and Tally for Accounts officials.
8. The house resolved to entrust Dr. Tiken Das to regular monitor of the college website for more vibrant.
9. The house also resolved to create separate blog for online class materials.

10. The house suggested some measures viz., online objective type exam, virtual viva etc. during COVID-19 pandemic to the Chairman to meet up preset situation and also requested to place appropriate platforms.

11. The house entrusted to Dr. Farishta Yasmin as Chief Editor and Dr. Rashmi Rekha Bora as Assistant Editor to publish the Students' project as e-Book with ISBN and also decided to publish an e-Magazine from Eco-Club, Nowgong College with kind approval of Principal & Chairman. The meeting concluded with a speech from the chair.

Action taken report. 1) The meeting expressed satisfaction over the progress of AQAR preparation work. 2). All planned academic activities like counselling for stress management, seminar organization, organization of awareness program, sensitization program etc. have been completed as proposed.

Member present:

Sarat Borkataki

principal@nowgongcollege.org

Farishta Yasmin

Bhuban Ch. Chutia

Rashmirekha Borah

Sangita Bora,

Krish Medhi

medhikrishnc@gmail.com, k.k.medhi

Sailen Sarma

Jahnabi Bora

Nabaprasad Nath, member, IQAC

Afzalur Rahman do.

Dr. K. K. Medhi
IQAC Coordinator,
Nowgong College.