

IQAC Meeting

Date: 04/10/2021

Venue: Conference Room

Agenda of the meeting:

1. Construction of dumping site in college campus in collaboration with Eco club, PUAM, Dalgaon
2. IQAC body formation.
3. ~~Other~~ Preparatory meeting for NAAC assessment.
4. Guardian meeting for the current session.

Signature of the persons present:-

1. Dr. Pramod Kalite

2. Dr. Diganta Baruah

3. Mr. Borim Nath

4. Bikram Pokri 4.10.21

5. Subrat Chutia 4/10/21

6. Lima Bhuyan 04/10/2021

7. Dr. Sufian A. Tapak. ~~Signature~~

8. Dr. Pankaj Kr. Nath

9. Dr. Nurgahar Begum

~~Signature~~
04/10/2021
Begum
04/10/21

10. Tomropali Rajkumar

~~Signature~~
04/10/21

11. Pokosha Sarasal

~~Signature~~ 4/10/21

12. Josephine Sangma

~~Signature~~ 4/10/21

13. Dr. Mahmuda Khanam

~~Signature~~ 4/10/21

14. Dr. Moor Mandal

Moor Mandal 4/10/21

15. Dr. Angena Goswami

~~Signature~~ 04.10.2021

16. Pritam Das

Pritam Das 04/10/21

17. Mousumi Bister Chakravarty

~~Signature~~

19. Seyram G. Sogfho 04/10/21
20. Dr. Kalpana Upadhyaya 04/10/21
21. Bhushita Meali 04/10/21

The meeting under the presidency of Dr. Lakhi Prasad Hazarika, Principal, PDUAM, Dalgaoon was held to discuss about the IQAC body formation and to conduct a preparatory meeting for NAAC assessment. Also, the Eco-club, PDUAM, Dalgaoon was entrusted the responsibility to construct an on-campus sewage treatment plant in the south-east corner of the college campus. In the meeting, Principal sir agreed to bear the cost of construction and to complete the plant by end of November, 2021.

The IQAC body formed in the meeting comprised of the following: —

Chairman : Dr. L.P. Hazarika

Coordinator : Md. Tareed Iqbal Ahmed

Joint Coordinator : Porosha Sonowal

Members : — Dr. Pranab Kalita
Dr. Sufian Ahmed Tapadar
Dr. Mahmuda Khannam
Mriganku Bastar Choudha Chakravorty
Borun Kathar

The committee will functional until further notice.

In order prepare or train up the faculty members as well as the IQAC committee for NAAC assessment the meeting resolved to invite resource persons from NAAC accredited colleges. The training programme is tentatively scheduled before 30th October, 2021. Dr. Mahmu Khannam and Mriganko Bastan Chakravorty has been assigned the responsibility to organized the meet.

Lastly, the meeting also resolved to conduct a guardian meeting on the 1st week of November, 2021. The following faculty members are assigned to prepare for the meeting as well as the invitation process:-
Dr. Nijara Bhavadwaj, Bhushita Medhi.



IQAC Meeting

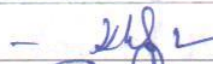
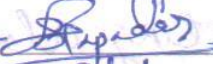
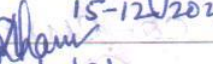
Dated : 15/12/2021

Venue : Conference Hall

Agenda of The meeting:

1. CAS Promotion from Stage 1 to Stage 2.
2. ~~For~~ Best practices:
 - (i) Online Attendance System
 - (ii) Weekly workplan & Self-appraisal.
 - (iii) Student Adalat.
3. Academic Calender Preparation.
4. Standard format for mentor mentee.
5. Each department will observe minimum 1600 important days (divas)

Signature of persons/members present:-

1. Khabiruddin Ahmed -  9854139566
2. Dr. Sufian A. Tapadar - 
3. Mriganka Bastar Chakravarty - 
4. Dr. Mahmuda Khannam -  15-12-2021
5. Poksha Inamul -  15/12/21
6. Borun Khatun -  15/12/2021

The meeting started with discussion ^{on} the following actions for the agenda in previous meeting. A NAAC preparator ~~met~~ meeting was successfully conducted on 02/11/2021. However, construction of dumping site could not be completed. Also, the guardian meeting had been postponed due to the prevailing covid scenario.

As CAS promotion is due for few faculty members the members of IQAC will be verifying the PDAS performa submitted by the faculties. Further in the meeting, Dr. L.P. Hazarika, Principal, PDUAM, Dalgam announced that the college is going to adopt an online attendance system for collecting real-time class attendance system. The system will bridge the gap between student, teacher, guardian and administration. It will provide a transparent mechanism for recording various activities carried out ~~for~~ by the teachers. The software has been ~~implemets~~ implemented by Md. Zaved Iqbal Ahmed Asst. Prof., Deptt. of CS, PDUAM, Dalgam. Another best practice adopted by PDUAM, Dalgam is preparation of weekly workplan and self-appraisal by faculties. Principal, PDUAM, Dalgam also suggested that student-adalat ~~shot~~ should be conducted to address the grievances of students.

The meeting also resolved to prepare an academic calendar for streamlining the curricular and co-curricular activities at PDUAM, Dalgam. The committee for Research, innovation and extension ~~has~~ has been entrusted with the response. The meeting also resolved to standardize the format for mentor-mentee system in the college. Also, departments are requested to conduct talk programmes on important days.

