

IQAC Meeting

Dated: 15/07/2022

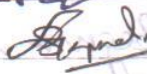
Venue: Conference Room

Agenda of The meeting :

- 1) Provisional Accreditation for college
- 2) Organize FDP in collaboration with Computer Science department.
- 3) Formation of Departmental Academic Committee for each department.
- 4) Add more books to library.

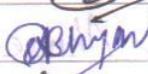
Signature of persons/members present:

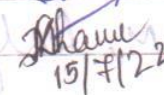
1. Dr. ~~Borun~~ Kalita

2. Dr. Sufian A. Tiyaz 

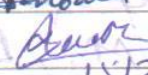
3. Bikram Raji

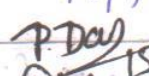
4. Dr. Pankaj K. Nath 

5. Lemo Bhuyan 

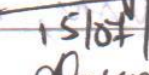
6. Dr. Mahmuda Khanam 

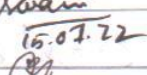
7. Porosh Sarma 

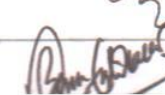
8. Tomropali Rajkumar 

9. Pritam Das 

10. Mriganka Bantay Chakraborty 

11. Dr. Angana Goswami 

12. Dr. R. Dutta 

13. Mr. Borun Nath 

The meeting started with discussion on the follow action for the agenda in the previous meeting. The committee formed for verification of CAS promotion documents (PBAS Performa) had been completed on 22/01/2022. The best-practice suggested in the meeting has been adopted. However, the student adalat is yet to be implemented. The academic calendar has also been prepared by Academic & Research Committee. The standard format for mentor-mentee system has been disseminated already the respective departments.

As NAAC has provided a facility for provisional accreditation for college, the meeting formed a core committee to look into the matter and. The core committee consists of following faculty members :-

1. Dr. Nurjahan Begum, Department of English, PDUAM, Dalgan.
2. Dr. Sufian Ahmed Tapadar, Department of Bio, PDUAM, Dalgan.
3. Dr. Pankaj Kr. Nath, Department of Maths, PDUAM, Dalgan.
4. ~~Dr.~~ Tamrapali Rajkumar, Department of Ass, PDUAM, Dalgan.
5. Porosha Sonowal, Joint Coordinator IQAC, PDUAM, Dalgan.
6. Mr. Zaved I. Ahmed, Coordinator, IQAC, PDUAM, Dalgan.

The committee is entrusted with the responsibility to answer the quantitative and qualitative questions for PAC and gather appropriate documents.

The meeting also resolved to organize an FDP in collaboration with department of Computer Science, PDUAP, Delgaon. In order to further ~~even~~ enrich the academic environment in the college, the meeting resolves to form a department academic ~~a~~ committee for each department. The committee will be engaged in ~~carry out~~ ^{carry out} and documenting various academic activities in respective departments. Lastly, the meeting discussed the ~~a~~ need to add more books to the library.

Accepted 

IQAC Meeting

Date: - 03/03/2023

Venue: -

Agenda of the meeting:

1. Discussion on NAAC SSR preparation
2. Standardization of feedback mechanism
3. NEP 2020, Task Force formation
4. Review of reports on College Academic Framework.

Signature

1. Sangham G. Sangpho.

Sangham
03/03/23

2. Subrat Chetia

Subrat Chetia
03/03/23

3. Mr. Barun Kumar

Barun Kumar
03/03/23

4. Dr. S. A. T. J. J. J.

S. A. T. J. J. J.
03/03/23

5. Pritam Das

P. Das
03/03/23

6. Mriganku Bastar Chakraverty

Mriganku Chakraverty
03/03/23

7. Dr. Kamal Jyoti Barman

K. J. Barman
03/03/23

8. Bhusha Medhi

B. Medhi
03/03/23

9. Dr. Nurjahan Begum

N. Begum
03/03/23

10. Dr. Mahmuda Khanam

M. Khanam
03/03/23

11. Dr. Kaffana Upadhyay

K. Upadhyay
03/03/23

12. Dr. Tareq Iqbal Ahmed

T. Ahmed
03/03/23

Proceedings:

The meeting started with discussion on the following actions for the agenda in the previous meeting. As the college is going for full-fledged accreditation by NAAC, the proposal for provisional accreditation has been withdrawn. IQAC co-ordinator has contacted with EICTA Academy, IITG for collaborating in organizing an online FDP. However, the FDP has not been conducted yet. All the departments have formed departmental academic committee and reports have

National Digital Library Club (NDLC Club).

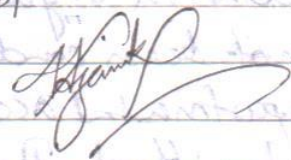
As the college has completed five years and has met the eligibility criteria for NAAC Assessment Principal, PDUAM, Dalgaon highlighted that by this year our college is going to prepare SSR and sub-
TQA. As SSR preparation is a lengthy process, all the employees of PDUAM, Dalgaon are involved in the process for data collection. Details of the allocation of responsibility is mentioned in letter vide Ref. No. PDUAM/DIQA/2023/04 dated: 04/03/

For standardization of the feedback mechanism, a committee has been formed chaired by Principal. and The vice principal and IQAC coordinator will remain as members. Also, the meeting agreed to collect feedback from students, alumni, employees and teachers.

The NEP 2020 task force has already been formed, therefore, the agenda had been dropped.

Lastly, the meeting reviewed the college academic framework. All the department submit reports on the proper implementation of the academic framework. Also, feedbacks had been provided to each department.

Accepted



IQAC Meeting
Dated: 19/06/2023
Venue: - Conference Room

Agenda of the meeting: -

- ① Formation of OBC cell, SC cell, ST cell, Minority Cell & Publication cell.
- ② Discussion on preparation of SSR
- ③ Standardization of certificate format for add on courses.
- ④ Upgradation of public displays, and banners in college campus.
- ⑤ Conduct Green Audit
- ⑥ Conduct Energy Audit
- ⑦ FDP in collaboration with ~~IITG~~ IITG, (EICT Academy) cancelled due to low participants.
- ⑧ Discussion on infrastructure upgradation.

Signature

- 1.
2. Dr. Sujian A. Tyader *Sujian*
3. Mriganko Bastav Chakraverty *Mriganko* 19/06/2023
4. Surjan C. Biswas *Surjan*
5. Dr. Pranab Kalita
6. Subrat Chetia

7) Mrs. Beem Khatun

Beem Khatun
19/06/23

8) ~~Sh~~ Parosha Inamul

Inamul
17/6/23

9) Bhurisa Medhi

Medhi
19/6/23

10) Krappana Upadhyay

Upadhyay
19/06/23

11) Nurjahan Begum

Begum
19/6/23

12) Dobin Anna Hoque (Alumini)

Dobin
19/6/23

Student union

① Romij uddin

② Musabbir ahmed

Romij
19/6/23
Musabbir
19/6/2023

Proceedings

The meeting started with discussion on the following actions for the agenda in the previous meeting. Principal PDUAM, Dalgam chaired the meeting. In light of the first agenda, a unified body/cell has been formed in the meeting for SC, ST, OBC and minority related matters. The committee will overlook matters related to proper implementation of reservation policies in college as well as facilitate students in obtaining scholarship. Following faculties are nominated as members of the committee: -

Name of the committee: - SC, ST, OBC and Minority Cell
Co-ordinator: - Dr. Moon Mondal.

Members: - Tamrapali Rajkumar
Josephine Sangma
Dr. Zaved Iqbal Ahmed

In order to look after the publication related matters in college, a committee termed as "Publication cell" has been formed. Dr. Nurjahan Begum and Dr. Sima Bhuyan are nominated as Joint Coordinators.

Following are the members of the committee: -

- ① Chinmay Sarma
- ② Suman Choudhury
- ③ Dr. Malati Kumari Singh.

Discussions continued with on preparation of SSR. The coordinators of 7 criteria reported their progress. The date collection of some criteria has not been completed yet.

For the add-on courses, the meeting resolved to prepare a standard certificate format. For all add-on courses, the certificates for the courses will be generated centrally from the college office.

In order to upgrade the public displays and banners within the college campus, a committee has been formed to plan and implement the process. The committee will be coordinated by Borun Kalita and all HOD's of different departments in the college will be members.

IQAC, PDUAM, Salgaon will conduct energy audit and green audit of the college.

The FDP, ^{organized} conducted in collaboration with EICT Academy, IIT Guwahati has been cancelled. The FDP was scheduled on 26/06/2023 in online mode. However, very few faculties participated in the FDP due to which the programme was cancelled.

Faculties informed that the fee for attending the FDP was very high as well as many expected the FDP to be organized self-paced manner.