

IQAC meeting Date - 15.02.2022

Agenda:

11. Chairperson's gracing of the chair.
12. Objectives of the meeting- coordinator
13. Minutes of the last meeting-Discussion
14. Discussion on the letter No-AHE.544/2021/19 received from Higher Education Department, Government of Assam regarding NAAC Assessment and Accreditation.
15. Discussion on pending programmes of the IQAC.
16. Others
17. Chairperson's remark
18. End of the meeting.

Minutes of IQAC meeting, 15.02.2022

A meeting was held today at the Conference Hall of H.C.D.G. College. The meeting was presided over by the Principal, Dr. Sanjib Kumar Borgohain. The coordinator of IQAC, Dr. Gitali Saikia, defined the objectives of the meeting, followed by reading out of the previous meeting of IQAC with the due approval of the president. The meeting discussed the letter received from DHE, regarding NAAC Assessment and Accreditation, formation of special committees for NAAC, teachers quarterly profile, etc. The Principal highlighted various provisions of the letter. After a thorough discussion, the meeting decided to distribute responsibility category-wise to the members. It was decided to appoint one convener in each criterion with members from faculty and non-teaching staff. Finally, seven criteria Committees were formed from teaching and non-teaching members of the college. The members discussed seven criterion of AQAR for the session 2020-21 for NAAC assessment in the meeting. The coordinator sought the help of technical assistants to cooperate in the functioning of data upload in AQAR. Then, the coordinator demanded adequate equipment in IQAC room and the availability of an electricity supply with an internet access on the college campus. The meeting came to an end with the declaration of the President.

Resolutions:

1. The meeting decided to form seven special Committees based on seven criteria of NAAC. Each group had one Convener and other members. All the committees were assigned duties and responsibilities.
2. The meeting took a resolution to appoint one technical assistant to help the coordinator in the data upload of AQAR for the session 2020-21.

3. The meeting decided to provide the necessary equipment and required electricity supply to IQAC room with internet access.

Action taken report:

1. The Principal formed seven criteria committees headed by one convener and other members.

Criterion 1: Curriculum Aspects:

Manashi Gogoi (Associate Professor)
Sibaranjan Sharma (Associate Professor)
Ronjit khanikar (Assistant professor)
Dr. Leena Dutta (Assistant professor)

Criterion 2: Teaching-learning Evaluation:

Manashi Gogoi (Associate professor)
Dr. Rashmi Rekha Duwarah(Assistant professor)
Dulal Gogoi (Office Assistant)

Criterion 3: Research Innovation Extension:

Sibaranjan Sharma (Associate professor)
Dr. Diganta Gogoi (Associate professor)
Manashi Gogoi (Associate professor)
Horen Bhuyan (Assistant professor)
Bornali Saikia Sonowal (Assistant Professor)
Bitul Saikia (Assistant Professor)
Sibananda Sharma (Library assistant)

Criterion 4: Infrastructure and Learning Resources:

Dr. Tarun Gogoi (Associate professor)
Dr. L.X. Polin Hazarika (Assistant professor)
Tinku Pegu (Librarian)

Criterion 5: Student Support and progression:

Phanidhar Saikia (Associate professor & Vice - Principal)
Dr. Gitamoni Handique Gogoi (Assistant Professor)
Dr. Nilakshi Goswami (Assistant professor)
Dr. Pikumoni Chutia (Assistant professor)
Sibananda Sharma (Library Assistant)

Criterion 6: Governance, Leadership, and management:

Dr. Sanjib Kumur Borgohain (Principal)
Dr. Niva Das (Assistant Professor)
Jadav Gogoi (Head Clerk)

Criterion 7: Institutional Values:

Sibaranjan Sharma (Associate professor)
Dr. Gitali Saikia (Associate professor)
Dr. Diganta Gogoi (Associate professor)

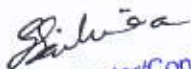
2. Two special committees for gender equity and alumni association were formed.

Gender Equity:

Meghali Boruah (Assistant professor)
Dr. Pikumoni Chutia (Assistant Professor)
Dr. Mridusmita Dutta (Assistant Professor)
Dipika Boruah (Library Bearer, member)

Alumni Association:

Bitul Saikia (Assistant Professor)



Coordinator/Convener
IQAC H.C.D. College,
Nitaipukhuri, Sivasagar
Assam


Chairperson
Principal
H.C.D. College
Nitaipukhuri, Sivasagar

IBAC Meeting with Teaching,
Non-Teaching and Library
Staff

Date - 15/02/2022

Members present

1. Diganta Gogoi
2. Gitati Saikia (Coordinator)
3. Shandhan Shikha ~~Shikha~~
4. Silparanya Sonowal 15/02/2022
5. Mamashi Gogoi 15/02/2022
6. Biswal 15/2/22
7. Tinku Pegu 
8. Rashmi Rekha Debnath 15/02/2022
9. Zeena Datta 15/02/2022
10. Mridusmita Datta 15/02/2022
11. Nilakshi Goswami - 15/02/2022
12. Pooja Hazarika 15/02/2022
13. Jarna Gogoi 15/02/2022
14. Bitul Saikia 15/02/2022
15. Nira Das 15/02/2022
16. Gitanomi Handique Gogoi
17. Ronjit Khanikar 15/02/2022