Minute of IQAC meeting, 23.09.2022

Agenda:

1. Chairperson's gracing of the chair.
2. Objectives of the meeting- coordinator
3. Minutes of the last meeting-Discussion
4. Discussion on the progress of the preparation of AQAR for the session 2021-22.
5. Discussion about organizing a Workshop on Cyber Security in the college.
6. Discussion on the feedback of the Students.
7. Organizing various Programmes through IQAC.
8. Others
9. Chairperson's remark
10. End of the meeting.

Minutes of IQAC meeting

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 new co-ordinator of IQAC, Dr. Gitamoni Handique Gogoi, defied the objectives of the meeting, followed by reading out of the previous meeting of IQAC with due approval of the president. Vice Principal, Phonidhar Saikia, suggested all the teaching, non-teaching staff, and seven criterion Committees of the College, to cooperate with the new co-ordinator of IQAC. The Co-ordinator of IQAC reflected on varied activities of session 2021-22 and highlighted steps to be taken for future endeavors in this regard. The members present a concise overview of the developments. The coordinator suggested organizing a Book fare for the benefit of students in the college. A decision was taken to organize a Workshop on Cyber Security in the college in October 2022. Dr. Rashmi Rekha Duwarah highlighted the various aspects related to the feedback of the students. Dr. Niva Das suggested that the principal take necessary steps on suggestions given by the students. The members present in the meeting also discussed various problems of the college. The meeting came to an end with the declaration of the President.

Resolution:

1. The coordinator provided a comprehensive review of the progress of the AQAR preparations for the session 2021-22.
2. The coordinator suggested organizing Book fare for the benefit of students in the college.
3. It was decided to organize the Workshop on Cyber Security in the college in October 2022.
4. The principal is requested to take necessary steps on suggestions given by 6th semester students on the feedback.
5. Resolution is taken to implement the following suggestions after analysis of Feedback for students and teachers on curriculum transaction for the session 2021-22, as mandated by NAAC: a) To organize frequent class tests, provide home assignment and tutorial to recreate interest for learning of students after covid pandemic.
   b) Gradual increase of ICT enabled infrastructure and to arrange training of the faculty members for advanced ICT mediated teaching.
   c) To conduct comprehensive Induction programme prior to selection of Honours and Generic Elective course by students in CBCS system and to make aware them about equal significance of all papers.
   d) Apart of the subject knowledge, measures should be taken by teachers to provide additional ideas of the concepts which are relevant to current service sector.

Action taken report:

1. Satirtha organizes the Book Fair for students in collaboration with IQAC, H.C.D.G.College on September, 2022.
2. IQAC, in collaboration with Department of Higher Education, Government of Assam organized a Workshop on Awareness of Cyber Security in the college on 12th October, 2022.
3. Principal take necessary steps to solve student's problems.

Coordinator, IQAC
IQAC
HCDG College, Nitaipukhuri
Sivasagar, Assam

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