

## Minutes of IQAC meeting held on 24/11/2016 and Action Taken

**Resolution 01:** Resolved to make an academic audit of the college as soon as possible.

**Action Taken:** An Academic Audit of the college was made in March 2017.

**Resolution 02:** Resolved to create more linkages with the society, creating of sports facilities for students and celebrating the various occasions.

**Action Taken:** ISR activities were enhanced by establishing linkages with nearby school and with a village through various activities, new sports facilities were created and all occasions as per govt. order were celebrated.

**Resolution 03:** Collection and analysis of the feedback from different stakeholders.

**Action Taken:** One feedback committee under the chairmanship of Dr. Pranjit Hazarika was formed and had submitted its report.

**Resolution 04:** The meeting decided to send a team to observe the preparation of some of the nearby colleges for NAAC peer team visit.

**Action Taken:** A committee was formed and the team visited two colleges on 13/02/2017, viz., Nowgong College and Nowgong Girls' College, both were awarded A grade by NAAC.

## Minutes of IQAC meeting held on 14/02/2017 and Action Taken

**Resolution 01:** Resolved to make some perspective plans for the college for the coming years.

**Action Taken:** One committee under the vice principal of the college was formed and it has prepared the perspective plan for the college.

**Resolution 02:** Resolved to make a SWOC analysis for the college.

**Action Taken:** A committee was formed to do the job and the committee had submitted its report.

**Resolution 03:** The Parent-Teacher meet and Alumni meet were to be held. Action Taken: Both the Parent-teacher meet and alumni meet were organized.

## Minutes of IQAC meeting held on 14/08/2017 and Action Taken

**Resolution 01:** To collect address, phone number and e-mail id of all the students.

**Action Taken:** The process to collect address, phone number and e-mail id as already started.

**Resolution 02:** To request all the faculty members having Ph.D. and M.Phil degree to submit a copy of their thesis and dissertation copy.

**Action Taken:** The teachers have already submitted their copies of thesis and dissertation in the library.

**Resolution 03:** To purchase at least 5000 no of books for the college library.

**Action Taken:** The purchase of books is already completed.

**Resolution 04:** A committee to be formed to prepare SSR for the coming reaccreditation.

**Action Taken:** A strong committee under the chairmanship of the principal is formed.

### Minutes of IQAC meeting held on 18/11/2017 and Action Taken

**Resolution 01:** Decided to adopt one nearby school by the college.

**Action Taken:** The College has already adopted Tezpur Charali Girls' High School situated in Dekargaon, Tezpur.

**Resolution 02:** Resolved to submit IQA and SSR in the next window that is May- June, 2018.

**Action Taken:** IQAC tried hard to meet the deadline but due to external reasons it failed to do so. However, it is trying hard to submit the same as early as possible.

**Resolution 03:** To form two small committees for preparing SSR.

**Action Taken:** Two committees under two senior teachers are formed and they are working in this direction.