

24/05/2022

**IQAC meeting**

A meeting of the IQAC was held on 24/05/22 at 12:15 PM in the presence of under mentioned members to discuss the agenda items mentioned below.

**Members present:**

1. Dr. Litoool Baruah
2. Mr. Joy Prakash Oza
3. Mr. Uday Narayan Gogoi
4. Dr. Gitanjali Gogoi
5. Dr. Partha Protim Saikia
6. Dr. Nirmal Jyoti Konwar
7. Dr. Konnaki Konwar
8. Dr. Navamallika Sharma
9. Dr. Dhrubajit Borah

**Proceedings:**

**Item No. 1: Regarding Draft preparation of SSR.**

The coordinator of IQAC proposed the draft preparation of SSR within a short period. It was decided that all the assistant coordinators have to submit criteria wise draft of SSR on or before 15<sup>th</sup> July, 2022. A review meeting will be organized on 16<sup>th</sup> July, 2022 to finalize the draft of SSR.

**Item No. 2: Preparation of format for academic audit**

The IQAC of N.N. Saikia College deliberates upon academic audit and resolve that the expert committee will be invited to perform academic audit in the college. It is also decided that IQAC will provide document format to respective departments to collect the necessary data. The documents will be prepared by Dr. Kannaki Konwar and Dr. Gitanjali Gogoi within a week. Later it will be finalized by IQAC.

**Item No. 3: Observation of World Environment Day**

It is decided that World Environment Day will be observed on 6<sup>th</sup> June, 2022 instead of 5<sup>th</sup> June, 2022.



(Mr. Joy Prakash Oza)  
Coordinator, IQAC



(Dr. Litoool Baruah)  
Chairperson, IQAC