

30/03/2019

IQAC Meeting

A meeting of the IQAC was held on 30/03/2019 at 1:00PM in the presence of undermentione members to discuss the agenda items mentioned below

Members present:

1. Dr. Litoool Baruah
2. Dr. Nazim Forid Islam
3. Mr. Nirmal Jyoti Konwar
4. Dr. Konnaki Konwar
5. Ms. Bornali Saikia
6. Mr. Nipon Kumar Gogoi
7. Dr. Budhindra Nath Saikia

Proceeding:

Item No-1: Student feedback evaluation

The coordinator IQAC highlighted on the feedback evaluation process. The members expressed their individual views. The chairman suggested that the evaluation be carried out by the members, preferably the coordinator of IQAC.

Item No-2: Inclusion of additional members in IQAC

The coordinator emphasized on inclusion of an additional members from teachers representative, for the smooth conduct of the IQAC works. The members present thereon recommended the name of Dr. Hemen Sarma, Associate Professor, Department of Botany for inclusion as new member. The members unanimously accepted the same and it was resolved that, Dr. Hemen Sarma, be included as the new teacher representative of IQAC with immediate effect.

Item No-3: Constitution of IQAC sub committee

The coordinator IQAC highlighted the formation and constitution of new IQAC sub-committee for the forthcoming NAAC pear team visit. The members present agreed the same.

Item No-4: Regarding academic and administrative audit

The coordinator highlighted about the AAA and also the tentative dates for the same. The members gave their respective view and the schedule for AAA was fixed for first week of September 2019. The chairman expressed his views, and gave suggestion to make all necessary arrangement for the same.

Item No-5: Regarding invited special lecture

The coordinator reminded the members about the need of an invited special lecture for students. The members gave their unanimous support for the same and the chairperson permitted the IQAC to arrange the same.

Any other item-6:

- a) The chairman highlighted about the new godrej almira and also checked the position where it is installed.
- b) A new inverter battery is installed for uninterrupted power supply.
- c) The members of the IQAC and nature club, highlighted about the plantation progress going to be scheduled on 5th June 2019.



(Dr. Nazim Forid Islam)
Coordinator, IQAC



(Dr. Litoool Baruah)
Chairperson, IQAC