

Agenda:

1. Chairperson's gracing of the chair.
2. Objectives of the meeting- coordinator
3. Minutes of the last meeting-Discussion
4. Discussion on website up gradation of College
5. Discussion on the activities of the seven Criterion Committees.
6. Discussion on the progress of the preparation of AQAR for the session 2021-2022.
7. Discussion on varied aspects related to value added course, projects, Internship programme.
8. Others
9. Chairperson's remark
10. End of the meeting.

Minutes of the meeting:

A meeting was held by IQAC at the Conference Hall of H.C.D.G. College on 25th April, 2022. The meeting was presided over by the Principal Dr. Sanjib Kumar Borgohain. The coordinator of IQAC Dr. Gitali Saikia defied the objectives of the meeting followed by reading out of the previous meeting of IQAC with due approval of the president. The Co-ordinator of IQAC reflected varied activities of the session and also highlighted steps to be taken for future endeavor in this regard. Teachers discussed on upgrade the present website of the college as soon as possible so that the programmes and activities held in the college can be regularly uploaded. In this regard, the principal sir replied about steps taken by him to upgrade the college website and connectivity problem in the region and action taken by him to smooth functioning of network facility etc. Then, the activities done by seven criterion groups till date are discussed one by one. Mr. Ranjit Khanikar, Assistant Professor suggested to exchange faculty members with nearby college. There were some programmes under 'Moitree- ek gyan jatra' abiyaaan before covid 19 pandemic. It was suggested to reconitinue the programme or make MoU with nearby college to exchange the teachers. The coordinator and Mrs. Manashi Gogoi raised the topic of continuing value added course for the students and inadequacies of finance to invest for this programmes is discussed. Phanidhar Saikia, Vice principal suggested to felicitate the BA passed students of the college to make an environment of encouragement for junior students. At


the end of the meeting, the Principal sir suggested all faculty members to work hard for the upcoming inspection of NAAC.


Resolution:

1. The meeting took resolution to upgrade Website of H.C.D.G. College as soon as possible.
2. The meeting took decision to accelerate the activities assigned to the seven criterion committees. The committees should maintain the file documentation of activities.
3. The meeting has taken Resolution to exchange faculty members with nearby college.
4. A decision was taken to introduce Value added course by Department of English, Assamese and Political Science.
5. Resolution was taken that an amount of minimum Rs.15000 should be allocated per year to each department of the college for conducting departmental activities.
6. A decision was made that all departments of the college should take initiative and organize different sports and cultural activities for the students.
7. In the meeting, Mrs. Manashi Gogoi, Associate Professor, Department of Education declared to provide Rs. 10000 as scholarship to the Best Graduate of the college in B.A. Final examination (CBCS), 2022 of Dibrugarh University. Dr. Gitali Saikia, Associate Professor, Department of English also declared to provide Rs. 5000 as scholarship to the student who will secure second highest mark among the students of the college in B.A. Final examination, 2022.
8. A decision was taken to entrust the responsibility to NSS unit of the college to organize programme on Yoga and Meditation.

Action taken Report:

1. The Website of H.C.D.G. College is upgraded.
2. Mrs. Manashi Gogoi, Associate Professor, Department of Education provided Rs. 10000 as scholarship to the Best Graduate of the college Miss Lakhimai Bharali, of Department of Education for securing 4th rank in Education in B.A. Final examination (CBCS), 2022 of Dibrugarh University on Teachers' Day, 2022. Dr. Gitali Saikia, Associate Professor, Department of English also provided Rs. 5000 as scholarship to Mr. Raja Dutta, Department of History for securing 8th rank in History for securing second highest mark in the same on that very day.
3. NSS unit of the college organized programme on Yoga and Meditation among students of the college.


Coordinator/Convener
IQAC HCDG College,
Nitaipukhuri, Sivasagar
Assam


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

TOAC Meeting with Criteria
Coordinators and members of
Teaching Staff : date 25/04/2022

Members present:

1. Prashant Sankar ^{filed} 25/4/2022
2. Manashi Gopi 25/4/2022
3. (ABP) Naren Blyan 25/4/2022
4. Gitamoni Handique Ugoi, 25.4.2022
5. Meghali Bormah 25.4.2022
6. Nira Das 25.4.2022
7. Triaku Pasa 25.4.2022
8. Polin Hagarake 25.4.2022
9. Rojif Obanika
10. Leena Dutta
11. Sibaranya Srosh
12. Bonnali Saikia Jonowal, 25.4.22
- 13.
- 14.
15. Rashmi Rekha Dewarath 25.4.22