Morigaon College
IQAC Meeting

Date - 6th November 2023 Time - 2:30 PM Venue - IQAC Office

AGENDA OF THE MEETING:

1 - Preparation of IIQA for fourth cycle of NAAC Assessment
2 - Preparation of SSR for fourth cycle of NAAC Assessment
3 - Preparation of Academic calendar for the year 2024.
4 - Review of Annual Plan for the Year 2023-24.
5 - Review of Teaching learning Process.
6 - Introduction of new Courses.
7 - Preparation for Participation in NIRF.

MEMBERS PRESENT:

1. Lila K. Barthakur 06/11/23
2. Hemalata Sharma -
3. Nilofar Yasmin -
4. Mileswar Patar (Mileswar Patar)
5. Ranjit Kumar Kalita — RKalita
6. Pare[illegible] Mah[illegible] -
7. Dalim Phukan
8. Ajit Konwar 06/11/2023
9. Hari Ram Lahkar
10. Alakesh Roy -
11. Anurima Sarma
12. Achut Kr m.

Discussions and Resolutions:

Today 6th November, 2023, a meeting of IQAC, Morigaon College is convened at its office at 2:30 pm. The meeting is presided over by the principal cum chairperson Dr. Lila Kanta Barthakur and the agendas of the meeting are placed before the house by the coordinator Dr. Ranjit Kumar Kalita.

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After a thorough dissscussion of the said agenda in the house, the following resolutions are taken unanimously.

Resolution No. 1

The house discusses about the preparation and submission of institutional information for Quality Assessment (IIQA) for fourth cycle of NAAC accreditation. The house resolves to submit the IIQA online by 10 november 2023.

Resolution No. 2

The house discusses about the preparation of the Self study Report (SSR). The Coordinator Dr. Ranjit Kumar Kalita informs the house that 90% work of SSR preparation has already completed. The house resolves:

(a) To Complete the SSR writing and submit the same. Online by 30th of December 2023.

(b) To request Dr. Saradashree Chandhury and Dr. Ajijor Rahman to submit the Executive Summary for part A of the SSR within 26 November 2023.

(c) To request Dr. Nilofar Jasmin and Mrs. Kabita Sarma to submit the college profile for Part A of the SSR within 20th of November 2023.

(d) To request the departments to submit the supporting data for criterion to the IQAC by 25 Nov. 2023.

Resolution No. 3

The House discusses about the preparation of Academic Calendar for the year 2024. The house resolves to appoint the following teachers to prepare and accordingly submit the same by Dec 23rd, 2023.

i - Dr. Manmoyee Baishya - Convenor

ii - Dr. Dhananjay Khusre - Member.

iii – Miss. Upasana Gogoi, Member
iv – Dr. Mamita Choudhury, Member
v – Miss. Nabanika Biswas, Member.

Resolution 04:
The House reviews on Annual plan for the Session 2023-24 vide resolution no. 06 dated 24-04-23 The Coordinator appraised the house that almost 40% of the plans have been implemented due to financial hurdles of the College. After a thorough discussion, the house resolves to place the matter before the Governing Body meeting via Chairmen of the IQAC.

Resolution No. 05:
The house reviews the teaching learning process of the College which includes use of ICT tools by the teachers, implementation of NEP 2020 and subject bar for students. After detailed discussion, the house resolves —

(a) To organize an orientation program for those teachers who did not use ICT tools in classes.

(b) To organize an orientation program for the students of SEM I on Courses offered under NEP 2020 before study leave.

Resolution No. 06:
The house discusses about the courses available in the college elaborately. After a detail discussion the house resolves to introduce new add on courses for the academic year 2024 by every department of the College.

Resolution No. 07
The house discusses about the ~~Composte~~ available in the importance of participation in National Insti-

tutional Ranking Framework (NIRF). The coordinator of IQAC, Dr. Ranjit Kumar Kalita informs the house that, the registration for NIRF for the session 2023-24 has already been done. So, the house resolves to urge the coordinator to complete the process of data submission in the NIRF for the said session.

* ACTION TAKEN REPORT OF THE IQAC held on 24/05/23 & on Previous dates.

(I) The Committees constituted vide resolution no-1 dated 24th may 2023, have submitted the draft copies of executive summary, Profile of the college, Institutional Preparedness of NEP & Institutional initiative for Electoral literacy to the IQAC for necessary action.

(II) The preparation of SSR is completed about 95%.

(III) A workshop on FYUGP under NEP 2020 has been organised on 27th June 2023.

(IV) Annual plan has been approved by IQAC in

PRINCIPAL
MORIGAON COLLEGE
DATE

16/11/23
Coordinator
IQAC
Morigaon College
Date .....

Morigaon College
IQAC Meeting (Extended)

Date: 03-th February /2024 Time:- 2.30 PM Venue: Dr. H.S. Conference Hall

Agenda of the Meeting —

(i) Review of Annual Action Plan-2023-24.
(ii) Review of Internal Assessment under FYUGP.
(iii) Committee formation for AISHE for 2022-23 Session.
(iv) Committee formation for NIRF for the session of 2023-24
(v) Others.

Members Present :—

1.
2. Dr. D. Kumar
3. Rkalita
4. Hemanta Kr. Nath 3/2/2024.
5. Trideep Chetia
6. Prayeet Das
7. Deepak Kalita.
8. Nibedita Saikia
9. [illegible]
10. Bulbul Das
11. Chandan Sharma
12. Jogul Ch Nath.
13. Rituraj Das
14. Kalyan Das.
15. Pallavi Haqaika

Discussions and Resolutions :—

Today 3rd February, 2024, an IBAC Meeting is convened at 2:30 PM at its office. The meeting was presided by the Chairperson Dr. Lila Kanta Barthakur. The objectives of the meeting was placed and elaborated by the IBAC Coordinator — Dr. Ranjit Kumar Kalita. Several Key issues have been discussed in the meeting as listed in the agenda of the Meeting. The discussion was initiated by the coordinator — and after a threadbare discussion and analysis on each of the agendas, the following resolutions are taken unanimously :—

Resolution no. (1) As the college has implemented NEP 2020 and introduced FYUGP under Gauhati University, the Internal Assessment System has undergone major changes. For strict adherence and compliance with the SOP of Gauhati University, a Monitoring Committee is constituted with the following teachers :—

(i) Dr. Mrinmoyee Baishya — Coordinator.
(ii) Dr. Gulam Ommar Ahmed — Member.
(iii) Mr. Tridip Chetia — Member.

Resolution no (2) The execution of the Annual Action Plan — 2023-24 is reviewed in the meeting. It is found that only forty percentage of the plan is executed as listed in the plan. Due to engagement in IIQA and SSR writing for the Assessment for the fourth cycle, maximum execution of the plan could not be accomplished.

Resolution no. (3) For data feeding and submission in NIRF portal for the session 2023-24, a Committee is constituted with the following 5 teaching members —

(i) Dr. Chandan Sharma — Coordinator
(ii) Dr. Pranjit Das — Member
(iii) Mr. Utpal Nath — Member
(iv) Dr. Swagata Baruah — Member

Resolution no. (4) for data feeding and submission in the AISHE Portal for the session 2022-23, a committee is constituted with the following teachers:—

(i) Dr. Gulam Ommar Ahmed — Coordinator.
(ii) Dr. Nayanjyoti Goswami — Member.
(iii) Ms. Nazrin Sultana — Member.

10/02/2024

PRINCIPAL
MORIGAON COLLEGE
DATE

10/02/2024

Coordinator
IQAC
Morigaon College
Date .....

Morigaon College
IBAC Meeting
Date – 12th March, 2024
Time – 1 PM
Venue – IBAC Office

Agenda of the Meeting :-

1. Preparation for NAAC PEER Team Visit.
2. Induction of New Members
3. Organizing International and other Seminars
4. Conduct of Audits for the session – 2023-24
5. Others

Members present in the Meeting –

Name	Signature
1. Lila K Barthakur	
2. Ajit Konwar	12/3/24
3. Parag Jyoti Mahanta	
4. Nilofar Yasmin	
5. Achyut Kr. Das	
6. Anuradha Sarma	
7. Alakesh Roy	
8. Dalim Phukan	
9. Chandan Sharma	
10. Parag Hazarika	

Discussions and Resolutions :-

Today on 12th March 2024, an IBAC meeting is convened at 1PM at the IBAC office. The meeting is presided over by Dr. Lila Kanta Barthakur, Chairperson of the cell. Several significant matters are discussed in the meeting as listed in the agenda. The discussion on these matters is initiated by the

Coordinator Dr. Ajit Kumar.

After threadbare discussion on those matters one by one, the following resolutions are taken unanimously :-

Resolution No. 1 The meeting discusses different regular academic practices of the college for quality enhancement and enrichment. The meeting resolved to organize one international and three national seminars in the year 2024. The international seminar would be organized by IQAC itself and the rest would be organized by departments for holistic development of the institution.

Resolution No. 2. As part of quality initiatives of the college, the ~~following~~ meeting discusses various audits and resolves to conduct Academic and Administrative Audit, Green and Environment Audit, Energy Audit and Gender Audit for the session 2023-24. The house has entrusted the coordinator to initiate the process as early as possible.

Resolution No. 3 In view of NAAC Peer Team visit to Morigaon College, the meeting has dwelt upon different aspects of the matter and has reviewed and taken into account the infrastructural and other facilities of the college for augmentation.

Resolution No. 4 In view of retirement and transfer of some members of IQAC, the meeting resolves to reconstitute IQAC by introducing new members. Accordingly, it has decided to induct Ms. Pallavi Kadavy, A.C in charge of

education, Morigaon district, as member from administration, Dr. Chandan Sharma, Dr. Saradash Choudhury, Dr. Dibyajyoti Sarma and Dr. Pituraj Das as new members of IBAC.

Resolution No. 5 Inorder to revamp and strengthen Community - College linkage, the meeting resolves to assign each adopted village to one or two departments to look after and initiate activities for holistic development.

Resolution No. 6 The house approves the Perspective and Strategic Plan (2023-2028) and Institutional Development Plan (2024-202) of Morigaon College submitted by the assigned Committees.

Resolution No. 7 The meeting resolves to conduct Feedback from Stakeholders for the session 2024. The Coordinator has been entrusted to initiate the process and constitute a Feedback Analysis Committee.

Action Taken Report of the Meeting held on 8th November 2023 :-

1. IIBA for the 4th Cycle of Assessment and Accredita has been submitted on 17th November 2023.
2. The SSR writing has been completed on time and is submitted on 28th January 2024.
3. Orientation and Induction Programs have been organized for successful implementation of NEP 20
4. 22 Nos. of New Add-on-Certificate Courses have been framed for the session 2024-25.

13/03/24

PRINCIPAL MORIGAON COLLEGE DATE

12/03/2024

Coordinator IQAC Morigaon College