

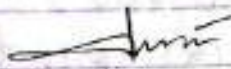
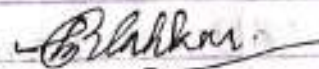
Date - 18-11-2020, Wednesday
IQAC Meeting

Time - 11:30 AM
Venue - IQAC
Office

Agenda of the meeting -

1. Chair of the President
2. Purpose of the meeting
3. Approval of the minutes of the previous meeting.
4. Annual Plan for 2020-21
5. Regarding Implementation of Teaching Plan in view of Covid-19 Pandemic
6. Regarding organizing online Webinar/Seminar
7. Review of Class attendance of students
8. Review of Academic Calendar, 2020
9. Others.

Signatures of the members present in the meeting:-

1. Dr. L. K. Barothakur 
2. Mr. Suresh Patra
3. H. K. Ram Sahu 
4. Achint Kr. Das 
5. Dr. D. Kumar 
6. Anas Jha Mahanta 
7. Dalim Phukan
8. Ranjit Kumar Kalita

Discussions and Resolutions of the meeting :-

Today on the 18th of November, 2020, an important meeting of IQAC, Moriganj College is held at its office at 11:30 a.m. The meeting is presided over by the Principal cum Chairperson Dr. L. K. Barothakur.

and the agendas of the meeting are placed before the house by the co-ordinator Mr. Ranjit Kumar Kalita. The minutes of the previous meeting held on 15th February 2020 have been presented by coordinator and same have been approved by the house.

After an in-depth discussion of the said agendas in the house, the following resolutions have been taken unanimously:-

Resolution No. 1 →

While the Covid-19 pandemic paralyzes the normal life, the IQAC too could not prepare a plan for the session 2020-21. The house finally resolved to prepare the following activities in the current session subject to the impact of the pandemic situation:-

- 1) To construct a talking garden in the college campus.
- 2) To establish a horticulture garden.
- 3) To renovate the college's green house.
- 4) To collect and analyse feedback of different stakeholders.
- 5) To review result and class attendance of students.
- 6) To introduce more certificate/add on courses in various departments.
- 7) To sign more MOUs with other educational institutions having global importance.
- 8) To review activities under existing MOUs.
- 9) To increase classroom ICT facilities and wifi facilities.
- 10) To increase sports & cultural activities.

Resolution No. 2 →

The house discusses the implementation of teaching plan by the faculty members. Since the lockdown situation due to Covid-19 has hampered the smooth functioning of the academic activities, the house resolves to request the faculty members to review the concerned teaching plan and follow the same as per academic calendar.

Resolution No. 3 →

The house discuss holding of seminar by various departments. Due to Covid-19, the house resolves to request the department to organise seminar via digital platform and submit report at the office of IQAC.

Resolution No. 4 →

The house discusses the functioning of website of the college. Since some information are not available in the website, therefore the house ~~ref~~ resolves to update it and hence a committee is to be formed with the following members →

- 1) Mr. Bulbul Das.
- 2) Mr. Abdul Malik
- 3) Mr. Amar Nath.

Resolution No. 5 →

The house discusses the matter of attendance of students in classes. As per the existing norms, 75% of attendance is mandatory for college students to appear.

in semester exams. The Coordinator brings to kind attention of the house that as per Govt. guidelines, only those students who are vaccinated and wear masks shall be allowed to attend the classes. As till date the pandemic is still on the rise, the house comes to a decision to liberalise the existing norms of 75% compulsory attendance in class.

Resolution No. 6 →

Although the academic calendar for the year 2020 has got the provisional approval from the house vide resolution no. 2 dated 21st November, 2019, it is unable to implement the same due to the pandemic. Therefore, after a thorough discussion, the house resolves to implement the academic calendar as per revised academic calendar to be published by Gauhati University.

The Chairman then requests all to follow the Covid-19 protocols laid down by the Govt. and concludes the meeting with a vote of thanks.

Approved
Principal
07/01/21
PRINCIPAL
MORGAON COLLEGE
DATE

Revised
07/01/21

Moragaon College
Date

Dated: 7-01-2021, Thursday

Venue: IQAC Office

Agenda of the meeting :-

- 1) Chair of the President
- 2) Purpose of the meeting
- 3) Approval of the minutes of the previous meeting.
- 4) Review of the Academic Calendar
- 5) Regarding faculty & student's exchange programme
- 6) Others.

Signatures of the members present in the meeting :-

1. Lila K. Barthakur
2. Maheswar Patra
3. Ranjit Kumar Kalite
4. Ajit Kumar
5. Dr. D. K. Kure
6. Dalim Phukan
7. Achint Kr. S.
8. Pong. In. Mahanta
9. Dr. Arunima Sarma

Discussions and resolutions of the meeting :-

With a welcome speech, today's meeting is initiated by the IQAC co-ordinator, Dr. Ranjit Kumar Kalite. Following that, Dr. Lila K. Barthakur, Chairman, IQAC, narrates the agenda and purpose of the meeting. After that, the minutes of the previous meetings held on 11th November, 2020 are presented by the Co-ordinator.

and the same are approved by the house. The house discusses the various items of the agenda and the following resolutions are made unanimously:-

Resolutions:

Resolution No. 1 →

Due to Covid-19 pandemic and lockdown situation, the preparation of AQAR for the session 2019-20 could not be completed on time. Therefore, the House discusses the matter with topmost priority and after detailed discussion resolves to request all the teachers assigned for every criterion to submit the filled-up AQAR format to the office of the IQAC on or before 31st of January, 2021.

Moreover, the coordinator, IQAC, apprises the house that the AQAR link for the session 2020-21 is also given in the NAAC website. In this connection the house also resolves to start preparation work for submitting AQAR for the session 2020-21 just after the submission of AQAR for the session 2019-20.

Resolution No. 2 →

The meeting deliberates on the importance of conducting Green Audit and Environment Audit. After an in-depth discussion, the house resolves to conduct Green Audit and Environment Audit of the

College by constituting a committee with following faculty members, which is to be headed by Dr. Kamal Chandee Bhuyan as co-ordinator:-

- 1) Dr. Kamal Chandee Bhuyan
- 2) Dr. Hemanli Kumar Nath
- 3) Dr. Chandan Sharma
- 4) Mr. Priddeep Chetia

Resolution No. 3 →

The house entrusts the IPR cell of the college with taking necessary initiatives for organising a webinar or seminar on Intellectual Property Rights for the college students as early as possible. Also, for enhancing the overall work efficiency of the non-teaching employees of the college, the house decides to organise a workshop on RTI / RTPS / NPS / Income Tax, as part of the orientation and training drive of the institution by the month of June 2021.

Resolution No. 4 →

The house discusses and reviews the implementation of academic calendar for the year 2020. Since the lockdown situation has drastically hampered the lockdown implementation of the Academic Calendar, the house resolves to follow the revised Academic Calendar to be published by Gauhati University.

Resolution No. 5 →

The house emphasizes the importance on faculty and student exchange programmes as per UGC guidelines. The house decides to gear up Faculty & Student Exchange Programmes under various MOUs signed by the departments. In this connection, ISAC decides to prepare a report and submit the same in the next ISAC meeting.

Resolution No. 6 →

The meeting dwells upon the increasing workload of the college's NSS unit. For seamless operation, the house decides to appoint Mr. Utpal Meek, Asst. Professor, Dept. of Oriya, as Assistant Programme Officer of the NSS unit of Morigan College.

Resolution No. 7 →

The emergence of the Covid-19 pandemic and its threat to mankind are discussed in the meeting. Based on the discussion, the house decides to organise a series of awareness programmes on post-Covid-19 impact on health and hygiene of people in nearby villages.

Resolution No. 8 →

After delving deep into the topic of health and hygiene concerns in the student community, the house decides to organise an awareness programme for the benefit of all students as well as the college's

teaching and non-teaching personnel. For this purpose, the house also decides to sign Memorandum of Understanding with the district health department, so that the college benefits in matters of health and hygiene.

Resolution No. 9 →

The house also discusses literary creativity and practices of both teachers and students of the college. In order to foster an atmosphere that is supportive of literary practice and creative production among the faculty and student community of the institution, the house decides to organise a literary forum composed of teachers from the English, Hindi and Assamese departments.

Resolution No. 10 →

The meeting discusses an International Sankar Festival, 2021, organised by Shrimant Shankardera University, Nagaon, to be held on 29 to 31 January, 2021 at different venues in the Nagaon district of Assam. After discussion the house resolves to request the HODs of all literature department of the College to send students to the aforesaid festival so that they would benefit from the programme.

At the end, the chairperson concludes the meeting with vote of thanks.

Approved
24/01/21

Principal
NAGAON COLLEGE

24/01/21
Coordinator
Nagaon College

Date : 24-04-2021, Saturday

Agenda of the meeting :-

- 1) Chair of the President
- 2) Purpose of the meeting
- 3) Approval of the minutes of the previous meeting
- 4) Discussion about preparation of AQAR 2020-21.
- 5) Review of the Perspective Plan 2019-2024 of College
- 6) Discussion about village adoption
- 7) Review of implementation of Annual Plan of the year 2020-21 and preparation of Annual Plan for the session 2021-22.
- 8) Discussion about academic Calendar 2021
- 9) Regarding Renovation of IQAC office
- 10) Regarding Induction Programme for UG Students at entry level.
- 11) Reconstitution of IQAC Committee
- 12) Others

Names and signatures of the members present in the meeting :-

1. Likhita Borthu



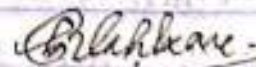
2. Dalim Phukan

3. Pooja Gogoi Mahanta

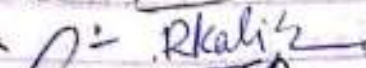


4. Achint Mahto

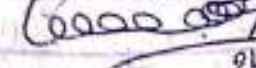
5. Habi Rana Lahari



6. Ranjit Kumar Kalita



7. Ajit Kumar



8. Arinima Sarma

24/04/2021

9. Milind Kumar Patra

Discussions & Resolutions of the meeting :-

Today on 24th of April, 2021, an important meeting of IQAC, Morigan College, is convened at its office room from 11:00 am. The meeting is presided over by Dr. Lila Kanta Barthakur, chairperson of IQAC and the objectives of the meeting are placed before the house by the Coordinator, Dr. Ranjit Kumar Kalita. The minutes of the previous meeting held on 7th January 2021 have been presented by the Coordinator and the same have been approved by the house. The Coordinator, Dr. Ranjit Kumar Kalita submits a report on Students/Teachers exchange programme with various institutions under various existing MOUs signed by the departments. The house expresses its satisfaction and requests all the faculty members to enhance such departmental activities in the coming days.

The following resolutions were taken after a detailed discussion of the house :-

Resolution No. 1 →

The IQAC Coordinator intimates the house that the filled-up AQAR of the session 2019-20 has been submitted by the assigned Teachers. The house then resolves that the filled-up AQAR shall be verified by IQAC within one week and be uploaded in the NAAC website as soon as possible.

The House also discusses the AQAR for the session 2020-21. After dwelling on the issue of AQAR submission for 2020-2021, the house resolves to request the teachers, who have been entrusted to write specific criterions, to submit the same before 31st July 2021.

Resolution No. 2 →

The house discusses the perspective plan of the session. The house feels that the existing plan should be reviewed with some modification. After in-depth discussion the house resolves that the following modification should be made for the greater interest of the institution:

1. In criterion I (a) New certificate/diploma programmes to be added such as — Digital marketing, Educational Management, Research Methodology, Tiwa Language, Data Collection & Report Writing, etc.
2. In Criterion I (g) New Value added courses to be introduced such as — Taekwondo.
3. In Criterion II (2) serial numbers to be rearranged and in the same point; awareness programme to be regularly arranged among students on Innovative ecosystem.

Resolution No. 3 →

The meeting resolves to adopt five villages namely Botigaon, Solmati, Mikiagaon,

Moyenguri, Oujarbari and Bhoiraguri under "Uttar Bharat Abhiyan", a scheme initiated by Govt. of India. In this connection, a UBA Committee is to be entrusted to make necessary arrangements as early as possible.

Resolution No. 4 →

The house discusses annual plan for the session 2020-21 vide resolution no. 1 dated 18th November, 2020. The Coordinator apprises the house that some of the plans are yet to be implemented, due to financial hardships of the college. After a thorough discussion, the house resolves to place the matter before the Governing Body Meeting via teacher's representative and chairman of the IQAC.

The house resolves that a committee be constituted with the following faculty members for preparing Annual Plan for the session 2021-22 and be requested the committee to submit the same to the office of the IQAC by 15th June 2021:-

1. Dr. Ajit Konwar - Coordinator
2. Dr. Arunima Sharma
3. Dr. Chandan Sharma
4. Dr. Nibedita Saitik'e
5. Dr. Babul Talukder
6. Dr. Gaurav Dutta

Resolution No. 5 →

The house dwells on the importance of Academic Calendar for the session 2021. The meeting decides to entrust Mr. Ajit Konwar

asst. Professor, Department of English, to prepare an academic calendar based on the academic calendar published by the university and the house also resolves to request Mr. Konwar to submit the same to Academic Committee for the necessary approval.

Resolution No. 6 →

The house discusses on the necessity of renovation and upgradation of IQAC office. The meeting decides to upgrade the office with modern and sophisticated infra-structural facilities for smooth functioning of the same. For this purpose the house shall urge the Governing Body of the college for renovation by taking necessary action and arrangement.

Resolution No. 7 →

The house resolves to organise an Induction Programme for the new students of bachelor degree of all streams at the beginning of new semester. For this purpose, meeting entrusts the coordinator of IQAC to discuss with the Principal to select suitable date and time for organising the programme.

Resolution No. 8 →

The house discusses on the composition of IQAC committee as per NAAC guidelines. After the discussion, the house resolves to reconstitute IQAC committee with the following office

beaver and member with immediate effect:-

1. Dr. Lila Kant Banthekun, Principal — Chair person
2. Dr. Ranjit K. Kalit, Associate Professor — Coordinator
3. Dr. Sumitra Sahne, Associate Professor — Teacher Member.
4. Dr. Dhananjay Kusne, Associate Professor — Teacher Member.
5. Dr. Hahiram Lahkar, Associate Professor — Teacher Member.
6. Dr. Nilofar Tasmin, Assistant Professor — Teacher Member.
7. Dr. Ajit Kanwar, Asst. Professor — Teacher Member.
8. Mr. Parag Tyot Mahant, Asst. Professor — Teacher Member.
9. Dr. Achyut K. Das, Asst. Professor — Teacher Member.
10. Miss Pooja Prasad, Asst. Professor — Teacher Member.
11. Dr. Alakesh Roy, Librarian — Management Member.
12. Mr. Miteshwar Patra — Society member.
13. Mr. Dalim Phukan — Alumni member.
14. Mr. Garga Mohan Das — Member (Administrative officer)
15. Mr. Pradip Bhuyan — Proprietor, M/s Big Banyan Tree, Hengrabari, Gauwahati Member (Industrialist)
16. President of Morigan College Student Union — Student Member.
17. Mr. Bharat Nath — Stakeholder member

(F/O Mr. Samiran Nath, B.Sc. First Sem [Math H])

At last, the Chairperson offered vote of thanks to all the members and declared the conclusion of the meeting.

Action Taken Report of the IQAC meeting held on 07-01-2021.

1. All the assigned teachers for the preparation of AQAR for the session 2019-20 have submitted at the office of the IQAC for verification and necessary action.
2. The preliminary steps for green audit are initiated.
3. A webinar on Intellectual Property Rights is scheduled to be organised by IQAC on 01-07-2021.
4. Mr. Upal Kulkarni, Asst Professor of History is appointed as Assistant Programme Officer of NSS Unit.
5. A two-days training programme is scheduled to be organised for employees of different colleges of Asiam on 23rd and 24th July, 2021.
6. The IQAC coordinator has submitted a Report on student & Teacher exchange programme of the various departments under MOU's for perusal of the house.
7. In the International 'Bharat Festival' which was held on 29-31st January, 2021, at Nagarn, 12 number of our teaching faculty has presented their research paper. 126 number of students also participated in different cultural activities.