

## Minutes of the IQAC & Faculty Members Meeting held on 03.08. 2018

### Agenda of the meeting

1. NAAC accreditation related issues
2. Formulation of plan for the year 2018-19
3. Others

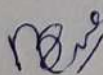

The meeting of the IQAC, Pub Kamrup College, held on 03-08-2018, to which faculty members of the college were also invited, discuss a range of issues pertaining to accreditation by NAAC, formulation of plan for the year 2018-19 and many other issues. The meeting was presided over by Dr. B. K. Dev Choudhury, Principal of the college. The members of the IQAC and faculty members present are as follows.

- Dr. B.K. Dev Choudhury-----Chairperson of IQAC
- Md. Ayezali -----Coordinator, IQAC
- Dr. Julie Saikia----- Asstt. Coordinator
- Dr. Dipak kowar----- Asstt. Coordinator
- Mr. Jiban Ch. Sarma----- Member, IQAC
- Mr. Mahananda Kr. Pathak-----Member, IQAC
- Dr. HarekrishnaHaloi----- Member, IQAC
- Dr. UtpaljyotiMedhi----- Member, IQAC
- Dr. Paresh Kalita----- Member, IQAC
- Mr. Montusaikia ----- Member, IQAC
- Dr. Nirmal Ranjan Mazumdar-----Member, IQAC
- Mrs. Babita Das----- Member, IQAC
- Mrs. Namita Kalita ----- Member, IQAC
- Dr. DadulDewri ----- Member, IQAC
- Dr. Dulumoni Deka ----- Member, IQAC
- Dr. Khagen Das ----- Member, IQAC
- Mr. PratulKalita ----- Member, IQAC
- Dr. Kamal Sarma ----- Member, IQAC
- Mr. Madan Ch. Deka----- Member, IQAC
- Dr. Dhiren Boro----- Faculty member
- Mrs. Hemasri Devi ----- Faculty member
- Dr. Navajyoti Choudhury ----- Faculty member
- Dr. Anup Kr. Nath ----- Faculty member
- Imdadali Ahmed ----- Faculty member
- Mr. Narayan Ch. Goswami ----- Faculty member
- Mrs. KalpanaBhagawoti ----- Faculty member
- Dr. Nayanmoni Baruah----- Faculty member
- Dr. Barnali Deka ----- Faculty member
- Miss Vipasha Bhardwaj -----Faculty member
- Dr. Pankaj kalita ----- Faculty member
- Dr. Bipul Deka ----- Faculty member
- Mr. Arup Sarma -----Faculty member
- Manabjyoti Gogoi----- Faculty member

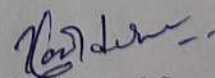
- Mrs. Manisha Medhi----- Faculty member
- Mr. Jishnu Deka----- Faculty member
- Mr. Krishna Sut----- Faculty member
- Mr. HaliramRajbongshi ----- Faculty member
- Mr. Nripendra Deka ----- Faculty member
- Dr. Kalpana Misra ----- Faculty member
- Dr. Alaka Das ----- Faculty member
- Dr. Pankaj Kr. Boro ----- Faculty member
- Dr. ManashBorthakur ----- Faculty member

The meeting takes the following resolutions:

Agenda	Decisions
NAAC accreditation related issues	<ul style="list-style-type: none"> <li>• To submit the Annual Quality Assurance Reports of 2015-16, 2016-17 and 2017-18 (current year) before 31<sup>st</sup>December, 2018.</li> <li>• To entrust Mr. Dipen Bezbaruah to form a group of members of the AQAR preparation committee. He will form the committee in consultation with the Principal.</li> </ul>
Formulation of plan for the year 2018-19	<ul style="list-style-type: none"> <li>• To complete the formalities for introducing the PG courses in Physics and Computer Science.</li> <li>• To initiate the process of opening PG courses in other Departments</li> <li>• To send young faculties to participate in ICT related short term or refresher courses.</li> <li>• To organize a workshop on ICT, MOOCs.</li> <li>• To hold a workshop on Intellectual Property Rights.</li> <li>• To work on collaborative work /project with IASST and IIT, Guwahati.</li> <li>• To inculcate research culture by encouraging students to participate in workshop, training programmes, hands-on training, etc.</li> <li>• To organize a workshop on CBCS courses with special emphasis on best practices.</li> <li>• To speed up the Construction process of new building for Zoology, geography, statistics, Computer Science departments and Computer Centre.</li> <li>• To speed-up the process of construction of the open stage as planned in 2017-18.</li> <li>• To hold student exchange programs.</li> <li>• To hold summer camps for High School level students of the locality.</li> <li>• To organize a state level badminton competition in the name of late Syed Mazharul Islam, former principal of the college to develop a sports culture among the students.</li> </ul>
Others	<ul style="list-style-type: none"> <li>• To establish a Feeder Village Research Centre for conducting Academic Research in neighbouring villages with special focus on rural development and emerging trends in farming techniques.</li> <li>• To make an awareness among the people of the locality regarding cleanliness through the NSS cell of the college.</li> </ul>

  
**Dr. B. K. Dev Choudhury**  
 Principal, Pub Kamrup College  
 And Chairperson,  
 Internal Quality Assurance Cell

Principal  
 Pub Kamrup College  
 P.O. - Baidhata Chariali

  
**Dr. Kamal Sarma**  
 Coordinator  
 Internal Quality Assurance Cell

Coordinator  
 Internal Quality  
 Assurance Cell  
 Pub Kamrup College

## Minutes of the IQAC & Faculty Members Meeting held on 05.01. 2019

### Agenda of the meeting

1. AQAR submission and SSR preparation
2. Discussion on Proposed workshop on ICT
3. Discussion on the implementation of the plan set for the year 2018-19
4. Others

The meeting of the IQAC, Pub Kamrup College, held on 05.01. 2019, to which faculty members of the college were also invited, discuss a range of issues pertaining to accreditation by NAAC, AQAR submission and SSR preparation, implementation of the plan set for the year 2018-19 and many other issues. The meeting was presided over by Dr. B. K. Dev Choudhury, Principal of the college. The members of the IQAC and faculty members present are as follows.

• Dr. B.K. Dev Choudhury-----	Chairperson of IQAC
• Md. Ayez Ali -----	Coordinator, IQAC
• Dr. Julie Saikia-----	Asstt. Coordinator
• Mr. Jiban Ch. Sarma-----	Member, IQAC
• Mr. Mahananda Kr. Pathak-----	Member, IQAC
• Dr. HarekrisnaHaloi-----	Member, IQAC
• Dr. Utpaljyoti Medhi-----	Member, IQAC
• Dr. Paresh Kalita-----	Member, IQAC
• Mrs. Namita Kalita -----	Member, IQAC
• Dr. DadulDewri -----	Member, IQAC
• Dr. Dulumoni Deka -----	Member, IQAC
• Dr. Khagen Das -----	Member, IQAC
• Dr. Kamal Sarma -----	Member, IQAC
• Mr. Madan Ch. Deka-----	Member, IQAC
• Mrs. Hemasri Devi -----	Faculty member
• Dr. Navajyoti Choudhury -----	Faculty member
• Dr. Anup Kr. Nath -----	Faculty member
• Md. Imdad Ali Ahmed -----	Faculty member
• Mr. Narayan Ch. Goswami -----	Faculty member
• Mrs. Kalpana Bhagawati -----	Faculty member
• Dr. Nayanmoni Baruah-----	Faculty member
• Dr. Barnali Deka -----	Faculty member
• Miss Vipasha Bhardwaj -----	Faculty member
• Dr. Pankaj kalita -----	Faculty member
• Mr. Arup Sarma -----	Faculty member
• Mr. Kulen Sarma-----	Faculty member
• Manabjyoti Gogoi-----	Faculty member
• Mrs. Manisha Medhi-----	Faculty member
• Mr. Jishnu Deka-----	Faculty member
• Mr. Haliram Rajbongshi -----	Faculty member
• Mr. Nripendra Deka -----	Faculty member
• Dr. Kalpana Misra -----	Faculty member
• Dr. Pankaj Kr. Boro -----	Faculty member

- Dr. Manash Borthakur ----- Faculty member
- Mr. Puspendra Sarma ----- Faculty member
- Dr. Nilima Dutta ----- Faculty member
- Mrs. Manisha Medhi ----- Faculty member
- Mr. Dipen Bezbaruah ----- Faculty member

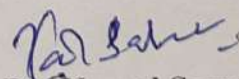
The meeting takes the following resolutions:

Agenda	Decisions
AQAR submission and SSR preparation	<ul style="list-style-type: none"> <li>• To prepare the Annual Quality Assurance Report of 2018-19 and submit it within scheduled time.</li> <li>• To form various sub- committees for the criteria-wise preparation of SSR.</li> <li>• To form a SSR preparation core committee under the chairmanship of Mr. Dipen Bezbaruah and Dr. Dadul Dewri as the coordinator.</li> <li>• To entrust the AQAR committee headed by Mr. Dipen Bezbaruah to take necessary initiatives.</li> </ul>
Formulation of plan for the year 2018-19	<ul style="list-style-type: none"> <li>• To initiate discussion with neighboring colleges for opening PG courses in other Departments</li> <li>• To send more faculties to participate in ICT related short term or refresher courses.</li> <li>• To organize the planned workshop on ICT, MOOCs within February, 2019.</li> <li>• To hold a workshop on Intellectual Property Rights before June, 2019.</li> <li>• To work on collaborative work /project with IASST and IIT, Guwahati.</li> <li>• To speed up the Construction process of new building for Zoology, geography, statistics, computer Science departments and Computer Centre.</li> <li>• To speed-up the process of construction of the open stage as planned in 2017-18.</li> <li>• To hold a few student exchange programs before June, 2019.</li> <li>• To organize the planned state level badminton competition within January, 2019.</li> <li>• To make the Feeder Village Research Centre functional from latest by February, 2019.</li> </ul>
Others	<ul style="list-style-type: none"> <li>• To initiate an awareness drive among the people of the locality regarding cleanliness through the NSS cell of the college.</li> </ul>



**Dr. B. K. Dev Choudhury**  
Principal, Pub Kamrup College  
And Chairperson,  
Internal Quality Assurance Cell

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## Minutes of the IQAC Meeting held on 14.05. 2019

### Agenda of the meeting


1. Discussion on the implementation of the CBCS courses from the academic session 2019-20
2. Others

The meeting of the IQAC, Pub Kamrup College, held on 14.05. 2019 discuss the issues pertaining to implementation of the new CBCS courses. The meeting was presided over by Dr. B. K. Dev Choudhury, Principal of the college. The members of the IQAC present in the meeting are as follows.

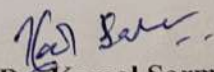
Names	Designation
Dr. B.K. Dev Choudhury	Chairperson of IQAC
Md. Ayezali	Coordinator, IQAC
Dr. Dipak Kowar	Asstt. coordinator
Dr. Julie Saikia	Asstt. Coordinator
Mr. Jiban Ch. Sarma	Member, IQAC
Mr. Mahananda Kr. Pathak	Member, IQAC
Dr. Harekrishna Haloi	Member, IQAC
Dr. Utpal jyoti Medhi	Member, IQAC
Dr. Paresh Kalita	Member, IQAC
Mrs. Namita Kalita	Member, IQAC
Dr. Dadul Dewri	Member, IQAC
Dr. Dulumoni Deka	Member, IQAC
Dr. Khagen Das	Member, IQAC
Dr. Kamal Sarma	Member, IQAC
Mr. Madan Ch. Deka	Member, IQAC
Mr. Haliram Rajbongshi	Faculty, special invitee
Dr. Alaka Das	Faculty, special invitee
Dr. Nirmal Ranjan Mazumdar	Librarian, Faculty, special invitee
Dr. Manash Borthakur	Faculty, special invitee
Mr. Narayan Goswami	Faculty, special invitee
Mr. Dipen Bezbaruah	Faculty, special invitee

The meeting takes the following resolutions:

Agenda	Decisions
AQAR & SSR preparation	<ul style="list-style-type: none"><li>• To send Mr. Narayan Goswami, Dr. Anup Kr. Nath and Mr. Montu Saikia for procuring necessary information and training from Gauhati University.</li></ul>
Others	<ul style="list-style-type: none"><li>• To speed up discussion with neighbouring colleges for opening PG courses in other Departments</li><li>• To send more faculties to participate in ICT related short term or refresher courses.</li><li>• To entrust Dr. Nirmal Mazumdar to coordinate with resource persons so that the workshop on Intellectual Property Rights can be held before June, 2019.</li><li>• To work on collaborative work /project with IASST and IIT, Guwahati.</li><li>• To speed up the Construction process of new building for Zoology, Geography, Statistics, Computer Science departments and Computer Centre.</li><li>• The speed-up the process of construction of the open stage as planned in 2017-18.</li><li>• To hold a few student exchange programs before June, 2019.</li></ul>
Others	<ul style="list-style-type: none"><li>• To make an awareness among the people of the locality regarding cleanliness through the NSS cell of the college.</li></ul>

  
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# Minutes of the IQAC Meeting held on 21.05. 2019

## Agenda of the meeting

1. Discussion on seven criteria
2. Progress of the preparation of AQAR 2018-19 and SSR Preparation
3. Others

The meeting of the IQAC, Pub Kamrup College, held on 21.05. 2019 discuss the issues pertaining to the preparation of AQAR 2018-19 and Self Study Report along with the overall assessment in the implementation of the plan of action set by the IQAC on the IQAC meeting on 03-08-2018. The meeting was presided over by Dr. Kamal Sarma, IQAC Coordinator. The members of the IQAC present in the meeting are as follows.

Names	Designation
Dr. Kamal Sarma	IQAC, Coordinator
Dr. Julie Saikia	Asstt. Coordinator
Dr. Dipak Kowar	Asstt. coordinator
Mr. Mahananda Kr. Pathak	Member, IQAC
Dr. Harekrisna Haloï	Member, IQAC
Dr. Dadul Dewri	Member, IQAC cum Coordinator SSR Preparation Committee
Dr. Khagen Das	Member, IQAC
Md. Ayez Ali	Member, IQAC
Mr. Madan Ch. Deka	Member, IQAC
Dr. Dipen Bezbaruah	Chairperson, SSR Preparation Committee
Dr. Alaka Das	Faculty, special invitee
Dr. Nirmal Ranjan Mazumdar	Member, SSR Preparation Committee
Dr. Manash Borthakur	Member, SSR Preparation Committee
Dr. Pankaj Kalita	Member, SSR Preparation Committee
Dr. Manash Borthakur	Member, SSR Preparation Committee

The meeting takes the following resolutions:

Agenda	Decisions
Discussion on seven criteria	<ul style="list-style-type: none"><li>• Forms seven sub-committees for preparing the SSR criteria wise.</li></ul>
Progress of the preparation of AQAR 2018-19 and SSR Preparation	<ul style="list-style-type: none"><li>• To initiate the process of the preparation of AQAR 2018-19, so that it can be uploaded on time.</li><li>• To speed up the process of the preparation of SSR simultaneously with the AQAR, 2018-19.</li></ul>
Others	<ul style="list-style-type: none"><li>• To complete the implementation of remaining programmes set for 2018-19 by 30<sup>th</sup> June, 2019.</li><li>• To take feedbacks from students, teachers, employers and alumni.</li></ul>

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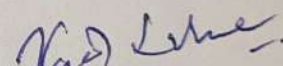
Action Taken Report of the IQAC & Faculty Members'  
Meeting held on 03.08. 2018

Agenda	Decisions
NAAC accreditation related issues	AQAR preparation committee formed with Dr. D. Bezbaruah as the Convener committee.
Formulation of plan for the year 2018-19	Necessary initiatives taken
Others	<ul style="list-style-type: none"><li>• For establishing Feeder Village Research initiatives taken.</li><li>• NSS programme officer has been requested to conduct more programmes from NSS Unit</li></ul>



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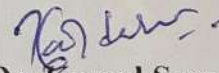
Action Taken Report of the IQAC & Faculty Members'  
Meeting held on 05.01. 2019

Agenda	Decisions
AQAR submission and SSR preparation	<ul style="list-style-type: none"><li>Necessary committees formed</li></ul>
Execution of plan for the year 2018-19	<ul style="list-style-type: none"><li>Necessary initiatives taken</li></ul>



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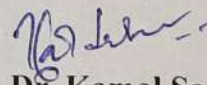
Action taken report of the meeting held on  
14/5/2019

Agenda	Action Taken
AQAR submission and SSR preparation	Mr. Narayan Goswami, Dr. Anup Kr. Nath and Mr. Montu Saikia sent for procuring necessary information and training from Gauhati University.
Others	<ul style="list-style-type: none"><li>• Discussion with neighbouring colleges for opening PG courses in other Departments initiated</li><li>• Dr. Nirmal Mazumdar to coordinate workshop on Intellectual Property Rights.</li><li>• Construction process of new building for Zoology, Geography, Statistics, Computer Science departments and Computer Centre underway</li><li>• To hold a few student exchange programs before June, 2019 departments are requested</li></ul>



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## ACTION TAKEN REPORT OF THE MEETING HELD ON 21.05. 2019

Agenda	Action Taken
Discussion on seven criteria	sub-committees formed
Progress of the preparation of AQAR 2018-19 and SSR Preparation	<ul style="list-style-type: none"><li>• Process initiated</li></ul>
Others	Measures taken Preparation for taking feedbacks is on the way.

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