



Minutes of the Meeting of the IQAC Dated 6th November 2016

Agenda of the Meeting:

1. Plan of action for the year
2. Discussion on recommendations of NAAC Peer team Visit Cycle 2
3. Others.

Members Present:

1. Dr. B.K Dev Choudhury, Principal and Chairperson, IQAC
2. Dr. Kamal Sarma, Coordinator, IQAC
3. Dr. Julie Saikia, Asstt. Coordinator, IQAC
4. Mr. Jiban Ch. Sarma, Vice Principal,
5. Mr. Mahananda Pathak, Assoc. Professor
6. Dr. H. K Haloi, Assoc. Professor
7. Md. Ayez Ali, Assoc. Professor
8. Dipen Bezbaruah, Asstt. Professor,
9. Arup Sarmah, Asstt. Professor,
10. Madan Deka, UDA

Princ
Kamal Sarma

Julie Saikia
Jiban

Mahananda Pathak
6/11

H. K Haloi

Md. Ayez Ali

Dipen Bezbaruah

Arup Sarmah

Madan Deka

The meeting of the IQAC dated 6th November, 2016 discusses threadbare on formulating plan of action for the remaining months of the academic session. The meeting takes note of recommendations of NAAC Peer Team Visit (Cycle 2) and makes a thorough discussion on them. The meeting was presided over by the Principal of the College, Dr. B. K. Dev Choudhury. The meeting takes the following resolutions:

- To make communication with affiliating University for approving more PG courses.
- To discuss with the magazine cell of the college for improving the quality of the college magazine.



- To make discussions with the computer Science Dept. for developing a software for admission of students.
- To cultivate research orientation among students
- To communicate the Governing Body through the Principal for completing the Science building as early as possible.
- To work for co-scholastic areas of the students.
- To discuss with NSS for conducting programs on human health.
- To encourage teaching fraternity for working more in the field of research.
- The meeting unanimously decides to stress upon collaboration and linkages with industries and academia.

Dr. B. K. Dev Choudhury

Principal

Pub Kamrup College

Principal
Pub Kamrup College
P.O. Baihata Chariali

Dr. Kamal Sarma

Coordinator

Internal Quality Assurance Cell

Coordinator
Internal Quality
Assurance Cell
Pub Kamrup College



Minutes of the Meeting of the IQAC Dated 3rd February, 2017

Agenda:

1. Discussion on the Plan of action formulated in the IQAC meeting, dated 6th November, 2016
2. Others.

Members Present:

1. Dr. B.K Dev Choudhury, Principal and Chairperson, IQAC
2. Dr. Kamal Sarma, Coordinator, IQAC
3. Dr. Julie Saikia, Asstt. Coordinator, IQAC
4. Mr. Jiban Ch. Sarma, Vice Principal,
5. Mr. Mahananda Pathak, Assoc. Professor
6. Dr. H. K Haloi, Assoc. Professor
7. Md. Ayez Ali, Assoc. Professor
8. Dipen Bezbaruah, Asstt. Professor,
9. Arup Sarmah, Asstt. Professor,
10. Madan Deka, UDA

Handwritten signatures:
B.K. Dev
Kamal Sarma

Handwritten signatures:
Julie Saikia
J.C. Sarma
M.P. Pathak

Handwritten signatures:
H.K. Haloi
Md. Ayez Ali

Handwritten signature:
Dipen Bezbaruah

Handwritten signature:
Arup Sarmah

Handwritten signature:
Madan Deka

The meeting of the IQAC dated 6th November, 2016, discusses threadbare on implementation of the plan of formulated in earlier meeting. The meeting threadbare discusses on all the plans conceived in the previous meeting. The meeting was presided over by the Principal of the



College, Dr. B. K. Dev Choudhury. The meeting instructs the coordinator to make all provisions available so that IQAC can take a bold and decisive lead in the implantation of all the recommendations given by NAAC Peer Team in Cycle 2. The meeting also advises the Coordinator to make frequent discussions with the principal for working on unsolved issues.

Dr. B. K. Dev Choudhury

Principal

Pub Kamrup College

**Principal
Pub Kamrup College
P.O. Baihata Chariali**

Dr. Kamal Sarma

Coordinator

Internal Quality Assurance Cell

Coordinator
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IQAC Meeting dated 3 March 2017


Agenda:

- Discussion on procuring land for expanding the college campus
- Others

Members Present:

1. Dr. B.K Dev Choudhury, Principal and Chairperson, IQAC
2. Dr. Kamal Sarma, Coordinator, IQAC
3. Dr. Julie Saikia, Asstt. Coordinator, IQAC
4. Mr. Jiban Ch. Sarma, Vice Principal,
5. Mr. Mahananda Pathak, Assoc. Professor
6. Dr. H. K Haloi, Assoc. Professor
7. Md. Ayez Ali, Assoc. Professor
8. Dipen Bezbaruah, Asstt. Professor,
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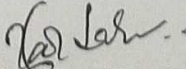
The meeting of the IQAC dated 3rd March, 2017, discusses threadbare on procuring land for expanding the college campus. The meeting discusses on the possibilities for purchasing new plot of land adjacent to the college. All the members express their concern at the paucity of land for further expansion of the college. The meeting entrusts the coordinator and the principal to work coordinately and also in consultation with the Governing Body for speedy procurement of land. The meeting also urges the coordinator and the principal to make informal discussion with a few selected stakeholders about procurement of land.


Dr. B. K. Dev Choudhury

Principal

Pub Kamrup College

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P.O. Baihata Chariali


Dr. Kamal Sarma

Coordinator

Internal Quality Assurance Cell

Coordinator
Internal Quality
Assurance Cell
Pub Kamrup College



IQAC Meeting dated 6 June 2017

Agenda:

- Discussion on implementation of the annual plan of IQAC
- Discussion on future plan of action
- Others

Members Present:

1. Dr. B.K Dev Choudhury, Principal and Chairperson, IQAC
2. Dr. Kamal Sarma, Coordinator, IQAC
3. Dr. Julie Saikia, Asstt. Coordinator, IQAC
4. Mr. Jiban Ch. Sarma, Vice Principal,
5. Mr. Mahananda Pathak, Assoc. Professor
6. Dr. H. K Haloi, Assoc. Professor
7. Md. Ayez Ali, Assoc. Professor
8. Dipen Bezbaruah, Asstt. Professor,
9. Arup Sarmah, Asstt. Professor,
10. Madan Deka, UDA

The meeting of the IQAC dated 6th June, 2017, discusses threadbare on implementation of the initial plan conceived in the meeting of the IQAC and problems therein. The meeting also focuses on the following future plan of action for 2017-18.



- Up gradation of indoor sports complex for co-scholastic development of the students.
- Development of infrastructural facility for Physics department with modern Lab facilities in the new science building so that PG course in Physics can be introduced.
- Entrepreneurship development through offering training and orientation in food processing, organic farming and food quality management to women's' self help group.
- To organize awareness cum training program on vermicompost for upgrading organic farming for the benefit of the Bonbari village (adopted by the college) locality.
- To create awareness regarding environmental protection and plastic pollution.
- To create health awarness specially among the woman of the nearby locality of the college and introduction of certificate course in Yoga and Pranayama.

Dr. B. K. Dev Choudhury

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Internal Quality Assurance Cell


Coordinator
Internal Quality
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Pub Kamrup College



Action Taken Report, 2016-17

IQAC, Pub Kamrup College

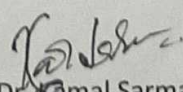
Plan of Action		Achievements
Scholastic	<ol style="list-style-type: none"> 1) To introduce M.Sc. course in Biophysics under Gauhati University. 2) Encourage students to involve in literary activities. 3) To give responsibility to the faculty and students of Software Development and System Administration to develop a software for online admission process. 4) To train the students to clear different national level competitive examinations for admission in PG courses under institutes of repute. 	<ol style="list-style-type: none"> 1) The proposal has been approved by the Executive Committee of Gauhati University to introduce the course from next academic session. 2) The college magazine got 3rd prize in Gauhati University Youth Festival. 3) The faculties and students of Software Development and System Administration department successfully developed the software for online admission process. 4) 01 student cleared IIT JAM examination and several others cleared different entrance tests.
Research	<ol style="list-style-type: none"> 1) To take initiative for submitting proposals for research projects under various funding agencies. 2) To cultivate research orientation among the students by conducting summer and winter school programmes. 	<ol style="list-style-type: none"> 1) A DBT major research project worth Rs. 8 lakhs have been sanctioned. 2) Advanced Level Biotech Hub organized workshops for students on "Application of Nanotechnology for Biological Science Research" and "Tools and Techniques used in Biochemistry Research".
Co-scholastic	<ol style="list-style-type: none"> 1) To hold discussion with the college authority for early completion of multi-facility indoor stadium with gymnasium facility. 2) IQAC plan to encourage students to participate in co-scholastic activities. 	<ol style="list-style-type: none"> 1) Multi-facility indoor stadium with gymnasium has been completed in the college campus. 2) 1st prize in cultural rally and several in different activities in youth festival under Gauhati University.
Infrastructural	<ol style="list-style-type: none"> 1) Planning to complete 3rd and 4th floor of science building so that M.Sc. in Biophysics can be introduced from the next academic year. 	<ol style="list-style-type: none"> 1) 3rd and 4th floor of science building has been completed with modern laboratories and classrooms.
Social Responsibilities	<ol style="list-style-type: none"> 1) To discuss with the NSS Unit to organize programs on human health. 2) Plan to discuss with the Women Cell to organize career oriented program for girl students. 	<ol style="list-style-type: none"> 1) A program on "Environmental issues in human health" was organized in collaboration Assam Science Society in Udayan Santi Niketan, Bezera. 2) The National Women's Day was celebrated with a program where 40 girl students were given training on preparation of ketchup with a view to develop small scale industry for financial benefit of girls.


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