

Date: 25-09-2021

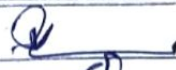
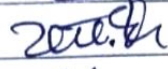


Meeting of the IQAC & Teaching Staff:

Agenda of the Meeting:

- (1) Discussion on AQAR for 2019-20
- (2) Discussion on preparation of SSR
- (3) Discussion on NAAC invitation
- (4) Planning of activities for the year 2021
- (5) Others

Signatures of the attendants

1. Navajyoti Choudhury
2. Chitradeha Talukdar
3. Julie Saikia
4. Kalpana Bhagabati
5. Hemphi Terangpi
6. Rina Deka
7. Babita Das
8. Abinash Neog
9. Sadul Deka
10. Manab Gopin Gogoi
11. Dikson Baro
12. Kalpana Misra
13. Nilima Saha
14. Barunali Deka
15. Bhagen Das
16. Mahananda W. Paide
17. Pankaj Kumar Baro
18. Glen A. G.
19. Dipak Kumar
20. Gaurangi Gogoi 25/9/21
21. Kulanda Devi Sarma 25/9/21
22. Puspendra Kr Sarma 25/9/21

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| 23. Himendra Sekhriah |  |
| 24. Mr. Syed Ali |  |
| 25. Kamal Khan |  |
| 26. Marekrishna Hadol |  |

A meeting of the IQAC Committee is being held on 25th Sept. 2021 at the Auditorium Hall of PUS Kanpur College under the Presidency of Mr. Narayan Goswami, i/c Principal, PUS Kanpur College. In that meeting a host of issues including preparation of AQAR 2019-20, speeding up the work of SSR etc were discussed.

In the meeting IQAC co-ordinator briefly described about the agenda of the meeting. He also mentioned about the different sets of data that are required to prepare the AQAR 2019-20 and urged the faculty members to submit the same within stipulated time further, he requested different departments to submit student progression report as well as programme outcome of their respective degree courses. A thorough discussion was made regarding the progress of SSR and the problems faced in submitting AQAR. Mr. Manu Saikia explained about the progress of SSR and to speed up the work he proposed to sit and discuss with the committee members. Dr. Kamal Sarma explained about the changing pattern of AQAR filling up process. He also discussed and shared his views on the hardship/effort in aggregating/collecting data. He mentioned the need of office automation. A threadbare discussion was made on to be done activities like SSS, Administration Audit, Gender Audit, Academic Audit, Student's feedback etc and those were considered to important.

Dr. Dadul Dewri expressed his confusion regarding the responsibility in SSR committee and asked the co-ordinator to clear his doubt. Mrs. King Saha expressed her keen interest in preparing AQAR and suggested to improve and speed up the work of AQAR. She thinks that Academic Audit of previous period should be prepared. She added that the teachers' unit (ACTA, PKC) will provide its full support to the different activities of SSR preparation and finalisation and along with that she expressed the importance of developing the performance of the college on the basis of the suggestions made by previous NAAC visit. Dr. Khagan Das was requested to arrange IQAC meeting prior to general meeting of SSR/IQAC. He mentioned about the necessity of matching NIRF & NAAC data. Dr. Julie Saikia clarified about the data of NIRF, AISHE, SSR etc. She requested to take the month of February as target date to welcome NAAC. After a prolonged discussion on different agendas the meeting, the following resolutions were taken :-

Resolution 1 :

1. AQAR 2019-20 to be submitted before 31st Dec, 2021
2. To speed up activities of the SSR committee so that the SSR gets ready in time
3. Faculties to submit required data for AQAR-2019-20 in a time bound manner.
4. The meeting endorses the plans undertaken by IQAC in previous meeting and requests IQAC to implement the remaining before 31st December, 2021.