

**Minutes of the IQAC Meeting  
With  
Teaching and Non-Teaching Staff**

**Venue: Room No-2**

**Date: 23-02-2022, At 11.00 AM**

The meeting is convened in inviting OM of the Government of Assam, No. AHE.544/2021/9, dated 11<sup>th</sup> February, 2022, to have a comprehensive discussion on the broad guidelines framed for necessary follow up to expedite NAAC Accreditation of provincialised colleges of Assam.

- The Chairperson of the IQAC, the Principal of the College Dr. M.A. Barbhuiya initiated the discussion on the OM of the Government of Assam. Before going through the OM, the coordinator read out the proceeding of the IQAC meeting.
- While initiating paragraph wise discussion on the 7 criteria of the OM, the following committees were constituted with members:
  - (1) **Curricular Aspects:** (a) Mojharul Islam, Asso. Prof. Dept. of Economics, (b) Hasinus Sultan, Asso. Prof. Dept. of English,
  - (2) **Teaching, Learning and Evaluation:** (a) Abdul Hamid Talukdar, Asso. Prof. Dept. of History, (b) Abdur Rouf Laskar, Asso. Prof. Dept. of History, (c) Hasinus Sultan, Asso. Prof. Dept. of English,
  - (3) **Research, Innovation and Extension:** (a) Dr. Sahab Uddin, Asso. Prof. Dept. of English, (b) Shibir Ahmed Osmani, Assist. Prof. Dept. of Education,
  - (4) **Infrastructure and Learning Resources:** (a) Saieed Ahmed, Asso. Prof. Dept. of Economics, (b) Nazrul Haque Barbhuyan, Asso. Prof. Dept. of English, (c) Dr Kabita Devi, Asso. Prof. Dept. of Assamese,
  - (5) **Student Support and Progression:** (a) Nazrul Hussain, Asso. Prof. Dept. of Political Science, (b) Pijush Chakraborty, Asso. Prof. Dept. of Mathematics, (c) Gobinda Sarma, Librarian,
  - (6) **Governance, Leadership and Management:** (a) Ataur Rahman, Asso. Prof. Dept. of Political Science, (b) Samseir Ali Seikh, Asso. Prof. Dept. of Mathematics, (c) Abdus Subur Talukdar, Asso. Prof. Dept. of Mathematics,
  - (7) **Institutional Values and Best practices** (a) Dr. Addul Malik, Asso. Prof. Dept. of Assamese, (b) Tulika Goswami, Asso. Prof. Dept. of Assamese, (c) Abdur Rouf Laskar, Asso. Prof. Dept. of History.
- The members present proposed and authorized IQAC coordinator to alter the above mentioned portfolios if he deems it necessary.
- The chairman proposed and members supported to renovate the existing IQAC office.
- The members unanimously proposed to upload the updated CV of teachers at the college portal. The chairman assured the members to provide User ID/Password to respective teachers in no time.
- The members reconstituted the existing NSS of the college. The new NSS body constitutes- (a) Abdur Rouf Laskar, Asso. Prof. Dept. of History. (Programme Officer) (b) Shibir Ahmed Osmani, Assist. Prof. Dept. of Education, (Adviser), (c) Pijush Chakraborty, Asso. Prof. Dept. of Mathematics.
- The members unanimously proposed to call a general meeting of the Alumni Association (AA) of the college by the in-charge teacher.

  
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- As part of Institutional and Social Responsibility (ISR), the Chairman emphasized on the responsibility of a teacher towards local community and neighbor. Accordingly, a committee is constituted to monitor and record the social and institutional responsibilities performed by a teacher: The committee consists of (a) Hasinus Sultan, Asso. Prof. Dept. of English, (Convener), (b) Samseir Ali Seikh, Asso. Prof. Dept. of Mathematics, (c) Ataur Rahman, Asso. Prof. Dept. of Political Science, (d) Dr Kabita Devi, Asso. Prof. Dept. of Assamese,
- While taking part on the agenda of the meeting, Mr. Ataur Rahman, Asso. Prof. Dept. of Political Science raised the ICT classroom. The Chairman assured to resolve the issue at a convenient time.
- The Chairman proposed to constitute a Self Study Report (SSR) preparation committee for the third cycle to be submitted to NAAC. It consists of: (a) Ataur Rahman, Asso. Prof. Dept. of Political Science, (Convener), (b) Dr. Sahab Uddin, Asso. Prof. Dept. of English. (c) Gobinda Sarma (Librarian), (c) Monir Uddin Laskar, LDA.
- To expedite the process of work and understanding among the teachers, Dr. Hasinus Sultan, Asso. Prof. Dept. of English proposed to form a IQAC GROUP.

The meeting concluded with thanks from the chairperson with pledge to work to attain the vision and mission of the college.



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