



Internal Quality Assurance Cell (IQAC)
Dhing College: Nagaon (Assam)
Email: dhingcollege@gmail.com

Notification for Meeting of IQAC

It is hereby notified that an emergent joint meeting of IQAC & HODs of Dhing College will be held on **24.09.20** at Principal's conference room at **11.PM**... to discuss about the following agenda after covid-19 situation. So I earnestly request all members/HODs to be present in the meeting to express their suggestion & views to make the meeting a success. **As per COVID protocol, wearing of mask, hand sanitization & social distancing is a must while attending the meeting.**

List of Committee(IQAC):

- Chairperson: Dr. Biman Hajarika, Principal
Administrative Officer:
- Md. Abdul Kadir, Associate professor of Geography
 - Sri. Bhairab Bora, Head Assistant
- Assistant Coordinator: Major.Dr. Mriganka Saikia
- Members (Teachers Representatives):
- Dr. Pankaj Bora
 - Dr. Snigdha Mahanta
 - Sri. Gobin Ch. Bharali
 - Dr. Nandan Kr. Barthakur
 - Dr. Sanjeeb Kr. Nath
 - Smt. Nabanita Baishya
- Member from Management:
- Md. M.Z. Choudhury , Librarian
- Nominee from Local Society/Alumni:
- Sri. Bimal Ch. Das
 - Sri. Jatin Nath
- Members from Stake Holders:
- Sri. Parag Hajarika
 - Sri. Rudra Kanta Saikia
- Special invitee for the meeting:
- Sri. Sujit Kr. Sarmah (Ex. Principal i.c) Associate professor.
 - All Heads of Department.

Allowed to hold the meeting:



MS
Principal
Dhing College

Agenda of Meeting

- Chairing by the new principal
- Brief Introduction about the meeting by Coordinator
- Welcome address by Dr. B. Hajarika (Chairperson IQAC & Principal, Dhing College)
- Plan of action chalk out by IQAC at the beginning of the session/year 2020-2021 for quality improvement.
- Forth coming NAAC visit in 2021 & ex facto Preparation of AQAR as per revised guideline w.e.f July 2018.
- Institutional development plan for next year.
- Activities and support from Alumni and Parent -Teacher Association
- Up gradation of department & departmental profile.
- Speech from Stake holders/Alumni
- Speech from HODs
- Speech by Chairperson & Principal
- Vote of Thanks by Major Dr. Mriganka Saikia Asstt. Coordinator.

MS
(Dr. Manoj Kr. Saikia)
Coordinator, IQAC

Dhing College


20/04/21




Notice

It is hereby informed that a meeting of IQAC will be held on 20/04/2021 at 2.....PM at the Principal's Conference room, Dhing College. So all esteemed members are requested to be present in time to discuss the following agenda.


Countersigned:


Principal
Dhing College
Principal, Dhing College


19-4-21
Coordinator, IQAC
Coordinator, IQAC
Dhing College

Agenda

- Chairing by the Principal
- Brief introduction about the meeting by coordinator IQAC
- Discussion, Approval & Submission of online AQAR to NAAC for the period 2019-20
- Discussion on Preparation of IIQA application and preparation of SSR for 3rd cycle.
- Discussion on Renovation of IQAC office setup at Dhing College
- Discussion on formation of Dhing College New Alumni Committee and dissolve of old committee.
- Discussion on Students feedback collection mechanism & Alumni registration in year wise.
- Chairperson IQAC & Principal's opinion & Comments.
- Others
- Resolutions


19-4-21
Coordinator, IQAC
Coordinator, IQAC
Dhing College

Signature of Members Present

20/04/21



1. Dr. Biman Hazarika (Principal)

* Sri Sujit Kr. Sarmah. (V.P.)

2. Md. Abdul Kadir

3. Sri Ranjon Neog

4. Dr. Pankaj Bora

5. Dr. Snigdha Mahanta

6. Sri. Gobin Ch. Bharali

Bz 21.04.21

7. Dr. Nandan Kr. Barhakar.

N. Barhakar
21.04

8. Dr. Sanjeeb Kr. Nath.

Sa
21/4/21

9. Smt. Habanita Baishya.

H. Baishya
21.04.21

10. Md. M.Z. Choudhury (Librarian)

M. Choudhury
21.04.21

11. Sri Bimal Ch. Das.

12. Sri Jatin Nath

13. Sri Parag Hazarika.

14. Sri Rudra Kanta Saikia.

15. Sri Sujit Kr. Sarmah.

16. Dr. Manoj Kr. Saikia

17. Dr. Mriganka Saikia

M. Saikia
21/4/21

1



Minutes of the IQAC meeting held on 20/04/2021

It .f. m. C. Pt. At the beginning of the meeting the Coordinator of IQAC elaborately briefed about the various activities undertaken and the what is to be done in forth coming NAAC assessment for 3rd Cycle in 2021. The Principal of the College suggested for frequent holding of meetings of IQAC. The other members of IQAC also suggested for various ways and means for NAAC assessment. The meeting finally took the following resolution:

Resolution No.01: The meeting of IQAC decided to draft the constitution/hand book of various committees and bodies of the college and resolved to upload the constitutional hand of of above in the college website for strict abidance of the rules and regulation by all its stake holders .

Resolution No: 02: The meeting decided to include more clause in the constitution of DCSU as per Lyndo Commission & Govt. Guidelines to exercise democratic electoral process.

Resolution No: 03: The meeting decided to submit the AQAR 2019-20 to NAAC after proper verification by team of faculties members so that no error will detect.


Resolution No: 04: The meeting decided that faculty member should attend more FDP programme and accordingly instructed& encouraged them to participate in the programme according to their choice. The college authority will provide seed money to attend the programme subject to production of proper bills for attending the same.

Resolution No: 05: The meeting decided to introduce EDP programme in the college in association with partner institution.

Resolution No: 06: The meeting decided to upgrade the infrastructure & ICT component of IQAC by allocating funds from College development fund.

Resolution No. 07: The meeting decided that the Individual Profile of faculty members should be upgraded by incorporating more information about his/her achievement in their profile. Therefore meeting instructed the faculty member to submit their details Individual profile along with supported documents and submit it to the IQAC for DVV process.

Resolution No: 08: The meeting decided to resolved the reconstitution / formation/ extention of College alumni committee within 15 days.


Principal
Dhing College


Coordinator, IQAC
Dhing College

Resolution: 09: The meeting also suggested for formation of Departmental Alumni Committee.

Resolution No: 10: The meeting decided to conduct an orientation programme of NEP 2020.

Resolution: No:11. The meeting decided to shifting of NCC office from present set up to Indoor Stadium building with infrastructure development.

Resolution No: 12 The meeting also decided the shifting of NSS office from present set up to NCC office .

Resolution: The meeting decided to sign a MOU of the college **NERIWALM** for conduct of water quality assessment / students/faculty project work.


**Principal
Dhing College**


**Coordinator, IQAC
Dhing College**



**IQAC: Dhing College, Nagaon
(Assam)**




NOTICE
11/08/2021

A meeting of IQAC will be held on *14th August/2021* at Dhing College Conference room at *11.30 AM* to discuss about the agenda related to NAAC assessment, SSR preparation & IIQA submission matters. So all esteemed members of IQAC and at least two members from each "SSR Preparation – Criterion committee" appointed by the principal of the college vide *DC/Notice/IQAC/A-150/2021-22 dated 23/05/2021* are hereby requested to be present in the meeting maintaining COVID Protocol & SOP.


➤ **Agenda:**

1. Submission of IIQA
2. Report from SSR preparation Committees.
3. Others.

Principal
Dhing College: Dhing


Coordinator IQAC
Dhing College: Dhing

NB: The principal of Dhing College & Chairperson of IQAC is also requested to grant permission to hold the meeting, will put kind signature on the above & will upload the same notification in *DCTG whatsapp official group for circulation.*


Coordinator IQAC
Dhing College: Dhing

Date - 14/08/21

MEETING OF



Name & Signature of Member

1. Principal, Dr. Biman Hazarika
2. Vice Principal, Sri Sujit Sarma
3. Sri Ranjan Neog (Adm member)
4. Md Abdul Kadir (Teacher member)
5. Dr. Pankaj Bora (do)
6. Dr. Snigdha Mahanta (do)
7. Sri Gobin Ch. Bharali (do)
8. Dr. Nandan Kr. Borahakur (do)
9. Dr. Sanjeeb Kr. Nath (do)
10. Smt Nabanita Barshya (do)
11. ~~Dr.~~ M. Z. Choudhury (Librarian)
12. Sri Bimal Ch. Bar. (Member Society)
13. Sri Jatin Nath (do)
14. Sri Parag Hazarika (Member S.H) Parag Hazarika.
15. Sri Rudra Kanta Saikia (do)
16. Dr. Meizanka Saikia (AMT Co-ordinator)
17. Dr. M. K. Saikia (Co-ordinator)

18. Shararan Bhoromick
19. Abdul Rashid

Minutes on Agenda of IQAC meeting dated 14/08/2021

AGENDA:

1. Chairing by the Principal
2. Brief description of the meeting
3. Discussion on resolution of IQAC meeting held on 20/04/2021
4. Submission of IIQA
5. Brief discussion on DVV process
6. Discussion on Reports from SSR preparation & drafting Committees.
7. Remarks & Opinion from distinguished members & Chairperson,
8. Others
9. Resolutions adopted.
10. Concluding remarks & vote of thanks.

MINUTES AND RESOLUTION UNDERTAKEN:

At the very out of the meeting the Principal of the College Dr. Biman Hazarika took his chair as Chairperson of the meeting and disclosed the agenda for discussion. Dr. Manoj Kumar Saikia, Coordinator of IQAC briefly described about the purpose of the meeting, read out the proceedings of the previous meeting for confirmation. The Principal of the College express his thoughtful remarks at the end of the meeting and express his satisfaction over all members for nice cooperation in making the meet a success. The meeting after thread bare discussion took the following resolutions:

Resolution No. 1: The meeting unanimously resolved to Publish the constitution, rule & regulations of every committees of the college including DCSU. This will be published as booklet format and will be uploaded in college website for information to its all stake holders.

Resolution No.2: The meeting unanimously resolved to reconstitute the existing "*Alumni Committee*" of the college with inclusion of more new members till completion of NAAC assessment for 3rd

Cycle. The meeting also suggested for formation of departmental alumni committee with 20 members in each department and they will merge with the existing Alumni Committee of the College. The principal will issue necessary reconstitution letter to Alumni Committee for the same.

Resolution No.3: The meeting also approved the resolution of shifting of NCC & NSS office to the new premises as applied for.


Resolution No.4: The meeting decided to allocate a separate office room for proper function of Alumni Committee.


Resolution No.5: The meeting appointed the following faculty members of the College as *Convener of SSR preparation & drafting Committee* constituted vide letter No.DC/Notice/IQAC/A-150/2021-22 dated 23/05/2021. The appointment of faculty members as Convener of SSR Committee will be intimated by the Principal in a separate letter head of the institution.

- **Criterion-I:** Sri. Gobin Ch. Bharali
- **Criterion-II:** Dr. nandan Kr. Barthakur
- **Criterion-III:** Dr. sanjeeb Kr. Nath
- **Criterion-IV:** Md. Abdul Kadir
- **Criterion-V:** Dr. Ujjayanta Das
- **Criterion-VI:** Sri. Ajit Sarma
- **Criterion-VII:** Dr. Pankaj Saikia

Resolution No.6: The meeting decided to organize a Virtual meet with conveners to apprise them about guide line of preparation of SSR and other related matters.

Resolution No.7: The meeting unanimously agreed and decided not to submit the IIQA to NAAC till 30th September /2021 or till the completion of draft SSR by drafting Committee of the college.


Principal
Dhing College
Principal
Dhing College


Coordinator
IQAC
Coordinator, IQAC
Dhing College

Joint meeting of TANC and Academic Committee



Date: 24-12-21

Venue: Seminar/Conference Hall

Agenda

(i) Award achievement by Dr. Biman Hazarika (principal)

(ii) Book release by Ranjit Bordoloi

(iii) others

Signature of member present

- 1) Biman Hazarika
- 2) Abdul Kadir
- 3) ~~Ats...~~
- 4) Biman Mr. Doley
- 5) Atul Ch. Baro
- 6) Dibyapriya Das (Zaimik Ugoroo, Duing)
- 7) Saibul Islam
- 8) Noorul Islam
- 9) Ranjit Bordoloi
- 10) Kangkana Sharma
- 11) Nurul Amin
- 12) Sujit Kumar Samal
- 13) Puja Das
- 14) Farzina Khatoon
- 15) Hasina Akter
- 16) Ayesha Siddika
- 17) Bhagyashree Saikia
- 18) Dipika Paton
- 19) Ayesha Siddika
- 20) Rina Sultana
- 21) Farhana Yeasmin
- 22) Momtaz Nasrin
- 23) Marufa Sultana
- 24) Jorifa Wahid
- 25) Jenyfa Sultana
- 26) Sadia Ahmed

- 27/ Akruja Khateem
- 28/ Manjila Khateem
- 29/ Reksina khateem
- 30/ Nargis Sultana
- 31/ Manbia Begum
- 32/ Zibystob Nah
- 33/ Samem Aktara
- 34/ Bandana Bharali
- 35/ Krishna moni Bora
- 36/ Ajmin Sultana
- 37/ Mubashira Aktara
- 38/ Shorribul Islam.
- 39/ Rajul Alam
- 40/ Rajibul Islam
- 41/ Ariful Islam
- 42/ Afsana Begum
- 43/ Masuma Ahmed.
- 44/ Tajamal Hussain
- 45/ Nazia Sultana
- 46/ Sania Afsana
- 47/ Ariful Islam
- 48/ Upasana Saikia
- 49/ Pallabi kalita
- 50/ Luna Bora
- 51/ Athiya Ahmed
- 52/ Meenu Mauchan Boro.

Resolution 1. The meeting unanimously decided to facilitate Dr. Biman Ghosh, Principal for achieving the award of Prof. Bhakranda Dutta memorial for 2021-22

Resolution 2. The meeting also decided to facilitate Sri Ranjit Barcolor, Asst Prof, for publishing Book on Political thoughts

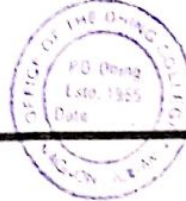
 Principal
Khand College

Coordinator, IAC
Principal, Khand College

IQAC



INTERNAL QUALITY ASSURANCE CELL



Notice:

Date: 23/12/2021

It is hereby notified for all esteemed members of IQAC that a meeting of IQAC will be on 27/12/2021 at **Seminar Hall** of the college at **1.00 PM**. Therefore all are requested to be present in time to make it success.

Brief agenda of the meeting:

1. Chairing by the Principal & Chairperson of IQAC.
2. Brief introduction about the meeting by Coordinator.
3. Submission of IQA Report to NAAC
4. Submission of **CONVENERS** ["*Self Study Preparation committees*" [Criterion wise)] report
5. Others
6. Resolution/Recommendation/ Comments etc

Approved/ Allowed to hold the meeting.

Principal

Principal
Dhing College

Coordinator, IQAC

Coordinator, IQAC
Dhing College

27.12.2021

Members present



1. Principal, Dr. Birman Hazarika M - 27/12/2021
2. Vice Principal, Sri Sujit K. Sarma 27/12/21
3. Sri Ranjita Neog ADM member
4. Md. Abdul Kadir (Teacher-member) 27/12/21
5. Dr. Parag Bora do
6. Dr. Smigadha Mahanta do Smalanta 27/12/21
7. Gobin Ch. Bharti do
8. Dr. Nandan K. Barthakur do
9. Dr. Sanjeeb K. Nath do
10. Sriwati Nabamita Barshya do
11. Dr. M. Z. Choudhury Librarian
12. Sri Binul Ch. Das (Member Society)
13. Sri Jatin Nath do
14. Sri Parag Hazarika (Member SH)
15. Sri Rudra Kamta Saikia do
16. Dr. Mriganika Saikia Asst. Co-ordinator IQAC
17. Dr. M. K. Saikia - Co-ordinator, IQAC
18. Dr. No. Sidul Islam
19. ~~Dr. Anurag~~

Minutes of the meeting

At the very outset of the meeting the Co-ordinator of IQAC read-out the Proceedings of the last meeting highlighting the resolutions taken and fulfill by the college authority as regards to the adoption of DESU constitutions, composition of Dept. of Alumni group, allotment of alumni office room & upgradation of IQAC room.

The Co-ordinator highlighted the agenda of the meeting and after discussions following resolutions were undertaken—

Co-ordinator
Dabig College

P.T.O

Resolution adopted



The IQAC meeting took the following resolution in the event of forthcoming NAAC assessment for third cycle.

Resolutions:-

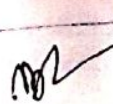
① The meeting unanimously decided and directed the convenors of SSR preparation committee to submit their criterion wise report to the IQAC on or before 20th January 2020.


② The meeting unanimously decided to submit the IQAC requisite fees and amounting to Rs 29500/- to NAAC through NEFT from College development fund.

③ The meeting also approved the IQAC prepared by IQAC for onward submission to NAAC before 30th December 2021.

④ The meeting also decided and request the governing body of the college to allocate an amount of Rs. 50000/- as a preparatory arrangement / infrastructure development for NAAC assessment. (Phase I)

At last Principal of the college express his thoughtful remarks on IQAC and concluded the meeting.


Principal
27.12.2021

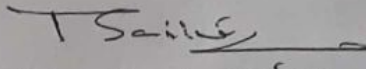

Coordinator, IQAC
Dhing College

Internal Quality Assurance Cell (IQAC)



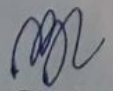
A meeting of IQAC is being organized on **29/12/2021 on 12.30 PM at IQAC Room** to discuss about the following agenda. All members of IQAC including the HOD's are requested to be present in the meeting.

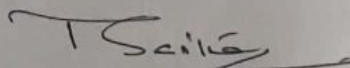

[Principal & Chairperson IQAC]
Principal
Dhung College


[Coordinator IQAC]
Coordinator, IQAC
Dhung College

AGENDA

1. Chairing by the Principal
2. A brief introduction by the Coordinator
3. Discussion on the Proceeding of last Meeting on 27/12/2021
4. Discussion on feedbacks from Stakeholders [2020-2021] and follow up action to be taken.
5. Preparation of SSR Report
6. Others
7. Speech by the Chairperson of IQAC
8. Resolutions adopted for execution.



[Principal & Chairperson IQAC]
Principal
Dhung College



[Coordinator IQAC]
Coordinator, IQAC
Dhung College

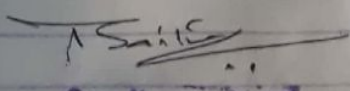


Signatures of members present

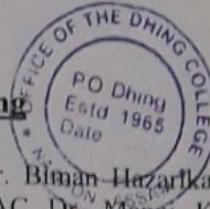
29.12.2021

1. Biman Handika  Principal Dhing College
2. Son (Sanjib Kr Nath, HOD Bodany)
3. Purina Datta Dept. of Zoology.
4. Binod Bora Dept of Chemistry.
5. Dipak a. Sarma Deptt. of Mathematics.
6. Abdul Kadir Dept. of Geography
7. Ranil - Boodoloi, Dept. of Political Science
8. Nurul Amin, Dept of History
9. Sytwar Bork, Dept. of Economics Member IQAC
10. Biman Kr. Doley, Dept of Assamese
11. Nabani la Baisya, Member, IQAC
12. Parul Bork - Member IQAC
13. Dr. Snigdha Mahanta. Member IQAC.
14. Muslehul Islam HOD: English
15. Ashu Pareek Commerce Deptt.
16. Himadri Chakrabarti Chatterjee - HOD. Bengali Deptt.
17. Dr. Manoj Kr. Saikia, Coordinator IQAC
18. Ranjan Meeg Member IQAC
19. Lakshmi Beekam Doley. Deptt of Geography
20. Kangkana Sharma, Dept. of Political Science


Principal
Dhing College


Coordinator, IQAC
Dhing College

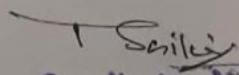
Minutes of the meeting



1. At the very outset the Principal of the college Dr. Biman Hazarika took his seat as chairperson the IQAC. The Coordinator of IQAC Dr. Manoj Kr. Saikia briefly highlighted about the agenda of the meeting. The coordinator also read out the proceedings of last meeting held on 23/12/2021 and seeks suggestions from the members. Latter the Coordinator of IQAC also read out the draft SSS analysis meeting which held 22/12/2021 and submitted to IQAC full flagged meeting for evolving action on the draft report.
2. Sri. S.K. Sarma , Vice Principal & senior most member of IQAC suggested that the feedbacks collected from various stakeholders should be statistically analyzed and it should uploaded in the college website .
3. Dr. Sanjeeb Kr. Nath , HOD Botany & Member IQAC had pointed out that the weakness on the part of feedback form should be find out and necessary follow-up action should be taken by the IQAC & management body of the College.
4. The other members also spoke and suggested in similar line.
5. The Principal of the College mainly stressed on evolving out the weakness part of the college so that in future college can take necessary action to remediate the problems faced by the stakeholders
6. At the end a set of resolutions has been taken and the coordinator offered the vote of thanks to all members for nice cooperation.

Resolutions adopted	Action taken
1. Resolved that the SSS should be uploaded yearly in college website.	Necessary Instruction has been issued by the principal to respective departments & Cells. The SSS for the period 2020-2021 uploaded in college website.
1. Resolved that in SSS format students must give their email & Phone no for reference.	
2. Resolved that every teachers should complete their syllabus in time with a fair internal evaluation as per academic calendar .	
3. Resolution has been adopted to increase the number of assignments, field work, Projects and Mentoring.	
4. Resolution has been adopted to use ICT and innovative methods in teaching learning.	
5. Resolution has been adopted to increase extra -curricular activities.	


Principal
Dhung College


Coordinator, IQAC
Dhung College