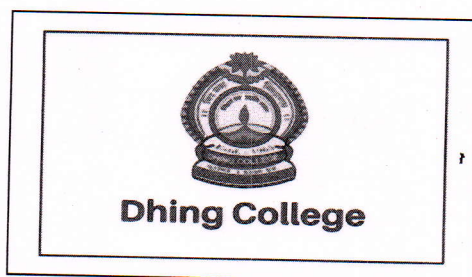
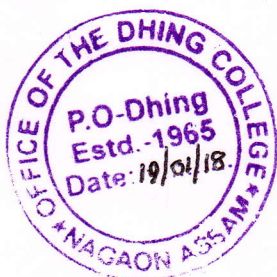


INTERNAL QUALITY ASSURANCE CELL: DHING COLLEGE



Minutes & Action taken report of IQAC 2018-19

➤ **No: IQAC-M/20180119**

Minutes of the Joint meeting of IQAC & Staff council of Dhing College, Nagaon (Assam) held on 19/01/2018 at Principal's Conference Room at 2.00 PM.

AGENDA

- Chairing by the Principal/Presidents
- Introductory Speech by the Coordinator of IQAC
- Speech by the President/Principal
- Discussion on RUSA Technical Report & Institutional Development Project for the period 2019 & onwards.
- Formation of Project Monitoring Committee.
- Library Upgradation/ AQAR 2018-19
- Others

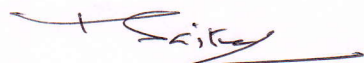
MEMBERS PRESENT

1. Dr. Sarat Dutta (Principal) 2. Monju Neog 3. B.C. Nayak 4. G.C. Bharali 5. Mokinur Hussain 6. Abdur Rasid 7. D. Debnath 8. P. Saikia 9. B. Doley 10. P.K. Bora 11. Ujjayanta Das 12. Abdul Kadir 13. L. Bordoloi 14. D. Kakoti 15. M. Islam 16. Mofidul Islam 17. Binod Bora 18. Anju Deka Bora 19. G. Goswami 20. P. Das Bora 21. Irina Devi 22. M. Sarma 23. P.C. Sarma 24. P.K. Goswami 25. S.K. Sarma 26. Nurul Amin 27. Snigdha Mahanta 28. L. Phukan 29. Ramesh Nath 30. M.Z. Choudhury 31. R. Bordoloi 32. P.P. Doley 33. Biman Hajarika 34. Umme Tasnim 35. Kangkona Sarmah 36. S. Bhagawati 37. M.K. Saikia (coordinator IQAC)

The following points were discussed and decision was taken:

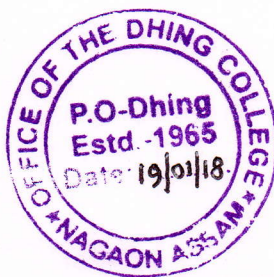
- Due to the successful completion of second cycle of NAAC evaluation the college was granted an amount of 2 crores under RUSA 2.0 Scheme. For this purpose the college authority along with the recommendations of NAAC members and the IQAC cell, drafted a technical report for construction/renovation of college infrastructure. In this regard, several opinions were taken from the IQAC members. Accordingly, the members decided to form a Project Monitoring Committee as per guidelines of RUSA and Department of Higher Education, Govt. of Assam.
- The Project Monitoring Committee has Prof. Muslehul Islam as the Technical Staff with Prof. B.C. Nayak and G.C. Bharali as the Staff Faculty Members. The Committee also included members from the student council.
- In that very meeting, proposals were made to upgrade the library with introduction of ICT enabled e-resources facility.
- The meeting also suggested for the speedy submission of AQAR for the period 2018-19 and onwards.
- At last principal of the college expressed his view and assured all members to extend all helping hand to make the college a great success.
- **Action Taken Report on the decisions of the IQAC meeting held on 19/01/2018**

Sl.No	Decision	Action taken
1	Formation of Project Monitoring Committee for RUSA	A Project Monitoring Committee has been constituted to supervise all work related to RUSA.
2	Preparation of a Technical Report for Institutional Development.	The technical report has been prepared and submitted to RUSA.
3.	Up gradation of Library	The authority has taken initiative to upgrade the library with ICT enabled facilities.



(Dr. M.K.Saikia)
Coordinator IQAC
Dhing College, Dhing : Nagaon

**Coordinator, IQAC
Dhing College**

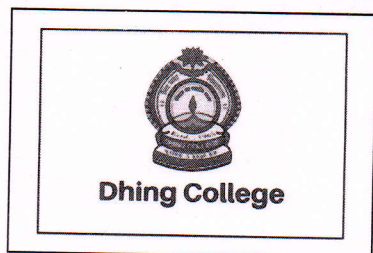




(Dr. S.K.Dutta)
Principal
Dhing College, Dhing ,Nagaon

**Principal
Dhing College**

INTERNAL QUALITY ASSURANCE CELL: DHING COLLEGE



Minutes & Action taken report of IQAC 2018-19

➤ **No: IQAC-M&W/20180205**

Minutes of the meeting of IQAC of Dhing College, Nagaon (Assam) held on 05/02/2018 at Teacher Common room at 1:30 am

AGENDA

1. Chairing by the Presidents
2. Introductory Speech by the Coordinator of IQAC
3. Speech by the President/Principal
4. Discussion on Criterion wise evaluation & recommendations of last NAAC report 2016
5. Post accreditation initiatives to be taken on NAAC report
6. Formation of Departmental Quality Assurance Cell to assist IQAC for preparation/submission of ASQAR 2018-19 and onwards-A brief presentation by Coordinator IQAC
7. Redesigning the College Redesigning college website.
8. Others

MEMBERS PRESENT

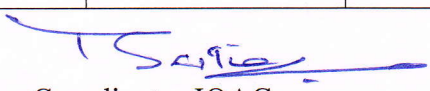
1. Dr. Sarat Dutta(Principal) 2. Monju Neog 3. Abdul Kadir 4. Pradip Goswami 5. Sanjeeb Kr. Nath 6. Biman Hazarika 7. Ramesh Nath 8. Anju Deka Bora 9. Gitanjali Goswami 10. Purnima Das Bora 11. Sikha Bhagawati 12. Kangkona Sharma 13. Biman Kr. Doley 14. Lakhinandan Bordoloi 15. Ujjayanta das 16. Pankaj Bora 17. Dambarudhar kakoti 18. Bimal pal 19. Umme tasnim 20. Nabanita Baishya 21. Snigdha Mahanta 22. A. Rasid 23. Luna Phukan 24. Bishunu Charan Nayak 25. Mujahidul Islam 26. Ashok Parek 27. Mriganka Saikia 28. Ranjit Bordoloi 29. Mofidul Islam 30. Pankul Preetom Doley 31. Pankaj Saikia 32. Prutul Ch. Sarma 33. Nurul Amin. 34. M.K. Saikia (coordinator IQAC)

The following points were discussed and decision was taken:

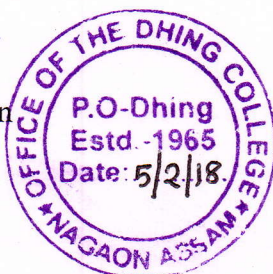
- At the outset, the Coordinator of IQAC explained the reasons of this meeting and stated two main reasons – 1. Explanation of Grading of NAAC and 2. Felicitation of two Professors – Dr. Pankaj Saikia and Dr. Sikha Bhagawati respectively for getting the much coveted Doctoral degree (PhD). Accordingly, both Dr. Pankaj Saikia and Dr. Sikha Bhagawati were felicitated by the Principal and Vice-Principal of the College.
- Then, an in-depth analysis was made of the NAAC report. The Coordinator of IQAC Dr. Manoj Saikia read out the detailed result sheet given by NAAC wherein he highlighted the adequacy and inadequacy of the college with special emphasis on the recommendation set forth by NAAC members for future improvement. Professor Nayak raised the issue of lack of proper classrooms in college and Professor Rashid requested the Principal to prepare for the next NAAC Evaluation. In this very meeting, the Coordinator of IQAC, Dr. Manoj Kr. Saikia was felicitated with a *fulam gamusa*.
- Formation of DQAR: In this meeting, the Coordinator initiated the formation of Departmental Quality Assurance Report with the Head of the Department of each department as the Chairperson. All members unanimously agreed to the formation of DQAR to assist the IQAC. The coordinator highlighted a brief presentation about preparation of DQAR for the period 2018 & onwards. Altogether 29 teachers had participated in the presentation/ brief workshop schedule.
- Redesigning College website: The coordinator raised the issue of up gradation of college website so that more data & information can be uploaded for the users. The Principal assured that he had told the Computer Operator to update the College website.
- In his concluding speech, the Principal elaborated on his experiences of the last NAAC evaluation. While thanking all for their cooperation, the Principal stated that the college deserved the grade (B++) that it has got.


➤ **Action Taken Report on the decisions of the IQAC meeting held on 05/02/2018**

Sl.No	Decision	Action taken
1	Up gradation of college website	Sri Pallab Hajarika , Computer operator is instructed to take necessary action to upgrade the website of the college. Kinetic Solution Group & S.S.Technology was entrusted to upgrade the website for installation of online admission portal as well as up gradation of IQAC corner.
2	Formation of DQAR	The principal issued notification to all departments for formation of 13 Nos departmental DQAR committee w.e.f 05.02.2018


Coordinator IQAC
Dhing College, Dhing : Nagaon

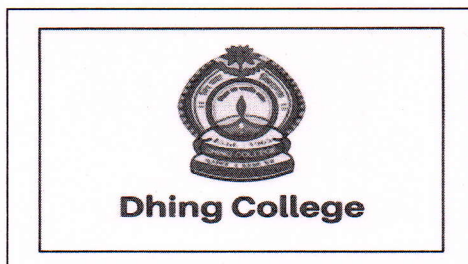
**Coordinator, IQAC
Dhing College**




Principal
Dhing College, Dhing ,Nagaon

**Principal
Dhing College**

INTERNAL QUALITY ASSURANCE CELL: DHING COLLEGE



Minutes & Action taken report of IQAC 2018-19

➤ **No: IQAC-M/20180803**

**Minutes of the Joint meeting of IQAC & Staff council of Dhing College, Nagaon (Assam)
held on 03/08/2018 at Teacher Common room at 12.30 am**

AGENDA

- Chairing by the Principal/Presidents
- Introductory Speech by the Coordinator of IQAC
- Speech by the President/Principal
- Discussion on introduction of CBCS system in the curriculum
- Preparation of Institutional academic calendar based on university Academic Calendar 2018-19
- Others

MEMBERS PRESENT

2. Dr. Sarat Dutta
2. B.C.Nayak
3. Sujit Sarmah
4. Mokinu Hussain
5. Abdul Kadir
6. Muslehul Islam
7. Gobin Ch. Bharali
8. Manoj Kumar Saikia (Coordinator IQAC)
9. Debobrata Debnath
10. Mriganka Saikia
11. Nandan Kr. Barthakur
12. M.Z. Choudhury
13. Anju Deka Bora
14. Purnima das Bora
15. Nabanita baishya
16. Gitanjali Goswami
17. Mala Sharma
18. Snigdha Mahanta
19. Biman Kr. Doley
20. Luna Phukan
21. Sanjeeb Kr. Nath
22. Mofidul Islam
23. Abdur rasid
24. Biman Hazarika
25. Prutul sarmah
26. Pankaj Borah
27. Sayeda Umme Tasnim
28. Ujjayanta Das
29. Nurul Amin

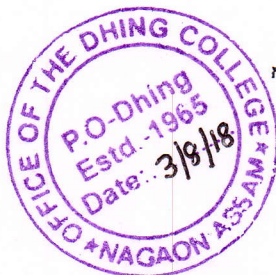
The following points were discussed and decision was taken:

- At the outset, the Coordinator of IQAC explained the reasons of this meeting and stated two main reasons – 1. Explanation of introduction of CBCS system and 2. Preparation of Academic calendar for the period 2018-19.
- The Coordinator of IQAC Dr. Manoj Saikia read out the detailed about the introduction of CBCS system from the academic session 2019-2020 . Different members had raised their opinion about CBCS. But at last all members unanimously decided to introduce the CBCS as per guidelines given by Gauhati University.
- The coordinator of IQAC highlighted about the preparation of Academic Calendar 2018-19. Different members of IQAC & staff member opined their views about the preparation. The meeting finally authorized Dr. M.K.Saikia & G.C.Bharali to prepare a draft academic calendar for the session 2018-19 and directed them to submit the same to the college GB for discussion and approval.
- At last principal of the college express his view and assured all member to extend all helping hand to make the college a great success.
- **Action Taken Report on the decisions of the IQAC meeting held on 03/08/2018**

Sl.No	Decision	Action taken
1	Introduction of new CBCS w.e.f 2019-20 session	Sri Pallab Hajarika , Computer operator is instructed to take necessary action to upgrade the website of the college. Kinetic Solution Group & S.S.Technology was entrusted to upgrade the website for installation of online admission portal as well as up gradation of IQAC corner.
2	Preparation of draft Academic calendar 2018-19	Dr. M.K.Saikia (coordinator IQAC) & Gobin Ch. Bharali (Member IQAC)was entrusted to prepare the A.C for 2018-19 subject to approval by G.B of the college.

(Dr. M.K.Saikia)
Coordinator IQAC
Dhing College, Dhing : Nagaon

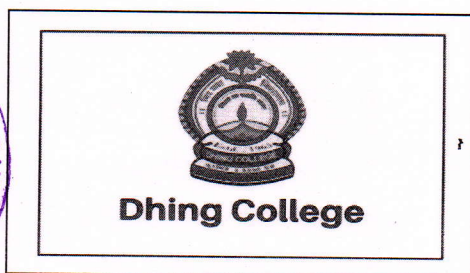
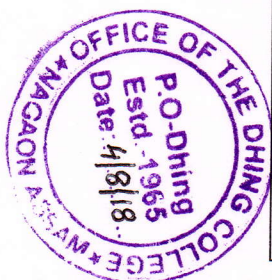
**Coordinator, IQAC
Dhing College**



(Dr. S.K.Dutta)
Principal
Dhing College, Dhing ,Nagaon

**Principal
Dhing College**

INTERNAL QUALITY ASSURANCE CELL: DHING COLLEGE



Minutes & Action taken report of IQAC 2018-19

➤ **No: IQAC-M/20180804**

Minutes of the of IQAC Dying College, Nagaon (Assam) held on 04/08/2018 at Teachers Common Room at 2.00 PM.

AGENDA

- Chairing by the Principal/Presidents
- Introductory Speech by the Coordinator of IQAC
- Speech by the President/Principal
- Discussion on construction of additional Class rooms & up gradation of laboratory infrastructure & equipments.
- Reconstitution of Academic Committee.
- Recruitment of Faculty & Teacher –Students Ratio.
- Feed Back analysis.
- Others

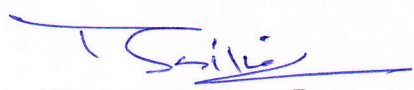
MEMBERS PRESENT

1. **Chairperson:** Dr. Sarat Dutta
2. **Administrative Officer:** Monju Neog & B.C.Bora
3. **Teachers Representatives:** B.C.Nayak, S.K.sarmah, Dr. N.K.barthakur, Sri. G.C. Bharali, Dr. R.Nath, Dr.S.K.Nath, Dr.S.Bhagawati
4. **Members from Management:** Hamen Saikia
5. **Nominee from Local, Society/Alumni:** Sri.Bimal Ch.Das, Kumar Duke Dey
6. **Members from Stake Holders:** Sri. Parag Hajarika, md. Sirajuddin Ahmed
7. **Coordinator:** Dr. Manoj Kumar Saikia

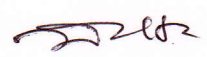
The following points were discussed and decision was taken:

- The coordinator highlighted the recommendations of NAAC peer team during 2016. Based on their recommendation the coordinator of IQAC pointed out some weakness of the college in terms of class room, laboratory up gradation and teacher students' ratio. All members put forwarded their suggestions and after threadbare discussion following decisions were adopted:
- Action Taken Report on the decisions of the IQAC meeting held on 04/08/2018**

Sl.No	Decision	Action taken
1	Decision were adopted to increase the number of class room.	RUSA Institutional project monitoring committee is instructed to take necessary action to include construction work for additional class room alone with renovation work.
2	G+2 floor construction of existing science lab was undertaken.	In technical report of RUSA 2.0 scheme Lab renovation work has been undertaken and included in the proposal.
3.	Decision was taken to recruit Part-Time Teachers & support service staff.	The authority has taken initiative to recruit staff in major departments and departments having more numbers of students.
4	Decision was taken for collection of compulsory feedbacks from students and their timely analysis.	Feedback form displayed in college website. Principal issued notices for the same in notice board.


 (Dr. M.K.Saikia)
 Coordinator IQAC
 Dhing College, Dhing : Nagaon
**Coordinator, IQAC
 Dhing College**




 (Dr. S.K.Dutta)
 Principal
 Dhing College, Dhing ,Nagaon
**Principal
 Dhing College**