

MINUTES OF IQAC MEETING FOR THE SESSION 2021-22

MEETING 1: 4th October 2021

Members present:

1. Mr. Mukheswar Chutia	S/d
2. Mr. Debeswar Baruah	S/d
3. Miss Kanchan Kumari Sharma	S/d
4. Mr. Diganta Kr. Kakati	S/d
5. Dr. Jhuma Das	S/d
6. Dr. Bisnu Bora	S/d
7. Mrs. Luman Taina	S/d
8. Mr. Arun Ch. Doley	S/d
9. Mr. Nava Kr. Pegu	S/d
10. Mr. Sadananda Armah	S/d
11. Mr. Ranjan Baruah	S/d

Agenda of the Meeting:

1. Presiding over the President
2. Explanation of the agenda (Coordinator, IQAC)
3. Regarding progress report of NAAC
4. Recommendation of NAAC, 2nd Cycle
5. Academic activities- Course Work, Class Routine, Class-wise Result Record. Etc.
6. Others
7. President comment
8. End of the meeting

Minutes:

A joint meeting of the Gogamukh college teaching and non-teaching staff under IQAC Gogamukh College was held in the teachers common room on 4/10/2021 at 1 pm. The meeting was presided over by Mr. Mukheswar Chutia, Principal i/c, Gogamukh College cum Chairperson of IQAC. And the purpose of the meeting was explained by Mr. Debeswar Baruah, Co-ordinator, IQAC, Gogamukh College. After threadbare discussion the following resolutions were unanimously adopted by the members of the IQAC on the following agenda:

1. Regarding progress report of NAAC.
2. Recommendation of NAAC second cycle.
3. Academic activities- course work, class routine etc.
4. Regarding NEP 2020.

Resolution 1:

Resolved that, as the college is preparing for the 3rd cycle of NAAC Assessment, all the departments are appealed to submit departmental profile on or before 20/10/2021.

Resolution 2:

Resolved that, as per recommendation of the NAAC peer team in the second cycle of accreditation, the Alumni Association of Gogamukh College is to be formalized by the government registration under cooperative society act.

Resolution 3:

Resolved that, As library is an integral part of an institution, it should be focused on first priority basis. For easy access of the library services to the teachers, students and research fellows, it is suggested to centrally digitalize the library with modern ICT facilities.

Resolution 4:

Resolved that, for smooth and effective academic achievement faculty members both arts and science are urged to present in the college during working hour and to not leave the college campus without any genuine reason.

Resolution 5:

Resolved that all departments are urged to maintain the student attendance register properly and the semester end results (both Odd and Even) are to be documented in the department year wise for future reference. Student sex ratio and drop out students is also to be recorded.

MEETING 2: 3rd November 2021**Members present:**

1. Mr. Mukheswar Chutia	S/d
2. Mr. Debeswar Baruah	S/d
3. Miss Kanchan Kumari Sharma	S/d
4. Mr. Dina Mohan Doley	S/d
5. Bharat Saikia	S/d
6. Mrs. Anima Saikia	S/d
7. Mr. Diganta Kr. Kakati	S/d
8. Mrs. Dipali Chutia	S/d
9. Dr. Jhuma Das	S/d
10. Dr. Bisnu Bora	S/d
11. Mrs. Luman Taina	S/d
12. Ms. Chayanika Borah	S/d
13. Mr. Ankur Ranjan Phukan	S/d

Agenda of the Meeting:

1. Presiding over the President
2. Explanation of the agenda (Coordinator, IQAC)
3. Reading the proceeding of the last meeting
4. Regarding progress of Departmental Profile

5. Regarding Departmental Seminar
6. Regarding Career Counselling Programme
7. Regarding exploration of Extra Curricular activities among students
8. Others
9. President comment
10. End of the meeting

A meeting of the IQAC is held today under the presidentship of Srijut Mukheswar Chutia, Principal, i/c cum chairperson of the committee. The agenda of the meeting was explained by Mr. Debeswar Baruah, Co-ordinator of IQAC. He mentions that discussion on the activities related to NAAC is the main agenda of this meeting. As per the agenda of this meeting, the IQAC Coordinator reads the proceeding of the last meeting.

Mr. Bharat Saikia, Assistant Professor & Head of the Department of Philosophy suggested to issue each notice in offline mode instead of online mode. Mr. Baruah, IQAC Coordinator asked the faculty members of different departments about the progress of Departmental Profile. Accordingly the faculty members presented their progress and difficulties that they are facing in making the departmental profile.

In the context of agenda regarding departmental seminar, career counseling programme, the exploration of extra-curricular activities chronologically. First Sessional Exams, then the departmental seminars and co curricular activities should be finished within 1st week.

Mrs. Anima Saikia, Associate Professor in Education suggested to conduct a debate competition among the students. Mr. Ankur Ranjan Phukan suggested to conduct a quiz completion among the students and the career counseling program has been kept postponed till December, 2021. Before the end of the meeting, the president extends his good wishes to all the faculty members for their best performance, dedication and better accreditation and then declares end of the meeting.

MEETING 3: 26th April 2022

Members present:

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| 1. Dr. Dilip Kumar Jha | S/d |
| 2. Mr. Debeswar Baruah | S/d |
| 3. Miss Kanchan Kumari Sharma | S/d |
| 4. Mr. Dina Mohan Doley | S/d |
| 5. Bharat Saikia | S/d |
| 6. Mrs. Anima Saikia | S/d |
| 7. Mrs Mamoni Hazarika | S/d |
| 8. Mr. Diganta Kr. Kakati | S/d |
| 9. Mrs. Dipali Chutia | S/d |
| 10. Mr. Mukhya Nath Taid | S/d |
| 11. Mr. Bijoy Konwar | S/d |
| 12. Dr. Jhuma Das | S/d |
| 13. Dr. Bisnu Bora | S/d |
| 14. Mrs. LumanTaina | S/d |
| 15. Ms. Chayanika Borah | S/d |
| 16. Mr. Ankur Ranjan Phukan | S/d |

17. Mrs. Joymati Basumatary	S/d
18. Mrs. Bidisha Borthakur	S/d
19. Mr. Nava Kr. Pegu	S/d
20. Mr. Sadananda Armah	S/d
21. Mr. Ranjan Baruah	S/d

Agenda of the Meeting:

1. President takes chair
2. Objectives of the meeting discussion on Progress reports of Seven Committees of NAAC.
3. Discussion regarding submission of AQAR
4. Discussion regarding publication of PROGYAN
5. Discussion regarding NSS Special Camp
6. Others
7. President's comments
8. Vote of thanks
9. End of the meeting

A joint meeting of the IQAC and NSS Unit is held today in the conference hall of Gogamukh College under the chairmanship of Dr. Dilip Kr. Jha, Principal of the college. The meeting starts with taking over the chair by the President. The agenda of the meeting is explained by Mr. Debeswar Baruah, Co-ordinator of IQAC.

At the very beginning of the meeting, the president urges to redesignate the post of Assistant Co-ordinator as Joint Co-ordinator to the IQAC body. Expressing deep concern on the matter, the existing co-ordinator, Mr. Debeswar Boruah says that there is no need to redesignate the post, as he has already decided to submit his resignation from the post of co-ordinator due to his personal inconvenience. He requests all the members present in the meeting to accept his verbal resignation and thereby proposes the name of Ms. Kanchan K. Sharma for the post of IQAC Co-ordinator. Responding to his request and proposal, the meeting has adopted the following resolution:

Resolution No. 1:

Resolved that the above mentioned proposal is upheld till the next meeting of IQAC.

As per the agenda of the meeting, the discussion begins on submission of AQAR. The president asks the respective convenors of seven committees of NAAC to present their progress on AQAR of their allotted criterion. However, for the sake of convenience, Mr. Debeswar Baruah dictates the names of the convenors of seven committees of NAAC. Each

of the convenors presented their progress and highlighted the problems faced while completing their task. Again, Mr Amarjyoti Doley, Assistant Professor, Department of Assamese and Co-ordinator of NSS Unit informs everyone that a Special Camp of NSS should be organised every year and it should be of one week duration. However, the whole duration of one week can be divided into two phases (3+3 days). Mr Doley informs that the last year's Special Camp fund (Rs. 22,500/-) remains unutilised as we couldn't organise any camp last year due to Covid-19 pandemic. Therefore, we have a total fund of Rs. 45000/- that we can utilise for this year's Special Camp. As per the agenda of the meeting, following resolutions were adopted:

Resolution No. 2:

Resolved that the AQAR for criterion-1 of 2016-17, 2018-19, 2019-20 and 2020-21 is accepted with modifications and a meeting with the members and convenors of Criterion-I & Criterion-II committees, Co-ordinator and assistant co-ordinator of IQAC and Principal is scheduled tomorrow at 3 pm.

Resolution No. 3:

It is resolved that, each department will maintain a register for their alumni. That register will contain every information of the alumni like mobile number, email. Id., what he/she is planning to do next after graduation etc.

Resolution No. 4:

Resolved that all the committees and cells of Gogamukh College have to maintain a meeting proceeding book.

Resolution No. 5:

Resolved that, Appointment Letters to each member of alumni association will be distributed by 28th April 2022.

Resolution No. 6:

It is resolved that all the books and journals of the college including PROGYAN will be published independently from Research and Publication Cell of Gogamukh College. The expenditure of the publication of PROGYAN will be borne by the collective efforts of Teachers' Unit of Gogamukh College and Office of the Principal.

Resolution No. 7:

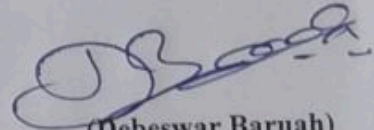
First phase of NSS Special Camp for the session 2021-22 will be organised from 14-05-2022 to 16-05-2022 and dates for the second phase are yet to be decided. The place for the camp decided is Baduluka village, Gogamukh, Dhemaji, Assam.

Resolution No. 8:

A new feedback committee is constituted with the following members:

1. Mr. Debeswar Baruah, Co-ordinator, IQAC
2. Ms. Kanchan K. Sharma, Asst. Co-ordinator, IQAC
3. Mrs. Anima Saikia, Associate Professor, Deptt. of Education
4. Mr. Sadananda Sarmah, Library Assistant
5. Mr. Bishnu Borah, Assistant Professor, Deptt. of Sociology
6. Mr. Diganta Kr. Kakati, Associate Professor, Deptt. of English
7. Mrs. Luman Taina, Assistant Professor, Deptt. of Sociology

At last the President offers vote of thanks and declares end of the meeting.



(Debeswar Baruah)
Coordinator, IQAC
Gogamukh College.

IQAC Annual Action Taken Report 2021-22

The IQAC in Gogamukh College of Dhemaji district for the year 2021-22 started functioning with the new Coordinator, Mr. Debeswar Baruah, Associate Professor, Dept. Of Economics. The constitution of IQAC during the year 2021-22 was as follows:

1. President : Dr. Dilip Kumar Jha, Principal
2. Co-ordinator : Mr. Debeswar Baruah, Associate Professor, Dept. Of Economics
3. Assistant Co-coordinator : Miss Kanchan Kumari Sharma, Assistant Professor, Dept of Economics
4. Teachers' Members : Mr. Diganta Kr. Kakati, Associate Professor, Dept of English
Dr. Jhuma Das, Assistant Professor, Dept of Pol. Science
Dr. Bisnu Bora, Assistant Professor, Dept of Philosophy
Mrs. Luman Taina, Assistant Professor, Dept of Sociology
5. Administrative Members : Mr. Arun Ch. Doley, UDA
6. ICT Members : Mr. Nava Kr. Pegu, LDA
Mr. Sadananda Sarmah, Library Assistant
Mr. Ranjan Baruah, Assistant Professor, Department of Computer Science
7. Members from Local Society : Mr. Dilip Kr. Pegu
Mr. Gobin Sharma
8. Local Industrialist : Mr. Kalyan Gogoi
Mr. Prabhat Doley

Key initiatives taken by IQAC were:

INITIATIVE 1:

A SMC (Semester Monitoring Committee) was formed which has taken over all the responsibilities of examinations and publications of the results other than the office of the principal.

INITIATIVE 2:

To promote IT skills among students, a new Computer lab has been developed and a Diploma Course in Computer Application has been started.

INITIATIVE 3

A new system of online feedback has been developed for the stakeholders: students and guardians. Although, there was already an existing system of offline feedback.

INITIATIVE 4

Organized an online speech on the topic "Asomar Thaluwa Sompad: Navaprajanmar babe Karma sangsthan tatha Atmanirbhorshilatar ek Nirbachita Kshetra."

INITIATIVE 5

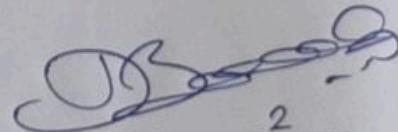
Organized a Vaccination Programme on Encephalitis in collaboration with Gogamukh CHC on 11-11-2021.

INITIATIVE 6

Organized a vaccination camp of COVID-19 for students of the age group 15 to 18 of Gogamukh College and a General Health Check-up Camp for the College family in collaboration with NHPC's Medical Team in association with the Public Health Centre, Gogamukh on 06-01-2022.

FUTURE PLANS

1. All the departments will be connected with the LAN network.
2. To set a Tribal Study centre for socio- economic and cultural studies of different tribes of Dhemaji, Assam, specially Gogamukh area.
3. Set up a skill development centre to provide different skill based program for employment of the student like computer skill, nursery, tea plantation, handicraft etc.
4. To set up a Yoga Centre for students and faculties of Gogamukh College as well as outsiders.
5. To start certificate course in Spoken English in collaboration with NIELIT (National Institute of Electronics & Information Technology).



(Debeswar Baruah)
Coordinator, IQAC
Gogamukh College.