

Meeting of HOD. held on. 20/03/18. at - 3.00. PM.

Regarding Planning and data capturing of the college Meeting  
requirement of NAAC SSR.

Members Present

1. Ault
2. Nirumali Meah
3. Ranjita Bhattacharyya. Pol. Sc.
4. Dr (Mrs). Bandana Nabis Das Planning Co-ordinator
5. Jayshree Sarmah H.Sc.
6. Anupam Saha Stat.
7. Megabhi Sarmā Hajanka Edu.
8. Manashi Kalita Botany
9. Anuja Begum. Hindi
10. Madhusima Goswami, Micro.
11. Pooja Idissaini English
12. Brindha Das. Psycho.
13. Mintu Lal Saha. Maths
14. Lakshi Hazarika Assamese
15. Anuradha Das Purkayastha Physics
16. Raju K. Das. Economics
17. Binay Nath for Head History
18. M.P. Bha. Philosophy
19. Manish K Gogoi. Comp. Sc.
20. Madhab Ch. Talukdar — ISAC

IQAC held meeting with all Head of the departments  
of the college on topics

- 1) Academic development
- 2) Examination Reforms
- 3) Infrastructure development
- 4) Extracurricular activities
- 5) Library development
- 6) Alumni Meeting

The meeting started with Principal Sir taking  
over chair as president.

President asked all for suggestions and co-operation  
The Co-ordinator IQAC explained the objectives of meeting

a) Vice Principal Madam has given emphasis on mentoring which need to done in a structured way. She suggested that selection of Mentor be done by students and proper record for each student be kept for future use.

ii) she also suggested that each department should provide any information on development of teachers and students to IQAC at the earliest

iii) Suggestion has been made to hold alumni meet by each department is to be make mandatory.

b) Bandana Nabis Das, detailed about the future plan of the college - ~~am~~ decided upon on 17/03/2018 on i) Active learning ii) Mentoring of Students iii) Research initiatives iv) Emphasis on Peer to Peer learning, Group learning, Flipped learning v) Workshop on mentoring and ICT learning be held.

A general discussion on Academic improvement has been made that i) by 2025 All departments should be converted to PG Departments;

ii) New and Adon courses been introduced

ii) Performing Art workshop be held with structured Curriculum.

Resolutions taken:

HO'S agreed upon to resolve that i) Remedial Classes be held regularly & record be kept by each teacher

ii) Every department will keep one first aid box from College fund.

iii) Alumni meet by each department be held before 30th April 2018, Keeping record of email address, of Alumni and their employer's.

iv) Examination database be created with dropout rate.

v) Infrastructure development with renovation of Hall A and Hall B be done.

vi) Procurement of new furniture be undertaken.

vii) Student Exchange Programmes be increased.

Suggestion came from HOD'S to develop.

- i) Special facility (Ramp, bathroom) for differently abled students
- ii) Solar enabled panel in laboratory be made on experimental bases
- iii) The telescope in Physics dept be installed
- iv) Revival of Heritage hall and a cultural museum be initiated
- v) Change over of black board to green board
- vi) A proper space is requested for Yoga course

Principal, Dr. Utpal Datta, suggested that for proper mentoring 15-20 student per teacher may be allotted and students will have choice for selecting their own mentor. Each mentor should take a formalized interaction and to boost the growth & development every mentor will refer to other teacher who may be a resource person.

The meeting ended with vote of thanks by IGAC CO-ordinator

