

Minutes of the Meeting held on 17.02.2021

17/02/2021

Principal addressed the meeting followed by IQAC Co-ordinator's speech, where she shared the observations made by the Academic Audit Team.

The following measures to be taken for the NAAC Peer Team visit

1. To display research materials
2. Prominent Alumni to be focused and also displayed/ Placement Records
3. Each departments to be ready with presentation
4. Department projects to be properly documented and displayed
5. Department presentation should consist of 10 to 12 slides
6. Co-curricular activities of students to be mentioned
7. Library records to be maintained by faculty
8. Log Book to be maintained by the Bio-Tech Hub
9. Enrolment at entry point/First Semester and Examinee disparity to be explained
10. Library use by the faculty to be made frequent
11. Teacher led Students' Projects, Projects for innovative teaching to kept ready
12. Feedback by the students to be shared among all faculty members
13. Committees for NAAC visit to be formed at the earliest
14. Lesson plan: Objectives/Resources/ Students Assessment in broad outlines Areas of suggestions by teachers. To modify the approach for current odd & even semester including online tools and learning resources and assessment
15. Demand ratio: Mr. Manash Kamal Gogoi may prepare the list of Demand Ratio for each department counting the 1st preference.
16. E-resources

