



IQAC MEETING: 2019-2020 SESSION

DATE: 03/08/2019

KHAGARIJAN COLLEGE

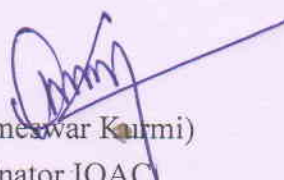
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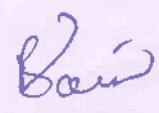
NOTICE

All the members of the IQAC, Khagarijan College, are hereby informed that a meeting of IQAC will be held on 03/08/2019 at 11.00 a.m. at Teachers 'Common Room to discuss the following Agenda for the session 2019-2020.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 06th April, 2019.
2. Plan of Action for the Session 2019-2020
3. Discussion on new admission
4. Discussion on daily Time table Preparation
5. Plan to appoint the vacant posts (Teaching)
6. To organize workshops and seminars.
7. To discuss on the submission of AQAR, 2018-2019 session
8. To organize departmental promotion committee.
9. To discuss on new College canteen
10. To discuss on the earth filling of the college campus


(Sri Rameshwar Kurmi)
Coordinator, IQAC
Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION
DATE: 03/08//2019
KHAGARIJAN COLLEGE

A meeting of Internal Quality Assurance Cell is held on 03/08/2019 at 11.00 a. m. at Teachers 'Common Room under the Chairmanship of Dr. Ramesh Nath, Chairman, IQAC and Principal of the College, to discuss the following agenda.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 06th April, 2019.
2. Plan of Action for the Session 2019-2020
3. Discussion on new admission
4. Discussion on daily Time table Preparation
5. Plan to appoint the vacant posts (Teaching)
6. To organize workshops and seminars.
7. To discuss on the submission of AQAR, 2018-2019 session
8. To organize departmental promotion committee.
9. To discuss on new College canteen
10. To discuss on the earth filling of the college campus

Name	Designation	Signature
Dr. Ramesh Nath, Principal, Khagarijan College	Chairperson	
Sri. Rameswar Kurmi, Assistant Professor, Deptt. of History	Coordinator	
Dr. Jonaram Nath, Associate Prof. Deptt. of Assamese.	Member	
Mr. Chow Kotong Lungking, Assistant Prof. Deptt. of Education	Do	
Mr. Rayhanul Ahmed, Assistant Prof. Deptt. of History.	Do	
Dr. Deepak Kr. Sarkar, Assistant Prof. Deptt. of Education	Do	
Dr. Swapan Jyoti Nath, Assistant Prof. Deptt. of Assamese.	Do	
Mr. Ashraful Alam Choudhury, Assistant Prof. Deptt. of English	Do	
Ms. Rupashree Devi, Assistant	Do	



Prof. Deptt. of Philosophy		
Mr. Mainul Hoque Akanda, Assistant Prof. deptt. of Political Science	Do	
Sri Biren Bora, President, Governing Body, Khagarijan College	Administrative Representative	
Sri Lachit Das, ADC, Nagaon, Assam	Do	—
Sri Dambaru Saikia, ADC, Kamrup Metro, Assam	Do	—
Sri Lalit Dutta, ACE, Irrigation Dept. Nagaon, Assam	Do	—
Prof. Amarendra Sharma, Retd. Associate Prof. A.D.P College	Local Community Representative	
Sri Manash Pratin Nath, Manager, SBI, Bazar Branch, Nagaon	Industry Representative	
Md. Sikandar Ali, Businessmen, Fauzdaripatty, Nagaon, Assam	Alumni Representative	
Aziz Akram, President, Student Council, Khagarijan College	Student Representative, UG	
Pallabi Hira, Student, B.A. Sixth Semester	Student Representative, UG	—
Musfia Begum, PG Student, Deptt. of Assamese	Student Representative, PG	
Susmita Barman, PG Student, Deptt. of Assamese	Student Representative, PG	



MINUTES OF THE MEETING

03/08//2019

Teachers 'Common Room

The Coordinator of IQAC, Khagarijan College, Sri Rameaswar Kurmi, opened the meeting with warm greetings to all the respected members, IQAC. Then the Principal and the Chairperson of the addressed the issues mentioned in the agenda of the meeting.

In the Meeting the following resolutions are discussed.

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 06 th April, 2019.	The Minutes of the previous meeting i.e., 6th April, 2019 was read out by the Coordinator, Rameswar Kurmi.
2	Plan of Action for the Session 2019-2020	Discussion was held on opening of new Streams i.e., Commerce, BCA, PGDCA, Beauty and Wellness, and Web Designing.
3	Discussion on new admission	The members of the Admission Committee 2019-2020, submitted the list of Total admitted students for the session 2019-2020.
4	Discussion on daily Time table Preparation	For the smooth conduction of the classes from the new session discussion on preparation of the Time table and the workload was held.
5	Plan to appoint the vacant posts (Teaching)	It has been discussed that the vacant posts in the department of Economics, Political science create problem for smooth conduction of the classes of the concerned department.
6	To organize workshops and seminars.	Discussion was held about the organisation of the workshops and seminars, symposia/ awareness programme.
7	To discuss on the submission of AQAR, 2018-2019 session	It has been decided that the AQAR for the session 2018-2019 has been delayed due to insufficiency of the faculty members, as out of the 16 permanent faculty two has already retired, and rest four has been recruited by the Govt. in NRC updating process.
8	To organize departmental	Discussion was held on the faculty promotion from




	promotion committee.	stage II to III and from stage I to II as the promotion of the 03 faculty members are pending for a long time.
9	To discuss on new College canteen	Discussion was held on the need for a new canteen for the college as the old canteen is not sufficient for the student.
10	To discuss on the earth filling of the college campus	The Committee decided to apply for earth filling project to the Local M.L.A. to fill up the pond near Sports Hostel.

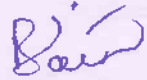
ACTION TAKEN REPORT

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 06 th April, 2019.	The Minutes of the previous meeting i.e., 6 th April, 2019 was read out by the Coordinator, Rameswar Kurmi, and same is confirmed.
2	Plan of Action for the Session 2019-2020	Discussion was held on opening of new Streams i.e., Commerce, BCA, PGDCA, beauty and Wellness, Web Designing and the process for applying the same has been undertaken
3	Discussion on new admission	The members of the Admission Committee 2019-2020, submitted the list of Total admitted students for the session 2019-2020. The total no. admitted during the year was 335.
4	Discussion on daily Time table Preparation	For the smooth conduction of the classes from the new session, decision has been taken to organise academic councils meeting with the Time Table Committee.
5	Plan to appoint the vacant posts (Teaching)	It has been decided that the vacant posts in the department of Economics, Political science will be filled up as soon as the Government approval of the same. Till that time, it has been decided to appoint part time faculty members for taking the classes of the respective departments.
6	To organize workshops and seminars.	It has been decided that the seminars and workshops will be organise by the Departments as well as by the college.
7	To discuss on the submission of AQAR, 2018-2019 session	It has been decided that the AQAR for the session 2018-2019 has been delayed due to insufficiency of the faculty members, as out of the 16 permanent faculty two has already retired, and rest four has been recruited by the Govt. in NRC updating process. Now,



		as the faculty has returned, the process of submission of the AQAR for the session to be completed as soon as possible.
8	To organize departmental promotion committee.	It has been decided to plan for organising Departmental promotion committee for the Promotion of the faculty members and the responsibility has been entrusted to IQAC.
9	To discuss on new College canteen	Discussion was held on the need for a new canteen for the college as the old canteen is not sufficient for the students and the same is to be constructed in a new place.
10	To discuss on the earth filling of the college campus	The Committee decided to apply for earth filling project to the Local M.L.A. to fill up the pond near Sports Hostel.


(Sri Rameswar Kurmi)
Coordinator, IQAC
Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION

DATE: 09/11/2019

KHAGARIJAN COLLEGE


Date: 06/11/2019

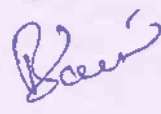
NOTICE

All the members of the IQAC, Khagarijan College, are hereby informed that a meeting of IQAC will be held on 09/11/2019 at 11.00 a.m. at Teachers 'common Room to discuss the following Agenda for the session 2019-2020.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 3rd August, 2019.
2. Discussion on AQAR submission 2018-2019
3. Discussion on issues arising out from Mentoring System
4. Discussion on Time table Preparation
5. Discussion on implementation of E-Governance
6. To organize workshops and seminars.
7. Discussion on holding of NSS Camp at College
8. Discussion on Participation in OP/RC Programme
9. Discussion on Augmentation of Conference Hall


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Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION

DATE: 09/11/2019

A meeting of Internal Quality Assurance Cell is held on 09/11/2019 at 11.00 a. m. at Teachers 'Common Room under the Chairmanship of Dr. Ramesh Nath, Chairman, IQAC and Principal of the College, to discuss the following agenda.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 3rd August, 2019.
2. Discussion on AQAR submission 2018-2019
3. Discussion on issues arising out from Mentoring System
4. Discussion on Time table Preparation
5. Discussion on implementation of E-Governance
6. To organize workshops and seminars.
7. Discussion on holding of NSS Camp at College
8. Discussion on Participation in OP/RC Programme
9. Discussion on Augmentation of Conference Hall

Name	Designation	Signature
Dr. Ramesh Nath, Principal, Khagarijan College	Chairperson	
Sri. Rameswar Kurmi, Assistant Professor, Deptt. of History	Coordinator	
Dr. Jonaram Nath, Associate Prof. Deptt. of Assamese.	Member	
Mr. Chow Kotong Lungking, Assistant Prof. Deptt. of Education	Do	
Mr. Rayhanul Ahmed, Assistant Prof. Deptt. of History.	Do	
Dr. Deepak Kr. Sarkar, Assistant Prof. Deptt. of Education	Do	
Dr. Swapan Jyoti Nath, Assistant Prof. Deptt. of Assamese.	Do	



Mr. Ashraful Alam Choudhury, Assistant Prof. Deptt. of English	Do	<i>Ashraful</i>
Ms. Rupashree Devi, Assistant Prof. Deptt. of Philosophy	Do	<i>R. Devi</i>
Mr. Mainul Hoque Akanda, Assistant Prof. deptt. of Political Science	Do	<i>M. Hoque</i>
Sri Biren Bora, President, Governing Body, Khagarijan College	Administrative Representative	<i>B. Bora</i>
Sri Lachit Das, ADC, Nagaon, Assam	Do	—
Sri Dambaru Saikia, ADC, Kamrup Metro, Assam	Do	—
Sri Lalit Dutta, ACE, Irrigation Dept. Nagaon, Assam	Do	—
Prof. Amarendra Sharma, Retd. Associate Prof. A.D.P College	Local Community Representative	<i>A. Sharma</i>
Sri Manash Pratin Nath, Manager, SBI, Bazar Branch, Nagaon	Industry Representative	—
Md. Sikandar Ali, Businessmen, Fauzdaripatty, Nagaon, Assam	Alumni Representative	<i>Sikandar Ali</i>
Aziz Akram, President, Student Council, Khagarijan College	Student Representative, UG	<i>Aziz Akram</i>
Pallabi Hira, Student, B.A. Sixth Semester	Student Representative, UG	<i>Pallabi Hira</i>
Musfia Begum, PG Student, Deptt. of Assamese	Student Representative, PG	<i>M. Begum</i>
Susmita Barman, PG Student, Deptt. of Assamese	Student Representative, PG	<i>Susmita Barman</i>



MINUTES OF THE MEETING

09/11/2019

Teachers 'Common Room

The Principal and the Chairperson of the Internal Quality Assurance Cell, Dr. Ramesh Nath, Khagarijan College, addressed the meeting with greetings to the respected members and raised the issues mentioned in the agenda of the meeting.


In the Meeting the following resolutions are discussed.


Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 3 rd August 2019.	The Minutes of the previous meeting i.e., 3 rd August, 2019 was read out by the Coordinator, Rameswar Kurmi.
2	Discussion on AQAR submission 2018-2019	Discussion was held on the preparation of the AQAR for the Session 2018-2019.
3	Discussion on issues arising out from Mentoring System	It has been discussed in the meeting about the mentoring system of the college and various issue such as language problems faced by the students.
4	Discussion on Time table Preparation	For the smooth conduction of the classes from the new session discussion on preparation of the Time table for the new semester Students starting from the January 2020.
5	Discussion on implementation of E-Governance	It has been discussed in the meeting about the modification of the college website and some works of the college on E-Governance Mode.
6	To organize workshops and seminars	Discussion was held about the organisation of the Departmental seminar/ organise Popular talk and Group discussion.
7	Discussion on holding of NSS Camp at College	It is discussed in the meeting that the NSS unit should organise a NSS camp in the college campus for one week for soft skill development of the students.
8	Discussion on Participation in OP/RC Programme	Discussion was held on the participation in Op/Rc for up gradation of the faculty members and their requisite qualification for promotion.
9	Discussion on Augmentation of Conference Hall	Discussion was held on the need for well-planned conference hall and the renovation of the old one.



ACTION TAKEN REPORT

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 3 rd August, 2019.	The Minutes of the previous meeting i.e., 3 rd August, 2019 was read out by the Coordinator, Rameswar Kurmi.
2	Discussion on AQAR submission 2018-2019	The Committee has decided to submit the AQAR by March, 2020, after the placement of the same to the Governing Body.
3	Discussion on issues arising out from Mentoring System	The Committee resolved the issues arising out from the students regarding the language issues that each class except Assamese will be delivered in both English and Assamese.
4	Discussion on Time table Preparation	The Committee entrusted responsibility to prepare the Time Table Schedule for the 2020 session starting from 18/01/2020 with the discussion of concern Departmental Head and members of the Academic Council.
5	Discussion on implementation of E-Governance	It has been decided in the meeting that the admission procedure of the college should be on Online Mode and the same will be completed before the admission process of 2020-201 session.
6	To organize workshops and seminars	The Committee entrusted the responsibility to the HoD of the respective departments to organize departmental seminars, group discussion and projects for sixth and fourth semester students.
7	Discussion on holding of NSS Camp at College	The Convenor of the NSS Unit, Khagarijan College was entrusted to organize a NSS camp for Soft Skill development of the students by inviting resource person from parent University for one week.
8	Discussion on Participation in OP/RC Programme	The committee resolved to encourage three faculty members in the departments of History, Education and Economics to participate in the OP/RC for their promotion for stage I to II.
9	Discussion on Augmentation of Conference Hall	The Committee resolve to renovate the Room No. 26 of Administrative Block as the Conference cum Digital Classroom.


(Sri Rameswar Kurmi)
Coordinator, IQAC
Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
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Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION
DATE: 20/03/2020
KHAGARIJAN COLLEGE

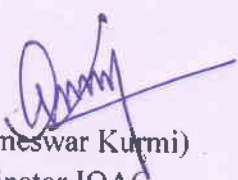
Notification Date: 19/03/2020


NOTICE

All the members of the IQAC, Khagarijan College, are hereby informed that a meeting of IQAC will be held on 20/03/2020 at 1.00 P.M. at Teachers 'common Room to discuss the following Agenda for the session 2019-2020.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 22nd February, 2020.
2. Post AQAR submission Discussion and discussion on AQAR for the Session 2019-2020.
3. Discussions on suggestion give in the meeting with Governing Body.
4. Discussion with Admission Committee.
5. Discussion on holding of workshop by IQAC.
6. Discussion on Awareness on the ensuing Covid situation.
7. Discussion on farewell of two faculty members.
8. Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.


(Sri Rameswar Kurmi)
Coordinator, IQAC
Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION
DATE: 20/03/2020

A meeting of Internal Quality Assurance Cell is held on 20/03/2020 at 1.00 p.m. at Teachers 'Common Room under the Chairmanship of Dr. Ramesh Nath, Chairman, IQAC and Principal of the College, to discuss the following agenda.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 22nd February, 2020.
2. Post AQAR submission Discussion and discussion on AQAR for the Session 2019-2020.
3. Discussions on suggestion give in the meeting with Governing Body.
4. Discussion with Admission Committee.
5. Discussion on holding of workshop by IQAC.
6. Discussion on Awareness on the ensuing Covid situation.
7. Discussion on farewell of two faculty members.
8. Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.

Name	Designation	Signature
Dr. Ramesh Nath, Principal, Khagarijan College	Chairperson	
Dr. Rameswar Kurmi, Assistant Professor, Deptt. of History	Coordinator	
Dr. Jonaram Nath, Associate Prof. Deptt. of Assamese.	Member	
Mr. Chow Kotong Lungking, Assistant Prof. Deptt. of Education	Do	
Mr. Rayhanul Ahmed, Assistant Prof. Deptt. of History.	Do	
Dr. Deepak Kr. Sarkar, Assistant Prof. Deptt. of Education	Do	
Dr. Swapan Jyoti Nath, Assistant Prof. Deptt. of Assamese.	Do	
Mr. Ashraful Alam Choudhury, Assistant Prof. Deptt. of English	Do	
Ms. Rupashree Devi, Assistant Prof. Deptt. of Philosophy	Do	
Mr. Mainul Hoque Akanda, Assistant Prof. deptt. of Political Science	Do	
Sri Biren Bora, President, Governing Body, Khagarijan College	Administrative Representative	—



Sri Lachit Das, ADC, Nagaon, Assam	Do	—
Sri Dambaru Saikia, ADC, Kamrup Metro, Assam	Do	—
Sri Lalit Dutta, ACE, Irrigation Dept. Nagaon, Assam	Do	—
Prof. Amarendra Sharma, Retd. Associate Prof. A.D.P College	Local Community Representative	<i>AS</i>
Sri Manash Pratin Nath, Manager, SBI, Bazar Branch, Nagaon	Industry Representative	<i>M. Nath</i>
Md. Sikandar Ali, Businessmen, Fauzdaripatty, Nagaon, Assam	Alumni Representative	<i>Sikandar Ali</i>
Aziz Akram, President, Student Council, Khagarijan College	Student Representative, UG	<i>Aziz Akram</i>
Pallabi Hira, Student, B.A. Sixth Semester	Student Representative, UG	<i>Pallabi Hira.</i>
Musfia Begum, PG Student, Deptt. of Assamese	Student Representative, PG	<i>M. Begum</i>
Susmita Barman, PG Student, Deptt. of Assamese	Student Representative, PG	<i>Susmita Barman</i>



MINUTES OF THE MEETING

20/03/2020

Teachers 'Common Room

The Principal and the Chairperson of the Internal Quality Assurance Cell, Dr. Ramesh Nath, Khagarijan College, addressed the meeting with greetings to the respected members and raised the issues mentioned in the agenda of the meeting.


In the Meeting the following resolutions were discussed.

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 22 nd February, 2020.	The Minutes of the previous meeting i.e., 22 nd February, 2020 was read out by the Coordinator, Dr. Rameswar Kurmi and discussion was held on the resolutions.
2	Post AQAR submission Discussion and discussion on AQAR for the Session 2019-2020.	It has been decided that the after submission of AQAR for the Session 2018-2019 successfully, the initiative for the AQAR for the Session 2019-2020 also be taken in consideration as soon as possible.
3	Discussions on suggestion given in the meeting with Governing Body.	It is discussed in the Meeting that after the submission of AQAR for the Session of 2018-2019, the AQAR of 2019-2020 also be prepared in time specified by NAAC.
4	Discussion with Admission Committee.	The Committee has discussed the issues related to new admission and suggestions were given to increase the major seats of Assamese, Education, Political Science and Philosophy as per the demand of the students.
5	Discussion on holding of workshop by IQAC.	It has been discussed in the meeting about holding a workshop in collaboration with industry or any educational institution.
6	Discussion on Awareness on the ensuing Covid situation.	Discussion was held about the present situation arising out due to Covid situation in entire world.
7	Discussion on farewell of two faculty members.	It is discussed in the meeting that the farewell meeting of the two retired teacher will be organised in a single event if the situation allowed.
8	Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.	Discussion was held on appointment of part time faculty members in the posts that had already vacated due to retirement of the faculty members.



ACTION TAKEN REPORT

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 22 nd February, 2020.	The resolution adopted in the previous meeting was read out by the Coordinator, IQAC, Dr. Rameswar Kurmi, and the same has been confirmed at the meeting.
2	Post AQAR submission Discussion and discussion on AQAR for the Session 2019-2020.	It has been decided to submit the AQAR for the Session 2019-2020 as soon as possible.
3	Discussions on suggestion give in the meeting with Governing Body.	It has been decided to submit the AQAR be prepared and will be placed before Governing Body for approval and submission for 2019-2020 session.
4	Discussion with Admission Committee.	Decision has been taken to increase the seat capacity of some departments such as Assamese, Education, Political Science and Philosophy as per the demand of the students.
5	Discussion on holding of workshop by IQAC.	Decision has been taken to organise workshop/seminar for the benefit of the students by IQAC.
6	Discussion on Awareness on the ensuing Covid situation.	It is decided in the meeting that awareness programme will be organised by NSS Unit on Covid among the students as well as among the common people.
7	Discussion on farewell of two faculty members.	It has been decided to organise single farewell meeting of faculty members that will be retiring soon by April, 2020.
8	Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.	It has been decided to appoint part time teachers in the vacant posts due to the retirement of the permanent faculty members.


(Sri Rameswar Kurmi)
Coordinator, IQAC
Khagarijan College
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IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION

DATE: 22/02/2020

KHAGARIJAN COLLEGE


Notification Date: 20/02/2020


NOTICE

All the members of the IQAC, Khagarijan College, are hereby informed that a meeting of IQAC will be held on 22/02/2020 at 10.00 a.m. at Teachers 'Common Room to discuss the following Agenda for the Academic Session 2019-2020.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 9th November, 2019.
2. Discussion on AQAR submission 2018-2019
3. Discussion on purchasing of books journals and e-journals for central Library.
4. Discussion on renovation of administrative building
5. Discussion on progress for new Courses.
6. Discussion on golden jubilee celebration.
7. Discussion on MoU s to be signed for faculty exchange/adopted village/and industry partner.
8. Discussion on adoption of extension activities in the adopted village.


(Sri Rameswar Kurmi)
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Principal
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Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION
DATE: 22/02/2020

A meeting of Internal Quality Assurance Cell is held on 22/02/2020, Saturday, at 10.00 a. m. at Teachers 'Common Room under the Chairmanship of Dr. Ramesh Nath, Chairman, IQAC and Principal of the College, to discuss the following agenda for the Session of 2019-2020.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 9th November, 2019.
2. Discussion on AQAR submission 2018-2019
3. Discussion on purchasing of books journals and e-journals for central Library.
4. Discussion on renovation of administrative building
5. Discussion on progress for new Courses.
6. Discussion on golden jubilee celebration.
7. Discussion on MoU s to be signed for faculty exchange/adopted village/and industry partner.
8. Discussion on adoption of extension activities in the adopted village

Name	Designation	Signature
Dr. Ramesh Nath, Principal, Khagarijan College	Chairperson	
Dr. Rameswar Kurmi, Assistant Professor, Deptt. of History	Coordinator	
Dr. Jonaram Nath, Associate Prof. Deptt. of Assamese.	Member	
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Mr. Rayhanul Ahmed, Assistant Prof. Deptt. of History.	Do	
Dr. Deepak Kr. Sarkar, Assistant Prof. Deptt. of Education	Do	
Dr. Swapan Jyoti Nath, Assistant Prof. Deptt. of Assamese.	Do	



Mr. Ashraful Alam Choudhury, Assistant Prof. Deptt. of English	Do	<i>A. Choudhury</i>
Ms. Rupashree Devi, Assistant Prof. Deptt. of Philosophy	Do	<i>R. Devi</i>
Mr. Mainul Hoque Akanda, Assistant Prof. deptt. of Political Science	Do	<i>M. Hoque</i>
Sri Biren Bora, President, Governing Body, Khagarijan College	Administrative Representative	—
Sri Lachit Das, ADC, Nagaon, Assam	Do	—
Sri Dambaru Saikia, ADC, Kamrup Metro, Assam	Do	—
Sri Lalit Dutta, ACE, Irrigation Dept. Nagaon, Assam	Do	—
Prof. Amarendra Sharma, Retd. Associate Prof. A.D.P College	Local Community Representative	<i>A. Sharma</i>
Sri Manash Pratin Nath, Manager, SBI, Bazar Branch, Nagaon	Industry Representative	—
Md. Sikandar Ali, Businessmen, Fauzdaripatty, Nagaon, Assam	Alumni Representative	<i>Sikandar Ali</i>
Aziz Akram, President, Student Council, Khagarijan College	Student Representative, UG	<i>Aziz Akram</i>
Pallabi Hira, Student, B.A. Sixth Semester	Student Representative, UG	—
Musfia Begum, PG Student, Deptt. of Assamese	Student Representative, PG	<i>M. Begum</i>
Susmita Barman, PG Student, Deptt. of Assamese	Student Representative, PG	<i>Susmita Barman</i>



MINUTES OF THE MEETING

22/02/2020

Teachers 'Common Room

The Principal and the Chairperson of the Internal Quality Assurance Cell, Khagarijan College, Dr. Ramesh Nath, opened and addressed the meeting with greetings to the respected members and raised the issues mentioned in the agenda of the meeting.

In the Meeting the following resolutions are discussed.


Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 9 th November, 2019.	The Minutes of the previous meeting i.e., 9 th November, 2019 was read out by the Coordinator, Rameswar Kurmi and discussion was held on the resolutions.
2	Discussion on AQAR submission 2018-2019	The Committee discussed about the prepared hard copy of the AQAR for the Session and submission of the same as soon as possible.
3	Discussion on purchasing of books journals and e-journals for central Library.	It has been discussed in the meeting about the purchasing of books from the RUSA Fund for Central Library and Departmental Library.
4	Discussion on renovation of administrative building	It was discussed in the meeting that the amount received from RUSA Fund can be utilised in renovation activities.
5	Discussion on progress for new Courses.	Discussion was held on progress of the application and procedure for the courses that the college wants to introduce from the new Academic calendar.
6	Discussion on golden jubilee celebration.	Discussion was held about the organisation of a general meeting for the Golden Jubilee celebration starting from 12 th September, 2021.
7	Discussion on MoU s to be signed for faculty exchange/adopted village/and industry partner.	Discussion was held on Faculty exchange programme and the MoU to be signed with some institutions for the said purpose.
8	Discussion on adoption of extension activities in the adopted village	It has been discussed in the meeting that a meeting with the <i>Gaonburha</i> will be scheduled in the adopted village for organising extension activities.



ACTION TAKEN REPORT

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 9 th November, 2019.	The Minutes of the previous meeting i.e., 9 th November, 2019 was read out by the Coordinator, Dr. Rameswar Kurmi and the same is confirmed.
2	Discussion on AQAR submission 2018-2019	It has been decided by the Committee that AQAR for the Session should be submitted by the second week of March, 2020.
3	Discussion on purchasing of books journals and e-journals for central Library.	It has been resolved in the meeting that each Department will prepare the list of books/journals/and e-journals for Central Library and Departmental Library as soon as possible and the same should be submitted to the RUSA Coordinator.
4	Discussion on renovation of administrative building	In the meeting it is resolved that the <i>barrandah</i> of the Administrative Block and the first floor beautification will be done from RUS Fund.
5	Discussion on progress for new Courses.	It was resolved that as soon as the permission received from the University the fee for opening of Commerce Department will be paid.
6	Discussion on golden jubilee celebration.	It is decided in the meeting that the authority will organise a general meeting for the celebration of the golden jubilee starting from 12 th September, 2021.
7	Discussion on MoU s to be signed for faculty exchange/adopted village/and industry partner.	It is discussed in the meeting that college will proceed to sign two MoUs with two Higher Secondary School that is nearest from the college.
8	Discussion on adoption of extension activities in the adopted village	It is discussed in and resolved to organise some extension activities in the villages to be adopted and the adjacent areas of the college.


(Sri Rameswar Kurmi)
Coordinator, IQAC
Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION

DATE: 17/06/2020

KHAGARIJAN COLLEGE


Date of Notification: 15/06/2020


NOTICE

All the members of the IQAC, Khagarijan College, are hereby informed that a meeting of IQAC will be held on 17/06/2020 at 11.00 A.M. at Teachers 'common Room to discuss the following Agenda for the session 2019-2020.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 20th March, 2020.
2. Discussion on Academic Issues Arising out from Covid-19 Pandemic.
3. Discussion on Admission Process.
4. Discussion on holding online classes/exams.
5. Discussion on participation in online webinar & FDP organize by ICT Academy.
6. Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.


(Sri Ramcharan Kurmi)
Coordinator, IQAC
Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam)



IQAC MEETING: 2019-2020 SESSION

DATE: 17/06/2020

A meeting of Internal Quality Assurance Cell is held on 17/06/2020 at 11.00 a.m. at Teachers 'Common Room under the Chairmanship of Dr. Ramesh Nath, Chairman, IQAC and Principal of the College, to discuss the following agenda.

Agenda:

1. Read and confirmation of the resolution of previous meeting held on 20/03/2020.
2. Discussion on Academic Issues Arising out from Covid-19 Pandemic.
3. Discussion on Admission Process.
4. Discussion on holding online classes/exams.
5. Discussion on participation in online webinar & FDP organize by ICT Academy.
6. Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.

Name	Designation	Signature
Dr. Ramesh Nath, Principal, Khagarijan College	Chairperson	
Dr. Rameswar Kurmi, Assistant Professor, Deptt. of History	Coordinator	
Dr. Jonaram Nath, Associate Prof. Deptt. of Assamese.	Member	
Mr. Chow Kotong Lungking, Assistant Prof. Deptt. of Education	Do	
Mr. Rayhanul Ahmed, Assistant Prof. Deptt. of History.	Do	
Dr. Deepak Kr. Sarkar, Assistant Prof. Deptt. of Education	Do	
Dr. Swapan Jyoti Nath, Assistant Prof. Deptt. of Assamese.	Do	
Mr. Ashraful Alam Choudhury, Assistant Prof. Deptt. of English	Do	
Ms. Rupashree Devi, Assistant Prof. Deptt. of Philosophy	Do	
Mr. Mainul Hoque Akanda, Assistant Prof. deptt. of Political Science	Do	
Sri Biren Bora, President, Governing Body, Khagarijan College	Administrative Representative	
Sri Lachit Das, ADC, Nagaon,	Do	



Assam		—
Sri Dambaru Saikia, ADC, Kamrup Metro, Assam	Do	—
Sri Lalit Dutta, ACE, Irrigation Dept. Nagaon, Assam	Do	—
Prof. Amarendra Sharma, Retd. Associate Prof. A.D.P College	Local Community Representative	As
Sri Manash Pratin Nath, Manager, SBI, Bazar Branch, Nagaon	Industry Representative	M. Nath
Md. Sikandar Ali, Businessmen, Fauzdaripatty, Nagaon, Assam	Alumni Representative	Sikandar Ali
Aziz Akram, President, Student Council, Khagarijan College	Student Representative, UG	Aziz Akram
Pallabi Hira, Student, B.A. Sixth Semester	Student Representative, UG	—
Musfia Begum, PG Student, Deptt. of Assamese	Student Representative, PG	M. Begum.
Susmita Barman, PG Student, Deptt. of Assamese	Student Representative, PG	Susmita Barman

Members of Admission Committee 2020-2021

Name	Designation	Signature
Dr. Jonaram Nath, Vice-Principal	Advisor	Jonaram
Dr. Rameswar Kurmi, Coordinator, IQAC.	Advisor	Rameswar
Dr. Swapan Jyoti Nath, Assist. Prof., Dept. of Assamese.	Joint-Coordinator	Swapan
Rayhanul Ahmed, Assistant Prof. Dept. of History.	Joint-Coordinator	Rayhanul
Chow Kotong Lungking, Assistant Prof. Dept. of Education	Asstt. Coordinator	Chow Kotong
Umme Salma, Assistant Prof. dept. of Economics	Member	Umme Salma
Asraful Alam Choudhury, Assistant Prof. dept. of English	Member	—
Ajanta Bora Khargharia, Assistant Prof. Dept. of Education	Member	Ajanta
Mainul Hoque Akanda, Assistant Prof. Dept. of Pol. Science	Member	Mainul
Tapashi Saha, Assistant Prof. Dept. of Bengali	Member	—
Dilip Ghosh	Office staff	Dilip Ghosh
Rakesh Sarmah	Technical Staff	—



MINUTES OF THE MEETING

17/06/2020

Teachers 'Common Room

The Principal and the Chairperson of the Internal Quality Assurance Cell, Dr. Ramesh Nath, Khagarijan College, addressed the meeting with greetings to the respected members and raised the issues mentioned in the agenda of the meeting.


In the Meeting the following resolutions were discussed.


Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 20/03/2020.	The Minutes of the previous meeting i.e., on 20/03/2020 was read out by the Coordinator, Dr. Rameswar Kurmi and discussion was held on the resolutions.
2	Discussion on Academic Issues Arising out from Covid-19 Pandemic.	It has been discussed in the meeting about the severity of the situation created by Corona Pandemic.
3	Discussion on Admission Process.	It is discussed in the Meeting that admission for the session 2020-2021 with members of the admission committee.
4	Discussion on holding online classes/exams.	In the meeting it is discussed in details about the organisation of classes and the internal examination under Covid situation.
5	Discussion on participation in online webinar & FDP organize by ICT Academy.	It has been discussed in the meeting about participation of Webinar Series and the FDP that will be organized ICT Academy, the collaborative Agency.
6	Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.	Discussion was held about the 6 no. of Vacant (Permanent) Posts.



ACTION TAKEN REPORT

Sl. No.	Agenda	Resolutions
1	Read and confirmation of the resolution of previous meeting held on 20/03/2020.	The Minutes of the previous meeting i.e., 20/03/2020 was read out by the Coordinator, Dr. Rameswar Kurmi and the resolution were accepted unanimously
2	Discussion on Academic Issues Arising out from Covid-19 Pandemic.	It has been decided follow the guidelines of State Government and the parent University about the Academic issues.
3	Discussion on Admission Process.	In the meeting, it is resolved that the Admission Procedure for the Session 2020-2021 will be completely on online mode.
4	Discussion on holding online classes/exams.	The Committee resolved to arrange online classes/internal examinations and the Faculty Members has been asked to use online platform and social media platform for communication with the students.
5	Discussion on participation in online webinar & FDP organize by ICT Academy.	It has been decided that all the faculty members (Regular and Part Timers) will participate in the Webinar Series and FDPs organise by ICT Academy, a Industry Partner of the College.
6	Discussion on vacant Posts in the department of Political Science, Economics, Education, English, and Assamese.	Decision has been taken to fill up the vacant post as soon as approval receives from the Government.


(Sri Rameswar Kurmi)
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Khagarijan College
Coordinator
IQAC, Khagarijan College
Nagaon, Assam, India


(Dr. Ramesh Nath)
Principal
Khagarijan College
Principal
Khagarijan College
Nagaon (Assam),