

OFFICE OF THE PRINCIPAL KHAGARIJAN COLLEGE

P.O : Chotahaibar, Nagaon(Assam), PIN:-782003
ESTD: 1972

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Ref.No :-

Date: -

From,
Dr. Ramesh Nath, M.Sc, B.Ed, Ph.D
Principal & Secretary



INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM

A general meeting of the Internal Quality Assurance Cell is held on 08/08/2022, Monday under the Chairmanship of Dr. Ramesh Nath, Chairman of IQAC at Teachers' Common Room to discuss the following agenda:-

Agenda:

1. Discussion of Submission of AQAR for the Session 2020-2021.
2. Academic Planning for the New Academic session 2022-2023/ Discussion on Visit to Library Programme & meet the Community
3. Discussion on Feedback Collected for the session 2021-2022
4. Discussion on class management on Adopted Schools.
5. Discussion on organising Departmental Seminar/Workshop/Field Trip/Educational Trip/ Industry Visit.
6. Discussion on IQA submission and SSR preparation.
7. Any other relevant agenda.

Venue: Teachers' Common Room

Time: 01:30 pm

Members present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashraful Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body	Management Representative	
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor,	Local Member	

Nowgaong College		
Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	<i>Nabarun Mishra</i>
Mr. Pramesh Bodo, Student, UG	Student Member UG	
Miss Madhusmita Das, Student, PG	Student Member PG	

The meeting was anchored by Dr. Rameshwar Kurmi, Co-Ordinator of IQAC, Khagarijan College. At the very outset of the meeting, Dr. Kurmi greeted the Chairperson of the IQAC, Dr. Ramesh Nath and the members of the Committee present in the meeting. Thereafter, he explain the aims and objectives of the meeting to the members and elaborate the action taken on thee resolutions of the last meeting. He earnestly requested the members to give valuable suggestions and guidance on the agenda placed for today's meeting.


After a long and detailed discussion on the agendas 1 to 6 the following discussion has been adopted for implantation:-

Agenda	Resolutions
Discussion of Submission of AQAR for the Session 2020-2021	The meeting resolved that as the AQAR for the session 2020-2021 is already submitted and any query related to AQAR submitted to be resolved by the Co-Ordinator and all the members agreed to prepare SSR as soon as possible. The members of the meeting resolved to Submit IIQA as soon as the AQAR for the session 2020-2021 is accepted
Academic Planning for the New Academic session 2022-2023/ Discussion on Visit to Library Programme & meet the Community	The meeting resolved the undermined activities to be followed by all the Departments for the academic session 2022-2023 <ol style="list-style-type: none"> 1. All departments will identify the Advance and Slow Learners from amongst the new comers and iinitiative be taken for their improvement. 2. Meeting resolved to initiate anew Quality initiative for the betterment of the students via Go to Library & Meet the Community 3. Plan to host the Inter-Department Quiz Competition, Inter-Department Debate Competition & Inter-Department Volleyball Competition as part of skill development of the student. 4. The meeting resolved to invite Guest Faculty for further Orientation of the students of the College
Discussion on Feedback Collected for the session 2021-2022	The meeting resolved that SSS be organized both in Online & Offline mode and each department is instructed to faciliate the students to submit their valuable feedback.
Discussion on class management on Adopted Schools.	The meeting resolved to organize more student & faculty exchange programme for the expriencial learning of the students.
Discussion on organising Departmental Seminar/ Workshop/ Field Trip/ Educational Trip/ Industry Visit	The meeting resolved to organized Educational / Field Trip / Industry Visit from the month of September to before Puja Vaccation.
Discussion on IIQA submission	In the meeting, it is unananimously resolved that carear

and SSR preparation

oriented programme to be organized and the training programme to be organized in collaboration with the MOU signing partner Institutions and Industries.

Before winding up of the meeting, Dr. Rameshwar Kurmi, Co-Ordinator of Internal Quality Assurance Cell acknowledges the Valuable presence of the members in the meeting and their suggestions. Following the vote of thanks the meeting was winded by the Chairperson.



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

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Principal & Secretary

Date: -



INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM

A general meeting of the Internal Quality Assurance Cell is held on 13/09/2022, under the Chairmanship of Dr. Ramesh Nath, Principal & Chairman of IQAC at Teachers' Common Room to discuss the following agenda:-

Agenda:

1. Read & Confirmation of previous meeting dtd. 08/08/2022.
2. Discussion on new admission for the session 2022-2023.
3. Discussion on submission of IIQA.
4. Discussion on Preparation of a Draft Self Study Report.
5. Discussion on Progression of 2021-2022 AQAR.
6. Discussion on Golden Jubilee & its Work Progression.
7. Academic discussion.
8. Any other relevant agenda.

Venue: Teachers' Common Room

Time: 02:30 pm

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashraful Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body		Management Representative
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor, Nowgaong College	Local Member	
Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	
Mr. Pramesh Bodo, Student, UG	Student Member UG	

Miss Madhusmita Das, Student, PG	Student Member PG	
Miss Limisha Bora	HOD, Philoshophy	
Miss Tapashi Saha	HoD, Bengali	
Mr. Dipak Kr. Nath	Librarian	
Mrs. Kanthamala Saikia	Asst. Librarian	
Miss Bondita Bora	Libray Assistant	

The meeting was started by Dr. Rameshwar Kurmi, Assistant Professor, History & Co-Ordinator of IQAC, Khagarijan College with warm greetings to the respected members of IQAC & other faculty members. Dr. Kurmi mentioned & analyzed the aims of the meeting that how crucial is the preparation of SSR in the current cycle of NAAC assessment.

Thereafter, Dr. Ramesh Nath greeted all members of IQAC and Faculty members and asked to be very serious on Record maintenance of their day to day activities as recent NAAC assessment process is completely objective in nature. Dr. Nath thereafter asked the HoDs of the respective departments & the Convenors & Co-Ordinators of different cells and committees to brief their activities.

After a long and detailed discussion on the agendas 1 to 7 the following discussion has been adopted for implantation:-

Agenda	Resolutions
Read & Confirmation of previous meeting dtd. 08/08/2022	In the meeting the proceeding was read out by the Co-Ordinator, IQAC and after minor discussion the proceeding on 08/08/2022 has been unanimously adopted.
Discussion on new admission for the session 2022-2023	The member of the committee resolved that the new admission should be closed officially & if any new student will come for enrollment after that full payment will be taken for new admission.
Discussion on submission of IIQA	In the meeting, it is resolved that for the submission of IIQA & SSR, the affiliation certificate & certified result sheet from the parent university will be applied
Discussion on Preparation of a Draft Self Study Report	In the meeting it is resolved that a criterion wise committee will be appointed by the Principal for the preparation of the Draft Self Study Report before hand
Discussion on Progression of 2021-2022 AQAR	The members of the meeting resolved that a three member committee will be appointed to prepare the AQAR for the session 2021-2022 & accordingly charges are handed over to Ms Rupali Talukdar, Assistant Co-Ordinator, IQAC Ms. Bichitra Pegu, Member & Ms. Maitryee Dutta
Discussion on Golden Jubilee & its Work Progression	The members of the meeting resolved that the data for celebration will be postponed due to busy schedule of NAAC preparation.
Academic discussion	In the meeting it is resolved that a notice will be served by IQAC to the HoDs of the respective departments for organization of Remedial Classes & will also be sent to the adopted school for classes of H.S. i.e. XI & XII

Before winding up of the meeting, Dr. Rameshwar Kurmi, Co-Ordinator of Internal Quality Assurance Cell acknowledges the Valuable presence of the members in the meeting and their suggestions. Following the vote of thanks the meeting was winded by the Chairperson.



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

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Principal & Secretary

Date: -



INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM

A general meeting of the Internal Quality Assurance Cell is held on 03/12/2022, at Teachers' Common Room at 1:00 pm under the chairman chip of Dr. Ramesh Nath, Perincipal of the college & Chairperson of IQAC to discuss the following agenda:-

Agenda:

1. Read & Confirmation of previous meeting dtd. 13/09/2022.
2. Preparation of Self Study Report.
3. Preparation & submission of IIOA.
4. Certification of results & Intake capacity.
5. Discussion on feedback collection & analysis.

Venue: Teachers' Common Room

Time: 01:00 pm

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashrafal Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body	Management Representative	
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor, Nowgaong College	Local Member	
Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	
Mr. Ranjit Debnath	Member	

At the very outset of the meeting, Dr. Rameshwar Kurmi, Co-Ordinator, TQac has welcomed the members present and explained the aims and objectives of the meeting.

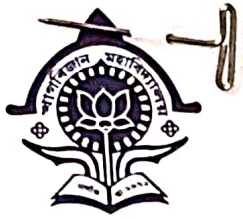
After a detailed discussion on the agendas 1 to 5 the following discussion has been adopted for implantation:-

Agenda	Discussions
Read & Confirmation of previous meeting dtd. 13/09/2022	Moving on next, the Co-Ordinator, read out the proceedings of the next meeting dated 13/09/2022 and penned for discussion. After a short discussion the minutes of the meeting are approved in the meeting.
Preparation of Self Study Report	Most of the members at the time of discussion apined and argued that before writing final SSR in online mode, most of its work should be completed beforehand and finally resolved the same by most of the members.
Preparation & submission of IIQA	On Agenda 3 , the members discussed thread bare and resolved that- After completion of entire departmental work Reports of the cells & Committees, Proceeding book the IIQA for 3 rd Cycle NAAC Assessment can be submitted by April 2023.
Certification of results & Intake capacity	The members discussed threadbare and resolved that for NAAC Assessment the five year result i.e. for the session 2017-18, 2018-19, 2019-20, 2020-21 and 2021-22 should be certified from the parent University.
	The meeting also resolved to certified the in taken capacity of the different Programmes are to be certified from the Parent University before the submission of IIQA
Discussion on feedback collection & analysis	The members of the meeting discussed in details about the collection of feedback from its different stakeholders and resolved that feedback be collected in both online & Offline mode from students, Alumni, Employee and through offline mode from parents.

Before winding up of the meeting, Dr. Rameshwar Kurmi, Co-Ordinator of Internal Quality Assurance Cell acknowledges the Valuable presence of the members in the meeting and their suggestions. Following the vote of thanks the meeting was winded by the Chairperson.



(Dr. Ramesh Nath)
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Principal & Secretary

Date: -



INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM

A general meeting of the Internal Quality Assurance Cell is held on 07/02/2023, at Teachers' Common Room at 1:00 pm under the chairman chip of Dr. Ramesh Nath, Perincipal of the college & Chairperson of IQAC to discuss the following agenda:-

Agenda:

1. Read & Confirmation of previous meeting dtd. 03/12/2022.
2. Discussion on NEP Preparedness.
3. Progression on NAAC work.

Venue: Teachers' Common Room

Time: 01:00 pm

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashraful Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body	Management Representative	
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor, Nowgaong College	Local Member	
Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	
Mr. Pramesh Bodo, Student, UG	Student Member UG	
Mr. Ranjit Debnath	Member	

After the President of GB, take chair, the Co-Ordiantor of IQAC, Dr. Rameswar Kurmi addressed and greeted the members for their gracious presence. Therefore he elaborated the aims of the meeting and asked for any addition or subtraction.

Moving on the next, as per the request of the President, The Co-Ordinator read out the proceedings of the previous meeting dated 03/12/2022. After that the President, in his remarks opened the matters of the Proceedings for discussion.

After discussions on the agendas 1 to 3 the following discussion has been adopted for implantation:-

Agenda	Discussions
Read & Confirmation of previous meeting dtd. 03/12/2022	After a short discussion, all the members of the meeting unanimously agreed on the proceeding & Minutes and give their consent for approval.
Discussion on NEP Preparedness	<p>The members of the meeting discussed in details about NEP, 2020 preparedness which will be likely to be implemented from the session 2023-24. Taking on the discussion, the president of the meeting opined that NEP 2020 will sought out drastic change in the present education system, curriculum, Teaching –learning, college management Se and hence he urged the faculty members to read about the various guidelines issued by the Govt. of India &Govt. of Assam regarding the implementation of NP 2020.</p> <p>Moving on Mr. Mainul Hoque Akanda , Mar Rayhanul Ahmed and Dr. Jonaram Nath also placed their opinion regarding NEP 2020. After Prolonged discussion on Agenda 2 the following decision has been taken</p> <ol style="list-style-type: none"> 1. Faculty Members have to upgrade themshelves as per NEP guidelines 2. Faculty members are asked to attend workshop, seminar & Conferences on NEP theme 3. The management should take role responsibility for addition of New subjects for the fulfillment of NEP guideline 4. The meeting resolved to developed a hub within the campus area for preservation of Indian Cultural Heritage 5. The meeting resolved that for culturalisation of colleges of will follow govt. guidelines and also resolved to take the responsibility to become a host institution. 6. The meeting decided to organize seminar, workshop & student organization on NEP 2020
Progression on NAAC work	The members of the meeting discussed the details about NAAC work. As per the request of the president all the criterion in charge placed their work progress & finally resolved to

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|--|---|
| | <ol style="list-style-type: none">1. The meeting resolved to provide hard file form implication of criterion wise data2. Discussed Threadbare & resolved to submit IIQA by April, 20233. For data backup & electronic file preparation and technical person will be provided for eulire criterion |
|--|---|

At the end of the meeting, the chairperson kept his concluding remarks and urged the faculty members and criterion in charges to devot maximum of their times in SSR preparation & NEP 2020 preparation

Moving on next the Co-Ordinator of IQAC, Offered vote of thanks to the members for their valuable presence & opinion on different agenda.



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

Principal
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Principal & Secretary

Date: -

INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM



Agenda:

1. Discussion on submission of IQA.
2. Discussion on progression on SSR Writing.
3. Others.

A meeting of the Internal Quality Assurance Cell is held on 11/04/2023, at Conference Room at 12:45 pm under the chairmanship of Dr. Ramesh Nath, Perincipal of the college & Chairperson of IQAC to discuss the aforesaid agenda:-

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashraful Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body		Management Representative
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor, Nowgaong College	Local Member	
Miss Jharna Morang	Dept Of Pol. Science	
Dr. Gitirekha Bhuyan	Dept. of Assamese	
Miss Limisha Bora	HoD. Dept of Philoshophy	
Dhanesh Sharma	HoD Dept. Of Commerce	
Mr. Ujjail Pual	Dept . Economics	
Ms. Tapashi Saha	Hod Department of Benagli	

The Meeting started by Co-Ordinator, IQAC Khagarijan College , Dr. Rameshwar Kurmi with warm greetings to the IQAC members. He read out the agenda & aim of the meeting.


Moving on the next, as per the request of the Principal of the college, Dr. Ramesh Nath has addressed the members and asked for presentation on the Progression of SSR Writing. Dr. Nath has appealed the faculty members to review the SSR Criteria & asked to work as team. He asked to be ready for SSR Writing & to keep ready the data's required for DVV.

Moving on next Dr. Rameswar Kurmim, Co-Ordinator, IQAC told about IIQA submission & thereafter the related work to be done by faculty members.

After discussions on the agendas 1 to 3 the following resolutions has been adopted for implantation:-

Agenda	Discussions
Discussion on submission of IIQA	The members of the meeting resolved that the college authority offers sincere thanks to the IQAC Co-Ordinator & members for submitting IIQA and their efforts to A & A
Discussion on progression on SSR Writing	The Meeting unanimously resolved that the Criteria IN-Charges will submit their SSR Report By 17/04/2023 & any other Query arising out in Compiling SSR will be resolved by 18/04/2023
Others	<ol style="list-style-type: none">1. In the meeting it is resolved that the IQAC office will be shifted from Room No 23 to the Dept. of Education & Dept. of Education will be shifted to New Building.2. In the meeting it is resolved that Room for the Women Forum be shifted from Room No 14 to Room No 02 (Department of History) & Department of History will be shifted to Room No 04 of the Ground Floor of the New Building.3. In the meeting it is resolved that a new & spacious room will be allotted for sick bed & medical aid facilities very shortly.4. In the meeting it is decide that the submission process of AQAR for the session 2021-22 be speed up & to be submitted by April 2023.

Next the Co-Ordinator, IQAC gives his vote of thanks to the Members and their opinions and winded up the meeting


(Dr. Ramesh Nath)
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Principal & Secretary

Date: -



INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM

An urgent meeting of the Internal Quality Assurance Cell is held on 15/06/2023, at Teachers' Common Room at 1:30 pm under the chairmanship of Dr. Ramesh Nath, Principal of the college to discuss the following agenda:-

Agenda:

1. Post SSR submission discussion.

Venue: Teachers' Common Room

Time: 1:30 pm

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashraful Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body	Management Representative	
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor, Nowgaong College	Local Member	
Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	
Mr. Pramesh Bodo, Student, UG	Student Member UG	
Mr. Ranjit Debnath	Member	

At the very beginning of the meeting, Dr. Rameshwar Kurmi, Co-Ordinator, IQAC address the respected members and explains the issue of the meeting.

Thereafter, as the order of the President, G.B. Khagarijan College Dr. Kurmui read out the proceedings & minutes the previous meeting dated 03/05/2023 and opened for discussion. After a short discussion the minutes of the meeting are approved unanimously

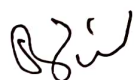
On the agenda, the discussion was initiated by Dr. Ramesh Nath, Principal of the College. He praised the Co-Ordinator IQAC & the Criterion In-Charges for their successful submission of the SSR in time.

Moving on next Dr Rameswar Kurmi placed his experience while Conducting SSR submission process. He offered his gratitude to the criterion members, IQAC members , office staff for their valuable support.

After discussions on the agenda 1 the following resolutions has been adopted for implantation:-

Agenda	Resolutions
Post SSR submission discussion.	He further apined that within 234 hours of SSR submission the student satisfactory survey will be conducted by NAAC. For that purpose the following faculty members are allotted for helping students in the conducting their survey as <ol style="list-style-type: none">1. Dr. Swapann Jyoti nath2. Dr. Deepak Kr. Sarkar3. Mainul Hoque Akanda4. Mr. Chow Kotong Lungking5. Mr. Ashraful Alom Choudhury6. Dr. Gitirekha Bhuyan The members further resolved that the Crierion In-Charges will take the responsibility of the DVV Process that will be started soon.

At the end of the meeting, the Co-Ordinator of IQAC offered his vote of thanks to the members for their gracious presence and valuable opinion.


(Dr. Ramesh Nath)
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Principal & Secretary

Date: -

INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM



A meeting of the Internal Quality Assurance Cell is held on 03/05/2023, at Teachers' Common Room at 11:00 am under the chairmanship of Dr. Ramesh Nath, Perincipal of the college to discuss the following agenda:-

Agenda:

1. Read & Confirmation of previous meeting dtd. 11/04/2023.
2. Discussion on SSR Upload.
3. Academic Discussion.

Venue: Teachers' Common Room

Time: 11:00 am

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
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Dr. Dilip Sarmah, President, Governing Body		Management Representative
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Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	
Mr. Pramesh Bodo, Student, UG	Student Member UG	
Mr. Ranjit Debnath	Member	

At the beginning of the meeting the Co-Ordinator of IQAC DR. Rameswaer Kurmi, welcome & greeted the members present in the meeting. Thereafter Dr. Kurmi elaborated the aims and objectives of the meeting and asked the members for any other addition or subtraction on agendas.

Thereafter, as per the order of the President of G.B., Khagarijan Colloge Dr. Kurmi read out the proceedings and minutes of the meeting dated 11/04/2023 and opened the session for discussions

After discussions on the agendas 1 to 3 the following resolutions has been adopted for implantation:-

Agenda	Resolutions
Read & Confirmation of previous meeting dtd. 11/04/2023	After a short discussion, the members of the meeting agreed on the proceeding & Minutes and give their consent for approval.
Discussion on SSR Upload.	<p>The Co-Ordinator of IQAC, Dr. Rameswar Kurmi told the respected members about the acceptance of IIQA by NAAC dated 01/05/2023. Therefore all the members after prolonged discussion the following decisions have been adopted as:-</p> <ol style="list-style-type: none"> 1. As the outline SSR is opened from 01 may 2023, hence the Committee decided that the Criterion in-charges are to submit the completion file to the office of IQAC within 07/05/2023 and completed file is to be submit by 14/05/2023. 2. For SSS, the committee decided to give the responsibility to Chow Kotong Lungking 3. The meeting decided to submit the Self Study Report five days before the last date.
Academic Discussion	<p>The members of the meeting discuss threadbare and the following decisions has been taken on the said agenda as</p> <ol style="list-style-type: none"> 1. The NEP Task Force as per the Govt. Guideline are form to Develop NEP framework form the institutions 2. The Committee decided to provide orientation pogramme for new faculty members to conduct invigilation duty 3. The members of the meeting resolved that if possibility arise for college clusterisation, the first preference will be Nowgong Girls' College, 2nd preference will be Anandaram Dhekial Phukan College

At the end of the meeting, the chairperson Dr. Ramesh Nath kept his speech, where he appealed the faculty members to complete the SSR process before five days of the last date of SSR submission. Dr. Nath also remarks about the College clustarisation.

At the end of the meeting Dr. Kurmi offered vote of thanks to members whose gracious presence made the meeting a successful one.



(Dr. Ramesh Nath)

Principal

Khagarijan College

Nagaon: Assam

Principal

Khagarijan College

Nagaon : Assam



KHAGARIJAN COLLEGE

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Ref.No :-

From,

Dr. Ramesh Nath, M.Sc, B.Ed, Ph.D

Principal & Secretary

Date: -

INTERNAL QUALITY ASSURANCE CELL KHAGARIJAN COLLEGE, NAGAON, ASSAM



An urgent meeting of the Internal Quality Assurance Cell is held on 30/06/2023, at Teachers' Common Room at 12:30 pm under the chairmanship of Dr. Ramesh Nath, Principal of the college to discuss the following agendas:-

Agenda:

1. Discussion regarding DVV.
2. Others.

Venue: Teachers' Common Room

Time: 12:30 pm

IQAC Members and Faculty present in the Meeting

Name	Position Held	Signature
Dr. Ramesh Nath, Principal	Chairperson	
Dr. Rameshwar Kurmi, Assistant Profesor, History	Co-Ordinator	
Ms. Rupali Talukdar, Assistant Profesor, Economics	Asst Co-Ordianator	
Dr. Jonaram Nath, Vice Principal, HoD, Assamese	Teacher Representative	
Mrs. Ajanta Bora Khargharia, HoD, Education		
Mr. Rayhanul Ahmed, HoD, History		
Mr. Mainul Hoque Akanda, HoD, Political science		
Mrs. Umme Salma, HoD, Economics		
Mr. Ashraful Alom Choudhury, HoD, English		
Dr. Dilip Sarmah, President, Governing Body		Management Representative
Mr. Digen Chandra Bora, Head Clerk(UDA)	Administrative Representative	
Dr. Roselin Jahan, Rtd. Associate Professor, Nowgaong College	Local Member	
Mr. Nayan Jyoti Ghosh	Alumini Member	
Mr. Nabarun Mishra, Owner, S.S. Technology	Industry Partner	
Mr. Pramesh Bodo, Student, UG	Student Member UG	
Mr. Ranjit Debnath	Member	

At the very beginning of the meeting, Dr.n Rameshwar Kurmi, Co-Ordinator, IQAC address the respected members and explains the issue of the meeting.

As per order of the Chairperson, Dr. Rameswar Kurmi take the initiave of the discussion and apined that almost all the queries are met up except Crirerion III & VI.

After discussions on the agendas 1 to 2 the following resolutions has been adopted for
plantation:-

Agenda	Resolutions
Discussion regarding DVV	<p>Dr. Kurmi remarks and highlights about the the matures which sought DVV clarifications Viz, Ffrom extended profile Matrix No- 1.1,2.12.2, 3.1, and from matric lvel 1.2.1, 1.22, 1.32, 1.4.1, 2.1.1, 2.1.2, 2.2.1, 2.4.1, 2.6.3, 3.1.1, 3.2.2, 3.3.1, 3.3.2, 3.4.3, 3.5.1, 4.1.2, 4.3.2, 4.4.1, 5.1.1, 4.1.2, 4.3.2, 4.4.1, 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.2.1, 5.2.2, 5.3.1, 5.3.2, 6.2.2, 6.3.2, 6.5.2, 7.1.2, 7.1.3 = 36</p> <p>The meeting further resolved that the remaining work should be done by the next day.</p>
Others	<p>After thearedbare discussion on others Dr. Kurmi told that the student satisfactory survey responses are getting slow due to technical error.</p> <p>On the context it is apined by the Dr. Swapan Jyoti Nath that due to mismatch of the mail id & contact numbers most of the students are unable to take the response which was to be solved at the earliest.</p>

At the end of the meeting, the Co-Ordinator of IQAC offered his vote of thanks to the members for their gracious presence and valuable opinion.



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

Principal
Khagarijan College
Nagaon : Assam