

INTERNAL QUALITY ASSURANCE CELL

JDSG COLLEGE::BOKAKHAT::GOLAGHAT::ASSAM-785612

MINUTES OF DISCUSSION OF THE IQAC MEET HELD ON 9TH DECEMBER 2021

Venue: Office of the Principal & Chairperson

Time: 11 AM

Members invited/present:

1. Dr. Jayanta Gogoi, Principal, Chairperson
2. Mrs. Manashi Phukan, VP& HoD, Department of Economics, Member
3. Dr. Nandita Kakoti, Teacher Member
4. Dr. Arun Kumar Bora, HoD, Assamese, Teacher Member
5. Mrs. Deepali Rajkhowa Phukan, HoD, English, Teacher Member
6. Sri SL Choudhury, HoD, Commerce, Teacher Member
7. Sri GN Saikia, Former HoD, History, Member Coordinator
8. Sri CK Das, HoD, Education, Teacher Member
9. Sri SM Borah, Librarian, Member
10. Dr. Jayanta Das, Department of English, Office Secretary
11. Sri Bharatji Sonar, Office Superintendent, Member
12. Dr. Bibha Borah, Former Principal, Society Representative
13. Sri Sarat Chandra Datta, Management Representative
14. Sri Jayanta Singhanian, Industrialist, Representative of Local Industry
15. Mrs. Suborna Saikia Bordoloi, Society Representative
16. General Secretary, Students' Union, Student Member
17. Secretary, Girls' Common Room, Student Member
18. President, Alumni Association

AGENDA

1. Taking over of Chair by the Chairperson
2. Felicitation of Dr. Bibha Borah, the new President, Governing Body, the Management Representative to the IQAC
3. Explanation of the purpose and Agenda of the Meet by Dr. Jayanta Das, Coordinator, IQAC
 - a) Reading out of the Minutes of the last IQAC meet and approval of the Minutes

- b) Discussion and sorting out of the Plan of Action for 2021-22 and approval of the same
- c) MIS & SOPs for information/data sharing & management
- 4. Speech/Suggestion etc by the members, specially by the External Members
- 5. Fixing a date for the next IQAC Meet
- 6. Any other
- 7. Chairperson's concluding remarks and end of the Meet

PROCEEDING OF THE MEETING/DISCUSSION

A meet of the Internal Quality Assurance Cell of JDSG College is held today, December 9, 2021 in the Office of the Principal & Chairperson, IQAC from 11 AM.

Dr. Jayanta Gogoi, Principal & Chairperson, IQAC, JDSG College, welcomes all to the meet. Dr. Bibha Borah, the newly appointed President of the College Governing Body is introduced to all members and she is felicitated by the Principal on behalf of the IQAC.

Dr. Jayanta Das, Coordinator, IQAC explains the purposes and the Agenda of the meet.

He reads out the Minutes of the last IQAC meet held in February, 2020 and the same is approved unanimously. He apprises the honorable members that meets of the IQAC could not be held since February, 2020 due to the Covid19 induced Lockdown and the SOPs.

The Coordinator also apprises the members about the progress made on the Plan of Action chalked out for 2020-21, underlining the fact that much progress could not be made due to Covid19 and the college remaining closed most of the time.

The Coordinator explains the purposes of today's meet as per the Agenda which was already intimated to the members.

Dr. Jayanta Gogoi, the Principal briefs the members about the current situation, the progress made during the intervening period and he also briefs them about the road ahead in the form of the draft Plan of Action prepared by the college, which can be added/modified as per inputs from the members.

Dr. Arun Kumar Borah, Associate Professor & Head, Department of Assamese, who is a member of the IQAC suggests that a Seminar be organized on the NEP, 2020 for the teachers and students in the auspices of the IQAC in collaboration with the Assam College Teachers' Association, Golaghat Zone. The meet approves the same as an item to be implemented during 2021-22 (Action-Coordinator, IQAC)

Sri GN Saikia, the former Coordinator of IQAC, an Associate Professor of History and a teacher member, suggests that the Seminar on NEP 2020 be organized as soon as possible where the teachers should learn all aspects of the NEP in threadbare detail.

Sri Kamal Gogoi, Head, Department of Commerce and Academic-in-charge, a teacher member, supports the views expressed by Sri GN Saikia regarding the Seminar on NEP 2020 and the Annual Budget to be prepared by the College. He also expresses the view that the Feedback system should be streamlined and made truly functional from now onwards.

He also suggested that Annual Budget of the College be prepared henceforth at the beginning of each academic/calendar year so that there is transparency and accountability in the financial dealings of the college.

Dr. Bibha Borah, the President, College Governing Body and the Management Representative to the IQAC, expressed her pleasure in attending the meet. She recalled her experiences of the last three cycles of NAAC Assessment and Accreditation in the College, specially the first one which took place during her tenure way back in 2003. She thanked all, specially to Sri GN Saikia, who was the Coordinator of the IQAC for three consecutive terms and to Dr. Jayanta Das, the present Coordinator, who have been there with many paper works since 2003 till now. She also thanked Dr. Jayanta Gogoi, the present Principal, who has taken initiatives to make strides in the path of progress.

She suggested the following to be incorporated in the Action Plan of IQAC:

- a) Let each department or two-three departments combined together publish with ISBN each year
- b) Let Azadi Ka Amrit Mahotsav be organized with a series of talks or as seminars on the grass-root level Freedom Fighters of Bokakhat or its fringe areas like Kamal Chandra Saikia, Tilok Borah etc
- c) Let a Self Defence Programme be organized for the Girls Students in the auspices of the IQAC in collaboration with the Women's Cell of the College. This is needed keeping in view the safety and security of women in and outside the College Campus.
- d) She also advised to keep proper care of the adopted village in the Diffloo Pathar by taking the villagers self-reliant and to undertake some awareness programmes on various GoI initiated flagship schemes.

Mrs Suborna Saikia Bordoloi, Society Representative to the IQAC expresses her pleasure to have attended the meeting. She also expresses her desire to remain present in the proposed seminar on NEP 2020.

The meet, after threadbare discussions, approves the IQAC Plan of Action for 2021-22 and urges the IQAC Chairperson and Coordinator in particular to implement the Plans.

The Principal and Chairperson also apprise the meet about the proposed Seminar on Teaching, Learning and Evaluation to be organized shortly by IQAC in collaboration with the department of Education. He also briefs the meet about the programmes undertaken by the College during the intervening period.

The meet also decides to convene the next IQAC Meet in the first part of February, 2022.

The meet ends with vote of thanks from the Chair.

A handwritten signature in blue ink, appearing to be 'Dr. Jayanta Gogoi', with the date '09.12.21' written next to it.

Dr. Jayanta Gogoi

Principal & Chairperson, IQAC

Principal & Secretary
I. D. S. G. COLLEGE
BOKAKHAT