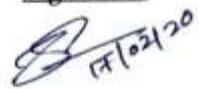


INTERNAL QUALITY ASSURANCE CELL
JDSG COLLEGE::BOKAKHAT::GOLAGHAT::ASSAM-785612
MINUTES OF DISCUSSION OF THE EXTENDED IQAC MEET HELD ON 17th
FEBRUARY, 2020

Venue: Office of the Principal & Chairperson

Time: 1 PM

Members invited/present:

<u>Name</u>	<u>Signature</u>
1. Dr. Jayanta Gogoi, Principal, Chairperson	 M. Phukan
2. Mrs. Manashi Phukan, Teacher Member	N. Kakoti
3. Dr. Nandita Kakoti, Teacher Member	
4. Dr. Arun Kumar Bora, Teacher Member 	
5. Mrs. Deepali Rajkhowa Phukan, Teacher Member	D. Rajkhowa
6. Sri SL Choudhury, Teacher Member	S. Choudhury
7. Sri GN Saikia, Coordinator, IQAC	G. Saikia
8. Sri CK Das, Teacher Member	C. Das
9. Sri SM Borah, Librarian, Member	S. Borah
10. Dr. Jayanta Das, Department of English, Office Secretary	J. Das 17.2.2020
11. Sri Bharatji Sonar, Office Superintendent, Member	B. Sonar
12. Dr. Bibha Borah, Former Principal, Society Representative	B. Borah
13. Sri Sarat Chandra Datta, Management Representative	S. C. Datta
14. Sri Jayanta Singhania, Industrialist, Representative of Local Industry	J. Singhania
15. Mrs. Suborna Saikia Bordoloi, Society Representative	S. Bordoloi
16. General Secretary, Students' Union, Student Member	Rintu pege
17. Secretary, Girls' Common Room, Student Member	Purbashree Devi
18. President, Alumni Association, Member	D. Saikia

All other teaching and non-teaching staff are also invited/present since the meet is intended as an extended one for reviewing the last NAAC A&A Report.

AGENDA

1. Taking over of Chair by the Chairperson
2. Welcome address by the Principal & Chairperson
3. Explanation of the purpose and Agenda of the Meet by Coordinator, IQAC
 - a) Reading out of the Minutes of the last IQAC meet and approval of the Minutes

- b) Discussion on the progress made on the Plan of Action chalked out by IQAC for 2019-20 and discussion on the future course of action
 - c) Discussion on the progress made on the recommendations by the NAAC Peer Team in its visit and assessment Report
4. Speech/Suggestion etc by the 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

An extended meet of the Internal Quality Assurance Cell of JDSG College is held today, 17th February, 2020 in the RUSA Seminar Hall of JDSG College, Bokakhat from 1 PM.

The Principal welcomes all to the meeting and seeks constructive help and cooperation from all members. He also informs the members that the meet is an extended one including all staff members of the College since the College feels that all concerned should review the Report of the NAAC Peer Team which visited the College on 12th-13th September, 2019 for the 3rd Cycle of Assessment and Accreditation.

The IQAC Coordinator, Sri Gopikananda Saikia explains the purpose of the meet. He reads out the minutes of the previous meet of the IQAC and the same is approved by the members unanimously.

The Coordinator also reads out the proposed Plan of Action proposed by the College which is tentative in nature. He seeks suggestions from all in this aspect to include/exclude plans in the list. He seeks a thorough discussion on the future course of action for 2019-20 to be completed by June-July, 2020. He also reads out the NAAC Peer Team Report highlighting the Recommendations for implementation.

The Coordinator also lays before the members the Assessment Report of the NAAC Peer Team which visited the College on September 12-13, 2019, especially emphasizing on the works to be done on the basis of the recommendations of the NAAC Peer Team Members.

The Coordinator also briefs the meet the meagre progress made so far on the recommendations made by the NAAC Peer Team.

Sri Kamal Gogoi, Academic-in-Charge and Teacher Member of the College, reviews the Self Study Report and says that the Student Satisfaction Survey was not satisfactory since many students belonged to the HS level and there was a perceived disarray in the list of students provided to NAAC from out of which students were selected randomly for the SSS.

The Principal briefs the members about the Criteria-wise score the college received both in the numerical matrix and in the Peer Team Assessment. He highlights the fact that we performed poorly in a number of criterion, especially in Research, Extension and Innovation; Student Support and Progression; Teaching

Learning and Evaluation, etc. He apprises the members about the path to be taken for course amendment so that the College could improve upon the Grade Sheet in the next cycle of A&A.

Dr. Jayanta Das, Assistant Coordinator and Office Secretary of IQAC, briefs the members the inconveniences faced during the preparation and submission of AQARs, the IIQA, the SSR, the SSS and the DVV process. He brings to the notice of all concerned the lack of an MIS and the data management process in the college. He intimates the members about the fragmented system of data/record keeping in the college and the urgent need to make the system an organised one. He also insists on the urgency of preparing an annual budget for the college in the auspices of the IQAC as mandated by the NAAC in its guidelines for IQACs in the affiliated colleges.

Sri Prasanta Phukan, Coordinator of NSS of the College, congratulates all members of the college for successfully completing the 3rd cycle of A&A by NAAC, especially the Principal, the Coordinator and Dr. Jayanta Das for taking the lead from the front. He emphasises upon the steps to be taken in future so that we can improve upon the grade.

Sri Bharatji Sonar, Head Assistant, the college office, thanks and congratulates all stakeholders of the college for completing the 3rd cycle of A&A. He assures the members that from now onwards there will be more clarity in the financial transactions and in preparing an annual budget in the auspices of the IQAC. He requests all to organise a few more development programmes for the Office Staff of the College.

After a thorough and a prolonged discussion the meet unanimously resolves that the College needs to stand up and take every possible step to implement all the recommendations made by the Hon'ble NAAC Peer Team Members in its Report of A&A for the 3rd Cycle and requests the Principal cum Chairperson, the Coordinator and Dr. Jayanta Das to keep constant and close eyes towards the implementation process for the NAAC Peer Team Recommendations.

The meet also decides to hold the next IQAC meet in the month of May, 2020.

The meet ends with the concluding remarks and vote of thanks from the Chair.



Dr. Jayanta Gogoi

Principal & Chairperson, IQAC

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