

Minutes of the IQAC meeting held on 07/12/2015

Venue: Conference room of the IQAC.

Time: 1.30 pm

Members present in the meeting were

- 1.Mr. Bhupendra Nath Sarma, Principal i/c, Rangia College.
- 2.Dr. Debraj Sarma, Associate Professor, Department of Geography.
- 3.Mr. Dinesh Lahkar, Associate Professor, Department of Economics.
- 4.Mrs. Mamata Lahkar, Associate Professor, Department of Chemistry.
- 5.Mrs.Madhurima Das, Associate Professor, Department of Philosophy.
- 6.Dr. Dilip Kumar Deka, Assistant Professor, Department of Management.
- 7..Dr. Ibrahim Ali, Associate Professor, Department of Arabic.
- 8.Dr. Leena Bardoloi Baruah, Associate Professor, Department of English.
- 9.Mr. Ramesh Ch. Narzary, Assistant Professor, Department of Bodo.

Agenda

4. Discussion on the next NAAC assessment.
5. Discussion on the project approved by RUSA.
6. Any other academic matter.

Principal i/c Mr. B.N. Sarma presided over the meeting and welcomed all the members present in the meeting. He requested the coordinator IQAC Dr. M.K. Singha to place the agenda before the committee members.

**Discussion on next NAAC assessment:**

The members of the committee discussed the next phase of assessment and accreditation by NAAC as the present validity of the NAAC accreditation certificate will expire in the month of January 2016. Understanding the situation the members of the committee requested the Governing body and DHE, Assam to appoint a permanent principal urgently so that evaluation could be done as early as possible.

The IQAC coordinator intimated the committee that the AQA report for the session 2014-15 will be submitted to NAAC at the end of the month of December 2015.

The coordinator IQAC apprised the members of the committee about the projects submitted to the Rashtriya Uchattar Sishsha Aviyan (RUSA) has been sanctioned and the first installment of Rs18,60,000/- is received by the college vide letter no: PMA[H]85/2015/Pt/32 dated 21 Sep 2015. He requested the members of the committee to constitute the RUSA coordination committee for the smooth implementation of the projects.

***Discussion on RUSA project:***

The members of the committee expressed satisfaction for the sanctioning of the projects to the institution and offer thanks to all concerned. The committee constitutes the PMC for the

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implementation of the projects as per the guideline prescribed by RUSA. The following members were selected for the PMC.

1. Chairperson, Principal, i/c
2. Dr. Monoj Kr Singha, RUSA coordinator
3. Dr. Debraj Sarma, Member, Department of Geography
4. Mr. Jogendra Prasad Sarma, Member, Supervising Assistant, RC.
5. Mr. Ramani Rajbongshi, Member.Senior Assistant, Office staff, RC

The meeting resolved that the Rangia College auditorium will be upgraded to an acoustically furnished auditorium with proper light and sound within the above said sanctioned amount received by the college.

Dr. Monoj Kr Singha, coordinator, RUSA has entrusted the responsibility to initiate the work related to the up-gradation of the auditorium with the due procedure laid by RUSA.

The meeting ended with a vote of thanks from the chair.

With regards

*Signature*  
25/12/15

Coordinator, IQAC

Coordinator  
IQAC, Rangia College

Minutes of the IQAC meeting held on 27/02/2016 at the IQAC conference room at 1.30 p.m

*Members present in the meeting*

1. Dr. Bhabendra Ch. Lahkar, Principal i/c, RC
2. Dr. Ibrahim Ali
3. Mr. Dilip Kumar Deka
4. Dr. Debraj Sarma
5. Mr. Dinesh Lahkar
6. Dr. Hemendra Sarma
7. Dr. Leena Bordoloi Baruah
8. Mr. Ramesh Ch. Narzary
9. Ms Manjushree Devi

*Agenda of the meeting-*

1. Chairperson takes the chair.
2. Discussion on the next NAAC visit.
3. Preparation of Self Study Report ( SSR).
4. Any other important matter.

The Chairperson welcomed all the members present in the meeting and started the meeting with the agenda point wise. He requested the coordinator, IQAC, to explain the status of the college regarding assessment and accreditation by NAAC

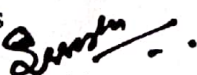
The coordinator IQAC welcomed Dr. B.C. Lahkar, newly joined principal i/c of the college. He read the proceedings of the last IQAC meeting held on 7 December 2015. The coordinator apprised the members about the expiry of the NAAC accreditation as it is valid for five years' time. He also explained why it is important to be accredited in the present academic scenario of the nation. He requested all teaching and members non-teaching of the college to cooperate in the procedure of the assessment and accreditation.

The coordinator suggested preparing a database management system incorporating academic and administrative activities which will help to prepare the self-study report of the college. He explained the seven criteria of the SSR and NAAC procedure of assessment and accreditation.

The committee resolved that a joint meeting of the G.B., teaching and non-teaching staff will be held on 14 March 2016 to discuss the matter.

At the end of the meeting, the chairman offered a vote of thanks to all present.

With regards

  
Coordinator, IQAC

Minutes of the IQAC meeting (extended) held on 22/04/2016  
Venue: IQAC conference room, Time:12.30 p.m

Members present in the meeting

1. Dr. Jogesh Kakati, Principal, RC
2. Mrs. Madhurima Das
3. Dr. Leena Bordoloi Baruah
4. Mr. Ramesh Ch. Narzary
5. Dr. Debraj Sarma
6. Ms Manjushree Devi
7. Dr. Dilip Kumar Deka
8. Mr. Dinesh Lahkar
9. Mr. J.P. Sarma
10. Dr. Ibrahim Ali

*Agenda: Discussion on the action plan for the session 2016-17*

The principal of the college Dr. Jogesh Kakati began the meeting by stating that the purpose of the extended IQAC meeting was to discuss the annual action plan for the session 2016-17 proposed by IQAC and necessary measures to be taken for the implementation of the same.

Coordinator, IQAC, RC welcomed newly appointed principal Dr. Jogesh Kakati and appraised him the minutes of the last IQAC meeting held on 27 February 2016. He presented the action plan of the IQAC in detail. He focused on the fields which would require more attention in the next session.

Some of the points the committee discussed were

1. Use of ICT tools in classroom teaching.
2. Research publications in UGC indexed journals.
3. Need for a data management system.
4. Attention needed on counseling and mentoring of students.

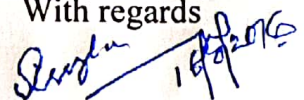
Members participated in the meeting and thoroughly discuss the points rise by the coordinator and extended their cooperation in this direction.

The recommendations of the special committee meeting held on 9 March 2016 regarding increasing the connectivity among the departments through LAN was approved by the meeting. The members of the special committee were

1. Dr. Debraj Sarma
2. Dr. Leena Bardoloi Baruah
3. Dr. Monoj Kr Singha
4. Mr. Gautam Boro (Technical Assistant)

In the end, the principal commented on the proceeding and offered a vote of thanks.

With regards



Coordinator, IQAC

Coordinator  
IQAC, Rangia College