

Minutes of the IQAC meeting held on 23rd January 2017 at the IQAC office

Time: 12.30 p.m.

Members present in the meeting were

1. Dr. Desheswar Deka, Principal i/c, Rangia College.
2. Dr. Debraj sarma, Department of Geography.
3. Mrs. Madhurima Das, Department of Philosophy.
4. Dr. Leena Bordoloi Baruah, Department of English.
5. Mr. Ramesh Narzary, Department of Bodo.
6. Mrs. Manjushree Devi, Librarian, Rangia College.
7. Dr. Dilip Ch Deka, Department of Commerce.
8. Mr. Jogendra Prasad Sarma. Supervising Assistant.

Agenda:

1. Academic discussion
2. Discussion on RUSA project
3. Any other important matter

The Principal i/c welcomed all the members of the members present in the meeting and request for suggestions on the agenda points. He requested the coordinator to start the meeting with the academic discussion.

Agenda 1: Academic discussion.

Dr. M.K. Singha, Coordinator, IQAC welcomed all the members present. He read the minutes of the extended IQAC meeting held on 22 April 2016. He intimated the members that necessary forms and formats are given to all departments for departmental activities as per discussion of the last meeting. Members of the meeting requested the departments to take notes of the following points.

1. Departments will maintain the Logbook, Attendance book, Register book provided by IQAC. HODS of the departments are requested to submit the logbook at the end of every month and issue a new one for next month's record.
2. The attendance register for the students needs to be maintained properly. The percentage of attendance is important in case of fill up examination form, the college election of the student union, library facilities, etc.
3. The departmental activates such as departmental meetings, workload, lesson plans should be properly maintained and documented.
4. The faculty members are requested to submit the Self Appraisal in the prescribed format on time so as to update AQAR, AISHE, and University reports.
5. Faculties are requested to take more ICT classes and use ICT tools for student-related activities.

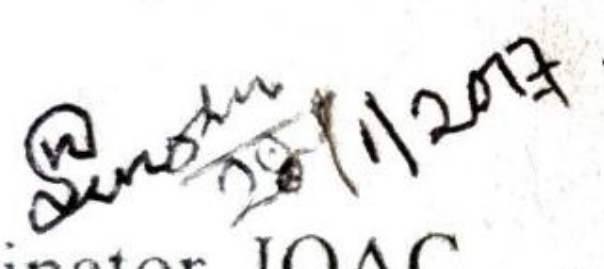
Agenda 2: Discussion of RUSA related matters.

Dr. Monoj Kr. Singha, Coordinator, RUSA reported the latest update of the RUSA project. He expressed satisfaction on the completion of the project with the first installment of the RUSA fund. The utilization certificate (GFR-19-A) has been submitted to the competent authority. He intimated the members that the second installment of Rs.87.33 lakhs has been released vide letter no: ASHEC(RUSA)/47/2016 /276-28 dated 28/12/2016.

Members discussed the guidelines given by RUSA for the execution of the project and suggested the RUSA coordinator to follow the project layout submitted by the College strictly. The following resolutions have been taken by the committee--

1. Members were agreed to construct the new classrooms on the first floor of the digital building and upgraded a normal classroom unto a visual classroom in the new equipment category in the second floor of the administrative building.
2. As per Govt. letter ASHEC(RUSA/47/2016/276-281 the technical sanction is mandatory on the project amount sanctioned under the new construction category, the meeting requested Principal i/c to do the needful and discuss the same with the Sub divisional P.W.D officials, Rangia.
3. The committee decided to handover the Architectural and Structural designing of the construction of the classrooms to the Barman Associates, Consultancy of Architecture Planning and Designing.

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


Coordinator, IQAC
Rangia College

Coordinator
IQAC, Rangia College

Minutes of the joint meeting of the IQAC and PMU (RUSA)

Date: 24th May 2017.

Venue: IQAC office. Time: 1.30pm.

Members present in the meeting

1. Dr. Deksheswar Deka, Principal, i/c
2. Mrs. Madhurima Das, Associate Professor, Department of Philosophy
3. Dr. Leena Bordoloi Baruah, Associate Professor, Department of English.
4. Mr. Ramesh Ch. Narzary, Assistant Professor, Department of Bodo
5. Dr. Debraj sarma, Associate Professor, Member IQAC & PMU.
6. Mrs. Manjushree Devi, Librarian, RC.
7. Dr. Dilip Ch Deka, Associate Professor, Member IQAC.
8. Mr. Jogendra Prasad Sarma, Member, PMU
9. Mr. Ramoni Rajbhashi, Member, PMU

Agenda: 1. Discussion on the progress of the RUSA project.
2. Any other matter.

Minutes of the meeting

The joined meeting of the IQAC and RUSA was chaired by Dr. D. Deka Principal i/c., RC. Coordinator IQAC started the meeting with the actions taken by PMU regarding the construction of the new building on the first floor of the digital building.

The comparative statement prepared by the RUSA coordinator was verified by the members along with the necessary documents submitted by the vendors. Five vendors submitted their quotations as per the advertisement published by the college on 12 May 2017. The vendors were

1. Mr. Mukul Kalita, Rangia Murara, SDO office road, Kamrup, Assam
2. Mr. Prabin Dihingia, Chengali Pothar, P.O. Jiyadhul Chariali, Dhemaji.
3. M/S M.K. Enterprise, Proprietor, Sri Mehesh Gupta, Santipur, Rangia, Ward no-5.
4. Mr. Tapan Deka, S/O Sri. Mahendra Deka, Jaya Nagar, Khanapara, Guwahati, Assam
5. Md. Baharuddin Ahmed, S/O Amirt Ali, Netboma, Haligaon

1. M/S M.K. Enterprise has been selected based on the rate and fulfilling the documental requirements as per rules and regulations of the Govt. of Assam, for the construction of the classroom on the first floor of the digital building.

2. The meeting requested Mr. Jogendra Prasad Sarma to prepare the work order for the same immediately without further delay.

At the end of the meeting, the chairperson offered a vote of thanks.

S. Senthil

(*Muzig K. Senthil*)

IQAC, Coordinator
Rangia College.

Coordinator
IQAC, Rangia College