

OFFICE OF THE IQAC

Sontali Anchalik College

Mahtoli, Kamrup, Assam

Minutes of the IQAC Meeting

Date : 17-09-2022

Meeting Agenda:

1. Confirming of the previous meeting agenda.
2. Registration of college in NAAC portal for Assessment and Accreditation.
3. Educational Tour/ Field Trip etc.
4. Miscellaneous.

After discussion of the given agenda the following resolution are taken unanimously.

1. Agenda: Confirmation of the previous meeting agenda.

Resolution:

Resolved that the last meeting resolution held on 13-06-2022 be confirmed.

2. Agenda: Registration of College in NAAC portal for Assessment and Accreditation.

Resolution:

Discussed about the 1st cycle of NAAC Assessment of the College, IQAC Co-ordinator had given detail summery of preparation of NAAC Assessment and resolved that the College would be registered in NAAC portal within the month of December /2022.

3. Agenda: Educational Tour and Field Trip etc.

Resolution:

Resolved that all the department of the college be completed their respective departmental tour before January 31st /2023.

4. Agenda: Miscellaneous.

Resolution:

Swachh Bharat Abhiyan mission be organised by NSS units of the College in association with ECO-CLUB. NSS programme officer and volunteers were to engage in activities that would include social service, awareness Programmes on social issues, plantation, cleanliness drive inside the college campus and outside the surrounding areas and adopted Village of the College.

At the end, there being no more agenda to be discussed, the meeting concluded with thanks by the chair.

Action Taken Report:

1. Sontali Anchalik College is Registered in the NAAC portal on 31-03-2022 for the first cycle of Assessment and Accreditation.
2. Most of the Departments of the college are conducting Educational Field Trip, Excursion during the session 2022-23.

Minutes of the IQAC Meeting

Dated-22nd December/2022

Meeting of IQAC of Sontali Anchalik College was held at 1.30pm in the IQAC office with the following agenda. At the outset, the IQAC co-ordinator welcomed all the members present in the meeting and read out the agenda to be discussed.

Meeting Agenda:

1. Confirmation of the previous meeting agenda.
2. Progress of self study report (SSR) to NAAC.
3. Extension activities and awareness programme on adopted village.
4. Self defence camp for girls students.
5. Use of ICT Tools in teaching learning.
6. Miscellaneous.

After minute discussion, the following resolutions were taken unanimously.

1. Agenda: confirmation of the previous meeting agenda.

Resolution:

Resolved that the resolution of the previous meeting of IQAC be confirmed.

2. Agenda: Progress of Self Study Report (SSR) to NAAC.

Resolution:

A brief report on progress of SSR and IQAC activities of 1st cycle of NAAC Accreditation was given by the IQAC Co-ordinator. IQAC Co-ordinator requested all the faculty members and convenor of cells and committees to do needful co-operation for the preparation of SSR and that would be

submitted to NAAC during the session 2022-2023. It was resolved that the final SSR would be submitted to NAAC for assessment in the session 2022-2023.

3. Agenda: Extension activities and awareness programme on adopted village.

Resolution:

Discussed about the extension and awareness programme on adopted village and resolved that NSS unit of the College be organised extension activities on Puran Gaon adopted village and neighbouring communities of the college.

4. Agenda: Self defence camp for girls' students.

Resolution:

Resolved that NSS unit of the college be organized three days self defence camp for Girls' Students from 13-03-2023 to 15-03-2023 in College campus.

5. Agenda: Use of ICT tools in teaching learning.

Resolution:

Resolved that faculties be used ICT tools as much as possible in their class room teaching learning process.

6. Agenda: Miscellaneous.

7. Resolution:

Dr.Mohammad Easin Ali, Assistant Professor, was included as new member into the IQAC.

Action Taken Report:

1. Self Study Report (SSR) is going to progress for final shape.

2. Extension and outreach activities are conducted in the adopted village as well as in or out campus of the college.

Minutes of the IQAC Meeting

Date: 26-04-23

IQAC meeting of the College was held on 26-04-23 at 1-30 pm in the IQAC office. IQAC

Co-ordinator welcomed all the members present in the meeting and read out the agenda to be discussed in the meeting.

Agenda of the meeting.

1. Confirmation of the last meeting resolution.
2. Submission of IIQA.
3. Regarding activity reports of committees and cells.
4. Miscellaneous.

After minute discussion, the following resolutions were taken unanimously.

1. Agenda: Confirmation of the last meeting resolution.

Resolution:

Resolved that resolution of the last meeting be confirmed.

2. Agenda: Submission of IIQA.

Resolution:

The meeting resolved that IIQA for 1st cycle of NAAC Accreditation be submitted in the month of August/2023.

3. Agenda: Regarding activity reports of Committees and Cells.

Resolution:

Resolved that all committees and Cells of the College be submitted their activity reports to the IQAC office within the month of May/2023.

There being no more agenda to be discussed, So, the meeting is ended with vote of thanks by the Co-ordinator.

Action Taken Reprts :

1. IIQA is ready for submission in the month of August/2023.
2. All committees & cells are working for submission their activity reports to the IQAC for preparation of SSR.



Nurul Islam

Co-ordinator, IQAC

Sontali Anchalik College

Co-Ordinator, IQAC
Sontali Anchalik College
Date



Dr. Tapan Dutta

Principal i/c

Sontali Anchalik College

Principal i/c
Sontali Anchalik College
Date