

Meetings for the IQAC Meeting

Venue: Conference Hall

Date: 20th September, 2018

Members presented in the Meeting:

1. Mr. Atul Gogoi
2. Mr. Bimal Ch. Gogoi
3. Ms. Utpala Barman Baruah
4. Ms. Dorodi Saikia Borah
5. Mr. Hijam Homendro Singh
6. Dr. Mahinder Singh
7. Dr. Padma Acharyee
8. Dr. Utpal Tamuly
9. Mr. Kalyan Gogoi
10. Ms. Rijumoni Das
11. Ms. Pranita Rajkhowa
12. Ms. Indira Baruah
13. Ms. Mouchumi Konwar
14. Dr. Chabi Gogoi
15. Ms. Asima Gogoi
16. Dr.. Ranjana Bordoloi
17. Mr. Rupak Kr. Borgohain
18. Ms. Daisy Rani Doley

A meeting of the IQAC, Namrup College was commenced under the Chairmanship of Mr. Atul Gogoi, Principal i/c, Namrup College. The Coordinator of IQAC placed the objectives of the Meeting. After detailed discussion the following resolutions were taken unanimously.

1. The meeting proposed to renew the proper documentation of library materials. It was also suggested that digital library software packages have to be upgraded for maximizing its effectiveness in rendering the reading habits of the student community.
2. The IQAC suggested introducing electronic monitoring system for students in classroom during class and exam hour by installing electronic devices like CCTV camera.
3. The meeting also resolved to take necessary strategies to collect feedback from all stakeholder of the college.
4. IQAC suggested renovating and digitizing the Central Library.
5. The meeting resolved to implement e-resource management for monitoring security measures in the college campus.

Sd/-

Mr. Atul Gogoi
Chairperson cum Principal i/c

Namrup College
Internal Quality Assurance Cell (IQAC)

Action Taken Report

Date of Meeting: 20/09/2018

Sl No.	Resolution	Action taken
01	Renovation and Digitization of Library	The flooring and the staircases of the college library were restructured and renovated. The washroom facilities of the library also have been renovated. For better access of information and knowledge the library area were connected with free internet wi-fi system. Computers were purchased for provision of e-library.
02	E-resource management	Management of E-resources were done like electronic alarm for class and CCTV were installed in the college campus and in the classrooms.
03	To enhance employability of students	The college has adopted some student oriented mechanism to explore new career options for the students. The IBT Hub of the college have organized hands on training cum workshop on mushroom cultivation and animal husbandry for the students.
04	To encourage publications of books and journals by the faculties.	The Women Study & Development Cell of the college has published a Bilingual Multifaceted magazine named "Dharitri". Two volumes of edited books were also published by the faculty members of the college.

Minutes of IQAC Meeting -1 /2019

Venue : Conference Hall

Date : 01.04.2019

Time : 2 p.m. to 4 p.m.

Members present

1. Mr. Atul Gogoi
2. Mr. Bimol Chandra Gogoi
3. Mr. Hizam Homendra Singh
4. Dr. Chabi Gogoi
5. Dr. Nibedita Gogoi
6. Mr. Rupak Kr. Borgohain
7. Mr. Jayanta Sonowal
8. Mr. Tileswar Borah
9. Mr. Ajit Konwar

A meeting of the IQAC, Namrup College was commenced under the Chairmanship of Mr. Atul Gogoi, Principal i/c, Namrup College. The Co-ordinator of IQAC placed the objectives of the meeting. After detailed discussion the following resolutions were taken anonymously.

1. IQAC has formed 7 sub-committees for the preparation of AQAR comprising of Chairman, Convenor and Members for each.
2. The Committee has expanded the IQAC by appointing an Assistant Co-ordinator.
3. The Committee has proposed about the construction of a new IQAC office in the campus.
4. The committee has proposed to make provision of extra office for Career Guidance & Counselling Cell and Sahitya Xabha Branch.
5. IQAC has reformed various committees such as Career Guidance & Counselling Cell, Museum Committee, Campus Beautification Committee, Internal Complaints Committee, Alumni Committee and Parents Teachers Association.

Finally the Chairman concluded the meeting with thanks.


Signature of Chairperson

Namrup College
Internal Quality Assurance Cell (IQAC)

Action Taken Report

Date of Meeting: 01/04/2019

Sl No.	Resolution	Action taken
01	Formation of IQAC Sub committees	The 7no. Criterion wise sub-committees have been formed.
02	To construct a New IQAC office	The construction committee of the college was asked to take the responsibility of this construction.
03	To make provision for extra office for CGCC and Sahitya Xabha Branch.	This matter has been discussed with the authority and it was suggested to put this proposal for approval from Governing body of the college.
04	To reform the functions and reshuffle various other committees and cells of the college.	The cells and committees have been reconstructed.

Minutes of IQAC Meeting -II /2019

Venue : Conference Hall

Date :15.05.2019

Time : 2 p.m. to 4 p.m.

Members present

1. Mr. Atul Gogoi
2. Mr. Bimol Chandra Gogoi
3. Mr. Hizam Homendra Singh
4. Mrs. Utpala Baruah
5. Mr. Ashim Jyoti Baruah
6. Mr. Rupak Kr. Borgohain
7. Dr. Nibedita Phukan
8. Dr. Durga Prasad Gogoi
9. Mr. Pradip Gogoi
10. Mr. Kalyan Gogoi
11. Mr. Ajit Konwar
12. Mrs. Dipti Dutta Saikia
13. Mrs. Rijumoni Das
14. Mrs. Suravi Gogoi
15. Miss Bitopi Sonowal
16. Dr. Chabi Gogoi

A meeting of the IQAC, Namrup College was commended under the Chairmanship of Mr. Atul Gogoi, Principal i/c, Namrup College. The Co-ordinator of IQAC placed the objectives of the meeting. After detailed discussion the following resolutions were taken anonymously.

1. The Sub Committees of IQAC has been extended by including more members so as to carry on the enhance committee's function more promptly.
2. The Committee has proposed to form a Research Forum to generate and conduct research activities among teachers and students.
3. The Committee has proposed to make publication of books and Journals by various departments.

Finally the Chairman concluded the meeting by offering good wishes and thanks to the members.


15-05-19

Signature of Chairperson

Namrup College
Internal Quality Assurance Cell(IQAC)

Action Taken Report

Date of Meeting: 15/05/2019

Sl No.	Resolution	Action taken
01	To increase the size of members in IQAC sub committees	The strength of the IQAC sub-committees has been increased by inclusion of more members for effective functioning of the committees.
02	To form a new Research Forum by reforming the existing one.	New Research Forum has been formed to generate research activities among teachers and students.
03	To make publication of books & journals department wise.	Coordination has been made with the HOD of various departments for implementation of the proposal of publication.