

Minutes of IQAC Meeting

Date: 02/08/2016

Agenda:

1. Chalking out Action plan for the Year
2. Quality initiatives to be taken
3. Distribution of Responsibilities
4. Other

The meeting presided over by Dr. M.K. Das, Principal & Chairman, IQAC, Habraghat Mahavidyalaya, Krishnai, discusses on the agenda and resolves as follows-

Resolution No.1

Action Plans to be implemented during the Year:

- i) Organization of Workshop and Seminar for quality enhancement.
- ii) Collection and analysis of feedback
- iii) MIE (Meet Industry Expert)
- iv) MAE (Meet Academic Expert)
- v) Signing of MOU
- vi) Digitalization of College Library

Resolution No.2

Quality enhancement initiatives to be undertaken by IQAC:

- i) Orientation Programme for Freshers
- ii) Workshop on the use of ICT in the classroom
- iii) Seminar on effectiveness of Mentor-Mentee System
- iv) Certificate Course in Computer Application (2 Nos.)
- v) Skill Oriented Certificate Course (SOCC) in each department
- vi) Introduction of Value Added Course of 30 hours Duration in each department
- vii) Workshop on quality sustenance in rural college in Assam
- viii) Collection and analysis of Feedback

Resolution No.3

The Conveners of all the Sub-Committees are entrusted with the responsibilities of holding meetings of their respective Sub- Committees to undertake various activities as a part of quality enhancement programme as well as to maintain records of such activities to be submitted to the IQAC for preparation of AQAR.

Resolution No.4

The meeting resolves to organize Memorial Lecture on the occasion of the College Foundation Day on 29th August, 2017 and the Coordinator, IQAC is entrusted with the responsibilities to make necessary arrangements to make the occasion a grand success.



Chairman, IQAC
Habraghat Mahavidyalaya

Minutes of IQAC Meeting

Date: 02/11/2016

Agenda:

1. Re-constitution of IQAC
2. Re-constitution of Criteria -wise Sub-Committees
3. Others

The meeting presided over by Dr. M.K. Das ,Principal & Chairman, IQAC, Habraghat Mahavidyalaya, Krishnai, expresses satisfaction for successfully completing on 2nd Cycle of Assessment and Accreditation by NAAC Peer Team and discusses on the agenda and resolves as follows as initiatives for 3rd Cycle of Assessment and Accreditation by NAAC.

Resolution No.1

Composition of IQAC

1. **Chairman-** Dr. Mantu Kumar Das, Principal
2. **Coordinator-** Sikder Hanif Uddin Ahmed, Associate Prof. & HoD, English
3. **Assistant Coordinator-** Sri. Kandarpa Nath, Assistant Prof. Department of Economics
4. **Members from the teachers-**
 - i) Sri. Syed Ali Ahmed, Associate Professor & HoD, Mathematics
 - ii) Sri. Mohan Bhuyan , Associate Professor, Department of Education
 - iii) Sri. Sahzamal Hoque, Associate Professor, Department of Mathematics
 - iv) Sri. Nirakar Dash, Associate Professor, Department of English
 - v) Sri. Harunar Rashid, Associate Professor, Department of Political Science
 - vi) Sri. Saidur Rahman, Associate Professor& HoD, Assamese
 - vii) Akbar Ali Ahmed, Assistant Professor, Department of Education
5. **Member from management**
 - i) Alhaj Moslem uddin Mazahary
6. **Member from Students' Union**
 - i) Sri. Mithun Saha, G.S. Students' Union
7. **Member from Alumni Association**
 - I) Sri Khatib Uddin Ahmed, President, Alumni Association
8. **Member from Guardian**
 - i) Sri. Abdul Hai Khandakar

Resolution No.2

Criteria -wise Sub-Committees are re- constituted with the following as Conveners:

Sl.No.	Criterion	Convener	Designation
01	Criteria-I, Curricular Aspects	Sri. Mohan Bhuyan	Associate Professor, Department of Education
02	Criteria-II, Teaching-Learning and Evaluation	Sri. Syed Ali Ahmed	Associate Professor & HoD, Mathematics
03	Criteria-III, Convener, Research Innovations and Extension	Sri. Nirakar Dash	Associate Professor, Department of English
04	Criteria-IV, Infrastructure and Learning Resources	Sri. Harunar Rashid	Associate Professor, Department of Political Science
05	Criteria-V, Students Support and Progression	Dr. Gitima Talukdar	Assistant Professor, Department of Political Science
06	Criteria-VI, Governance, Leadership and Management	Sri. Akbar Ali Ahmed	Assistant Professor, Department of Education
07	Criteria-VII, Institutional Value and Best Practices	Sri. Saidur Rahman	Associate Professor& HoD, Assamese

Resolution No.3

Other Sub-committees are re-constituted with the following as conveners-

Sl. No	Sub-Committees	Conveners	Designation
1	Extension Education Cell	Akbar Ali Ahmed	Assistant Professor, Department of Education
2	Counseling and Career Guidance Cell	Afjal Hussai	Asso. Prof. & HoD, Political Science
3	Grievance Redressal Cell	Sahzamal Hoque	Associate Prof. Department of Mathematics
4	Academic Committee	Sri. Azizar Rahman	Vice-Principal
5	Anti-Raging Committee	Sri. Harunar Rashid	Associate Prof. Department of Political Science
6	Prevention of Sexual Harassment Cell	Sri. Banasri Rabha	Assistant Professor, Department of Assamese



Chairman, IQAC
Habraghat Mahavidyalaya

Minutes of IQAC Meeting

Date: 02/02/2017

Agenda:

1. Meeting with all the Conveners of Sub-Committees
2. Discussion on the progress of actions undertaken
3. Others

The meeting presided over by Dr. M.K. Das ,Principal & Chairman, IQAC, Habraghat Mahavidyalaya, Krishnai, discusses on the agenda and resolves as follows-

Resolution No.1

The meeting takes stock of the various activities of the different Sub-Committees and exchanges views and opinions on some issues and problems faced by the conveners in carrying out the responsibilities and resolves to work as a team.

Resolution No. 2

All the Conveners are requested to maintain proper records of their activities and submit the same to the Coordinator, IQAC on or before 30th June, 2017



Chairman, IQAC
Habraghat Mahavidyalaya

Minutes of IQAC Meeting

Date: 07/04/2017

Agenda:

- i) Collection of feedback from various stake holders of the college
- ii) Discussion on promoting research culture among the teachers.
- iii) Others

The meeting presided over by Dr. M.K. Das ,Principal & Chairman, IQAC, Habraghat Mahavidyalaya, Krishnai, discusses on the agenda and resolves as follows-

Resolution No.1

The meeting unanimously resolves that feedback from students, teachers, alumni and parents be collected, analyzed and measures taken for quality enhancement in the teaching-learning process from 24th April to 24th May,2017. The Coordinator, IQAC and the Convener, Curricular Aspects Sub-Committees are entrusted with the responsibilities of making necessary arrangements for the same.

Resolution No.2

The meeting expresses concern on the poor contribution of the teachers towards research and publication and requests all the members of the teaching staff to undertake research works and publications as a part of faculty development programme.



Chairman, IQAC
Habraghat Mahavidyalaya

Minutes of IQAC Meeting

Date: 10/06/2017

Agenda:

- i) Discussion on feedback received
- ii) Plan of Action for 2017-2018
- iii) Others

The meeting presided over by Dr. M.K. Das ,Principal & Chairman, IQAC, Habraghat Mahavidyalaya, Krishnai, discusses on the agenda and resolves as follows-

Resolution No.1

The meeting takes sock of the feedback reports received from the various stake holders and makes some suggestions for improvements in the teaching-learning process as well as academic facilities in the greater interest of the students.

Resolution No.2

The meeting requests some of the Conveners who are yet to submit their reports to IQAC

Resolution No.3

Keeping in view the all round development of the college the following Action Plans are prepared for implementation in the next academic session

Plan of Action for the next academic session:

- To construct Auditorium
- To make full fledged digitalization of the central library.
- To continue Certificate Course in Computer Application.
- To continue Skill-Oriented Certificate Courses to be conducted by each department.
- To continue Value-added Courses to be conducted by each department
- To promote research culture among teachers and students.
- To organize UGC sponsored National /International Seminars and workshops.
- To strengthen MoUs with academic and industry partners.
- To complete the work of boundary wall.
- To improve physical facilities conducive to quality education.



Chairman, IQAC
Habraghat Mahavidyalaya