

IQAC PROCEEDINGS (Action Taken Report)

Date: 25/06/2016

A meeting of the IQAC was held today the 25th of June/2016, in the IQAC Room at 11:00 a.m. to discuss the following agenda. The meeting was presided over by the Principal, Dr. S. Nath.

Agenda:

1. Preparation of vision document.
2. Preparation of the Perspective plan
3. Preparation of Strategic Plan.
4. Preparation of Annual action plan
5. Annual Report of the college to be submitted to GU.
6. Annual action plan of the sub-committees.
7. Maintenance of teachers' API
8. Students' Feedback.
9. Modification of College Website.
10. Analysis of student Result.
11. Misc


Members present:

1. Dr. S. Nath, Principal
2. Dr. R. Tiwari, Coordinator
3. Mr. D. Patowari
4. Mr. P. Kalita
5. Dr. G.C. Das
6. Dr. B. Barman
7. Mrs. N. Ahmed

Resolutions and Action Taken Report:

| Sl No | Resolutions | Action taken |
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| 1 | Resolved that Dr. R. Tiwari, Dr. G.C. Das and Mrs. N. Ahmed be entrusted to prepare the Vision document, Perspective Plan and Strategic plan of the college. | Implemented |
| 2 | Resolved that Dr. B. Barman and Dr. G.C. Das be entrusted the responsibilities of preparing the Annual report of the college and submit to the University in due time. | Implemented |

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| 3 | Resolved that the Coordinator, IQAC be requested to prepare the annual action plan of the college and subsequently assign the works to the various sub-committees. | Implemented |
| 4 | Resolved that a monitoring system be prepared and implemented for API of the teachers. | Implemented |
| 5 | Resolved that Dr. G. C. Das be entrusted the responsibility to carry out the feedback process of the students. | Implemented |
| 6 | Resolved that the website of the college be updated and Dr. G. Gogoi along with Dr. G. C. Das and Dr. B. Barman be requested to collect the updated data for uploading. | Implemented |


 (Dr. S. Nath)
 Principal
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