

## IQAC PROCEEDINGS (Action Taken Report)

**Date: 25/06/2016**

A meeting of the IQAC was held today the 25<sup>th</sup> 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
	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
	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
	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
	Resolved that a monitoring system be prepared and implemented for API of the teachers.	Implemented
	Resolved that Dr. G. C. Das be entrusted the responsibility to	Implemented

	carry out the feedback process of the students.	
	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  
Abhayapuri College  
PRINCIPAL  
ABHAYAPURI COLLEGE  
ABHAYAPURI

**Date: 29/09/2016**

A meeting of the IQAC was held today, the 29<sup>th</sup> of Sep/2016 in the IQAC room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Cooption of New members to IQAC
2. Activities of the subcommittees.
3. Mentoring students
4. Counseling of students
5. Preparation of IQAC budget for the session 2016-17.
6. Submission of AQAR
7. Regarding ongoing Self financed Skill based Courses
8. Misc.


**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Mr. S. Kalita
4. Dr. S. pathak
5. Mr. N. Islam
6. Dr. R. Tiwari, Coordinator
7. Mr. D. Patowary
8. Mrs. S. Br. Choudhury
9. Dr. B. C. sarma
10. Mr. D. Sarma.
11. Mrs. N. Ahmed
12. Dr. D. C. Nath
13. Mr. P. Kalita.
14. Dr. G. C. Das
15. Dr. B. Barman
16. Dr. G. Gogoi

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the following persons be co-opted to the IQAC for formation of Full-fledged IQAC as per NAAC guidelines. i) Dr. Chinmoy Sarma (Scientist) ii) Dr. S. K. Tiwari (President, Governing Body) iii) Mr. Rohini Choudhury (Alumni, Rtd. ADC)	Implemented

2	Resolved that the AQAR of 2015-16 and 2016-17 be prepared by Dr. B. Barman and Dr. G. C. Das under the supervision of IQAC Coordinator.	Implemented
3.	Resolved that training of teachers for students's mentoring be organized preferably on 22 <sup>nd</sup> oct/2016 with consultation with resource person.	Implemented
4.	Resolved that Feed back of 1 <sup>st</sup> Sem & 3 <sup>rd</sup> Sem students be collected within 15 Nov, 2016.	Implemented
5.	Resolved that a committee for preparing the budget be formed comprising the Principal, Vice-Principal, Dr. B.C. Sarma and IQAC Coordinator.	Implemented
6	Resolved that for Self-Financed and Skill Development Course a Committee be constituted with the following members. i) Mrs. D. Moral, Coordinator ii) Dr. S. Pathak (Monitor) iii) Mr. S. Kalita iv) Dr. D.C. Nath v) Mr. D. Patowary vi) Mr. P. Kalita.	Implemented

  
 (Dr. S. Nath)  
 Principal  
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**Date: 23/12/2016**

A meeting of the IQAC was held today, the 23<sup>rd</sup> of Dec/2016 I the IQAC room at 11:30 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Review of IQAC activities
2. Departmental activities
3. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Mr. S. Kalita
4. Dr. R. Tiwari, Coordinator
5. Mr. D. Patowary
6. Mrs. S. Br. Choudhury
7. Dr. B. C. sarma
8. Mrs. N. Ahmed
9. Dr. D. C. Nath
10. Mr. P. Kalita.
11. Dr. G. C. Das
12. Dr. B. Barman
13. Dr. G. Gogoi

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that UGC guidelines for IQAC be studied in detail by all members of the IQAC	Implemented
2	Resolved that NAAC Peer Team report be studied and analysed	Implemented
3.	Resolved that Academic Departments be given Independence to work and organize Student Oriented Programmes etc.	Implemented
4.	Resolved to initiate an Annual Memorial Lecture in the memory of the employees of the college	Partially Implemented

  
(Dr. S. Nath)  
Principal  
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**Date: 21/01/2017**

A meeting of the IQAC was held today, the 21<sup>st</sup> of Jan/2017 in the IQAC room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Action plan for the next Session.
2. RUSA Letters regarding submission of reports and proposals.
3. Annual Report of the College
4. Seminar/Workshop to be organized.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. R. Tiwari, Coordinator
4. Mr. D. Patowary
5. Mrs. S. Br. Choudhury
6. Dr. B. C. sarma
7. Mrs. N. Ahmed
8. Dr. D. C. Nath
9. Mr. P. Kalita.
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. G. Gogoi

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	The meeting resolved that the Annual Report of the College be prepared at the earliest and be submitted to the concerned authority.	Implemented
2	The meeting discussed regarding RUSA letters and resolved that the report be prepared and submitted at the earliest.	Implemented
3.	Resolved that the draft of Action Plan prepared by the IQAC Coordinator be approved and actions be initiated accordingly	Implemented
4.	Resolved that the Academic Departments be requested to submit Seminar Proposals to the IQAC.	Partially Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
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**Date: 30/01/2017**

A meeting of the IQAC was held today, the 21<sup>st</sup> of Jan/2017 in the IQAC Room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Preparation of Vision Document of the College.
2. Formation of Sub-Committees for the next Session (2017-18).
3. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. R. Tiwari, Coordinator
4. Mr. D. Patowary
5. Mrs. S. Br. Choudhury
6. Dr. B. C. sarma
7. Mrs. N. Ahmed
8. Dr. D. C. Nath
9. Mr. P. Kalita.
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. G. Gogoi

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	The meeting discussed in detail regarding preparation of a Vision Document of the college and resolved that the IQAC Coordinator be requested to take initiative in this regard.	Implemented
2	Resolved that various sub-committees be formed in consultation with the faculty members and effort should be made to include all the faculty members.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
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**Date: 21/03/2017**

An emergent meeting of the IQAC is held today, the 21<sup>st</sup> of Mar/2017 in the IQAC room at 2:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Regarding Utilization of UGC IQAC Fund
2. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. R. Tiwari, Coordinator
4. Mr. D. Patowary
5. Mrs. S. Br. Choudhury
6. Dr. B. C. sarma
7. Mrs. N. Ahmed
8. Dr. D. C. Nath
9. Mr. P. Kalita.
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. G. Gogoi

**Resolutions and Action Taken Report:**

Sl No	Resolutions	Action taken
1.	The meeting resolved to utilize the UGC IQAC Fund as per UGC Guidelines	Implemented
2.	The meeting discussed regarding the publication of a Book by the college and resolved that the Women Cell of the college be entrusted with the responsibility of publishing a book to be edited by Mrs. Surity Brahma Choudhury. The expenditure incurred in publishing the book would be borne by the college and the Principal would publish the book on behalf of the Women Cell.	Implemented
3.	Resolved that Mrs. Surity Brahma Choudhury would invite articles from interested persons for the book and take necessary steps so that the Book is published in time.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College



**Date: 17/11/2017**

A joint meeting of the IQAC, Extension Education Cell and Research Publication & Faculty Improvement Committee is held today, the 17<sup>th</sup> of Nov/2017 in the IQAC room at 01:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Immediate implementation of the Action Plan of Extension Education Cell and Faculty Improvement Committee
2. Misc.


**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. Sarma
4. Dr. R. Tiwari, Coordinator
5. Dr. G. Gogoi
6. Mr. D. Patowary
7. Dr. B. C. Sarma
8. Mrs. S. Br. Choudhury
9. Dr. J. C. Kalita
10. Mr. J. Bora
11. Dr. B. C. sarma
12. Mr. B. Sarma
13. Dr. N.R. Bhuyan
14. Mrs. N. Ahmed
15. Dr. D. C. Nath
16. Mr. P. Kalita.
17. Mr. D. Das
18. Dr. S. Sarkar
19. Dr. G. C. Das
20. Dr. B. Barman
21. Mr. Amzad Hussain

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that a Lecture Programme be arranged by the Research Publication and Faculty Improvement Committee by inviting a renowned Resource Person.	Implemented
2.	Resolved that an Inter College Debate Competition be organized and a special committee be constituted for this purpose with the following members: Patron: 1. Dr. S. Nath (Principal)	Implemented

	<p>2. Mrs. D. Moral (Vice-Principal)</p> <p>President: Dr. B. C. Sarma</p> <p>Adviser: Dr. D. Sarma</p> <p>Secretary: Dr. R. Tiwari</p> <p>Joint Asst Secy: 1. Mrs. S. Br. Choudhury 2. Dr. H. Das</p> <p>Members: 1. Dr. J. C. Kalita 2. Dr. G. C. Das 3. Dr. S. Sarkar 4. Mr. D. Das 5. Mr. A. Hussain 6. A.I. Ahmed</p>	
3.	Resolved that Extension Education Cell of the College would organise 05 Seminars in each of the Adopted Village by the College.	Implemented
4.	The meeting keeping in mind the Swachh Bharat Abhiyan resolved to provide Dustbins to the Schools of Adopted villages.	Implemented
5.	Resolved that the Schools of the adopted villages be provided with books for the school library.	Implemented

  
 (Dr. S. Nath)  
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**Date: 25/11/2017**

A joint meeting of the IQAC and RUSA PMU is held today, the 25<sup>th</sup> of Nov/2017 in the IQAC room at 02:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Regarding Students' Excursion under State Govt. Grants.
2. Regarding RUSA Project
3. Regarding the utilization of Govt. Fund for installation of Wi-Fi
4. Other NAAC related works
5. Misc


**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. Sarma
4. Dr. R. Tiwari, Coordinator
5. Dr. G. Gogoi
6. Dr. S. Pathak
7. Mr. A.C. Karmakar
8. Mr. S. Kalita
9. Mrs. S. Br. Choudhury
10. Mr. P.Kalita
11. Dr. H. Roy
12. Dr. D. C. Nath
13. Mr. P. Kalita.
14. Dr. S. Sarkar
15. Dr. G. C. Das
16. Dr. B. Barman

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	After a detailed discussion the meeting resolved that the route of the Students' Excursion will be from college campus to Tezpur, from Tezpur to Kaziranga (one night Hold) and after visiting Kaziranga National Park the team will return to college next day. For this purpose, HoDs will select two students- one male and one female preferably from 5 <sup>th</sup> Sem. Two students will be selected from HS-I/HS-II by the Vice-Principal. The tentative date of the Excursion fixed by the members present in the meeting is between 18 <sup>th</sup> Dec to 23 <sup>rd</sup> Dec/2017. Dr. D.C. Nath (HoD, Botany), Mr. A.C. Karmakar, Mrs. S.	Implemented

	Br. Choudhury and Dr. P. Devi are selected as Teacher Guides. The Teacher guides will collect the list of students from the the concerned departments.	
2.	Resolved that Dr. S. Pathak (HoD, Chemistry, Mr. A.C. Karmakar (Dept. of Botany) and Dr. S. Sarkar (Dept. of Botany) be co-opted as member of RUSA PMU.	Implemented
3.	Resolved that Mr. P. Kalita, and Dr. G.C. Das be entrusted with responsibility to deal with the issues related with Wi-Fi connection.	Implemented

  
 (Dr. S. Nath)  
 Principal  
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**Date: 04/12/2017**

A meeting of the IQAC of the college is held today, the 4<sup>th</sup> of Dec/2017 in the IQAC room at 10:30 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Academic Audit of the College.
2. Agenda for Staff meeting
3. Misc

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Mr. D. Patowary
5. Dr. R. Tiwari, Coordinator
6. Mrs. S. Br. Choudhury
7. Mr. P. Kalita
8. Mr. P. Kalita.
9. Dr. G. C. Das
10. Dr. B. Barman

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	The meeting after discussion resolved that the copy of the latest NAAC Manual-2017 be supplied to all the Departments of the college.	Implemented
2.	Resolved that the Academic Audit Format be prepared as per new NAAC Manual before 16 <sup>th</sup> of Dec/2017.	Implemented
3.	Resolved that the Academic Audit Format be finalized in the General Staff Meeting to be held on 16 <sup>th</sup> Dec/2017.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
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ABHAYAPURI

**Date: 19/02/2018**

A meeting of the IQAC of the college is held today, the 19<sup>th</sup> of Feb/2018 in the IQAC room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Action Plan of the IQAC
2. Misc

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Dr. B.C. Sarma
5. Mr. D. Patowary
6. Dr. R. Tiwari, Coordinator
7. Mrs. S. Br. Choudhury
8. Mr. P.Kalita
9. Mr. H. Roy
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mr. D. Das

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	After a detailed discussion the meeting resolved that a detailed Action Plan be prepared so that all NAAC related works can be done timely and smoothly.	Implemented
2.	Resolved that the Coordinator, IQAC would allot Criterion wise NAAC related works to the IQAC members.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
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**Date: 07/04/2018**

A meeting of the IQAC of the college is held today, the 7<sup>th</sup> of April/2018 in the IQAC Room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Formation of Planning Board and Other Committees.
2. Academic Audit and Format of Individual Teacher's Profile
3. Misc

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Dr. B.C. Sarma
5. Mr. D. Patowary
6. Dr. R. Tiwari, Coordinator
7. Mrs. S. Br. Choudhury
8. Mr. P.Kalita
9. Mr. H. Roy
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mr. D. Das

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that responsibility of preparation and formation of Planning Board and other committees be bestowed upon the Principal and the IQAC Coordinator.	Implemented
2.	Resolved that the IQAC would finalize all the formats related with Academic Audit and Teacher's Profile after modification.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
ABHAYAPURI COLLEGE  
ABHAYAPURI

**Date: 23/06/2018**

A meeting of the IQAC of the college is held today, the 23rd of June/2018 in the IQAC Room at 02:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Admission Criterion for the Session-2018-19.
2. Misc

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Dr. B.C. Sarma
5. Mr. D. Patowary
6. Dr. R. Tiwari, Coordinator
7. Mrs. S. Br. Choudhury
8. Mr. P.Kalita
9. Mr. H. Roy
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mr. D. Das

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the Admission Committee be requested to prepare the Admission Criterion and the Admission process be carried out as per the Criterion fixed by the Admission Committee.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
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**Date: 27/08/2018**

A meeting of the IQAC of the college is held today, the 27<sup>th</sup> of Aug/2018 in the IQAC Room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Regarding IQAC Documentation Centre
2. Discussion on UGC Quality Mandate
3. Regarding Five Year Mission
4. Agreement with North Eastern Regional Institute of Land and Water Management (NERIWALM)

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Dr. B.C. Sarma
5. Mr. D. Patowary
6. Dr. R. Tiwari, Coordinator
7. Mrs. S. Br. Choudhury
8. Mr. P.Kalita
9. Mr. H. Roy
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mr. D. Das

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that a well equipped Data Centre be formed in the college for proper documentation of the NAAC related works.	Implemented
2.	Resolved that Coordinator, IQAC, Dr. G.C. Das and Mrs. N. Ahmed be entrusted the responsibility of preparing the draft of Five Year Mission Plan.	Implemented
3.	Resolved that a Memorandum of Understanding (MoU) be signed with North Eastern Regional Institute of Land and Water Management (NERIWALM) for Training and Career Guidance for the students.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
ABHAYAPURI COLLEGE

**Date: 26/12/2018**

A meeting of the IQAC of the college is held today, the 26<sup>th</sup> of Dec/2018 in the IQAC Room at 11:00 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Submission of Current and Pending AQARs.
2. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Dr. B.C. Sarma
5. Mr. D. Patowary
6. Dr. R. Tiwari, Coordinator
7. Mrs. S. Br. Choudhury
8. Mr. P.Kalita
9. Mr. H. Roy
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mr. D. Das

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the AQARs to be submitted to NAAC would be prepared by Dr. R. Tiwari, Coordinator, IQAC and Dr. G. C. Das, Member, IQAC. Dr. R. Tiwari would prepare the AQARs of 2015-16 and 2016-17 and Dr. G.C. Das would prepare the AQAR of 2017-18.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
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**Date: 28/02/2019**

A meeting of the IQAC of the college is held today, the 28<sup>th</sup> of Feb/2019 in the IQAC Room at 01:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Unveiling of the IQAC Five Year Action Plan.
2. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. D. C. Nath
4. Dr. B.C. Sarma
5. Mr. D. Patowary
6. Dr. R. Tiwari, Coordinator
7. Mrs. S. Br. Choudhury
8. Mr. P.Kalita
9. Mr. H. Roy
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mr. D. Das

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the draft of Five Year Action Plan placed by the IQAC Coordinator be approved.	Implemented
2.	Resolved that the Documentation and other Works related with NAAC Assessment be completed as per the IQAC Action Plan.	Continued
3.	Resolved that various Sub-committees be allotted a time limit for the completion of the works as per IQAC guidelines.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
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**Date: 30/04/2019**

A meeting of the IQAC of the college is held today, the 30<sup>th</sup> of April/2019 in the IQAC Room at 11:00 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Discussion on Induction Programme
2. Academic Calendar for the Session 2019-20
2. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Dr. G. Gogoi
4. Dr. D. C. Nath
5. Mr. S. Kalita
6. Dr. B.C. Sarma
7. Mr. D. Patowary
8. Dr. R. Tiwari, Coordinator
9. Mrs. S. Br. Choudhury
10. Mr. P.Kalita
11. Mr. H. Roy
12. Dr. G. C. Das
13. Dr. B. Barman
14. Mr. A. R. Khan
15. Dr. S. Sarkar
16. Mr. D. Das
17. Mr. A. I. Ahmed
18. Mrs. B. Narzary

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the college would conduct a Three Day Induction Programme for the newly admitted students in B.A./B.Sc. under CBCS Course. The Coordinator of the Induction Programme would prepare a detailed schedule involving all the teachers of the college and submit the same to the IQAC for approval.	Implemented
2.	Resolved that Induction Programme be organized separately for HS First Year students.	Implemented
3.	Resolved that a Guardian meeting should be a part of Induction Programme so that the Guardians can be informed regarding the new CBCS Course.	Implemented

  
(Dr. S. Nath)  
Principal

**Date: 13/06/2019**

A meeting of the IQAC of the college is held today, the 13<sup>th</sup> of June/2019 in the IQAC Room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. To monitor NAAC related works assigned to Sub-committees and other Individuals.
2. Mechanism to monitor the works assigned to Sub-committees and other Individuals.
2. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Mr. S.C. Sarania (GB Member)
4. Dr. Rohini Choudhury (GB Member)
5. Dr. Chinmoy Kr. Sarma (Scientist)
6. Dr. B.C. Sarma
7. Dr. R. Tiwari, Coordinator
8. Mrs. S. Br. Choudhury
9. Mr. P.Kalita
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mrs. B. Narzary

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the Convenors of various Sub-committees be reissued the letters with a time-frame and be submitted the report to the IQAC of the college.	Implemented
2.	Resolved that the IQAC members would jointly monitor the works assigned to the various Sub-committees.	Implemented

  
(Dr. S. Nath)  
Principal  
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**Date: 24/09/2019**

A meeting of the IQAC of the college is held today, the 24<sup>th</sup> of Sep/2019 in the IQAC Room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Preparation of Annual Report.
2. Preparation of AQAR for the Session-2018-19
3. Introduction of Mentoring System.
4. Collection of Students' Feedback

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Mr. S.C. Sarania (GB Member)
4. Dr. Rohini Choudhury (GB Member)
5. Dr. Chinmoy Kr. Sarma (Scientist)
6. Dr. B.C. Sarma
7. Dr. R. Tiwari, Coordinator
8. Mrs. S. Br. Choudhury
9. Mr. P.Kalita
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mrs. B. Narzary
14. Mr. D. Das
15. Mr. A.I. Ahmed

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that Dr. G.C. Das would prepare the Annual Report of the College and the said report be submitted by 30 <sup>th</sup> of Oct/2019 to the Gauhati University.	Implemented
2.	Resolved that necessary steps be taken as per the resolution adopted in the next staff meeting.	Implemented
3.	Resolved that from this current Academic Session monitoring of the students would be carried out by the respective Departments and the report of monitoring is to be submitted to IQAC in the prescribed format by the end of the Semester.	Implemented
4.	Resolved that a Workshop on Innovative Teaching Learning Method be organized by the IQAC.	Implemented
5.	Resolved that Dr. G.C. Das and Dr. P. Devi be assigned the duty to collect Students' Feedback especially from outgoing students.	Implemented

  
(Dr. S. Nath)

**Date: 21/11/2019**

A meeting of the IQAC of the college is held today, the 21<sup>st</sup> of Nov/2019 in the IQAC Room at 11:30 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Discussion on RUSA Letters in connection with Ek Bharat Shrestha Bharat.
2. Data submission for NIRF Ranking.
3. Format for Students' Mentoring
4. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Mr. S.C. Sarania (GB Member)
4. Dr. Rohini Choudhury (GB Member)
5. Dr. Chinmoy Kr. Sarma (Scientist)
6. Dr. B.C. Sarma
7. Dr. R. Tiwari, Coordinator
8. Mrs. S. Br. Choudhury
9. Mr. P.Kalita
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mrs. B. Narzary
14. Mr. D. Das
15. Mr. A.I. Ahmed

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the college would participate in NIRF Ranking-2020 and necessary documents and information be collected for submission in the NIRF Portal.	Implemented
2.	Resolved that a format be prepared by the IQAC in order to implement the Mentoring Process in the college.	Implemented

  
(Dr. S. Nath)  
Principal  
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**Date: 03/10/2020**

A meeting of the IQAC of the college is held today, the 3<sup>rd</sup> of Oct/2020 in the IQAC Room at 02:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Completion of Draft work of the Seven Criteria.
2. Documentation process for the preparation of SSR.
3. Academic Audit.
4. Energy Audit.
5. Green Audit.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mrs. D. Moral, Vice-Principal
3. Mr. S.C. Sarania (GB Member)
4. Dr. Rohini Choudhury (GB Member)
5. Dr. Chinmoy Kr. Sarma (Scientist)
6. Dr. B.C. Sarma
7. Dr. R. Tiwari
8. Mrs. S. Br. Choudhury
9. Mr. P.Kalita
10. Dr. G. C. Das
11. Dr. B. Barman
12. Dr. S. Sarkar
13. Mrs. B. Narzary
14. Mr. D. Das
15. Mr. A.I. Ahmed

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that In-charges of the Seven Criteria would submit the draft copy within one month along with necessary Templates and supporting documents.	Implemented
2.	Resolved that all the necessary supporting documents be collected through email and collected in one system and be processed as per criterion and matrix.	Implemented
3.	Resolved that Gauhati University authority be requested to conduct Academic Audit of our college at an early date.	Implemented
4.	Resolved that Green Audit be conducted under the guidance of reputed farm/person.	Implemented
5.	Resolved that Energy Audit be conducted by a authorized Person/Farm	Implemented

  
(Dr. S. Nath)



**Date: 10/11/2020**

A joint meeting of the IQAC and Alumni Association of the college is held today, the 10<sup>th</sup> of Nov/2020 in the IQAC Room at 11:00 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Welcome Address of the Principal
2. Discussion on activities of the Alumni already done and to be done.
3. Collection of feedback from Alumni
4. Database of Alumni Progression
5. Misc.


**Members Present:**

1. Dr. S. Nath, Principal
2. Dr. D. Sarma
3. Dr. Rohini Choudhury (GB Member)
4. Dr. B.C. Sarma
5. Dr. R. Tiwari,
6. Mrs. S. Br. Choudhury
7. Mr. P.Kalita
8. Dr. G. C. Das
9. Dr. B. Barman
10. Dr. S. Sarkar
11. Mrs. B. Narzary
12. Mr. D. Das
13. Dr. P. Devi
14. Dr. S. Konwar
15. Dr. K. Singha
16. Mr. Utpal Sarma (Alumni)
17. Mr. Amal Ch. Nath (Alumni)
18. Mr. Ashik Ahmed (Alumni)
19. Mrs. Meghali Sarma (Alumni)
20. Mr. Nayan Jyoti Das (Alumni)
21. Mr. Abdus Samad Choudhury (Alumni)
22. Mr. Nayanjyoti Rajbongshi (Alumni)
23. Mr. Shyam Kanta RayAbdus (Alumni)
24. Mr. Romendra Choudhury (Alumni)
25. Mr. Sadananda Ray (Alumni)
26. Mr. Majedur Rahman (Alumni)

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
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1.	Resolved that the Alumni Association be requested to take necessary steps for registration of the Association under Society Act.	Implemented
2.	Resolved that all the Heads of Academic Departments be requested to organize Departmental Alumni Meet so that necessary data in connection with preparation of the SSR can be collected from the Alumni.	Implemented
3.	Resolved that Alumni Association be requested to conduct few more activities as per NAAC guidelines.	Implemented
4.	Resolved that necessary initiatives be taken to collect Feed Back from the Alumni.	Implemented
5.	The meeting discussed regarding the contribution of the Alumni as per NAAC guidelines and resolved that the Alumni Association be requested to make a fund collection drive.	In Process

  
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**Date: 23/12/2020**

A joint meeting of the IQAC of the college is held today, the 23<sup>rd</sup> of Dec/2020 in the IQAC Room at 01:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Discussion on Criterion-VII of NAAC Manual
2. Misc.


**Members Present:**

1. Dr. S. Nath, Principal
2. Dr. Rohini Choudhury (GB Member)
3. Dr. B.C. Sarma
4. Dr. R. Tiwari,
5. Mrs. S. Br. Choudhury
6. Mr. P.Kalita
7. Dr. G. C. Das
8. Dr. B. Barman
9. Dr. S. Sarkar
10. Mrs. B. Narzary
11. Mr. D. Das
12. Dr. P. Devi
13. Dr. S. Konwar
14. Dr. K. Singha

**Resolutions and Action Taken Report:**

Sl No	Resolutions	Action taken
1.	Resolved that the members of the Women Cell will look after the Day Care Centre of the college. It is further resolved that the Principal be requested to assign one or two lady peons to take care of the Day Care Centre.	Implemented
2.	Resolved that the matter of the alternate Energy in the form of Solar Energy be solved and the college campus be provided with some solar lights. The meeting resolved that respected Principal of the college be requested to proceed in this regard.	Implemented
3.	Resolved that in order to check the wastage of energy Censor based valves be installed in the water tanks at the earliest.	Implemented
4.	Resolved that the college authority be requested to undergo the Energy Audit of the College.	Implemented
5.	In connection with Bio Gas plant and Solid Waste management there was a detailed discussion and resolved that Mr. P. Kalita, Member, IQAC be requested to consult experts in this regard. The meeting also requested Mr. P. Kalita to hold discussion with the Town Committee for Placement of removable Dustbins in the college Campus.	In Process

6.	Resolved that in order to solve the issue of Liquid Waste Soak Pit be constructed at the required points and the Principal be requested to take necessary steps in this regard.	Partially Implemented
7.	Resolved that for E-Waste a particular Room be allotted so that E-Waste kept in the Computer Lab, Central Library and other Departments can be stored in a room.	Partially Implemented
8.	In connection with Rain Water Harvesting the meeting resolved that IQAC of the college would consult expert and prepare an Estimate for this project.	Partially Implemented
9.	To maintain Green and Clean Campus, the meeting resolved that on every 2 <sup>nd</sup> and 4 <sup>th</sup> Saturday the teaching and non-teaching staff would come to the college either on bicycle or on foot. Further resolved that no motor vehicles would be used by teaching and non-teaching staff on those days.	Partially Implemented
10.	Resolved that the Hoardings on use of plastic ban be changed and new Hoardings with new slogans on Plastic Ban be installed in the college campus and Eco-Club be entrusted with the responsibility of the same	Implemented

  
 (Dr. S. Nath)  
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**Date: 25/11/2021**

A joint meeting of the IQAC of the college is held today, the 25<sup>th</sup> of Nov/2021 in the IQAC Room at 02:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Regarding action plan for preparation and submission of SSR.
2. Regarding Budget preparation for NAAC A & A.
3. Regarding submission GU annual Report for the Session 2020-21.
4. Regarding submission of Institute Information in the AISHE Portal for the Session-2020-21

**Members Present:**

1. Dr. S. Nath, Principal
2. Dr. Rohini Choudhury (GB Member)
3. Dr. R. Tiwari,
4. Mrs. S. Br. Choudhury
5. Mr. P.Kalita
6. Dr. G. C. Das
7. Dr. B. Barman
8. Dr. S. Sarkar
9. Mrs. B. Narzary
10. Dr. P. Devi
11. Dr. S. Konwar
12. Dr. K. Singha

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the draft of the SSR be prepared within February/2022 and necessary steps be initiated immediately to submit IQA after the preparation of SSR.	Implemented
2.	Resolved that Dr. G.C. Das, Coordinator, IQAC be requested to prepare the draft budget for the whole process in the preparation for the NAAC A & A.	Implemented
3.	Resolved that Dr. B. Barman be requested to take the responsibility for the preparation and submission of GU Annual Report for the Session-2020-21.	Implemented
4.	Resolved that Dr. Santanu Konwar be appointed as Nodal Officer for NIRF and be requested to take necessary initiatives for collection and submission of data in the online portal for participation in NIRF, 2020-21.	Implemented
5.	Resolved that Dr. G. C. Das, Coordinator, IQAC be requested to make necessary preparation for submission of the Institute Information for AISHE, 2020-21 in the AISHE portal	Implemented

  
 (Dr. S. Nath)  
 Principal  
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**Date: 18/12/2021**

A meeting of the IQAC of the college is held Room at 10:00 a.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**

1. Preparation and submission of the AQAR-2020-21
2. Collection of supporting Documents/Evidences
3. Action Plan for the next Session
4. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Dr. Rohini Choudhury (GB Member)
3. Dr. R. Tiwari,
4. Mrs. S. Br. Choudhury
5. Mr. P.Kalita
6. Dr. G. C. Das
7. Dr. B. Barman
8. Mr. D. Das
9. Dr. S. Sarkar
10. Mrs. B. Narzary
11. Dr. P. Devi
12. Dr. S. Konwar
13. Dr. K. Singha


**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that the following IQAC members be engaged specially to help in online submission of the AQAR,2020-21 and they be exempted from other duties till the completion of submission process. 1. Dr. Subrata Sarkar 2. Dr. Santanu Konwar 3. Dr. Kuleswar Singha 4. Ms. Deepshikha Gogoi 5. Ms. Trishna Roy Pradhani	Implemented
2.	Resolved that a notice be served to all the Heads of Academic Departments, Convenors/Coordinators of different sub-committees and individual teachers requesting to submit AQAR related supporting Documents/Evidences of different activities within the period of seven days.	Implemented
3.	Resolved that Action Plan placed by the Coordinator for the next Academic Session be adopted. It is also resolved that the Action Plan	Implemented

	be forwarded to the Governing Body for necessary approval and smooth implementation.	
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**Date: 25/04/2022**

A joint meeting of the IQAC and Academic Council of Apr/2022 in the IQAC Room at 02:00 p.m. to 04:00 p.m. was presided over by Dr. S. Nath, Principal, Abhayapuri College.

  
 (Dr. S. Nath)  
 Principal  
 Abhayapuri College  
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 ABHAYAPURI

: 25<sup>th</sup>  
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**Agenda:**


1. Regarding new Admission for the Session-2022-23
2. Collection of supporting Documents/Evidences for NAAC SSR
3. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mr. C. D. Sarma, Vice-Principal
3. Dr. R. Tiwari
4. Mrs. S. Br. Choudhury
5. Mr. P. Kalita
6. Dr. G. C. Das
7. Dr. B. Barman
8. Mr. D. Das
9. Dr. S. Sarkar
10. Mrs. B. Narzary
11. Dr. P. Devi
12. Dr. S. Konwar
13. Dr. K. Singha
14. Mr. A. R. Khan
15. Mr. J. Das
16. Mrs. S. Devi
17. Mr. R. Ahmed
18. Mr. N. I. Chakdar
19. Mr. D. Das
20. Dr. H. Roy
21. Mr. A. Hussain

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that a new Admission Committee be constituted with Dr. H. Roy as coordinator and the committee be requested to fix the necessary criteria for admission for the session 2022-23	Implemented
2.	Resolved that a notice be served to all the Heads of Academic Departments, Convenors/Coordinators of different sub-committees and individual teachers requesting to submit SSR related supporting Documents/Evidences of different activities within the period of seven days.	Implemented

  
(Dr. S. Nath)  
Principal  
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**Date: 28/05/2022**

A joint meeting of the IQAC and Academic Council of May/2022 in the IQAC Room at 01:00 p.m. to was presided over by Dr. S. Nath, Principal, Abhayapuri College.

: 28<sup>th</sup>  
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**Agenda:**


1. Regarding submission of IIQA
2. Regarding Preparation of Draft SSR
3. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mr. C. D. Sarma, Vice-Principal
3. Dr. R. Tiwari
4. Mrs. S. Br. Choudhury
5. Mr. P. Kalita
6. Dr. G. C. Das
7. Dr. B. Barman
8. Mr. D. Das
9. Dr. S. Sarkar
10. Mrs. B. Narzary
11. Dr. P. Devi
12. Dr. S. Konwar
13. Dr. K. Singha

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	The meeting discussed regarding progress of the SSR preparation and resolved that the draft SSR be completed within three months and submit the IIQA immediately.	Implemented
2.	Resolved that a notice be served to all the Heads of Academic Departments, Convenors/Coordinators of different sub-committees and individual teachers requesting to submit SSR related supporting Documents/Evidences of different activities within the period of seven days.	Implemented

  
(Dr. S. Nath)  
Principal  
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**Date: 07/06/2022**

A joint meeting of the IQAC and Academic Council of the college is held today, the 7<sup>th</sup> of June/2022 in the IQAC Room at 01:00 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Regarding submission of IIQA
2. Regarding Preparation of Draft SSR
3. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mr. C. D. Sarma, Vice-Principal
3. Dr. R. Tiwari
4. Mrs. S. Br. Choudhury
5. Mr. P.Kalita
6. Dr. G. C. Das
7. Dr. B. Barman
8. Mr. D. Das
9. Dr. S. Sarkar
10. Mrs. B. Narzary
11. Dr. P. Devi
12. Dr. S. Konwar
13. Dr. K. Singha

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	The meeting discussed regarding the preparation for NEP-2020 and resolved to conduct a Workshop on Implementation of NEP-2020 on 22/06/2020	Implemented
2.	Resolved that all the faculty members be requested to study the NEP-2022 document circulated by the Govt. of India and some selected teachers be appointed as resource persons on different Topics.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
PRINCIPAL  
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**Date: 17/12/2022**

A joint meeting of the IQAC and Academic Council of the college is held today, the 17<sup>th</sup> of Dec/2022 in the IQAC Room at 10:30 p.m. to discuss the following agenda. The meeting was presided over by Dr. S. Nath, Principal, Abhayapuri College.

**Agenda:**


1. Regarding the preparation of Criterion Summary
2. Regarding the Training programme for the use of Virtual Board
3. Misc.

**Members Present:**

1. Dr. S. Nath, Principal
2. Mr. C. D. Sarma, Vice-Principal
3. Dr. R. Tiwari
4. Mrs. S. Br. Choudhury
5. Mr. P. Kalita
6. Dr. G. C. Das
7. Dr. B. Barman
8. Mr. D. Das
9. Dr. S. Sarkar
10. Mrs. B. Narzary
11. Dr. P. Devi
12. Dr. S. Konwar
13. Dr. K. Singha

**Resolutions and Action Taken Report:**

SI No	Resolutions	Action taken
1.	Resolved that all the Criterion in-charges be requested to write the Criterion Summary of their concerned Criterion for uploading with SSR	Implemented
2.	Resolved that a training prograssme for the use of newly installed Virtual Board be organized after the Winter Break.	Implemented

  
(Dr. S. Nath)  
Principal  
Abhayapuri College  
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