

AGENDA OF MEETING

26/09/18

- ① Reconstitution of Cells and Committees Under IQAC.
- ② Inclusion of new members in the cells and committees.
- ③ Speed-up the process of AQAR preparation and submission before December 2018.
- ④ Extension activities to be undertaken.

N. Patra
Co-ordinator, IQAC
Saraighat College
Changsari
26/9/18

26/09/18

Meeting of the IQAC

Members Present

Signature

- | | | |
|------------------------------|-------|--------------|
| ① Dr. Dharitri Das | _____ | Dharitri Das |
| ② Navajyoti Patowary | _____ | N |
| ③ Jayanta Kr. Sarma | _____ | JK |
| ④ Trishna Choudhury | _____ | Ch |
| ⑤ Bonti Borah | _____ | Bh |
| ⑥ Dr. Aminul Haque Choudhury | _____ | A |

Co-ordinator, IQAC
Saraighat College
Changbari

Resolutions adopted:

- ① The IQAC cell has been reconstituted with the following ^{new} members from the teachers:

- ~~① Parag Kr. Sarma~~
~~② Bhenu Hazarika~~
~~③ Manasjyoti Bordoloi~~

The following members will continue to be there in the IQAC:

- ① Navajyoti Patowary -

- ② Trishna Choudhary
- ③ Jayanta Kr. Sarma
- ④ Aminul H. Choudhary
- ⑤ Bonti Borah
- ⑥ Dheritri Das .

② The Alumni Cell and Parents-Teacher (Guardian) Cell has been merged together with Mrs. Bonti Borah and Mr. Tyotirmoyee Devi as joint-Conveners .

The following new members have been added to the cell:

- ① Ramnarayan Goswami
- ② Kanika Medhi
- ③ Mausumi Mahanta .
- ④ Debajani Das
- ⑤ Bikash Tahbaldar
- ⑥ Trishna Choudhary
- ⑦ Aminul H. Choudhary
- ⑧ Minakki Devi
- ⑨ Pratima Mahanta .
- ⑩ Parag Kr. Sarma .

③ The Skill-will club has been merged with the Students' welfare cell with Dr. Latika Deka as Convener and the following members:

① Brikiborna Talukdar

② Bikash R. Talukdar

③ Mousumi Mahanta

④ Sangita Barman

⑤ Navayoti Patowary

Coordinator, IQAC
Saraighat College
Changsa
Saraighat College
Coordinator, IQAC

④ The meeting resolved to make

Dr. Shaneswar Kalita as members

of Extension Education Cell, Literary

Cell. Dr. Brikiborna Talukdar has also been appointed as member of Extension cell

⑤ Dr. Anamika Deka has been appointed as joint-convener of Literary cell and member of

Exigance Redressal Cell.

~~Principal~~
26/9/20

Principal
Saraighat College

26/09/2018 →

- ⑥ The meeting resolved to entrust the Eco-club to give botanical nomenclature of plants in the college campus and to ensure a plastic-free campus.
- ⑦ The IQAC resolved to collect the students feedback and analyse the data.
- ⑧ The IQAC suggested the departments to organise paper presentation, group discussion, Student Exchange Programme, and extension activities by involving the students.
- ⑨ Resolved to organise Gender sensitization programmes among students.
- ⑩ The IQAC suggested the Career Counselling and Guidance Cell to organise Career Counselling sessions.
- ⑪ The IQAC suggested the management to take necessary steps for paperless document storage, provision of new format of Employees Identity Card and timely Undertaking of administrative audit.