



INTERNAL QUALITY ASSURANCE CELL

SARAIGHAT COLLEGE

Changsari :: Kamrup (R), Assam

Pin : 781101

Ref.....

Date : 21/02/2022

AGENDA OF THE MEETING

- ① Taking of Chair by the Chairperson
- ② Purpose of today's meeting - IQAC Coordinator.
- ③ Deliberation of the Conveners of Seven Committees (Criteria-wise)
- ④ Speech of Chairperson
- ⑤ Miscellaneous

Chairperson

A. Patowary
21/02/22
Coordinator

Date: 21/02/2022

35 IQAC Meeting


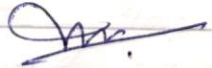


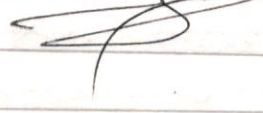



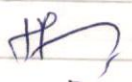
Today at 12:30 PM, an IQAC meeting has been convened where all the conveners of the seven core committees (criteria-wise) are invited. The IQAC Coordinator mentioned about the purpose of the meeting. In his speech, the Coordinator requested all the conveners to prepare the AQAR's of 2019-20, and 2020-21 before the 20th of March 2022 so that those AQAR's ~~are~~ can be uploaded in the HEI's portal of NAAC before the final deadline of 31st March 2022. After his speech, all the conveners reported about the progress of work and the difficulties they are facing in collecting data. Finally, the Chairperson cum Principal thanked all the members for their sincere efforts and asked for their cooperation in days to come.


The following resolutions have been taken:

- ① The AQAR's of 2019-20 and 2020-21 will be submitted to NAAC ~~at~~ before due date.
- ② SSR Preparation will be geared up.
- ③ Academic and Administrative audit will be done.
- ④ Alumni Meet and Parents Meet will be organised in the month of April.

Date: 21/02/2022

Signature of IQAC members and conveners of the Seven Committees

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
① Mani Sarma	Principal	
② Prasanna Medh.	Convenor.	PC.
③ Jayanta Kumar Sarma	Member IQAC	
④ Kanika Meeli	convenor	in
⑤ Debajani Das	convenor	
⑥ Parag Kr. Sarma	Member IQAC	
⑦ Tapajit Sarma	convenor Emergency Leadership management	
⑧ Pradhima Mahanta	Convenor	
⑨ Anamika Jethi	Convenor	Alka.
⑩ Banti Bala	Convenor	
⑪ Latika Alka	Member/IQAC	Alka.
⑫ Navajyoti Bhatnagar	Coordinator, IQAC	
⑬ Erika S. Hugel	Coordinator Women Cell	


Co-ordinator, IQAC
Saraighat College
Assam