

Minute of the Meeting

Date: 14-10-2025

Place – IQAC Office

Today on 14th October, 2025 a meeting was convened in the office of the IQAC with Faculty Members, Librarian and Non-Teaching staff. The meeting was chaired by the Chairperson of IQAC and Principal Dr. Mani Sarmah. Coordinator of IQAC Dr. Jitul Ali presented the agendas of the meeting.

Agendas of the meeting:

1. Discussion on preparation and submission of AQAR 2024-25
2. Discussion on taking feedback of all stakeholders.
3. Reformation of some Cells and Committees of IQAC
4. Discussion on organising an Inter College Quiz Competition/Debate Competition
5. Discussion on organising Workshop on IPR/IKS/USC of ITC in Teaching and Learning
6. Discussion on Environment/Green/Administrative/Academic Audits.
7. MOU sign and activities in Feeder schools and Adopted village.

Resolutions of the meeting:

1. Resolved that sub-committees are assigned the responsibilities to collect data for preparation and submission of AQAR 2024-25
2. Resolution has been taken to take Feedback of all stakeholders on a regular basis.
3. Resolved to reconstitute **Extension Education Cell, Career Guidance and Placement Cell, Documentation & Drafting Committee, Art, Literature & Culture Cell, Academic & Administrative Audit Committee, Skill Development (Incubation)Cell** etc. and some other cells and committees.
8. Resolution has been taken to organise a workshop on IKS on 23rd October, 2025 and an Inter College Debate Competition on 10th November, 2025 respectively.
4. Resolved that a National Seminar either online or offline in the month of December, 2025 and a workshop on New binary system of NAAC Assessment and Accreditation in the month of November, 2025
5. Resolved that MOU will be signed or renewed with the neighbouring colleges, adopted village and Feeder schools and extension activities will be done regularly.
6. Resolved to do Environment/Green/Administrative/Academic Audits in the month of November, 2025
7. Coordinator of IQAC Dr. Jitul Ali and Navajyoti Patowaty are assigned to hold a meeting to discuss for applying Autonomous status of the college.

Co-ordinator, IQAC
Saraighat College
Changsaari

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- ① Dr. Mani Sarma 14/10/2025
- ② Dr. Titu A. 14/10/2025
- ③
- ④ Navajyoti Patowary.
- ⑤ Banti Borch.
- ⑥ Minakhy Devi. 14/10/2025
- ⑦ Farida S. Haque
- ⑧ Diganth Das.
- 9) Bikash Ranjan Jhabhildan.
- 10) Hemant Ch. Kalita.
- ⑪ Sanjoy Raughang.
- ⑫ Jayanta Kumar Sarma
- ⑬ Dhameswar Kalita
- ⑭ Balendra Patgiri
- 15) Parag Kr. Sarma.
- ⑮ Anunt Anand Choudhury
- 17) Shashwati Nath
- 18) Debasuelder Anand
- 19) Karika Melhi - Kr
- 20) Kakali Bora - 14/10/2025
- 21) Manshumi Mahanta - 14/10/2025