



Internal Quality Assurance Cell

Bahona College

P.O: Bahona, Jorhat- 785101 (Assam)
Affiliated to Dibrugarh University

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ACTION TAKEN REPORT

IQAC, BAHONA COLLEGE

REPORT PREPARED ON: 29TH JUNE, 2019

Decision Taken date	Decision	Action Taken Report
10.11.2018	Decided that there will be at least two smart classrooms.	Smart classroom developed with LCD monitor.
10.11.2018	Departments to take care of the LCD projectors	LCD projectors are taken care by department
10.11.2018	Facilities for PwDs	A committee has been formed to formulate a policy for PwD
10.11.2018	Orientation of students on social issues on morning assembly.	Students are oriented on social issues in the morning assemblies.
10.11.2018	Filed survey based report preparation by students	Students are encouraged to conduct field survey for IA assignments.
10.11.2018	Regular alumni meet and parents teacher meet by departments	Few departments have organized alumni meet and parent-teachers meet.
10.11.2018	Documentation of the remedial classes.	Remedial classes are recorded by departments in a separate register.
10.11.2018	Continuity of the students Roll numbers.	Same roll number will be continued till last semester from next semester onwards
10.11.2018	Library page should be more informative in the prospectus	Prospectus committee is preparing a more informative prospectus.
10.11.2018	Departments to carry on Teacher Exchange programme with neighboring colleges.	Departments with MoUs have taken steps for Teacher Exchange programme
10.11.2018	Introduction of teachers and student diaries with mentoring and progress records from next semesters.	Will start from next academic session.
10.11.2018	Employees Welfare Policy adoption	Adopted from 1 st January 2019
10.11.2018	Rain water harvesting, garbage disposal and installation solar energy.	Under process. Decided to go for an E-Waste Management MoU soon.
10.11.2018	Identification of two best practices	Identified and decided to work on it
10.11.2018	Health-card for students	Steps will be taken at the time of

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		admission in next session.
10.11.2018	Different programmes to be organized by different IQAC cells.	Few cells have organized few activities; few are planning to organize in next session.
10.11.2018	To develop a new format for department profile.	Work in process. Will be placed in next IQAC Meeting for approval.
10.11.2018	Appointment of a Grade IV temporary staff and paying her/him from staff contribution.	A person has been appointment with staff contribution.

Coordinator, IQAC,

Bahona College

IQAC

Bahona College, Jorhat

Pin 785101

Chairperson, IQAC,

Bahona College .

Principal

Bahona College