IQAC Meeting
Bahona College

Date:18.11.2022	Venue: Rupkonwar Seminar Hall

Agenda:

1. Discussion on NAAC Cycle 3 Assessment and Peer Team Report
2. Formation and Restructuring of IQAC Cells and Committees
3. Discussion on Action Plan for Cycle 4 Assessment and Accreditation
4. Discussion on NEP Implementation
5. Release of College Bulletin
6. Remarks from the Chairperson
7. Vote of Thanks

Attendees:

Actions	Person(/s) taking part	Discussion points	Outcome/ Decisions
President taking seat	*Dr. P. K. Dutta, Principal, Bahona College*		
Welcome Address	*Dr. P. K. Dutta, Principal, Bahona College*		
Discussion on NAAC 3rd Cycle Assessment and Peer Team Report	*1.Dr. Pankaj Bora* *2. Dr. P. P. Goswami* *3. Dr. Rofique Ahmed* *4. Dr. Anupam Chanda* *5. Dr. Sangeeta Das* *6. Dr. M. B. Changkakoty*	*1.Brief presentation by Dr. Pankaj Bora, IQAC Coordinator on NAAC 3rd Cycle Assessment and Peer Team Report.* *2. Dr. P. P. Goswami asked to work on the procedure for slow and advanced learners and to take proper documentation of it.* *3. Dr. Rofique Ahmed requested to keep on publishing quality research papers and to increase the number of research projects.* *4. Dr. Pankaj Bora proposed organizing FDP regularly for the teaching and non-teaching staff.* *5. Dr. Sangeeta Das requested to take some initiatives to provide financial support to the departments to carry on some programs annually.*	*Approved*
Formation and Restructuring of IQAC Cells and Committees	*1. Dr. Pankaj Bora*	*1. Dr. Reema Rabha was selected as Assistant Coordinator, IQAC in place of Dr. Bikramaditya Bokolial.* *2. Ms Ilaxi Boira was selected as Convener, Committee on Curricular Aspects.* *3. Few other cells and Committees were also restructured and formed with new members. New cell members are in Enclosure 1*	*Approved*

Discussion on Action Plan for Cycle 4 Assessment and Accreditation	*1. Dr. Pankaj Bora* *2. Dr. Shantana Saikia* *3. Dr. Prasanna Kr Dutrta* *4. Dr. Rofique Ahmed* *5. Dr. Anupam Chanda* *6. Dr. Sangeeta Das* *7. Mr. Amarjyoti Bharali* *8. Mr. Dilip Tamang*	*1.G. B. President Dr. Pabitra Pran Goswami asked to prepare a budget for annual IQAC activities and to maintain a separate budget ledger for IQAC.* *2.Dr. Shantana Saikia asked all the cells/committees under IQAC to prepare and submit an annual blueprint of action plan. She also asked to do a self-analysis for less enrollment of students in the college.* *3. Dr. Pankaj Bora presented a plan of action for the next five years.* *(Proposal Softcopy at IQAC drive)* *Key areas of focus:* *1) Introduction of New Course* *2) Add-On courses for all students with annual admission during Even Semesters.* *3) Specific time frame for collecting Feedback* *4) Using digital means for publicity for more enrollemnt.* *5) To work on Experiential learning,* *6) To develop a corpus fund for research.* *7) Starting Innovation and Incubation Cell.* *8) To sign more MoU and to work accordingly.* *9) To organize Workshop, Seminar, Conferences regularly.* *10) Regular publication by teachers.* *11) Regular extension activities* *12) All classes to be ICT enabled by 2027.* *13) To purchase 100 new computers by 2027.* *14) To increase % of students with scholarships and to approach retired teachers for financial assistance.* *15) Regular Capacity building and skills enhancement initiatives.* *16) Reframing the placement cell as Placement Facilitation and Guidance Cell* *17) To split the college week into several events.* *18) To adopt full ERP by 2023.* *19) Regular Audit.* *20) Formation of committee on School Monitoring and Preparation of policy by the committee.* *21) Continuation of old best practice and Prepare policy and to start new activities like Universal Computer Literacy Program, Marks for Sports, Women in Sports etc.* *22) Subscription of one GSUIT account for online Meeting Recording etc.*	*Approved*
Release of College Bulletin	*1.Dr. P. P. Goswami* *2. Dr. Manash Jyoti Bora* *3. Dr. Shantana Saikia* *4. Dr. Reema Rabha* *5. Ms. Ilaxi Bora*	*The college bulletin for the session 2019-2020 was released by G. B. President Dr. Pobitra Pran Goswami along with other members.*	

Discussion on NEP Implementation	*1. Dr. Rofique Ahmed* *2.Dr. Pankaj Bora* *2. Dr. Shantana Saikia* *3. Dr. Prasanna Kr Dutta*	*Dr. Rofique Ahmed gave a detailed presentation on NEP and sought feedback from all the stakeholders who were present in that meeting.*	
Remarks from the Chairperson	*Dr. P.K. Dutta* *Principal, Bahona College*	*He urged everyone present in the meeting to work for better performance in the upcoming NAAC Cycle 4 assessment.*	
Vote of Thanks	*Dr. P.K. Dutta* *Principal, Bahona College*	*He thanked all the members present in the meeting for their active participation and valuable suggestions provided.*	*Declared end of the session.*
(Signature) Coordinator, IQAC, Bahona College		*(Signature)* Chairperson, IQAC, Bahona College	