

# **GENERAL MEETING OF IQAC**

**Date: 22<sup>nd</sup> January, 2017**

## **Prime agenda for Discussion**

- 1) Acceptance of chair by the President
- 2) Elaboration on the Purpose of the meeting
- 3) Discussion on the purpose
- 4) Talk from the guest invitees
- 5) Any other regarding IQAC activities
- 6) Adoption of resolutions
- 7) Vote of thanks
- 8) Closing declaration

## **Members present in the meeting**

1. Dr. H. Saikia
2. Dr. Dipok Sarmah
3. Mrs. Rita Baruah
4. Mrs. Aruna Dutta.
5. Dr. Jitanjali Borpuzari.
6. Dr. Manjula Borthakur.
7. Dr. Bani Borah.
8. Dr. Sugandhi Das.
9. Mr. Dhurbajyoti Neog.
10. Mr. Indranil Biswas.
11. Mr. Bonomali bori.
12. Dr. Ashim Borpatora Gohain.
13. Dr. Swpnali Borah.
14. Dr. Haren Goowala.
15. Mr. Kundan Hazarika.
16. Dr. Moon Moon Bora.
17. Mr. Prasanta Sarmah.
18. Mr. Prodip Boruah.
19. Mr. Bipin Borah.

- 20.Mr. Ranjan Dutta.
- 21.Mrs. Archana Saikia.
- 22.Mr. Rupeswar Sonowal.
- 23.Mr. Bikash Dutta.
- 24.Mr. S.K. Borthakur.
- 25.Mr. Rupjyoti Kurmi.(MLA)
- 26.Mr. Lachit Gogoi.
- 27.Mr. Basanta Borah.
- 28.Mr. Arupanjali Borah.
- 29.Dr. Bhaskar Buragohain.
- 30.Mr. Rajib Lochan Dutta.
- 31.Mr. Dilip Kumar Pandey.
- 32.Mrs. Anju Sarmah.
- 33.Mrs. Udesna Tai.
- 34.Mr. Dhanajoy Biswas.
35. Mrs. Ratna Bhattacharya.
36. Mr. Jagot Gogoi.
- 37.Mr. Bijit Borah.

### **Proceeding of the meeting**

Today on 20.12.2016, a general meeting is held among the teaching and non teaching staff of the College in view of the probable visit of NAAC Peer Team. The meeting was convened by the Chairman of IQAC Mariani College who is also the Principal of the Institution.

The meeting is presided by Dr. Haren Saikia, Principal, Mariani College. The Honorable President of G.B, Mariani College, Dr. Dipak Sharma, and honorable M.L.A. of Mariani legislative assembly constituency also participate in the meeting.

In the meeting, the major part of discussions are encircled the probable visit of NAAC in the coming days. Along with the necessary interaction with the stakeholders of the college a series of issues are discussed in the meeting on

necessary steps to be taken by the faculty members and non teaching staff of the College.

In the discussion it is highlighted that the Principal of the College will have to present everything related to the College and its academic matters as per the guideline affixed by the IQAC of the college. The meeting also asked the principal about the progress of the processes concerning the NAAC peer team visit of the college.

The IQAC co-ordinator, Dr. B. N. Goswami gives a detailed accounts on few of the communication problem with NAAC officials as it is too late to have a second cycle accreditation by the NAAC. To have an understanding on accreditation process the college IQAC as per the advice of College Governing Body President invited persons having experience on accreditation process.

Mr. Parag Sharmah and Dr. Nurul Amin of J. B. College attend the meeting as experts in the field of accreditation processes and places their valuable speech on the concerned matter. The President of the meeting extends his vote of thanks to this two invitee guests and assured all the members present in the meeting to do everything needful to fulfill all the academic and allied urge of the college.

Members present in the meeting holds a threadbare discussion on the matters of departmental activities in this ongoing academic session. The Departmental Heads of various departments of the college presents their activity report along with the deficiencies of the departments which are categorized as the constraints in the path of all round academic development.

A general discussion is also proceeded regarding the opening of P.G. courses in geography and the revival of the centre for distance education under the affiliation of Dibrugarh University. The Principal informed the meeting that the process of opening P. G. courses in Geography and the distance education has already got a positive response from the concerned authority. We are now waiting the formalities to be completed before recommendation. The proposal is already accepted by the University authority and has assured us to do all needful in favour of our request.

Governing Body president Dr. Dipok Sharmah assured all the members that the governing body of the college is ready to render all possible help and co-operation in all the developmental processes of the college. He also asked the members to be more vibrant and enthusiastic in the process of all developmental works the governing body undertake and request the members to extend their selfless co-operation in performing the works in the college.

Dr. A. B.P. Gohain, the Academic Vice Principal, accentuating the crucial role of IQAC of the college requests the authority of the Governing Body to do everything having a prior consultation with the IQAC of the college as the cell has already formulated a work plan for the planned development of the college. He also emphasized on the works of office staff as few of the staff is not yet well equipped with the means of new technological knowhow. He requests the college authority to make provisions to train up those office staff those who are still lagging behind this aspect of office management.

Moreover, the meeting also discussed on the proposal placed by the Alumni Association of the college to construct an Alumni office to make comfort the communication among the ex-students of the college and to intensify the activities of Alumni Association in the days to come. An alumni member as well as a staff member of the college, Dr. Manjula Borthakur informed that the last meeting of the Alumni Association has already completed a thorough discussion on the proposal and has formulated a working plan to achieve the goal it has affixed. The project will be tentatively completed by the end of this academic session.

The general meeting of the IQAC of the college adopts few resolutions on the basis of the discussion and suggestions it received from the proceedings of the meeting. The resolutions are:

## **Resolutions of the meeting**

- 1) The meeting unanimously resolved that Principal of the college have to take prompt initiatives to open the Post Graduate course in Geography and the HOD of the concerned Department will have to assist the Principal in pursuing the processes.
- 2)  
The meeting resolved that as the centre for distance education under the affiliation of Dibrugarh University could not be continued due to the non-availability of necessary infrastructure during the past academic session, therefore necessary initiatives from the college authority should immediately be taken to revive the centre for distance education along with the fulfillment of necessary infrastructural needs.
- 3)  
The meeting adopts a resolution on the basis of the Core Committee's report that an extended joint meeting of teaching and non-teaching staff of the college should immediately be convened to short out the problems associated with the academic upliftment of the college and to formulate necessary measures to mitigate the same accordingly.
- 4) In a resolution the meeting suggests the college authority to intensify the construction works of newly built Gymnasium Hall and the upgradation of the College Auditorium so that all can be completed before the coming session of College Annual sports and music competition in order to provide the students better facilities.

Signature of the President

# **GENERAL MEETING OF IQAC**

**Date: 07 September, 2016**

## **Prime agenda for Discussion**

- 1) Acceptance of chair by the President
- 2) Elaboration on the Purpose of the meeting
- 3) Discussion on the purpose
- 4) Final presentation of SSR
- 5) Suggestion for revision
- 6) Adoption of resolutions
- 7) Vote of thanks
- 8) Closing declaration

## **Members present in the meeting**

- 38.Dr. H. Saikia
- 39.Mrs. Rita Baruah
- 40.Mrs. Aruna Dutta.
- 41.Dr. Jitanjali Borpuzari.
- 42.Dr. Manjula Borthakur.
- 43.Dr. Bani Borah.
- 44.Dr. Sugandhi Das.
- 45.Mr. Dhurbajyoti Neog.
- 46.Mr. Indranil Biswas.
- 47.Mr. Bonomali bori.
- 48.Dr. Ashim Borpatora Gohain.
- 49.Dr. Swpnali Borah.
- 50.Dr. Haren Goowala.
- 51.Mr. Kundan Hazarika.
- 52.Dr. Moon Moon Bora.

- 53.Mr. Prasanta Sarmah.
- 54.Mr. Prodip Boruah.
- 55.Mr. Bipin Borah.
- 56.Mr. Ranjan Dutta.
- 57.Mrs. Archana Saikia.
- 58.Mr. Rupeswar Sonowal.
- 59.Mr. Bikash Dutta.
- 60.Mr. S.K. Borthakur.
- 61.Mr. Lachit Gogoi.
- 62.Mr. Basanta Borah.
- 63.Mr. Arupanjali Borah.
- 64.Dr. Bhaskar Buragohain.
- 65.Mr. Rajib Lochan Dutta.
- 66.Mr. Dilip Kumar Pandey.
- 67.Mrs. Anju Sarmah.
- 68.Mrs. Udesna Tai.
- 69.Mr. Dhanajoy Biswas.
70. Mrs. Ratna Bhattacharya.
71. Mr. Jagot Gogoi.
- 72.Mr. Bijit Borah.

### **Proceeding of the meeting:**

As per request of the meeting the IQAC Chairman Dr. H. Saikia takes the responsibility to conduct the meeting from the President's chair. The IQAC co-coordinator Dr. B. N. Goswami placed the agenda of the meeting with an elaboration on the matter to be discussed in the meeting of the day. He informs all the faculties of the college that the Self Study Report prepared by the IQAC of the college has covered most of the aspects starting from the seven criteria affixed by the NAAC to the aspects post accreditation initiatives including the future plan of the college. The coordinator, however, expresses his illation about the shortcomings in the field of academic achievements. He also asked the authority to

initiate prompt action to revive the Centre for Distance Education in the college, as a substantial number of students earlier dropped out approached the college authority to open the centre for distance education. He also expressed the hope that the college authority will take all necessary measures to open P. G. courses in the Departments capable to conduct the courses.

Supporting the spirit of the speech Dr. H. Goowala presents an elaboration on the needs of both P.G. courses and the provision of distance education in the college. He gives a vivid picture on the socio-economic condition of the people surrounding the college, most of whom are not capable to undergo the normal academic venture. Most of the people surrounding the town belong to tea tribes and their only earnings are centered on daily wages. Eventually, a large section of the upcoming generation is interested to enrich them educationally. Being the sole centre of higher education in these vast border areas the college should provide the facilities to this section of people.

Refuting Goowala's statement Dr. Moon Moon Bora says that before to have a planning on such programme we should be careful about our support base in form of infrastructure and other essential needs. Our first and foremost priority should be the up gradation of the existing system and if that can be anyhow fulfilled then and there we should proceed for another venture.

Following the agenda the President of the meeting calls for the presentation of the SSR. The Assistant coordinator Mr. Kundan Hazarika gives a power point presentation of the SSR. The long presentation continues for two hours evoked overwhelming responses from the faculties present in the meeting. He then requests the faculties to go through the details of the SSR in order to have a complete revision of the same.

In order to have a thorough check up of the SSR, a core committee consisting the HODs of all the Departments is constituted along with the academic Vice-Principals as the coordinator. The committee requests the members to give a time frame for the assessment of the SSR. Accordingly, the president of the meeting fixed one month duration as the time frame to finalise the acceptance of the SSR.

Dr. A. B. P. Gohain reports that few of the faculty members have very recently been completed their courses pertaining the normal academic activities which need



to be incorporated in the SSR. Regarding the trend in research culture among the faculties Dr. Gohain presents an account of last few years. As per the need, Gohain says, except few faculties most of others are not at all responsive to initiate any venture in the field of research work. It, in fact, needs some specific measures to evoke research oriented initiatives among the faculties. He, at the same time, assured the meeting that necessary policies will soon be formulated to augment the research initiatives.

Supplementing the observation of Dr. Gohain, Dr. J. Borpujari, a member of research cell of the college requests the teachers particularly the juniors to be more competent and prompts to initiate research based works as it is vital and important for the members working in the field of academic sphere.

Few faculties raise questions regarding the minor research project submitted to the UGC, NERO, Guwahati, which are not yet sanctioned even after the saturation of time period by the month of March. The College Women Cell along with Department of Political Science requests the Principal to communicate the UGC to know about the latest status of the proposal on National seminar placed by them.

Principal, Dr. H. Saikia in response to the queries informs the concerned members that he will immediately communicate the UGC to know about the proposal on both minor research project and national seminar. He urged the editorial board of Geo-Vision, a research journal published by the IQAC of the college to upgrade the status to make it an indexed journal. He also requests the faculties to initiate all possible effort to make the college verdant with their versatile enthusiasm in the intellectual sphere of the region.

### **Resolution of the meeting:**

The meeting of the day unanimously adopts the following resolutions:

- 1) The SSR placed and presented in the meeting by the IQAC, Mariani College is handed over to the members of the core committee constituted today to revise and make a review within a period of one month. The core committee must place it in the general meeting to be convened by the end of the time period as affixed along with a detailed review for general consensus.

- 2) The meeting adopts a resolution that the SSR, after revision by the core committee, placed in the meeting as per the consensus should immediately be send to the NAAC office to have a prompt up action for accreditation by the NAAC peer team for second cycle.
- 3) The Research journal published by the IQAC of the college should be upgraded immediately and the editorial board is requested to take required necessary measures in this move.

The President declare the closure of the meeting after a vote of thanks presented by the IQAC Assistant Coordinator Mr. K. Hazarika.

Sd/

Dr. H. Saikia

Chairman, IQAC

# **GENERAL MEETING OF IQAC**

**Date:17<sup>th</sup> May, 2016**

## **Prime agenda for Discussion**

- 1) Request to preside the meeting.
- 2) Presentation of the Purpose of the meeting
- 3) Discussion on the purpose
- 4) Progress report of the criteria wise sub-committees
- 5) Formulation of policies to promote activities
- 6) Adoption of resolutions
- 7) Vote of thanks
- 8) Closing of the meeting

## **Members present in the meeting**

1. Dr. H. Saikia
2. Mrs. Rita Baruah
3. Mrs. Aruna Dutta.
4. Dr. Jitanjali Borpuzari.
5. Dr. Manjula Borthakur.
6. Dr. Bani Borah.
7. Dr. Sugandhi Das.
8. Mr. Dhurbajyoti Neog.
9. Mr. Indranil Biswas.
- 10.Mr. Bonomali bori.
- 11.Dr. Ashim Borpatora Gohain.
- 12.Dr. Swpnali Borah.
- 13.Dr. Haren Goowala.
- 14.Mr. Kundan Hazarika.
- 15.Dr. Moon Moon Bora.

- 16.Mr. Prasanta Sarmah.
- 17.Mr. Prodip Boruah.
- 18.Mr. Bipin Borah.
- 19.Mr. Ranjan Dutta.
- 20.Mrs. Archana Saikia.
- 21.Mr. Rupeswar Sonowal.
- 22.Mr. Bikash Dutta.
- 23.Mr. S.K. Borthakur.
- 24.Mr. Lachit Gogoi.
- 25.Mr. Basanta Borah.
- 26.Mr. Arupanjali Borah.
- 27.Dr. Bhaskar Buragohain.
- 28.Mr. Rajib Lochan Dutta.
- 29.Mr. Dilip Kumar Pandey.
- 30.Mrs. Anju Sarmah.
- 31.Mrs. Udesna Tai.
- 32.Mr. Dhanajoy Biswas.
33. Mrs. Ratna Bhattacharya.
34. Mr. Jagot Gogoi.
- 35.Mr. Bijit Borah.

### **Proceeding of the meeting :**

The meeting is presided over by the Chairman of IQAC, Dr. H. Saikia. IQAC Coordinator briefly explains the agenda of the meeting. In the explanation he says that the activities of the sub-committees ( criteria wise) are too crucial for the overall up-liftmen of the academic dimension of any academic institute. The activities of the sub-committees in our college are not yet up to the expectation although most of the members are competent enough to uphold the cause of the basic goal of the college. He urged the members to excel their works as per the guideline that has already derived in the beginning of this academic session.

Participating in the discussion Mr. D. Neog delivers that we are almost exhausted with the non availability of necessary fund as the infrastructure se3ctor is still

lagging behind in providing the minimum required infrastructural support to the process of specifically the teaching and learning. He requests the college authority to take positive steps to eliminate these constraints in the path infrastructural development.

Dr. Moon Moon Bora, The Editor of the Research Journal 'The Geo-vision' Makes a humble appeal to all the teaching faculties to contribute financial assistance to make the publication continue as most of the faculties are well concerned with the need of such a publication in institutes like higher education. He, says, the meeting that he is confronting the trouble not with the materials needed for publication but rather with the shortage of available fund.

Mrs. Rita Baruah, the Academic Vice Principal, emphasizing the decisive role of IQAC of the college requests the authority of the Governing Body to do all necessary planning having a prior consultation with the IQAC of the college as the cell has already formulated a work plan for the all-round development of the college. He also emphasized on the works of office staff as few of the staff is not yet well equipped with the means of new technological knowhow. He requests the college authority to make provisions to train up those office staff those who are still lagging behind this aspect of office management.

Mr. R. Sonowal wanted to know about the progress of initiatives taken to upsurge the works that has been formulated concerning the student's problem. He viewed that the grievance redressal cell and the Career counseling cell of the college is yet to adopt a specific policies to subsidize their growing academic needs.

Refuting Mr. Sonowal's speech, Mr. Lachit Gogoi informed that the Students grievance cell has already been working very effectively as most of the grievances of the students as received through the questioner are fulfilled and mitigated. Still, we the Grievance cell is monitoring everything of the students concerns to derive all compatible measures to readdress all the grievances permanently.

The members of Women Cell complained that the college authority is not at all interested to pursue the cause of the practices they are regularly rendering for the greater interest of this institute of co-education. The programmes they are executing are primarily done at their own contribution. Still today we have not received any incentives from the college authority to conduct the programmes we

undertook. Dr. Sugandhi Das, on behalf of the women Cell fervently requests the college authority to be positive with their all attitude as a lot of problem will have to be solved in the days to come in this institute of co-education.

The president, who is also the Principal of the college assured the members of the concerned sub—committees that the college authority will be positive and initiate necessary measures to provide the bodies all kinds of support with the consensus of the college Governing Body. He requests all the conveners of the sub-committees to place their proposal prior to the schedule of the Governing Body meeting so that a thorough look into the matters can be completed before the placement in the meeting.

### **Resolutions of the meeting**

- 1) The meeting adopts a resolution that the meeting of the sub-committees (criteria wise) should be arranged at the end period of every month to review of the activities and to initiate fresh measures where necessary.
- 2) The meeting also resolved that the college authority should empower the subordinate bodies working as stimulator of academic dynamics in order to gear up the functioning of the supporting bodies.
- 3) It is observed that few of the faculties, although are interested in pursuing higher studies, are not getting minimum required support from the Directorate of Higher Education. The meeting with a resolution requests the college authority to take necessary initiatives to remove all these cumbersome to ease the process of acquiring all benefit of higher studies.

The meeting is concluded with avote of thanks from the IQAC, Mariani College.

Signature of the President

Sd/

Dr. H. Saikia.