**The Minutes of IQAC**

08/11/2016

Agenda: - The executive meeting of the IQAC was held today with the Principal in the Chair. The meeting discussed issues relating to the National Education Day, 2016 Celebration and delayed guarding meeting.

Resolution:-

1. Resolved that a lecture on the occasion of NED, 2016 will be held and Dr. Nripendra Nath Talukdar , Associate Professor and Head, Dept of Chemistry, Pub-Kamrup college, be invited as the resource person. While P. Das Choudhury will chair the occasion, Prof. P.C. Kalita will deliver the inauguration speech.
2. The Post-pound guardian meeting be held in the last week of November, 2016.
3. In its resolution, the meeting approved of the following agenda for occasion-
4. Chorus
5. Felicitation of Guest. (Director, Inaugurator, Resource Persons)
6. Inaugural speech
7. Song ( Bargeet/ Kamrup folk song)
8. Resource persons speech
9. Director’s Comment and speech
10. Vote of Thanks0

Date: 27/04/2017

For teaching learning development

1. Resolved to request the Principal to provide the smart room facilities soon. Principal also requested to include it in the class routine.
2. Resolved to request the Principal to introduce the study centres of IDOL (G.U.) and K. K. Handique State open University in order to facilitate the students able to go for regular course to under go higher education.
3. Resolved to introduce vocational courses like satriya Dance, Mass communication, BCA etc.
4. Resolved to request the principal to adopt school and village in the neighbourhood.
5. Resolved to request the Principal to introduce RFID (Radio Frequency Identity Card) facilities to students.

**Infrastructure**

1. Resolved to request the Principal to work for power saving by introducing solar energy system thereby helping the economy of the college
2. Resolved to request the Principal to arrange earth-filling and proper drainage facilities.
3. Resolved to request the Principal to arrange for beautification.
4. Resolved to request the Principal to arrange for permanent scientific parking for both students and stuff.
5. Resolved to request the Principal to upgrade Canteen, urinal, running water facilities, fridge, aquagurd etc.
6. Resolved to request the Principal to upgrade the principal office- Hygienic Principal chamber, full fledged permanent room for office stuff, proper corridor, students visitors’’ language , audio system in the whole college.
7. Resolved to request the Principal to provide the IQAC with a well equipped room with all required facilities.
8. Resolved to request the Principal to provide each support service with individual room.
9. Resolved to arrange veranda facilities in first floor of the new building in order to facilitate with enough light.
10. To build proper road for inner connectivity.
11. To complete the boundary wall along with auditorium as soon as possible, playground, conference room, teacher common room and indoor stadium.
12. To arrange for office automation, library digitalization.
13. To arrange for one full fledged computer lab with internet connection.
14. To make arrangement for the Wi-Fi facilities in the whole college.
15. To make arrangement for the extension of common rooms for boys and girls with proper toilet facilities to meet the need of growing students.
16. To arrange sitting facilities for students outside their classes.
17. To arrange for a language lab.
18. To arrange for the removal of the obsolete cover books from the library.

2/05/2017

General Resolution:

1. Resolved to request the Principal to prepare a scientific class routine based on U.G.C. guidelines for both odd and even semester. The routine should have prevision for:-
   1. Smart classes at least one or two a week for general course and two or three a week for the major course.
   2. Provision for group discussion on the academic topics noted as N.B. at the bottom of the routine. The department should here be directed to arrange at least one or two group discussion a month.
   3. Each department should be allowed to hold either a seminar/ workshop/ group discussion on career counselling for its students.
   4. Workshop or discussion or servey on local secio-economic problems.
   5. Seminar/ group discussion/ workshop on one a year
   6. Discussion on how to face examination and prepare for the examination.
   7. To make arrangement for the dept. of English to teach in feeder schools.
   8. To make arrangement for teaching in feeder schools, if they want, by other department.

**Cultural programmes**

1. To arrange a seminar, two or three per year on the topic of current importance. (National/State/Local)
2. To arrange for at least two career counselling programmes a year in the college by Inviting competent personalities and to arrange for placement.
3. To arrange for important lectures a year, particularly on health and hyegenal environment etc.
4. To arrange for a workshop on vocational areas.