

## **MINUTES OF THE IQAC MEETING HELD ON 21/03/2024**

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 21<sup>st</sup> March 2024 at 11.00 A.M. to discuss the urgent matter listed in the agenda. The meeting was chaired by Dr. Pranjit Kumar Nath, Chairperson, IQAC and Principal, R.G.Baruah College, and was attended by the members of the IQAC, R.G.Baruah College.

Members Present:

1. Dr. Pranjit Kumar Nath
2. Rupam Hazarika
3. Dr. Dipak Pathak
4. Sarmistha Das
5. Dr. Dipankar Talukdar
6. Dr. Manoj Kr. Das
7. Sanjay Kr. Saikia
8. Dipak Chakraborty
9. Harekrishna Barman
10. Sonaleka Boro

**AGENDA 1:** To finalise the dates to be submitted to NAAC for peer team visit

Mr. Rupam Hazarika, the Coordinator of the IQAC, informed all that the Self Study Report of the institution has been pre-qualified for assessment. He explained that the objective of today's meeting is to fix the dates for peer team visit sought by NAAC. Besides, the remaining payment for the same also needs to be paid before the end of 15 days of prequalification. He also requested the members to suggest names of suitable hotels for peer team accommodation. The members opined that in view of the Lok Sabha elections in Guwahati scheduled for 7<sup>th</sup> May 2024, the dates finalised should preferably be after the elections are over. A few members felt that the PTV may also coincide with the B.A./B.Com even-semester exams. The Chairperson told the members that the examinations would pose no problem for the PTV and as far as the payment is concerned, he would complete

it by today. The members also discussed names of various hotels for recommendation to NAAC.

**RESOLUTION 1 (a):** The following three slots for NAAC peer team visit may be intimated to NAAC: 14<sup>th</sup> & 15<sup>th</sup> May 2024, 30<sup>th</sup> & 31<sup>st</sup> May 2024 and 14<sup>th</sup> & 15<sup>th</sup> June 2024.

**RESOLUTION 1 (b):** the following three names of hotels be suggested to NAAC for accommodation of the peer team: Raddison Blu; Vivanta Guwahati and Gateway Grandeur.

**RESOLUTION 1 (c):** The requisite fees for NAAC accreditation be paid online through internet banking.

The meeting ended with the vote of thanks by the Coordinator.

Sd/-  
Dr Pranjit Kumar Nath  
Chairperson, IQAC

Sd/-  
Rupam Hazarika  
Coordinator, IQAC