

## **Minutes of IQAC meeting held on 7-9-2018**

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 7-9-2018 at 2 P.M. The meeting was presided over by the Chairperson of IQAC, Dr. Babita Choudhury, Principal, R.G.Baruah College.

Members Present:

1. Dr (Mrs). Babita Choudhury
2. Dr. Dipak Pathak
3. Dr. Jnanjyoti Sarma
4. Triveni Choudhury
5. Ajit Talukdar
6. Santosh Kr. Sarma
7. Dr. Arup Borah
8. Sanjay Kr. Saikia
9. Rupam Hazarika

The meeting started with the IQAC Coordinator, Rupam Hazarika, welcoming all the members. He read out the agenda of the meeting. All the items in the agenda were discussed threadbare by the members.

### **AGENDA 1:** New guidelines of NAAC

The Coordinator of IQAC, Rupam Hazarika, briefed the members of IQAC about the new guidelines of NAAC, viz. the Revised Accreditation Framework.

**Resolution 1:** It was resolved that a meeting with the faculty of the college will be held as soon as possible to acquaint everyone with the new accreditation framework.

### **AGENDA 2:** Activities to be undertaken by the IQAC

The members held intensive discussion on various activities to be undertaken by the IQAC to fulfill the norms laid down by the Revised Accreditation Framework. All the members present shared their opinions in this regard.

**Resolution 2:** (a) An activity calendar of IQAC will be prepared to help in the conduct of its activities. Sanjay Kr. Saikia and Sontosh Kr. Sarma were given the responsibility of the same.  
(b) Dr. Shanti Thapa and Dr. Sikha Saikia were entrusted the responsibility of preparing the academic calendar for the session of 2018-19  
(c) It was resolved that the IQAC will conduct its activities in a regular and timely manner and form committees and allot responsibilities as and when necessary

**AGENDA 3:** Submission of AQAR

The matter of submission of AQAR for the session 2015-16, 2016-17 and 2017-18 was taken up for discussion.

**Resolution 3:** The AQARs should be attempted to be submitted to NAAC well before the deadline of 31<sup>st</sup> December 2018, and the same should be uploaded on the institutional website

Sd/-

Dr. Babita Choudhury

Chairperson, IQAC

Sd/-

Rupam Hazarika

Coordinator, IQAC