

MINUTES OF THE MEETING OF IQAC WITH FACULTY HELD ON 11/11/2019

A meeting of the Internal Quality Assurance Cell (IQAC) with the faculty of the college was held on 11th November 2019 at 12.00 P.M. to discuss some urgent issues related to NAAC including submission of AQAR for the session 2019-2020. The meeting was chaired by Dr. Babita Choudhury, Chairperson, IQAC, R.G.Baruah College.

At the outset of the meeting Rupam Hazarika, IQAC co-ordinator welcomed all the faculty members including Principal in the meeting. He then explained the purpose of the meeting. He informed that it is high time to work for facing the next NAAC visit. He requested faculty members to give suggestions regarding how to prepare for the Next NAAC visit. He then gave a presentation of the AQAR (2018-19) prepared before the faculty members.

Principal Dr. (Mrs) Babita Choudhury informed that the validity of the last NAAC grade is upto 10th July, 2021. Among the various suggestions given by last NAAC peer team, one suggestion viz. streamlining of audit and accounts is partially fulfilled. But college still lacks P.G courses, certificate courses, sports field, proper drinking water facility, and college publication. She suggested that work must be done on war footing for next two years. She mentioned about teacher exchange program of Bengali Dept. of our College with the same dept of Pragjyotish College, Guwahati. She also urged upon the practice of plastic free culture. The Principal then requested different departments to submit their book lists (text book+ ref.books) on or before 25th Nov, 2019 so that books can be purchased within due time.

Rupam Hazarika informed that the whole AQAR is being prepared on the basis of the documents received from various departments, cells, committees etc. He then told about the quantitative and qualitative aspects of AQAR. He suggested that the system of taking feedback from students should be made online from next year on-wards. He observed that in the session 2018-19 the maximum number of students enrolled is less than no. of seats available. He emphasized on the maintenance of a proper database of students for Students Satisfaction Survey of NAAC. He was pointed out that some information should be added newly in the AQAR. They are h-index of Dr Utpal Kalita and Dr. Jnanjyoti Sarma, participation in International Seminar by Dr. Utpal Kalita, observation of Pie-day and students having NCC 'C' certificates.

One alumni organised meeting in which noted singer Somor Hazarika was the resource person should also be included in AQAR. Rupam Hazarika, the co-ordinator IQAC, stressed upon the requirement of an Alumni database.

Replying to a query raised by the principal. Tapati Dutta informed that 70% work on student's database is complete in case of 'major' category students, but work done in case of 'general' category students is very less. She also pointed out some difficulties like invalid ph. no of students and invalid e mail ID etc.

The Vice- Principal (Dr. Dipak Pathak) commented that different committees are working. As time is very short for next NAAC visit, activities must be speeded up. He said that that very few activities were done during 2018-19 and the same is reflected in AQAR presented by Rupam Hazarika. He expected that the college would do more activities under the able guidance of Rupam Hazarika, co-ordinator IQAC.

Dr. Jnanjyoti Sarma and Dr. D. Das were applauded for holding ICT and Human Rights Workshop successfully.

Principal opined that the teachers should be regular in doing classes at Sishu Griha as this kind of activities would help in improving API score of teachers.

Dr. Lipika Talukdar expressed the view that WSC should include student members in the committee. She added that there should be at least 3 members (student) in the committee of whom one is the Girls' Common Room Secy. Regarding welfare activities she said that the college does some welfare activities every year. But these welfare activities are not done under some scheme. So, there should be a scheme and a name should be given to this scheme.

Sarmistha Das admitted that mentor mentee program is not doing well even after notice was served to the students in this regard. She opined that only academic matters could be dealt with by the teachers.

IQAC co-ordinator expressed his view that as there are 7 criteria for NAAC assessment the college should form 7 committees to work under those 7 criteria of NAAC. He highlighted some urgent steps to be followed by the college. A few of them are opening of PG courses, certificate courses, online feedback system, and college budget etc.

The meeting concluded with the vote of thanks given by Rupam Hazarika, IQAC coordinator.

Resolutions of the meeting are as follows:

RESOLUTION 1: The meeting unanimously approved the AQAR presented by Rupam Hazarika for uploading in NAAC as early as possible.

RESOLUTION 2: The meeting unanimously resolved that 7 committees will be formed under 7 criteria of NAAC for effective implementation all necessary activities.

Sd/-

Dr. Babita Choudhury

Chairperson, IQAC

Sd/-

Rupam Hazarika

Coordinator, IQAC