

## **Minutes of the IQAC meeting held on 19-11-2024**

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 19th November 2024 at 2:15 P.M. to discuss matters 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.

### **Members Present**

1. Dr. Pranjit Kumar Nath
2. Dr. Dipak Pathak
3. Dr. Dipankar Talukdar
4. Rupam Hazarika
5. Dr. Malabika Sarma
6. Sanjay Kumar Saikia
7. Dr. Manoj Kumar Das
8. Dr. Utpal Kalita
9. Dr. Karabi Talukdar
10. Dr. Ashifuddin A. Saikia
11. Priyanka Raya

At the outset, the IQAC Coordinator welcomed all the members of the cell and read out the minutes of the previous meeting held on 29-07-2024. After a brief discussion, the resolutions of the meeting dated 29-07-2024 were approved by the IQAC.

### **Agenda 1: Approval of Academic Calendar 2024**

The Academic Calendar for 2024 was reviewed by the members of the Cell. While the calendar was approved, the members proposed a few suggestions for further clarity.

**Resolution 1:** The Academic Calendar should be updated with the suggested changes and finalized at the earliest.

### **Agenda 2: Progress report on ongoing quality assurance activity**

The members engaged in a brief discussion to review the progress of activities planned by the IQAC. Dr. Manoj Kumar Das and Dr. Utpal Kalita updated the members on their discussions with the College's Seminar Committee. Emphasis was placed on the importance of a well-structured schedule for organizing seminars to ensure active participation from all departments.

**Resolution 2(a):** The first seminar would be organized by the IQAC in collaboration with the Women's Studies Cell (WSC) in a blended mode.

**2(b):** The proposed date for the seminar is 21-02-2025 on the topic *Women Empowerment*.

**2(c):** Dr. Utpal Kalita and Dr. Manoj Kumar Das were appointed as the Joint Coordinators of the seminar. Dr. Karabi Talukdar and Ms. Priyanka Raya as the Assistant Coordinators.

### **Agenda 3: NIRF registration and data updating**

Rupam Hazarika provided an update on the NIRF registration and data updating process. He informed that the registration was successfully completed on 19th October 2024, and the login credentials are now available. However, access to the login portal will be enabled only after the registration process concludes on 22nd November 2024.

**Resolution 3:** It was resolved to adhere to the timeline and ensure the process is completed within the stipulated timeframe.

#### **Agenda 4: Report on NAAC's latest Development**

Dr. Dipankar Talukdar, the Coordinator of the Cell, provided a detailed report on the latest developments in NAAC's assessment system. He highlighted that while the 10 attributes of assessment remain unchanged, the accreditation process has been updated to include new models: Basic Accreditation and Mature Accreditation. Additionally, he explained that colleges have the option to upgrade their grades to different levels under the new framework.

**Resolution 4:** The decision to upgrade to the new modes of accreditation will be based upon the release of the official manual/guidelines related to the accreditation process.

#### **Agenda 5: Planning of upcoming academic and administrative audits**

The members engaged in a discussion regarding the upcoming academic and administrative audit, focusing on the AQAR submission of the college. The members emphasized the importance of collecting data for the academic year 2023-24 at both individual and departmental levels. The coordinator assured that preparations for the AQAR submission are ongoing.

**Resolution 5(a):** It was resolved to inform the faculty members to submit their data to the IQAC at the earliest.

**5 (b):** Dr. Karabi Talukdar was assigned to collect individual data from the faculty members, while Dr. Malabika Sarma and Dr. Ashifuddin Ahmed Saikia to collect records of departmental activities from the different departments.

#### **Agenda 6: Updating college website**

The members highlighted the need to redesign and upgrade the college website by incorporating new changes. This includes updating the IQAC composition, the Governing Body members, the revised admission procedures as per the National Education Policy (NEP) on the SAMARTH Portal, and the staff details.

**Resolution 6:** Dr. Manoj Das was entrusted with the responsibility of updating the college website.

#### **Agenda 7: AOB**

The members discussed the importance of involving students in co-curricular activities and highlighted the need to organize events for their development. They also reviewed the mandatory internship program as per the FYUGP guidelines. Additionally, discussions regarding an interstate Memorandum of Understanding (MOU) with industries and an internship program with AMTRON were done.

The meeting ended with vote of thanks offered by the coordinator.

Sd/-

Dr.Pranjit Kumar Nath

Chairperson, IQAC

Sd/-

Dr. Dipankar Talukdar

Coordinator, IQAC