

IQAC MEETING

19.11.2019

An IQAC meeting is conducted today with the Principal as Chairperson and IQAC Coordinator Mr. Jugen Borah with all the Criterion Convenors of the College. The IQAC Coordinator read the minute of the last meet held on 10.10.2019.

The resolutions taken in the last meet are as follows:

1. AAA(Academic & Administrative Audit) will be done on the 2nd week of November 2019
2. AQAR will be submitted on or before 30th November 2019.
3. A workshop will be conducted by the IQAC on 10th of February 2020
4. An FDP (Faculty Development Programme) will be conducted by the 1st week of February 2020
5. A National level Seminar will be organized by the Department of Commerce jointly with the Department of History by the month of April (tentative)
6. A National level Seminar will be organized by the Tribal Study Centre by the month of January (tentative)
7. The theme of IQAC for the session 2019-20 is approved as ***Think Green, Act Green***
8. Some activities related to the theme of the year will be undertaken at the aegis of IQAC, i.e. some related to health and hygiene at rural areas and awareness programmes in the urbane places.
9. A Cycling Club will be started to keep the fraternity in health.
10. Teachers Diary will be submitted as usual to the Office Staff, to Mr. Pranjali Goswami or to Ms. Priyanka Keot.
11. Career oriented courses will be introduced.
12. A Football match will be conducted among the nine colleges of the district as a part of MOU
13. Infrastructural development and renovation will be looked after, for instance, to improve the playground, main gates of the college, floor of the heritage building, painting of the new construction of Boys' and Girls' Hostel, auditorium, etc.
14. The Diary for Non-teaching staff will be introduced.
15. SAR (Self Appraisal Report) will be immediately submitted by the departments to Vice-Principal & Academic Coordinator to sustain the practice
16. A Sanitary Cell will be created for total inspection of the health and hygiene of the fraternity.
17. All the sub-committees/ cells/ forums of the college will be reshuffled as some members have retired or left the Institution.
18. IQAC will call for an emergent meeting with the criterion convenors to discuss the forthcoming agendas related to NAAC
19. A special issue of Newsletter will be taken out in the month of January (tentative).
20. An appreciation book, *Avinandan Grantha* for Dr. Buddhin Gogoi, Principal, Margherita College will be published by the month of April (tentative) for his untiring service to the Institution.

21. Some changes are done in the members of all the seven criterions. Ms. Juri Chetia, Mr. Bulendra Limboo & Mr. Biswajit Singh are incorporated in Criterion-II in place of Dr. Deba Bora and Mr. Jugen Borah; Mr. M. G. Kalita is replaced from the Criterion-IV and Mr. Ashim Sen Gupta & Ms. Priyanka Keot are incorporated in the above. In the Criterion-VI, Mr. Anjan Kumar Bordoloi is included in place of Mr. Jayanta Rajkonwar.

After reading of the minute, all the members approved it unanimously. Then the Chairperson offers his opinions on the 3rd cycle assessment of NAAC. He requests the Criterion conveners to work seriously on their criterions.

Agendas of the meet held on 19.11.2019:

- ✓ Submission of 4th AQAR
- ✓ Related to 3rd Cycle assessment.
- ✓ Holding of NAAC Sponsored workshop by IQAC on 10.02.2020

The IQAC Coordinator speaks to the criterion conveners to look after the quality of the activities undertaken by different cells/ committees/ individuals/ departments that which are related to their criteria.

The chairperson, after his perspectives on the forthcoming

The resolutions taken in the meet are as follows:

- To place the AQAR 2018-19 before the Governing Body.
- That an organizing committee will be formed to conduct the NAAC sponsored workshop by IQAC on 10.02.2020

With this the meeting comes to an end with a vote of thanks to and fro the chair.



Chairperson, IQAC
Margherita College
Principal
Margherita College
Margherita



Coordinator, IQAC
Margherita College
Coordinator, IQAC
Margherita College
Margherita