



## **Minutes of IQAC meeting held on 06/08/2024**

A meeting of the newly constituted IQAC was held on **06/08/2024** at **1-30 PM** in IQAC room of the college. Following members were present in the meeting

1. Mr. Pranjit kalita.	Chairperson
2. Mr. Abhijit Barman.	Coordinator
2. Dr. Rajesh Tiwari	Member
3. Dr. Hitoram Roy	Member
4. Dr. Gahin ch. Das	Member
5. Dr. Bijoy Barman	Member
6. Dr. Pori Devi	Member
7. Mr. Dharmendra Das	Member
8. Dr. Subrata Sarkar	Member
9. Dr. Mandeep Kaur	Member

### **Agenda of meeting held on 06/08/2024:**

1. Review of the resolutions of the previous IQAC meeting held on 17/05/2024.
2. Discussion regarding the Annual Action plan of the IQAC for the session 2024-25 and implementation.
3. Discussion Regarding the analysis of feedback taken from Students, teachers, Alumni and parents.
4. Regarding the Annual action plane submitted by the departments for the session 2024-25 and follow up plan.
5. Formation of Criteria/attributes wise (i.e., Input, Process and outcomes) special committee.
6. Discussion regarding the list of works for the departments in coming session.
7. Miscellaneous.

### **A. Action taken Report of the resolution of Previous IQAC meeting held on 17/05/2024**

The minutes of previous IQAC meeting was read and approved by all the IQAC members present in the meeting

- i) IQAC Coordinator explained the tentative reforms proposed in NAAC accreditation and he requested all the members of IQAC to create awareness among the faculties.
- ii) All the recommendation put forward by NAAC peer team visit will follow up phase wise.
- iii) IQAC has collected all the departmental action plans from departments for the session 2024-25.
- iv) After discussion, IQAC has prepared annual action plan for the session 2024-25.
- v) IQAC has organized activities/programmes to inspire and motivate the NCC cadets, Prevention of COTPA, Human trafficking and Sexual exploitation, Induction programmes.
- vi) The College website are continuously updating by college website committee.

### **B. The following resolutions were adopted in the meeting held on 06/08/2024**

1. The Committee reviewed the minutes of the previous meeting of IQAC held on 17/05/2024 and approved all the resolution taken in the meeting.

2. The meeting discussed about the following proposed name of individuals of local society/trust in IQAC and resolved that Mr. Ikramul Islam be selected as the member of IQAC out of them.
  - i) Mr. Ikramul Islam
  - ii) Dr. Nurul Islam
  - iii) Dr. Mustafizur Rahman
3. The meeting discussed about the annual action plan submitted by IQAC coordinator after preparation and after discussion the meeting accepted the annual action plan and to implement as early as possible.
4. A discussion is made regarding the feedback submitted by the students, Alumni, parents and teachers and resolved to analyze the feedback at earliest. To complete the analysis of the feedback form (google form) the following teachers are included to work out the analysis and submit to IQAC.  
The teachers are—
  - i) Dr. Gahin ch. Das
  - ii) Dr. Mandeep Kaur
  - iii) Dr. Rajesh Dev Sarkar
5. All the Academic department has submitted their departmental action plan for the session 2024-25. After discussion the meeting accepted the annual action plan of the departments and guide the department to follow-up the plan.
6. The meeting discussed about the new proposed attributes of the reformed accreditation process of NAAC (Binary accreditation process) and resolved to form a committee to study these attributes.  
Attributes - 1: Mr. Jagannath Das  
Attributes – 2: Dr. Hitoram Roy  
Attributes – 3: Mr. Dharmendra Das  
Attributes – 4: Dr. Gahin Das  
Attributes – 5: Dr. Rajesh Tiwari  
Attributes – 6: Dr. Bijay Barman  
Attributes – 7: Mr. Abhijit Barman  
Attributes – 8: Dr. Pori Devi  
Attributes – 9: Dr. Mandeep Kaur  
Attributes –10: Dr. Subrata Sarkar
7. The meeting discussed about the suggestive lists of works/events/programmes for the departments prepared by IQAC and resolved that the departments should follow these events/works/programmes.
8. The meeting resolved that the monthly progress report to be submitted by each department to IQAC.

Principal I/C  
Abhayapuri College  
Abhayapuri  
Principal, I/C  
Abhayapuri College

(Abhijit Barman)  
Coordinator of IQAC  
Abhayapuri College  
Abhayapuri  
Coordinator  
IQAC  
Abhayapuri College