## IQAC Meeting (blended mode) dated 27<sup>th</sup> November 2020

Sl.	<b>Minutes of Discussion</b>	Suggestions/Action Taken	Status
1.	<b>Confirmation of Minutes</b> of meeting dated 7 <sup>th</sup> November, 2020	Confirmed	
2.	<ul> <li>Action Taken:</li> <li>a. Enhancement &amp; development of institutions' data base and Management Information System (MIS) of the college.</li> <li>b. Feedback Mechanisms</li> </ul>	a. Discussions are ongoing with firms for development of the same. Also, two technical support staff will be deputed from the Department of Computer Science & Applications for MIS related works.	Done
	c. Alumni Association	<ul> <li>b. Online Feedbacks issued &amp; received &amp; Feedback</li> <li>Committeehad been constituted and new IQAC members to be included in the committee.</li> <li>c. A meeting of alumni (internal members) will be held on the 2<sup>nd</sup> December 2020 at 2:30 P.M</li> </ul>	
3.	Preparation of AQAR 2019-20:	Although the restrictions due to the Pandemic have slowed the preparation of AQAR 2019-20 the process is continuing. A notification will be issued immediately for all concerned to submit information to IQAC.on or before 30 <sup>th</sup> November 2020.	Done
4.	Webinar	A webinar will be organized on New Education Policy (NEP) tentatively in the month of December and on the UGC Regulations 2018 in the month of February 2021. Dates will be notified later.	To be taken up

5.	Aı	ny Other Matters:			
	a.	Submission of report by	a)	The IQAC is requested to take	
		the Department of		up the matter with the	
		Chemistry for the (L) S. C.		department.	
		Dutta Memorial Lecture organized on 11 <sup>th</sup>		-	Done
		November, 2020.			
	b.	Website updating			
	c.	Adoption of mechanisms	b)	The IQAC to do the needful.	
		for teachers pursuing Ph.D			
		degree but cannot avail	c)	The college to take up the	
		FDP due to its		matter.	
		discontinuation by the			
		UGC			

Dr. E. Kharkongor Principal

Dr S. Sarma IQAC Coordinator