

IQAC Meeting dated 13<sup>th</sup> December, 2018 at 2.00 PM.

Sl. No.	Minutes of Discussion	Suggestions/Action Taken	Status
1.	Confirmation of minutes	Done	-----
2.	Computerization of administrative work	Emphasis on total computerization of administrative work and the Vice Principal and IQAC coordinator to do the needful.  Training for ICT Usage for non-teaching staff and this training to be organized as soon as possible.	Continuous process  Ongoing process
3.	Acknowledging & Honoring Dr. K.D. Ramsiej, Principal of the college & Chairperson, IQAC.	The IQAC expressed their heartfelt gratitude and appreciation for the principal Dr. K.D. Ramsiej contribution, support and leadership in all the endeavors of the college and pray that he continues to advice and lend assistance to the college in the coming years.	-----



Dr. K. D. Ramsiej  
Principal & Chairperson



Dr (Mrs.) E. Kharkongor  
Coordinator