

IQAC Meeting Minutes, 2018-19

IQAC Office,

Time – 2.30 PM

Date – 14-08-2018

Agenda:

1. Discussion on Academic Policy.
2. Discussion on Non-Academic activities to be initiated.
3. Miscellaneous.

Signature of Attendance:

1. Dr. Birhash Giri Basumatary
2. Ranjit Kr. Barman
3. Iswar Chandra Deka
4. Nandita Das
5. Syed Jawahar Hussain
6. Aparna Misra
7. Anindita Chakravarty
8. Opurbo Daimari
9. Mahadev Basumatary.

The meeting began with the best wishes from the Chairperson. He sought the cooperation of every member present in conducting the meeting in a most constructive manner. He advised the Co-Ordinator Ranjit Kr. Barman to read out the agenda for discussion and accordingly Mr. Barman elaborated about the same. Taking up the first agenda the Chairperson asked the members to discuss about an academic policy to followed in the new academic session. The members had an engaged discussion among themselves and expressed their opinions about making the experience of teaching and learning more beneficial and interesting for the students by adopting new methods. The resolutions were taken after elaborate discussions.

Resolution No. 1 :

The meeting resolved to introduce experiential and participatory activities of students as a part of teaching learning experiences. It also urged all the teachers and students to adopt these methods of teaching learning for better outcome.


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Resolution No. 1 (a) :

The meeting resolved to advise all the academic departments in the college to embrace more intensive approach by taking into practice more number of Workshops, Seminars and Wall Magazines for the benefit of comprehensive development of the learners.

Resolution No. 1 (b) :

The meeting also resolved to advice the academic departments in getting engaged with more project activities, research-based writings of articles and books for the intellectual augmentation of the institute.

Taking up the next agenda, the chairperson asked the members to discuss about pertinent non-academic activities to be initiated for all-round development of the students. The members discussed various measures to empower the students with non-academic experiences and employability and took the following resolutions.

Resolution No. 2 :

The meeting resolved to request the college authority to introduce various Skill oriented awareness programme and courses keeping in harmony with the streams available in the college.

Resolution No. 2(a) :

The meeting resolved to improve upon various sports and cultural activities for an improved experience of students and enrichment of campus life. It urged the college administration to facilitate these activities by taking both the faculty and the students into confidence.

Resolution No. 2(b) :

The meeting also resolved to appeal to the college authority for improving the internet networking system within the campus keeping in mind the gradual digitization of education as well as co-curricular activities.

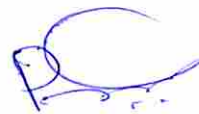

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Coming to the Final agenda of the day the chairperson advised the members present to discuss about any other important aspects concerning the college. The members discussed among themselves various different issues and took the following resolution.

Resolution No. 3 :

The meeting unanimously resolved to apprise all the stake holders to observe the ensuing Golden Jubilee of the College with an array of events that can diversify and enrich the tradition and experiences within the campus as well as making everyone feel proud of this institution. It requested particularly the student community, employees and faculties to bring out innovative good practices for public display and celebration.

The meeting came to a closure after the speech of the chairperson and vote of thanks from the Co-Ordinator.



Signature of the Chairperson

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IQAC Meeting Minutes, 2018-19

IQAC Office,

Time – 2.00 PM

Date – 24-10-2018

Agenda:

1. Discussion on enhancing ICT/Smart Class room.
2. Discussion initiating Gender sensitization programme and environment related programmes.
3. Discussion on opening more PG courses and establishing PG block.
4. Miscellaneous.

Signature of Attendance:

5. Dr. Birhash Giri Basumatary
6. Ranjit Kr. Barman
7. Iswar Chandra Deka
8. Nandita Das
9. Syed Jawahar Hussain
10. Aparna Misra
11. Anindita Chakravarty
12. Opurbo Daimari
13. Mahadev Basumatary.

At the outset, the Chairperson Dr. B.G. Basumatary greeted all the members and sought their constructive co-operation in conducting the meeting. He advised the Co-Ordinator to explain the purpose. After the presentation of the Co-Ordinator the members discussed about the agendas and took the following resolutions.

Resolution No. 1 :

The meeting unanimously resolved to increase the number of Smart classrooms and other ICT enabled academic facilities within the campus in the view of increasing number of students and the optional subjects within the syllabus.


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Coming to the second agenda, the chairperson asked the members and particularly the Co-Ordinator to discuss about various awareness programmes. The members discussed the same issues with elaboration from the Co-Ordinator and took the following resolutions –

Resolution No. 2 :

The meeting resolved to activate the Women Awareness Cell in propagating Gender Sensitization among the students and all employees through awareness meetings and other programmes.

Resolution No. 2 (a) :

The meeting also urged the Eco- Club of Bijni College to initiate various programmes for environmental awareness and augmentation with the involvement of students and employees. It also advised everyone concerned to spread the environmental awareness beyond the college campus.

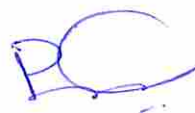
Taking up the third Agenda, the Chairperson invited opinions from the members regarding introduction of new PG courses. Prof. Barman stressed that gradually all the subjects in the college should upgrade to PG classes and the department of English and Bodo have the eligibility to immediately apply for the same. After elaborate discussion the resolution was taken.

Resolution No. 3 :

The meeting resolved to urge all the academic departments to improve themselves for PG classes and it also resolved to apply for PG classes in Department of English and Bodo from the next academic session.

Taking up the 3rd and 4th Agenda the chairperson invited the members to discuss accordingly Nandita Das and Syed Jawahar Hussain discussed about making the college campus more students friendly by introducing more ICT classes and additional curricular activities. After the discussions the following resolutions are taken.

Finally, in miscellaneous the members discussed about taking the college to a student-friendly environment through the cooperation and dedication of all the stake-holders in the coming days. The meeting came to an end by the address of the Chairperson and vote of thanks from the Co-Ordinator.



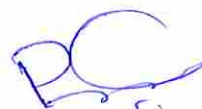
Signature of the Chairperson

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Bijni College, Bijni

Report of Action on the Resolutions of
IQAC meeting held on 14th August, 2018
IQAC, Bijni College, Bijni

The meeting took the stock of actions taken on the resolutions of IQAC meeting held on 14-08-2018 from the Co-Ordinator as follows –

1. The Academic departments were advised to introduce experiential and participatory activities as a part of teaching learning experiences. As well as implementing more project-based activities for the students. Simultaneously the faculties are instructed to go for more research-based writings in both articles and books on behalf of their departments. Already some of these activities have already been started.
2. The Career Counselling and Employment Cell has been entrusted with arranging various skill-oriented programmes and they have already started a computer software training conducted by KELTRON (Govt. of India PSU) from 17-10-2018 for 3 months duration with 20 beneficiaries.
3. The college authority was informed about the need for a bigger stage to conduct various cultural activities and to develop the sports infrastructure within the campus.
4. The college is already preparing for the golden jubilee of the college with various cultural programmes
5. The college authority has taken initiative in improving the Network system within the campus.



Signature of the Chairperson

Principal
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IQAC Meeting Minutes, 2018-19

IQAC Office,

Time – 1.30 PM

Date – 12th February, 2019

Agenda:

1. Discussion on review of academic progress through the Academic Cell.
2. Discussion on suggesting the departments to initiate enhanced use of Smart/ICT class.
3. Discussion on suggesting the departments to organize departmental study tour and students' farewell programme.
4. Miscellaneous.

Signature of Attendance:

5. Dr. Birhash Giri Basumatary
6. Ranjit Kr. Barman
7. Iswar Chandra Deka
8. Nandita Das
9. Syed Jawahar Hussain
10. Aparna Misra
11. Anindita Chakravarty
12. Opurbo Daimari
13. Mahadev Basumatary.

At the outset, the Chairperson Dr. B.G. Basumatary greeted all the members and sought their co-operation in conducting the meeting. He advised the Co-Ordinator to explain the purpose. The Co-Ordinator elaborated about the review of academic progress as well as the enhancement of Smart and ICT classes and other departmental activities. Members present interacted on the matters and took the following resolutions.

Resolution No. 1 :

The meeting unanimously resolved to advise the Academic Cell to undertake a review of the academic progress of different departments. The cell also should analyse the data for better management future sessions as well as the students' development.


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Coming to the second agenda, the chairperson advised the Co-Ordinator to discuss about use of smart/ICT classes as mentioned here. The Co-Ordinator explained about the necessity to enhance the use of smart/ICT classes in the view of both demands of the new syllabus as well as sustaining the interest of the learners. Members expressed their consent for the proposal through various suggestions from different agencies.

Resolution No. 2 :

The meeting resolved to urge all the academic departments to enhance the use of Smart/ICT classes in full filling their syllabus commitments as well as academic improvement. The meeting also advised the departments to provide any new suggestions and feedbacks to improve this aspect of teaching-learning within the campus.

Taking up the third agenda of the day, the chairperson asked the members to discuss about improving departmental activities and particularly in respect of teacher-student interaction as well as peer interaction for a healthy academic environment and personality development. The members interacted with their experiences and ideas and took the following resolution.

Resolution No. 3:

The meeting resolved to instruct the academic departments to organize their departmental study tours and students' farewell for the Final year in an organized manner with proper documentation.

Coming to the miscellaneous the members discussed about initiating the new steps more intensively to make the college justify its premier tag through the cooperation and dedication of all the stake holders in the coming days. The meeting came to an end by the address of the Chairperson and vote of thanks from the Co-Ordinator.



Signature of the Chairperson

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Report of Action on the Resolutions of
IQAC meeting held on 24th October, 2018
IQAC, Bijni College, Bijni

The meeting took the stock of actions taken on the resolutions of IQAC meeting held on 24-10-2018 from the Co-Ordinator as follows –

1. The Women Awareness Cell held one Awareness Programme on health education and social media 30-11/2018 with 84 beneficiaries.
2. Celebration of World Ozone Day on 16th September, 2018 by Eco-Club.
3. Upgradation of ICT enabled classrooms 2 (two) classrooms have been added with Smart Board and other ICT tools.



Signature of the Chairperson

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IQAC Meeting Minutes, 2018-19

IQAC Office,

Time – 2.30 PM

Date – 22nd June, 2019

Agenda:

1. Review of the activities of IQAC.
2. Discussion on the preparation of AQARs of 2017-2018 and 2018-19.
3. Miscellaneous.

Signature of Attendance:

4. Dr. Birhash Giri Basumatary
5. Ranjit Kr. Barman
6. Iswar Chandra Deka
7. Nandita Das
8. Syed Jawahar Hussain
9. Aparna Misra
10. Anindita Chakravarty
11. Opurbo Daimari
12. Mahadev Basumatary.

The Chairperson Dr. B. G. Basumatary greeted all the members and sought their co-operation in conducting the meeting. He advised the Co-Ordinator to explain the purpose of the meeting. Accordingly, the Co-Ordinator Prof. Barman elaborated that it is an annual review of the Cell and the Members should freely but sincerely interact and give their opinions and feedbacks.

The Chairperson invited the members to give their feedback after the Co-Ordinator reads out the earlier resolutions. After the reading out of previous resolutions, members sought the action taken report. The Co-Ordinator informed that according to the resolutions from the previous three meetings, most of the resolutions are converted into concrete actions. He informed the meeting that

- A. To Continue and expedite experiential and participatory learning the departments successfully organised, departmental seminar, wall magazine, workshops and project works.
- B. Upgradation of ICT enabled classrooms 2 (two) classrooms have been added with Smart Board and other ICT tools.
- C. Two new classrooms have been added.
- D. Successfully organised yearlong celebration of the Golden Jubilee through different activities.


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- E. New Zoology Laboratory has been constructed with the help of local MLA.
- F. Enhancing research and publication activities Department of Assamese, Bengali and Women Awareness Cell published ISBN books.
- G. Enhancing sports and Cultural activities Women Kabbadi Competition cultural rallies etc. successfully organised.

Resolution No. 1 :

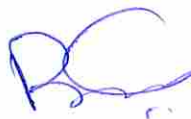
The meeting unanimously appreciated all the Departments, Cells and the Administration for the new initiations and the continuation of the good practices under the leadership and direction of IQAC. The meeting also urged the Co-Ordinator to be more comprehensive and progressive in his approach to lead the college in the 3rd Cycle of NAAC Assessment.

Coming to the second agenda the chairperson advised the Co-Ordinator to elaborate about the preparation of AQAR for the year 2017-2018 and 2018-2019. Accordingly, the Co-Ordinator presented the scenario of IQAC's contemporary status in this regard and answered to various queries from the members present. Finally, the resolution was taken in this regard.

Resolution No. 2 :

The meeting unanimously appreciated the efforts of the coordinator in preparing the AQAR of 2017-2018 and 2018-2019 in a most systematic and convincing manner. The meeting also urged the Co-Ordinator to submit the reports with NAAC at the earliest and act according to any suggestions from the end of the evaluating agency.

Coming to the miscellaneous agenda the members expressed their happiness and hope for the coming years for the college. They desired the intensity of the IQAC to continue to make the college and excellent institution in the state. They also hoped that in the next academic session the hard work of both the IQAC and all its Cells will improve the academic environment and campus experiences for all concerned. Finally, the Chairperson delivered his speech and applauded all the stake holders and appreciated the IQAC Cell members. The meeting came to an end with the vote of thanks from the Co-Ordinator.



Signature of the Chairperson

Principal
Bijni College, Bijni

Report of Action on the Resolutions of
IQAC meeting held on 12th February, 2019

IQAC, Bijni College, Bijni

The meeting took the stock of actions taken on the resolutions of IQAC meeting held on 12-02-2019 from the Co-Ordinator as follows –

1. The academic cell has already taken the initiative in reviewing the academic progress of different departments and all the departments have conducted their meetings to take stock of their academic levels.
2. The academic departments have already increased the use of smart classes according to their syllabus commitment.
3. Most of the academic departments have already conducted students' farewell programmes and few had arranged departmental study tours, which will be increased in the next academic session.



Signature of the Chairperson

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Bijni College, Bijni