



OFFICE OF THE
INTERNAL QUALITY ASSURANCE CELL
BIJNI COLLEGE, BIJNI

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Chairperson: *Dr. Birhash Giri Basumatary*
Co-ordinator: *Dr. Arup Sarkar*

Ref. No. IQAC/MM/AQAR/NAAC/24-3

Dated: 6-08-2024

IQAC Meeting Minutes
From 1st August 2023 to 31st July 2024

IQAC Meeting

IQAC Office,

Time –1.30 PM

Date – 11th August, 2023

Agenda:

1. Discussion on new academic Session.
2. Discussion on implementing NEP 2020 curriculum from 2023-24 session.
3. Discussion on Augmenting reading room provision of Central Library as per last Peer team suggestion.
4. Discussion on extension of inter connecting CC Block Pavement within the campus.
5. Miscellaneous.

Members present:

1. Dr. Birhash Giri Basumatary
2. Dr. Arup Sarkar.
3. Ranjit Kumar Barman
4. Dr. Gwgwm Brahma Kachary
5. Sanjita Ray
6. Malay Kumar Chanda.
7. Devajyoti Sarma.
8. Jayshri Narzary
9. Dr. Babul Basumatary

The meeting is held as per the schedule, agenda and attendance shown above. It started with greetings and warm wishes from the Chairperson. At the outset he sought full cooperation of every member present in holding the meeting. He advised the Coordinator Dr. Arup Sarkar to read out the agenda for discussion and accordingly Mr. Sarkar elaborated the same. Taking up the first agenda the Chairperson asked the members to discuss about the academic activities in the new session and particularly in the view of the implementation of NEP 2020 adopted by both UGC and the Bodoland University. The members discussed among themselves about the new session which is going to be a full-fledged session after the pandemic batches. As it is a challenge both on the part of the teachers and students to both adopt to the new curriculum as well as initial problems of transition from the earlier CBCS parameter. The college has to devise ways and means to deal with

simultaneously conducting both CBCS and NEP curriculum with limited resources. After a threadbare discussion the following resolutions were taken.

Resolution No. 1 :

The meeting unanimously resolved to abide by the new academic session and courses offered by Bodoland University from the present academic calendar released by them for the semester classes of UG and PG.

Resolution No. 1 (a) :

The meeting resolved to advise all the academic departments to continue with only offline classes in the campus and others miscellaneous ways for the teaching learning activities in this academic session. Further it advises the administration and the departments to publicize widely among the students and faculties, the newly adopted way of teaching learning.

Resolution No. 1 (b) :

The meeting also resolved to conduct the central Induction Programme for the newly admitted students at college level and at the departmental level also. The Induction Programmes should be composite in nature taking into it the curricular, co-curricular, extra-curricular and peripheral information dissemination.

Going to the next agenda, the chairperson asked the members to discuss about implementing the NEP 2020 curriculum from the current session. The Coordinator, Dr. Sarkar elaborated that the above programme is already implemented by UGC and adopted by Bodoland University. The Programme is a visionary one by the Human Resource Department, Govt. of India that will improve and help both the faculty and students respectively in the field of academics. After much discussion among the members the following resolution was taken.

Resolution No. 2:

The meeting unanimously resolved to adopt and implement NEP 2020 curriculum from the current session in Bijni College. The College authority is requested to arrange for the same by extension and innovation of existing infrastructure as well as increasing the strength of the faculty across the departments.

Taking up the third agenda of the day the chairperson advised the members present to discuss about the augmentation of reading room within the Central Library of the College. The Coordinator Dr. Sarkar hinted that the last visiting Peer team had suggested in their report for increase of space and facilities for reading activities with the central library. The members present seriously discuss about this suggestion and also opined that the extension of the reading room is an urgent need due to the large number of students finding it difficult to accommodate within the present facility. After threadbare consultation, the following resolution is taken.

Resolution No. 3 :

The meeting unanimously resolved to recommend for immediate extension of the reading room facility within the central library. The college authority is requested to undertake the construction work at the earliest and make the extended reading room facility available to the students from the current session.

Coming to the fourth agenda the chairperson asked the Coordinator to elaborate about it. Accordingly, the Coordinator presented that due to the low land situation within the college campus, during monsoon in particular, movement between different blocks of the college becomes problematic. The members present also discussed about the necessity for earth-filling and construction of CC Block Pavement within the campus. The members through interaction came to a decision and took the following resolution.

Resolution No. 4 :

The meeting unanimously resolved to appeal to the college authority for extending the inter connectivity CC Block Pavement within the college campus at the earliest. It is for better movement of both students and all the employees as well as beautification of the campus.

Taking up the final agenda the chair-person advised the members present to discuss any other matter of importance for the college within their knowledge. Members discussed about various needs and facilities for the stakeholders within the campus. But keeping the present situation of finance and feasibility in mind the chairperson advised them to postpone the discussion and decision to a later date. The meeting came to a closure after the speech of the chairperson and vote of thanks from the Coordinator.

Report of Action on the Resolutions of IQAC meeting held on 11th August, 2023

IQAC, Bijni College, Bijni

1. The college organized one central Induction Programme for the newly admitted students of NEP 2020 on 14th August, 2023 for the session 2023-24. All the academic departments also conducted their respective induction programmes for emphasizing the new curriculum and introducing it to the new comers. These programs helped the new comers in adjusting with both the institution and the new curriculum in a considerable manner.
2. The library reading room is extended to accommodate the growing number of students and library users. The extension work is completed by the end of December, 2023. It has helped the library users in a significant manner.
3. New interconnected CC Block Pavement has been constructed from the college gate to the science building and to the sports ground, which work is completed by the end of December, 2023. It has helped in the students and faculty to move freely without any difficulty.

IQAC Meeting

IQAC Office,

Time –3.00 PM

Date – 16th November, 2023

Agenda:

1. **Discussion on finalization of SSR and its submission to NAAC. Preparation of SSR**
2. **Discussion on introducing RFID facility in the central library.**
3. **Miscellaneous.**

Members present:

1. Dr. Birhash Giri Basumatary
2. Dr. Arup Sarkar.
3. Ranjit Kumar Barman
4. Dr. Gwgm Brahma Kachary
5. Sanjita Ray
6. Malay Kumar Chanda.
7. Devajyoti Sarma.
8. Jayshri Narzary
9. Dr. Babul Basumatary

The meeting began with cordial greetings and wishes from the Chairperson. He sought the cooperation of every member present in conducting the meeting in a conducive manner. He advised the Coordinator Dr. Arup Sarkar to read out the agenda for discussion and accordingly Mr. Sarkar elaborated about the same. Taking up the first agenda, the Chairperson asked the Coordinator to elaborate about the present status of the SSR and the time and data or activities needed if any in this direction. The Coordinator diligently explained to the members about the practical and beneficial aspect of preparing a good SSR and elaborated about its present status and further needs in completing the same. Members present in the meeting interacted and wanted full cooperation from the college authority in this regard. After threadbare discussion the following resolution is taken.

Resolution No. 1 :

The meeting unanimously resolved to finalize the SSR by the end of January, 2024 and submit it to the NAAC office appropriately after suitable modification if any. It also appeals to the Seven Criteria Committee to finalize their respective data and submit to the office of the IQAC latest by the mid-January, 2024.

Resolution No. 1 (a) :

The meeting also resolved to appeal to the college authority for undertaking any task that is essentially needed for completing the SSR report before its submission by the end of January, 2024.

Taking up the next agenda, the chairperson asked the Coordinator to discuss the matter of introducing RFID facility in the central library. Accordingly, the Coordinator explained the necessity of upgrading the central library with RFID facility for the better benefit of the students as well as better efficiency in serving the beneficiaries and connectivity with similar institutions outside. The members interacted with him before taking the following resolution.

Resolution No. 2 :

The meeting resolved to introduce the RFID facility in the central library of the college at the earliest to serve the students, faculty and the public with greater efficiency. It also requested the college authority to facilitate appropriate funding and any other necessary action in this regard.

Coming to the final agenda the chairperson asked to discuss anything of importance to the college. But as there was no such significant issue, so the meeting came to a closure after the speech of the chairperson and vote of thanks from the Coordinator.

Report of Action on the Resolutions of IQAC meeting held on 16th November, 2023

IQAC, Bijni College, Bijni

1. The SSR Criteria Committee has made considerable advance in finalizing the SSR with the help of various cells and the Seven Criteria Committee. It is expected that the SSR will be submitted within April, 2024.
2. The Central Library of the College has successfully introduced the RFID in the library from February, 2024 which is going to immensely benefit all the users.

IQAC Meeting

IQAC Office,

Time – 12.00 Noon

Date – 2nd March, 2024

Agenda:

1. Discussion on submission of IIQA.
2. Submission of SSR.
3. Discussion on Requirement of Boys' Hostel.
4. Miscellaneous.

Members present:

1. Dr. Birhash Giri Basumatary
2. Dr. Arup Sarkar.
3. Ranjit Kumar Barman
4. Dr. Gwgm Brahma Kachary
5. Sanjita Ray
6. Malay Kumar Chanda.
7. Dr. Babul Basumatary
8. Devajyoti Sarma.
9. Jayshri Narzary

The Chairperson Dr. B.G. Basumatary greeted all the members and sought their co-operation in conducting the meeting at the very outset. He advised the Coordinator to explain the purpose of the same. The Coordinator Dr. Arup Sarkar elaborated about the significance and urgency of NAAC Assessment particularly the ongoing process of 3rd Cycle. He explained about different phases of assessment mechanism and its compliance on the part of the college. He initiated the discussion on the submission of IIQA. He informed the meeting that, the IIQA is already submitted to the NAAC authority on 10th February, 2024 and is in the process of approval. The members interacted with him and after threadbare discussion took the following resolution.

Resolution No. 1:

The meeting unanimously resolved to express its appreciation for the entire IQAC team for successful submission of IIQA. It also expressed its hope that the same will be approved by NAAC in very near future.

Coming to the second agenda, the chairperson advised the Coordinator to discuss about the preparation and submission of SSR. The Coordinator briefed about the preparation and finalization process of SSR till present time and rolled out different ideas and measures to be followed for the purpose and possible date of submission. He requested cooperation from all members, who thoroughly discussed among themselves all the matters and took the following resolution.

Resolution No. 2 :

The meeting unanimously resolved to empower the coordinator IQAC to prepare the Self Study Report as per the Govt. of Assam direction and to finalize the report at the earliest and submit the same to the NAAC authority for early assessment of the institution.

Resolution No. 2 (A) :

The meeting unanimously resolved to urge the college authority as well as all the academic departments and various cells and the Seven Criteria Committee to actively cooperate in the preparation and finalization of SSR with the office of the IQAC Coordinator.

Coming to the third agenda the Chairperson asked the Coordinator to elaborate. The Coordinator explained about the necessity of an additional Boys' Hostel for the convenience of boy's students coming from faraway places. Members also interacted and felt the necessity of the hostel considering the huge number of students not able to available any such facility. The members thoroughly discussed the matter and took the following resolution.

Resolution No. 3 :

The Meeting resolved to request the college authority to arrange for construction of at least one Boys' Hostel to mitigate the acute problem. The meeting also advised the college authority to explore various avenues for the purpose.

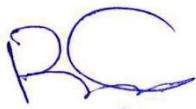
Coming to the miscellaneous the members discussed about initiating various new steps more intensively to make the college justify its premier tag through the cooperation and dedication of all the stake holders in the coming days. They also requested the college authority to explore financial help or grant from diverse sources to augment the college infrastructure.

Finally, as there was no other issue to be discussed the meeting came to an end by the address of the Chairperson and vote of thanks from the Coordinator.

Report of Action on the Resolutions of IQAC meeting held on 2nd March, 2024

IQAC, Bijni College, Bijni

1. The IQA which was submitted on 10th February, 2024 with the NAAC authority was finally approved by it on 27th March, 2024. The IQAC has already undertaken the next process of undergoing the assessment.
2. The SSR of the college was successfully submitted on 10th May, 2024. The IQAC in the meantime is making brisk preparation for Data Validation and Verification process. The IQAC along with the Seven Criteria Committee is undertaking the data accumulation for the same purpose.
3. The College authority approached the local MLA (33 No. Bijni LAC), Ajoy Kumar Ray for facilitating a new Boys' Hostel for the college. Accordingly, the honourable MLA provided a state government sponsored scheme for the same and laid its foundation on 04.03.2024.



Dr. Birhash Giri Basumatary
Chairperson, IQAC:: Bijni College

Principal
Bijni College, Bijni



Dr. Arup Sarkar
Co-ordinator, IQAC:: Bijni College

Co-Ordinator
IQAC
Bijni College, Bijni