

## MINUTES OF IQAC MEETING HELD ON 14-12-2020

An IQAC meeting was held on 5<sup>th</sup> December, 2020 at room no. '1' of arts block MDKG college, Dibrugarh to discuss about different issues relating to governance, leadership and management. At the very outset, Dr. Utpal Sut IQAC coordinator extended his warm welcome to the all members of the meeting. Dr. Sut requested Dr. Nibedita Phukan, Principal and chairperson of IQAC to chair the meeting. Dr. N Phukan accepted the request and conducted the meeting. Dr. Phukan asked Mr Dipankar Sarmah to explain the criterion VI of AQAR. Accordingly, Mr. Sarmah explained the criterion with power point. After the presentation of Mr. Sarmah, elaborate discussion was held on the criterion among the members of the meeting.

**ITEM NO (1): Institutional vision and leadership:** Members discussed about the mission and vision of the institution, decentralization and participative management, strategic plan or perspective plan of the college, effectiveness and efficiency of institutional bodies, implementation of e-governance in areas of operation viz administrative, finance and accounts, student admission and support and examination.

**ITEM NO (2): Faculty empowerment strategies:** Members discussed about effective welfare measures for teaching and non-teaching staff, provide financial support to the teachers for attending conferences, workshops and membership fees of professional bodies, organization of professional development programs for teaching and non-teaching staff, teachers participation in faculty development programme and performance appraisal for teaching and non-teaching staff of the college.

**ITEM NO (3): Financial management and resource mobilization:** Members discussed about conducting of internal and external audits, funds received from government, non-government bodies, individuals, philanthropers and institutional strategies for mobilization of funds and optimum utilization of resources.


**ITEM NO (4): Internal Quality Assurance System :** Members discussed about the issues like contribution of IQAC for institutionalizing the quality assurance strategies and processes, reviews of teaching process, structures and methodologies for operations and learning outcomes, recording of incremental improvements in various activities of the college. The members also discussed about the quality initiatives of the institution.

**RESOLUTION (1):** Resolved that perspective plan be prepared by the committee of Governance, leadership and management.


**RESOLUTION (2):** Resolved that thrift society be formed to take welfare measures for teaching and non-teaching staff of the college.

**RESOLUTION (3):** Resolved that Academic and Administrative Audit be conducted by the IQAC of the college.

The meeting was ended with vote thanks from the chair.

  
15/12/2020  
Dr. Utpal Sut  
IQAC Coordinator  
MDKG College, Dibrugarh

Co-ordinator  
IQAC  
MDKG College  
Dibrugarh

  
Dr. Nibedita Phukan  
Principal and Chairperson of IQAC  
MDKG College, Dibrugarh  
Principal  
Manohari Devi Kanoi Girls' College  
DIBRUGARH

# T&AC meeting

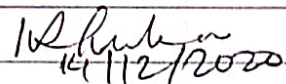
Camlin Page  
Date 14/12/2020

T&AC meeting with Coordinators and members of Governance, leadership and management sub-committee, Teachers' Representative to GR, librarian, Vice-Principal, Coordinators and members of Planning committee, Coordinators and members of purchasing committee, Coordinator and members of PMU, RUSA, Person engaged in charge of submitting NIRF, Non-teaching staff representative to GR, UDA/Accountant.

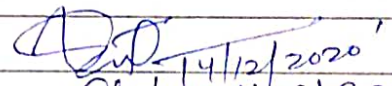
Purpose: "How to fill up the criterion VI-i.e. Governance, leadership and management in new AQAR format of NAAC." — A critical discussion.

Members present: (Signatures).

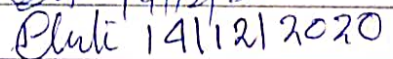
1. Nibedita Phukan

  
14/12/2020

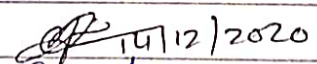
2. Utpal Dut

  
14/12/2020

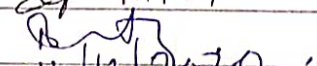
3. Purnima Chutia

  
14/12/2020

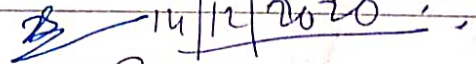
4. Uma Devi

  
14/12/2020

5. Malina Banumatary

  
14/12/2020

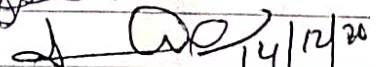
6. Dipankar Sarmah

  
14/12/2020

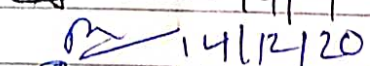
7. Indarjyoti Saikia



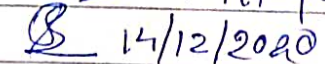
8. Anisuddha Datta

  
14/12/20

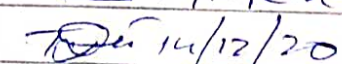
9. Bikash Barua

  
14/12/20

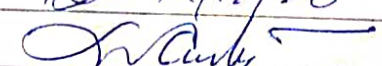
10. Surojit Bhattacharjee

  
14/12/2020

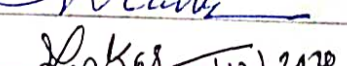
11. Zubin Dute

  
14/12/20

12. N. D. Chakraborty



13. Dr. Rizia B. Laskar

  
14/12/2020

10/10/2010

14. Metallurgical Refractory (10) 1000

15. Sandstone (10) 1000

16. Extraction (10) 1000