

IQAC Core Committee Meeting

Date: 11-02-2022

Venue: Room No.1.(Arts Block)

Agenda of the Meeting:

1. Introduction of Add on course or Certificate programme
2. Collaboration with Industries, Corporate bodies and Universities
3. Learning Management System (LMS)
4. Student Progression and Placement
5. ISO Certification
6. Conducting of Professional Development and Administrative Training Programme
7. Speech from the chair
8. Vote of thanks

Date: 11-02-2022.

Signatures of the members present:

1. Nivedita Phukan

Phukan
10/2/2022

2. JYOTI P KANOI

Kanoi
11/2/21

3. JADAVJYOTI SMIKIA

Smikia

4. Anisuddha Dutta

Dutta

5. Anju Boruah

Boruah

6. Sanubh Bhattacharyya

Bhattacharyya

7. Surojit Bhattacharjee

Bhattacharjee

8. Shobha Chakraborty

Chakraborty

9. Priyanki Thenged Boruah

Priyanki T. Boruah
11/2/22

10. Manisha Dutta Hazarika

Hazarika
11/2/22

11. Dr. Rizia B. Laskar

Laskar
10/2/2022

12. Jiten Hazarika

Hazarika
11/2/2022

13. Khaniada Misra Bhagavati

Bhagavati
11/2/2022

14. Utpal Surt

Surt
11/2/2022

15.

16.

MEETING DATE: 11-02-2022
IQAC CORE COMMITTEE MEETING

An IQAC core committee meeting was held on 11th February, 2022 in room no.1 of arts block of MDKG College Dibrugarh in presence of the core committee members of IQAC. At the very outset, Dr. Utpal Sut, IQAC Coordinator of the college extended his heartfelt welcome to the members present in the meeting and stated the objective of the meeting. Thereafter, Dr. Sut requested Dr. Nibedita Phukan, Principal of the College to chair the meeting. Accordingly, Dr. Phukan chaired the meeting and suggested the IQAC Coordinator to go with the agenda. The meeting started with a request by Prof. Suresh Bhattacharyya to the IQAC Coordinator to read out the names of the IQAC core committee to which the coordinator duly complied with.

Item no.1. Introduction of Add-on course or certificate programme: The IQAC coordinator brought notice to the members about the introduction of Add-on course in the college. Dr. Shekhar Chakraborty, asked whether there are any specifications from NAAC regarding add-on course. After some discussion on the topic with the members of core committee, Prof. Aniruddha Dutta said that it would be better if individual departments discussed and put forward proposals. Prof. Jiten Hazarika, Registrar Dibrugarh University, talked at length about the add-on courses to be taken up by the college. He said that not only are such courses very necessary for the students but also that it is necessary for college to expand their knowledge base. The college just needs to design the course and send it to the University for approval. Some examples of add-on courses he gave included beautician or tailoring courses by Home Science department and Communication Skills development which can be taken up in a unified manner by all literature departments.

Item no.2. Collaboration with Industries, Corporate bodies and Universities: The IQAC coordinator placed the issue of collaboration with industries, corporate bodies and Universities. J.P. Kanoi said that students can be incorporated under Prime Minister's Skill Development Programme to develop skill based education. Mr. Kanoi, speaking about the problems of sports complex and hostel for the college, said that an MOU can be signed with Kanoi Law College to use it as a sports complex for the college. Also the problem with hostel can be solved amicably through proper intervention and acquire the hostel land as early as possible. Regarding collaboration with industries, Prof. Jiten Hazarika said that collaboration with industry faculty can be taken up for certain skill development projects. He proposed the name of Mr. A. C. Borbora for tea and citrus research and for environment issues to tie up with BCPL or Oil India Limited. Prof. Hazarika also emphasised for academic understanding with other Universities for students excursion etc. Also tie up with Universities for Faculty Development Programmes.

Item no.3. Learning management system: The IQAC Coordinator apprised the members about the Learning Management System available in the college. Regarding Learning Management System, Prof. Hazarika said that the already available ERP in the college can be upgraded to incorporate more features.

Item no.4. Student progression and placement: The IQAC Coordinator placed the issue of Students' Progression and Placement and said that it is a complex problem for under graduate colleges and therefore a mechanism needs to be in place. In this regard, Prof. Hazarika said that for progression individual departments need to keep contact with students and for placement the institution needs to urgently bring in some campus placement companies.

Item no. 5. ISO certification: IQAC Coordinator placed issue of ISO Certification and apprised that college go

certification offers from one or two institution from outside the state. In this regard, Prof. Hazarika said that only those companies need to be brought in for certification which have been validated by government.

Item no. 6. Conducting of professional development and administrative training programme: The IQAC Coordinator placed the issue of conducting professional development and administrative programme by the college. Prof. Hazarika said that conducting professional development programmes and administrative programmes is important for the institution. In this regard, the college can approach the Affiliating university for conducting orientation programmes and also to look seriously into NEP and conduct programmes in this regard. Also, some independent programmes should be conducted by the IQAC which are necessary for the development of the college.

Others: The members discussed about research initiatives. In this regard, Prof. Hazarika said that motivation of faculty members is very necessary. It is not necessarily only the young faculty members who need to engage in research but also the mid or senior level faculty members should devote time to research. In this regard, some seed money can be given to researchers to incentivize research.

The IQAC Coordinator gave the concluding speech with emphasis on the fact that all the issues taken up for discussion in the meeting needs to be discussed with the individual departments and proper action taken up consequently.

After discussion, the members took the following resolution

Resolution No. 1: Resolved that proposals of add-on course be prepared by the all the departments of the college and send it to Dibrugarh University for approval.

The meeting ended with the vote of thanks from the chair.

Utpal Sut
12/2/2022

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IQAC Coordinator
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Co-ordinator
IQAC
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Nibedita Phukan

Dr.Nibedita Phukan
Principal and Chairperson of IQAC
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Principal
Manohari Devi Kanol Girls' College
Dibrugarh