

IQAC meeting with Hostel committee of MDKG College

Date : 31st may, 2023

Room No- 1 of Arts block

Time : 11 a.m.

Agenda of the meeting

1. Introduction by IQAC Coordinator
2. Chair the Meeting by the respected Principal Madam
3. Discussion on different facilities in College Hostel
4. Solutions of problems arises in college hostel (version of Hostel in Charge) *Hostel Superintendent, Dr. P. Jayaprakash*
5. SOP of College Hostel *Banner to be appointed as assistant Superintendent.*
6. Opinion of Chairperson
7. Vote of thanks

N. Shankar
31/5/2023

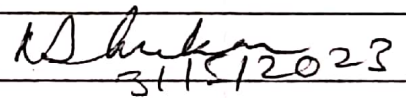
IQAC meeting with
Hostel committee of
MDKA college, Dibrugarh

Camlin Page
Date 31/05/2023

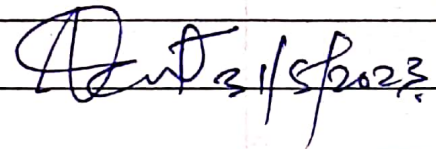
Objective of the meeting: To discuss
about some pertinent issues
of college hostel.

Signatures of Members present:

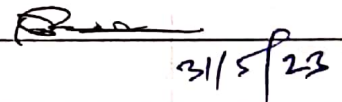
1. Nibedita Phukan


31/5/2023

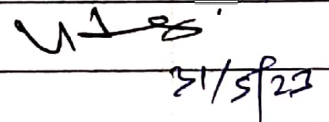
2. Utpal Sut


31/5/2023

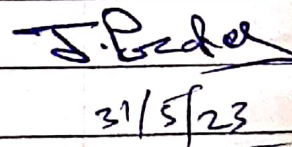
3. Bidyut Boruah


31/5/23

4. Uday W. Yaew


31/5/23

5. Jagmohan Prasad.


31/5/23

**IQAC meeting with members of Hostel committee of MDKG College,
Dibrugarh on 31st May, 2023 at 11am**

An IQAC meeting with members of hostel committee is convened on 31st May, 2023 at room no. 1 of Arts block of the college. At the very outset IQAC coordinator extends welcome to all the members present in the meeting and states the objective of the meeting.

Objectives of the meeting: the objective of the meeting is to discuss some pertinent issues of college hostel.

Chair the meeting: IQAC coordinator requests Dr. Nibedita Phukan, Principal and chairperson of IQAC to preside over the meeting and request IQAC coordinator to proceed with agenda of the meeting.

Item no.1: different facilities in college hostel:

IQAC coordinator informs that facilities available in the college hostel may provide the basic necessities to the students who come from long way from their homes to study in MDKG College. Coordinator mentions that the hostel seat capacity is not adequate to fulfill the needs of the students although facilities are available for the limited students. IQAC coordinator requests all the members of the meeting to pay heed to such problems. All the members agree with IQAC coordinator.

Item no.2: Hostel problem:

IQAC coordinator requests to the hostel superintendent to take urgent solutions to the problems if arises. Coordinator also requests all the members to be rigid in entry and exit time of hostellers. All agree with the IQAC coordinator.

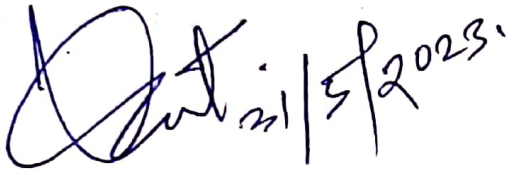
Item no.3: SOP of the hostel:

IQAC coordinator puts emphasis on the strict compliance of standard operating procedure of the college hostel and it should be followed by the hostellers. Coordinator requests all the members of the hostel committee to take care of this issue. Hostel superintendent inform that SOP is followed in the hostel in sincere manner and hostel authority has the adherence to it.

Opinion of the Chairperson: Dr. Nibedita Phukan, Principal and chairperson of IQAC chairs the meeting and is in the opinion that students' priority is the principal element in hostel accommodation. Dr. Phukan says that security and safety of the hostellers are the focal strength of any hostel, since the hostel is only meant for girls students, hence proper care needs to maintain it. Dr. Phukan wishes to appoint Dr. Punyaprabha Baruah as an assistant superintendent of the hostel for better performance of duty of hostel committee.

Resolution no.1: Resolved that Dr. Punyaprabha Baruah be appointed as Assistant Superintendent of MDKG College hostel.

Vote of thanks: At last, IQAC coordinator proposes the vote of thanks to all members present in the meeting.

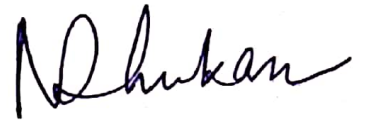


Dr. Utpal Sut

IQAC Coordinator

MDKG College, Dibrugarh

Co-ordinator
IQAC
MDKG College
Dibrugarh



Dr. Nibedita Phukan

Principal & Chairperson of IQAC

MDKG College, Dibrugarh

Principal
Manohari Devi Kanol Girls' College
DIBRUGARH

IQAC meeting with Canteen committee of MDKG College

Date : 31st may,2023

Room No- 1 of Arts block

Time : 12:30 p.m.

Agenda of the meeting

- ~~1.~~ Introduction by IQAC Coordinator.
- ~~2.~~ Chair the Meeting by the respected Principal Madam.
- ~~3.~~ Discussion on Canteen facilities,
- ~~4.~~ Discussion of the rules and regulations of the College Canteen
- ~~5.~~ Futures plan of the action of canteen committee.
- ~~6.~~ Opinion of canteen ~~in charge.~~ *coordinator*
- ~~7.~~ Opinion of Chairperson.
- ~~8.~~ Vote of thanks.

Shubham
31/5/2023

IQAC meeting with Canteen
Committee of MDK College, Debrajgarh.

Camlin Page
Date 31/05/2023

Objective of the meeting: To discuss
some issues related to canteen
facilities of the college.

Signatures of members present:

1. Nibedita Chakrabarti

N Chakrabarti
31/5/2023

2. Shaktimata Bhattacharya

S Bhattacharya
31/05/23

3. Dr. Uma Devi

U Devi
31/05/23

4. Dr. Anila Sharma

A Sharma
31/05/23

5. Dr. Ujjwal Saha

U Saha
31/5/2023

IQAC meeting with the members of Canteen committee of MDKG College

Date: 31st May, 2023

Room no.1 of Arts Block

Time: 12:30 pm

An IQAC meeting with the members of canteen committee of MDKG college in convened on 31st May, 2023 at room no.1 of arts block of the college. At the outset Dr. Utpal Sut, IQAC coordinator extends welcome to all the members to the meeting and states the objective of the meeting.

Objective of the meeting: The objective of the meeting is to discuss some issues related to canteen facilities of the college.

Chair the meeting: IQAC coordinator requests Dr. Nibedita Phukan, Principal and chairperson of IQAC to preside over the meeting and Dr. Phukan presides over the meeting. Dr. Phukan requests IQAC coordinator to go with the agenda.

Item no.1: Discussion on canteen facilities:

IQAC coordinator places the issue of different facilities available in the college canteen like provision of quality food and drinking water facilities, quality of red tea and milk tea. Coordinator also states the hygiene condition of the canteen. He requests all the members of the canteen committee to pay heed to the maintenance of quality of food in the canteen. Dr. Anita Sharma, member of canteen committee says that she will take care of it in coming days.

Item no.2: Regulations of the college canteen:

IQAC coordinator gives stress on the follow up of rules and regulations of college canteen and says that violation of rules & regulations mismanage the service of canteen staff which ultimately affect the customers. All the members agree with IQAC coordinator and assure to provide the canteen facilities with strict compliance to the rules and regulations of the canteen committee.

Item no.3: Future plan of action:

IQAC coordinator requests all the members of the canteen committee to prepare a future plan of action by incorporating different food menus besides the existing ones prevailing in the canteen. All the members agree with IQAC coordinator and assure to do the same in coming days.

Opinion of the canteen coordinator:

Ms. Shrutimala Bharali, Assistant Professor of English department of the college selected as the new coordinator of the college canteen committee in place of Dr. Uma Devi. Dr. Uma Devi has joined as an Associate Professor in the department of Hindi of Guwahati University w.e.f. 1/6/2023. Ms. Shrutimala Bharali says that she will take care of all the matters related to canteen facilities of the college and assures to render best service for the betterment of college canteen. Two new members viz Dr. Abhilupta Padmanathan Gohain, Assistant Professor, Department of Education and Ms. Puspa Goankhowa, Assistant professor of Sanskrit department of the college are included in the canteen committee of the college.

Opinion of Chairperson:

Dr. Nibedita Phukan, Principal & Chairperson of IQAC chairs the meeting and says that canteen must provide the food to the customers in an optimal manner with complete maintenance of health and hygiene of the food and utensils. Dr. Phukan also says that authority will take care of the apprehension put forwarded by the IQAC coordinator.

Resolution no.1:

Resolved that future plan of action of college canteen be prepared under the guidance of canteen committee of the college.

Resolution no.2:

Resolved that a meeting of the canteen committee and the principal be held in every two months.

Vote of thanks:

At last, IQAC coordinator proposes vote of thanks to all the members present in the meeting.

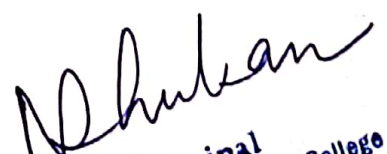
Action taken report of the IQAC meeting with members of canteen committee of MDKG college meeting held on 31st May, 2023 at 12:30 pm:

As per resolution no.1 of the meeting responsibility of preparation of future plan of action has been assigned to canteen committee of the college.

As per resolution no.2 of the meeting, the coordinators of canteen committee have been reported about the conduct of meeting between canteen committee and Principal of the college would be held in every two months. It has also been reported that canteen committee will communicate with the authority to fix the date of such meetings.


1/6/2023

Co-ordinator
IQAC
MDKG College
Dibrugarh


Principal
Manohari Devi Kanol Girls' College
DIBRUGARH

IQAC meeting with
Coordinators of Adopted village
of MDKA College

Camlin Page
Date 31/5/2023

Objective: To discuss issues
related to activities conducted
in adopted village of the College.

Signatures of the members present:

1. Nibedita Phukan

N Phukan
31/5/2023

2. Utpal Surt

U Surt
31/5/2023

3. Jogesh Das

J Das
31/5/23

4. Nandini Das

N Das
31/05/2023

**IQAC meeting with the Coordinators of Adopted
Village of MDKG College**

Date: 31st may, 2023

Room No- 1 of Arts block

Time: 2 p.m.

Agenda of the meeting

1. Introduction by IQAC Coordinator
2. Chair the Meeting by the respected Principal Madam
3. Discussion on activities in the adopted village and the report compliance since the adoption of the village
4. Opinion of the coordinators
5. Opinion of Chairperson
6. Vote of thanks

M. Shubhan
31/5/2023

IQAC meeting with the Coordinators of Adopted village of MDKG College

Date: 31st May, 2023

Venue: Room no. (1) of Arts block of MDKG College

Time: 2pm

An IQAC meeting is held on 31st May, 2023 at room no (1) of Arts block of the college with the coordinators of adopted village of the college. At first, Dr. Utpal Sut, IQAC coordinator welcomes all the members of the meeting and states the objective of the meeting.

Objective of the meeting: The objective of the meeting is to discuss about the activities done by the college in adopted village of the college.

Chair the meeting: Dr. Nibedita Phukan, Principal and chairperson has chaired the meeting and requests IQAC coordinator to go with the agenda .

Discussion on the activities done in adopted village of the college: IQAC Coordinator places the issue of activities performed by the college in adopted village of the college. Dr. Sut requests the Coordinators of adopted village to explain the functions performed by them in the adopted village from the end of college. Mr. Utpal Gogoi, chief Coordinator of adopted village of the college speaks on the different activities performed under his guidance in the adopted village and recording of the events. He assures IQAC coordinator to submit the report as soon as possible and he also assures that new plan of action will be initiated by him in the adopted village in coming years for the greater interest of community development. Dr. Jogesh Das, joint coordinator of the adopted village also assures the same to coordinator and chairperson of IQAC of the college.

Opinion of the chairperson: Dr. Nibedita Phukan, Principal and Chairperson of IQAC has presided over the meeting and is in opinion that both the coordinator of adopted village must chalk out the plan of action in the adopted village in the real sense of the term and keep records with evidences. Dr. Phukan also states that both the coordinators of adopted village must perform the activities in a coordinated manner which may lead to linear development of both college and the adopted village.

Resolution no (1): Resolved that activities performed by the college in adopted village be recorded properly under the guidance of coordinators of adopted village of the college.

Principal proposes vote of thanks to all the members present in the meeting for their kind presence.



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 Kanol Girls' College
Dibrugarh**