



MANOHARI DEVI KANOI GIRLS' COLLEGE

DIBRUGARH - 786 001, ASSAM

মনোহৰী দেৱী কানৈ মহিলা মহাবিদ্যালয়, ডিব্ৰুগড়, অসম।

INTERNAL QUALITY ASSURANCE CELL

Dr. Utpal Sut
Co-ordinator

Ref. No.....

Date...21-9-2024

Minutes of General meeting on NAAC preparation

Date: 21st September, 2024

Venue: Room no.1 of Arts Block of MDKG College

Dibrugarh

Time: 2 pm

An IQAC meeting is held on 21st September of 2024 at room no.1 of Arts block of MDKG College. At the very outset, Dr.Utpal Sut, IQAC Coordinator of the college extends welcome to all the members present in the meeting.

Objectives of the meeting: IQAC Coordinator states the objectives of the meeting. The objectives of the meeting are as follows

1. To discuss the issues related to department profile of the college
2. To discuss the issues related to seven criterion of NAAC
3. To discuss about website related issues

Item no.1. Discussion on departmental profile of the college:

IQAC Coordinator requests all the heads of the department (HODs) to update their departmental profile along with their individual profile by including the latest information and send the soft copy of the updated department profile to IQAC mail of the college at the earliest. The Coordinator states that departmental and individual profiles will be uploaded in new website of the college.



☎ : 0373-2322602 (O)

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Item no.2.Discussion related to seven criterion of NAAC:

IQAC Coordinator places the different issues related to seven criterions of NAAC assessment and accreditation. Coordinator requests all the coordinators of seven criterion to make a brief review and keep the documentary evidences of their respective criterion. All the Coordinators and members of the seven criterions agree with the IQAC coordinator and assure the Coordinator to review the criterion and keep the required documentary evidences of the criterion.

Item no.3.Discussion on college website:

IQAC Coordinator informs all the members of the meeting that college website is being constructed and it will be completed within a short period of time. Coordinator requests all the members to send their updated individual profiles to the IQAC mail of the college as early as possible. Coordinator also urges the faculty members to keep constant communication with IQAC for their recent updates.



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Resolution of the meeting:

1. Resolved that Department profile be updated by the twenty departments of the college and send soft copy of it to IQAC mail of the college.
2. Resolved that documentary evidences of seven criterions be kept by the criterion coordinators.

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

Dr. Utpal Sut
21/9/2024

Dr. Utpal Sut

IQAC Coordinator

MDKG College

Dibrugarh

Co-ordinator
IQAC
MDKG College
Dibrugarh

General Meeting on NAAC Preparation

Objectives of the meeting: To discuss about

- (1). Issues of department profile
- (2). Issues of seven criteria of NAAC
- (3). Issues of Website (college)

Signatures of Members Present:

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| 1. Dr. Utpal Sult | | 21/9/2024 |
| 2. Dr. Manashi Ghose | | 21/9/24 |
| 3. Dipankar Sarma | | 21/9/24 |
| 4. Dr. Anite Ghose | | 21/9/24 |
| 5. Suresh Bhattacharya | | 21/9/24 |
| 6. Uzma Anam Rahman | | 21/9-24 |
| 7. Mayuri Handique | | 21/9/2024 |
| 8. Binina Taya | | 21/9/2024 |
| 9. Nilufer Rahman | | 21/9/24 |
| 10. Zareen Roushan Uaque | | 21/9/24 |
| 11. Dr. Dippee Baruah | | 21/9/24 |
| 12. Dr. Gitanjali Boruah | | 21/9/24 |
| 13. Banani Das | | 21/9/24 |
| 14. Dr. Banali Nath Doreah | | 21/9/24 |
| 15. Shantimata Baruah | | 21/9/24 |
| 16. Purnu Gorkhona | | 21/9/24 |
| 17. Dr. Mandira B. Saikia | | 21/9/24 |
| 18. Anwesha Saikia | | 21/9/24 |
| 19. Dr. Ashwini Maiboi | | 21/9/24 |
| 20. Nayan Jyoti Sarma | | 21/09/2024 |
| 21. Pallab Dikunjia | | 21/9/24 |
| 22. Dr. Shreemoye Bordoloi | | 21/09 |
| 23. Dr. Purny Prava Boruah | | 21/09/24 |
| 24. Kabyasree Datta | | 21/09/24 |
| 25. Bhagyalakshi Boruah | | 21/09/24 |
| 26. Mithu Rani Das | | 21/9/24 |
| 27. Purnima Prava | | 21/9/24 |

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| 28. Rimpi Sarma. | Rimpi Sarma
21/09/24 |
| 29. Consita Gosai | Consita Gosai
21/9/24 |
| 30. Dr. Hitali Lonowal | Dr. Hitali Lonowal
21/9/24 |
| 31. Dr. Rizia B. Laskar | Dr. Rizia B. Laskar
21/9/2024 |
| 32. Deepa Pradhan | Deepa Pradhan
21/9/24 |
| 33. Anirban Singha | Anirban Singha
21/9/24 |
| 34. Dr. Shikha P. Gole | Dr. Shikha P. Gole
21/9/24 |
| 35. Dr. Malina Basumatary. | Dr. Malina Basumatary
21/09/2024 |
| 36. M. Pradip | M. Pradip
21/9/24 |
| 37. Dr. Sarajeta Sankar | Dr. Sarajeta Sankar
21/9/24 |
| 38. Dr. Montusi Bagchi | Dr. Montusi Bagchi
21/09/24 |
| 39. Chandra Kamal Boraita. | Chandra Kamal Boraita
21/9/2024 |
| 40. Bigey Bhaskar Buragohain. | Bigey Bhaskar Buragohain
21/09/24 |