

MINUTES OF THE EXECUTIVE MEETING OF IQAC HELD ON 26/02/2020 WITH ALL THE HOD'S AND EXECUTIVE MEMBERS, OF THE COMMITTEE:

An Executive Meeting of IQAC, Cell, Kokrajhar Govt. College with all the Executive Members, of the committee was held on 26/02/2020 at 2:00 PM at the Office of the IQAC, Kokrajhar Govt. College, Chaired by Mrs. Anjalee Basumatary Co-ordinator, IQAC, Kokrajhar Govt. College along with all the Executive Members of the Committee Kokrajhar Govt. College to discuss the following agendas.

Agendas of the Meeting:

1. Formation of committee for draft SSR
2. Formation of different committee like Admission committee, Prospectus, Calendar, Routine etc.
3. Submission of criteria wise plans for academic session 2019-2020.
4. Misc.

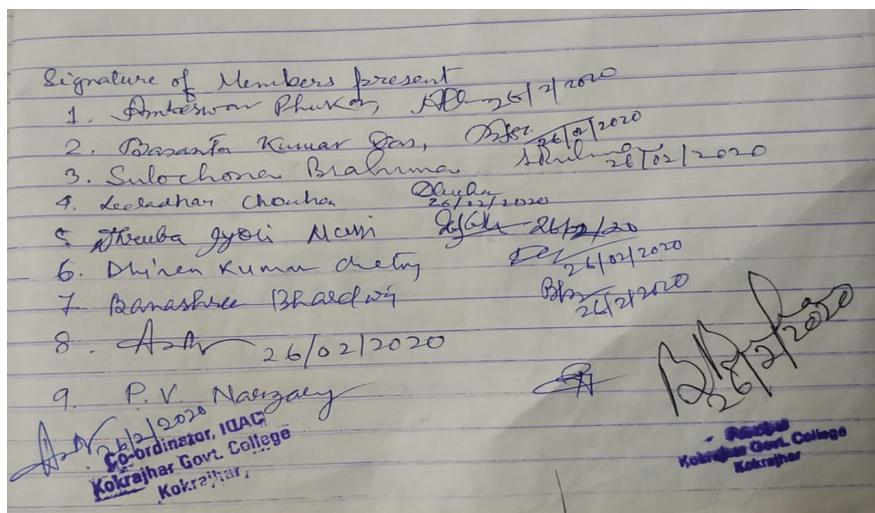
Resolutions taken in the Meeting:

After a thorough discussion the house adopted the following resolutions:

1. Resolved to appoint a System Administrator to look after the college website and other e-management.
2. Resolved to request the office of the Principal to form committee to draft SSR and student mentoring.
3. Resolved to ban all plastic (harmful and avoidable) inside College Campus.
4. Resolved to distribute student feedback form for evaluation purpose to the BA/BSc final year students and collect those within the month of April, 2020.

After this the meeting came to an end.

Members present:



MINUTES OF THE EXECUTIVE MEETING OF IQAC HELD ON 06/03/2020 WITH ALL THE HOD'S AND EXECUTIVE MEMBERS, OF THE COMMITTEE:

An Executive Meeting of IQAC, Cell, Kokrajhar Govt. College with all the Executive Members, of the committee was held on 06/03/2020 at 3:00 PM at the Office of the IQAC, Kokrajhar Govt. College, Chaired by Mrs. Anjalee Basumatary Co-ordinator, IQAC, Kokrajhar Govt. College along with all the Executive Members of the Committee Kokrajhar Govt. College to discuss the following agendas.

Agendas of the Meeting:

1. Discussion of execution of plans of AQAR 2018-19.
2. Discussion on preparation of draft SSR.
3. Misc.

The meeting discussed the execution of future plans of AQAR 2018-19, criteria wise as per NAAC Manual. After a thorough discussion several plans to be executed were prioritized and every member were entrusted for execution for their respective category wise plans.

Resolutions taken in the Meeting:

1. Resolved to organize workshop for non-teaching staff.
2. Resolved to organize seminar on intellectual property Right.
3. Resolved to set up incubation Centre.
4. Resolved to constitute code of conduct committee and prepare booklets.
5. Resolved to revive certificate course of computer science department.
6. Resolved to five days teacher training workshop for school teachers in science and English.
7. Resolved to collaboration with various institution to formalize MOU for teachers exchange program.
8. Resolved to collaborate IIT for student visit, internship.
9. Resolved to take feedback from other stake holders.
 - teacher on CBCS Course
 - parents/gaurdians.
 - alumni
10. Resolved to install solar energy/ panel.
11. Resolved to do energy audit & green audit.
12. Resolved to sign MOU with SLRM, Kokrajhar Municipality Board.
13. Resolved to organise parent meet in June, after new session starts.
14. Resolved to maintain diary for
 - different committee
 - HOD's of all depart.
15. Resolved to organize counselling in Girl's hostel.
16. Resolved to engage female security in college campus.
17. Resolved to make day care centre/room for female employee.

After this the meeting came to an end.

Members present:

1. Anjalee Basumatary
2. Kamal Bodoşa
3. Subochana Kralma
4. Basanta Kumar Das
5. Dimesha D. Mohapatra
6. Rajto Ku Saha
7. Animesh Bara
8. Shirey Kir Chetry

9. Amberwar Phukan
10. Shibu Basak

MINUTES OF THE EXECUTIVE MEETING OF IQAC HELD ON 08/05/2020 WITH ALL THE HOD'S AND EXECUTIVE MEMBERS, OF THE COMMITTEE:

An Executive Meeting of IQAC, Cell, Kokrajhar Govt. College with all the Executive Members, of the committee was held on 08/05/2020 at 11:00 AM (maintaining all Covid Protocol of central and state Govt.) at the Ground floor, Administrative Block (Lobby), Kokrajhar Govt. College, Chaired by Mrs. Anjalee Basumatary Co-ordinator, IQAC, Kokrajhar Govt. College along with all the Executive Members of the Committee Kokrajhar Govt. College to discuss the following agendas.

Agendas of the Meeting:

1. Preparation of SSR(progress)
2. Discussion on latest NAAC circular
3. Misc.

Minutes of the meeting

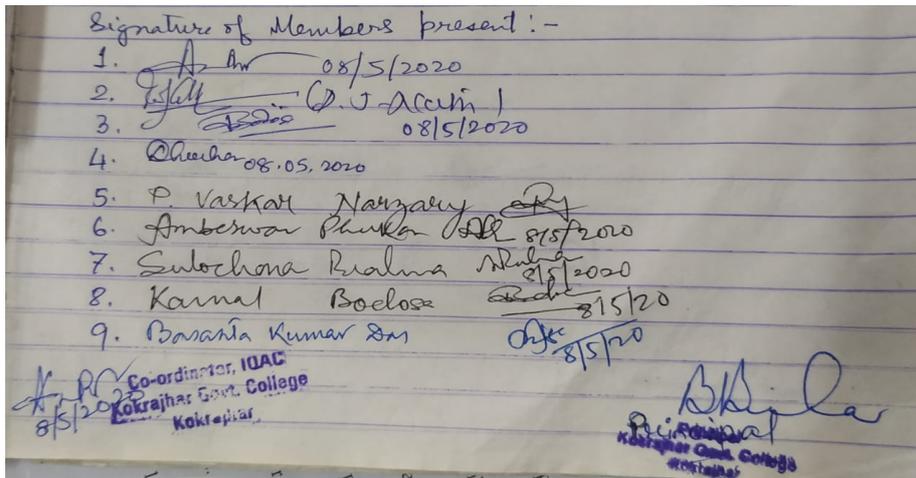
The meeting discussed the preparation and progress of SSR, considering the latest NAAC circular about the extension of validity of accreditation status. The meeting discussed and advised the members of SSR preparation team to continue their task from home, due to lockdown.

Resolutions taken in the Meeting:

10. Resolved to discuss the preparation and progress of SSR.
11. Resolved to discuss on latest NAAC circular.

12. Resolved to continue the tasks from home due to lockdown.

Members present:



MINUTES OF THE ONLINE MEETING HELD ON 17/07/2020 WITH ALL THE HOD'S:

An online meeting via cisco webex is organized on 17th July, 2020 at 4.00 PM under the presidentship of Mrs. Anjalee Basumatary, Co-ordinator, IQAC, Kokrajhar Govt. College with all the HOD's to discuss the following agendas.

Agendas of the Meeting:

1. Regarding entrust of responsibilities of holding online webinar to IQAC
2. Formation of committee for smooth conduction of webinars.
3. Selection of topics.
4. Selection of resource persons.
5. Fixation of remuneration for the resource persons.
6. Preparation of soft copy of posters and certificates and other necessary materials for the purpose.
7. Misc.

Minutes of the meeting

The meeting discussed the formation of committee for smooth conduction of webinars and selecting topics and resource persons for the same. The meeting also discussed the preparation of soft copy of posters and certificates.

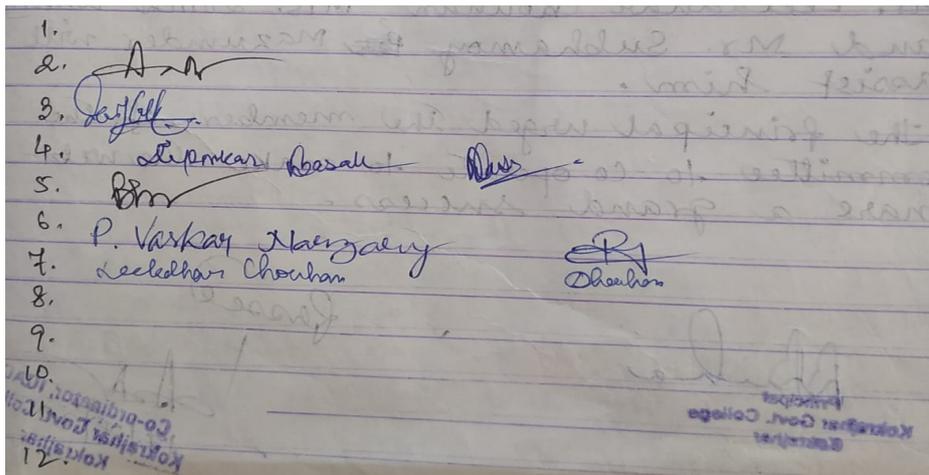
Resolutions taken in the Meeting:

13. Resolved unanimously that the online webinars will be hold under the aegis of IQAC, Kokrajhar Govt College.

14. Resolved unanimously that a committee will be formed for the smooth functioning of online webinars.
15. Resolved unanimously that selection of topics and resource persons are to be made by the committee in consultation of the coordinator, IQAC and Principal, Kokrajhar Govt College.
16. Resolved unanimously that Rs.2000 is fixed for resource persons from India while Rs.3000 is fixed for resource persons from abroad.
17. It is resolved that preparation of leaflets, certificates and other online materials are to be made under the leadership of Mr. Pranchis Narzaree, HOD, Computer Science, while Mr. B.N Swargiary, Mr. D.K Chetry, Mr. Leeladhar Chauhan, Mrs. Soma Dewanjee and Mr. Subhamoy Mazumder will assist him.

The Principal urged the members of the committee to cooperate to make the webinars a grand success.

Members present:



MINUTES OF THE URGENT EXECUTIVE MEETING OF IQAC HELD ON 09/02/2021 WITH THE SSR COMMITTEE:

An emergent Executive Meeting of IQAC Cell, Kokrajhar Govt. College has been convened under the Chairmanship of Dr. Banabina Brahma, Principal, Kokrajhar Govt. College, today, the day of 09-02-2021 (Tuesday) to discuss the following Agendas –

Agendas of the Meeting:

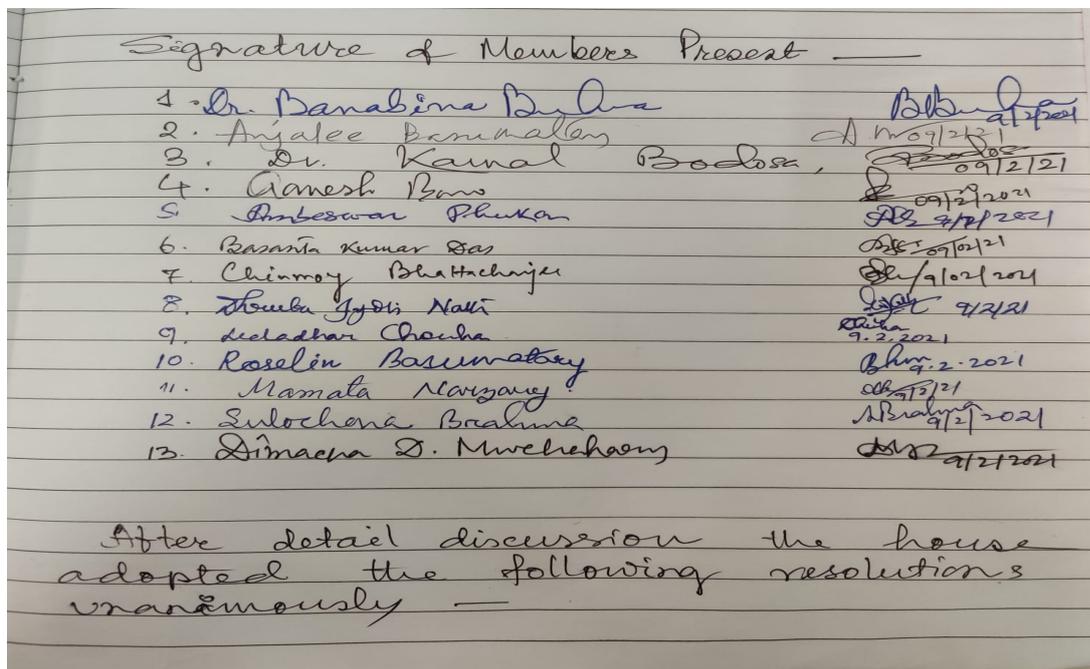
1. Progress of Draft SSR
2. Misc.

Resolutions taken in the Meeting:

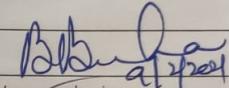
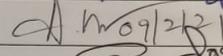
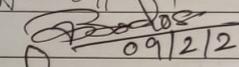
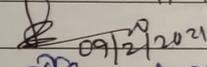
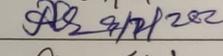
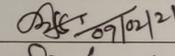
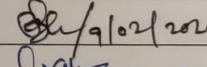
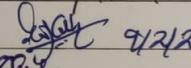
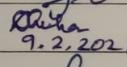
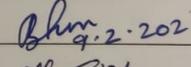
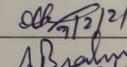
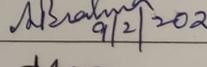
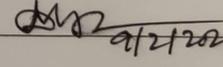
After detailed discussion the house adopted the following resolutions unanimously –

5. It is resolved that the teacher data will be as per the AQARs submitted already.
 6. It is resolved to find the minutes of meeting of formation of Sociology Department.
- After this the meeting came to an end.

Signature of Members present:



Signature of Members Present —

1. Dr. Banabina Bulya 
2. Anjalee Banmaleri 
3. Dr. Kamal Bodoa, 
4. Ganesha Boro 
5. Anbeswar Phukan 
6. Basanta Kumar Das 
7. Chinmoy Bhattacharjee 
8. Shouba Jyoti Naiti 
9. Debadhar Chouda 
10. Roselin Basumatary 
11. Mamata Narzary 
12. Sulochana Brahma 
13. Simona D. Mwehehaom 

After detail discussion the house adopted the following resolutions unanimously —

MINUTES OF GENERAL MEETING OF IQAC HELD ON 23-02-2021:

A general meeting of IQAC of Kokrajhar Govt. College has convened today to discuss the following agendas—

Agendas of the Meeting:

1. To discuss the preparedness about the forthcoming NAAC inspection.
2. To discuss and finalise the Principal's Trophies of Best Department and Best Teacher Award.
3. Misc.

Resolutions taken in the Meeting:

After detailed discussion the house adopted the following resolutions unanimously –

7. It was resolved to issues certificates to the batch 2019-20 of certificate courses in Bodo, Computer Science and French after conducting their examination immediately.
8. It was resolved that Notice Board section will be put at a convenient place for access of students.
9. It was resolved to enhance the drinking water facility for the Departments.
10. It was resolved to enhance the LAN facility to the class rooms.
11. The data of LCD projector should be verified properly.
12. It was resolved to decide criteria for Best Teacher Award was discussed. It was discussed to award duties uniformly to all teachers.
13. It was resolved to prepare criteria of Principal's Best Trophy was discussed and finalized.
14. The Mentoring System was approved with minor correction.

Signatures of Members present –

Members present:	
1. Banabina Bha	Bha 23/2/2021
2. Shibu Basak	Shibu 23.02.2021
3. Jagan Das	Jagan
4. Sulochana Brahma	Sulochana 23/02/2021
5. Mamata Narzary	Mamata 23/2/21
6. Sankanta Narzary	Sankanta 23/2/21
7. Leekanta Choudhary	Leekanta 23.02.2021
8. Rumi Hojanika	Rumi 23-02-2021
9. Smritimayee Sarma	Smritimayee 23/02/2021
10. Banashree Bhasdway	Banashree 23/2/2021
11. Nirmali Das	Nirmali 23/2/21
12. Renu Debbarh	Renu 23/2/21
13. Rajib Ki Saha	Rajib 23/2/21
14. Chinmoy Bha Hachary	Chinmoy 23/2/21
15. Kasturi Chakraborty	Kasturi 23/2/21
16. Roselin Basumatary	Roselin 23/2/2021
17. Pranjit Kr. Ghoshaty	Pranjit 23/2/21

18.	Deeba Jyoti Nakh	[Signature]
19.	Poojashree Narzari	27/02/2021
20.	Ambawar Phukan	[Signature]
21.	DHANANJOY NARZARI	[Signature]
22.	Shikhar Basak	[Signature]
23.	Indinhi Basumatary	[Signature]
24.	Banaraj Kumar Sar	[Signature]
25.	Hemanta Kr Sar	28/02/2021
26.	Dipakha D. Murchahery	28/02/21
27.	Shrinan Kr Chetry	28/02/21
28.	Kamal Bodosa	Bodosa 23/02/21
29.	Suresh Kr Nakh	23/2/21
30.	S.J. Wadny	23/02/2021
31.	Anjalee Basumat	23/02/2021
32.	Bhishma Swargiani	[Signature]
33.	Batchungpha Murchahery	23/2/21
34.	Laimura Patrahona	[Signature]

MINUTES OF JOINT MEETING OF IQAC WITH KGCAA HELD ON 27/02/2021:

A joint meeting of IQAC with KGCAA is organised today on 27-02-2021 at 3:30 PM at Seminar Hall to discuss the following agendas –

Agendas of the Meeting:

1. To discuss about the forthcoming NAAC inspection of the college.
2. To discuss about organizing Alumni Meet.
3. To chalk out programs for the session 2020-21.

Resolutions taken in the Meeting:

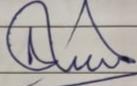
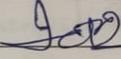
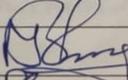
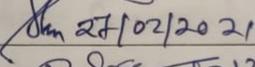
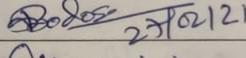
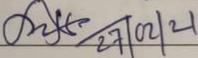
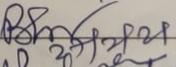
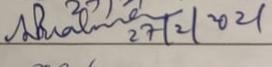
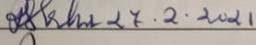
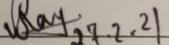
After detailed discussion the house adopted the following resolutions unanimously –

1. To donate money
2. To organize Alumni Meet in the month of May and bring out a souvenir.
3. To take career counselling programmes/training programmes etc.

After this the meeting came to an end.

Signature of Members present –

Members present :

1. Hemdhar Basumatary 
2. Rabindra Machhary, working president
3. Jethmal Banthia 
4. Manoj Kumar Brahma 
5. S.J. Wamy 
6. Kamal Bodosa 
7. Basanta Kumar Das 
8. Banashree Bhattachary 
9. Subhona Brahma 
10. Ranjita Brahma 
11. Soukajit Ray 
12. Shreba Gyohi Nath 

MINUTES OF GENERAL MEETING OF IQAC ON 12/03/2021:

A general meeting of IQAC is organised today on 12th March, 2021 at 1:30 PM at Seminar Hall (AB1) to discuss the following agendas –

Agendas of the Meeting:

1. Regarding NAAC related activities.
2. Regarding suggestions given by Dr. N.S. Dharmadhikari for preparation of SSS, Departmental activities etc.
3. Misc.

Resolutions taken in the Meeting:

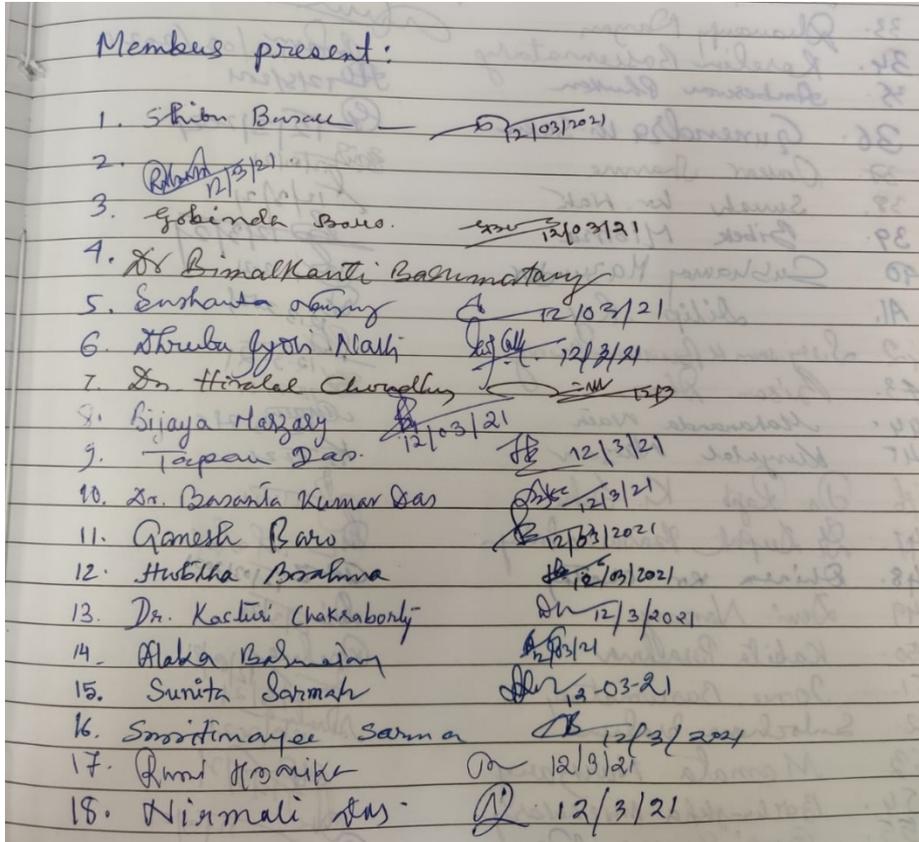
After detailed discussion the house adopted the following resolutions unanimously –

4. It is unanimously resolved to expediate the activities for NAAC peer team visit.

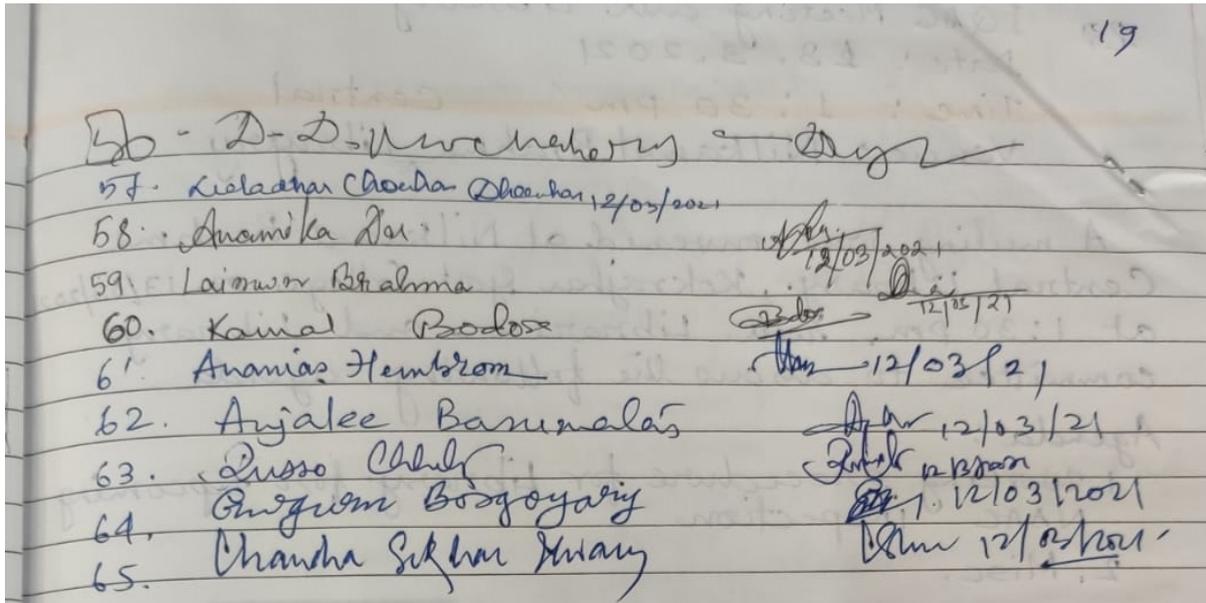
5. It is unanimously resolved to initiate working plan as per the suggestions forwarded by Dr. N.S. Dharmadhikari.

After this the meeting came to an end.

Signature of Members present –



- | | |
|-----------------------------|--------------------|
| 19) Uthara Mandal | 12/3/21 |
| 20) Molomita Roy | 12/3/21 |
| 21) Banashree Bhattachary | 12/3/21 |
| 22) Alpana Devi | 12/3/21 |
| 23) Arati Basumatary | 12/3/21 |
| 24) Ritamoni Das | 12/03/21 |
| 25) Rupali Khakhar | 12/03/21 |
| 26) Dipankar Basak | 12/3/21 |
| 27) Bhattachary | 12/3/21 |
| 28) Chirmoy Bhattachary | 12/3/21 |
| 29) Arup Somal | 12-03-2021 |
| 30. Kankar Talukdar | 12-03-2021 |
| 31. Joyanta K. Bor. | 12/03/21 |
| 32. Dr. Gautam Mushahary | 12/03/21 |
| 33. Shantanu Nayak | 12/03/2021 |
| 34. Reselin Basumatary | 12/3/21 |
| 35. Anbeswar Phukan | 12/3/2021 |
| 36. Gunendra K. Saha | 12-3-21 |
| 37. Ankar Sharma | 12/3/21 |
| 38. Suresh K. Nath | 12/3/21 |
| 39. Bibek Mishra | 12-3-21 |
| 40. Subhanga Mazumder | 12-3-21 |
| 41. Dilip Roy | 12-3-21 |
| 42. Sujismita K. Basumatary | 12-3-21 |
| 43. Bibana Dhar | 12-03-21 |
| 44. Mahananda Naen | 12-03-21 |
| 45. Kuntal Mazum | 12-03-21 |
| 46. Dr. Rajib K. Saha | 12/3/21 |
| 47. Dr. Deepak Basumatary | 12/03/2021 |
| 48. Dhiren K. Chetry | 12/3/21 |
| 49. Devi Narzary | 12/3/21 |
| 50. Kabita Brahma | 12/3/21 |
| 51. Jone Basumatary | 12/3/21 |
| 52. Subhona Brahma | 12/3/2021 |
| 53. Mamata Narzary | 12/3/21 |
| 54. Barlungkha Basumatary | 12/3/21 |
| 55. Gauri Sankar Narzary | 12/3/21 |



MINUTES OF IQAC MEETING WITH NILKAMAL BRAHMA CENTRAL LIBRARY, KOKRAJHAR GOVT. COLLEGE ON 13/03/2021:

A meeting was convened at Nilkamal Brahma Central Library, Kokrajhar Govt. College on 13-03-2021 at 1:30 PM with Librarian and Library Committee to discuss the following agendas –

Agendas of the Meeting:

1. Working procedure for Library for upcoming NAAC inspection.
2. Misc.

Resolutions taken in the Meeting:

After detailed discussion the house adopted the following resolutions unanimously –

1. It was resolved to speed up the process of Library automation.
2. It was resolved to enhance e-resources access in the library.
3. It was resolved to purchase more number of computers and internet ports will be installed.

After this the meeting came to an end.

Signature of Members present –

MINUTES OF IQAC GENERAL MEETING HELD ON 27/11/2021:

A General meeting of IQAC was held on 27th of November, 2021 at 3:30 PM at Seminar Hall to discuss the following agenda–

Agendas of the Meeting:

1. Regarding the upgradation of the college to a full-fledged university.
2. Regarding use of ICT by teachers
3. Regarding the introduction of Certificate Courses in all the departments of the college.
4. Misc.

Resolutions taken in the Meeting:

After detailed discussion the house adopted the following resolutions unanimously –

4. It is unanimously resolved that the college will approach the Govt. of Assam for the upgradation of the college to a full-fledged university.
5. It is unanimously resolved that the teachers will use ICT extensively and as record shall keep ppt. banks, digital question banks etc.
6. It is unanimously resolved to start Certificate Courses of the following.
 - a. Certificate Course in Bodo.
 - b. Certificate Course in Traditional Bodo Medicine.
 - c. Certificate Course in Tourism.
 - d. Certificate Course in Basic in HTML.
 - e. Certificate Course in Programming in C.
 - f. Certificate Course in use of MS-Excel in Data Analysis.
 - g. Certificate Course in Basics of MS Office.
 - h. Certificate Course in Assamese.
 - i. Certificate Course in French.
 - j. Certificate Course in Computer Application.
 - k. Certificate Course in Candle Making/ Soap Making.
 - l. Certificate Course in Electrical Application.
 - m. Certificate Course in Yoga.

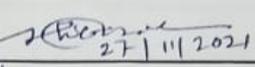
After this the meeting came to an end.

Signature of Members present –

**ATTENDANCE OF THE MEETING OF IQAC,
KOKRAJHAR GOVT. COLLEGE, KOKRAJHAR.**

Date: 27/11/2021

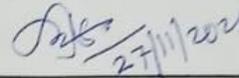
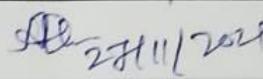
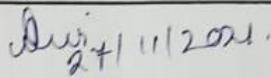
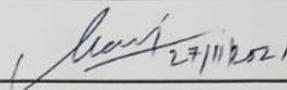
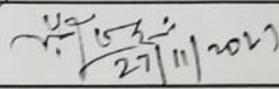
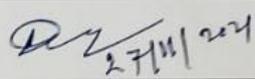
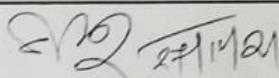
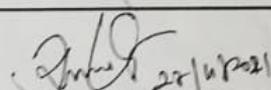
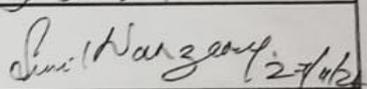
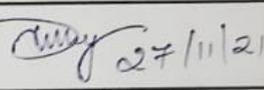
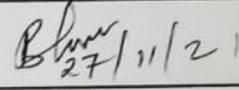
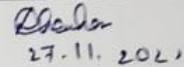
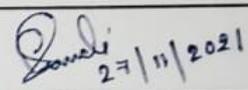
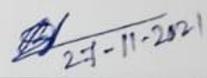
Time: 1:00 pm

Sl. No.	Name & Designation	Signature
1	Dr. Shibu Basak Vice Principal & HOD, Math	 27/11/2021
2	Dr. Barhenkha Bhattacharya	 27/11/21
3	Dr. S. J. Wary	 27/11/2021
4	Gobinda Baroo	 27/11/2021
5	Dr. Chimmoy Bhattacharya	 27/11/2021
6	Sulochana Brahma	 27/11/2021
7	Mamata Narzary	 27/11/2021
8	Dr. Dipaoley	 27-11-2021
9	Rumi Debnath	 27/11/2021
10	Banashree Bhardwaj	 27/11/21
11	Dr. Kasturi Chakraborty	 27/11/2021
12	Lajmow Patrahoza	 27/11/21
13	Smritimayee Sarma	 27/11/21
14	Rumi Homarika	 27/11/21
15	Bhushana Das	 27/11/21

**ATTENDANCE OF THE MEETING OF IQAC,
KOKRAJHAR GOVT. COLLEGE, KOKRAJHAR.**

Date: 27/11/2021

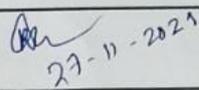
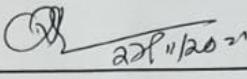
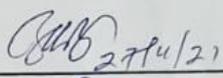
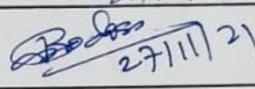
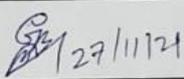
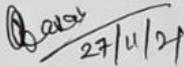
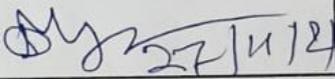
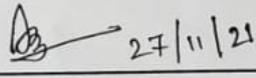
Time: 1:00 pm

Sl. No.	Name & Designation	Signature
16	Basant Kumar Das	 27/11/2021
17	Ambaran Phukan	 27/11/2021
18	Alpana Devi	 27/11/2021
19	Mand Kumar Barumatay	 27/11/2021
20	Pranchis Narzang Asst. Prof.	 27/11/2021
21	Dhinen Kuchery, Asstt. prof.	 27/11/2021
22	Prasanta Kumar, Asst. Prof.	 27/11/2021
23	Gussu Chelun	 27/11/2021
24	Sunni Narzang, Asstt Prof.	 27/11/2021
25	Dibyanita Mukherjee, Asst. Prof.	 27/11/21
26	Karolin Basumatary, Asst. Prof.	 27/11/21
27	Leeladhar Chouhan	 27.11.2021
28	Songita Mondal	 27/11/2021
29	Bisasa Phukan	 27-11-2021

**ATTENDANCE OF THE MEETING OF IQAC,
KOKRAJHAR GOVT. COLLEGE, KOKRAJHAR.**

Date: 27/11/2021

Time: 1:00 pm

Sl. No.	Name & Designation	Signature
30	Kangkan Talukder	 27-11-2021
31	Nemanta Kumar Das	 27/11/2021
32	Dr Binallanti Basumatary	 27/11/21
33	Kunal Bodosa	 27/11/21
34	Gugunm Bogoyary	 27/11/21
35	Alpankar Basale	 27/11/21
36	Smouha S. Muralidharan	 27/11/21
37	Alex Basumatary	 27/11/21
38		
39		
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41		
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