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**Minutes of IQAC; 2016-17****Meeting-I (With Head of the Departments)**

Date: 03-08-2016

**Agenda:**

- (i) Cross Examination & Approval of Daily Class Routine.
- (ii) Data Requirement Regarding AQAR (2016-17) Preparation.
- (iii) Application of e-resources for instant dissemination of information with students.

**Members Present:**

- |                                   |                                  |
|-----------------------------------|----------------------------------|
| 1. Sr H.N. Sarmah, Principal i/c: | Chairperson.                     |
| 2. Mr. Deep Kalita.               | Coordinator.                     |
| 3. Mr. Pradip Laskar.             | HOD, Dept. of Geography.         |
| 4. Mr. Purnananda Nath.           | HOD, Dept. of Political Science. |
| 5. Mrs. Namita Borthakur.         | HOD, Dept. of Political Science. |
| 6. Mrs. Mini Devesh.              | HOD, Dept. of Assamese.          |
| 7. Mrs. Plabika Neog.             | HOD, Dept. of Economics.         |
| 8. Mr. Prasanta Laskar            | HOD, Dept. of Hindi.             |
| 9. Miss Rina Medhi                | HOD, Dept. of Folklore.          |

**Resolutions Taken:**

1. The prepared class routine has been cross verified and unanimously accepted for effect.
2. A committee for preparing AQAR:2016-17 has been constituted as follows and the members are entrusted to prepare the AQAR as per the AQAR Criteria.

- |                    |                       |
|--------------------|-----------------------|
| (a) Criteria I :   | Mr. Pradip Laskar     |
| (b) Criteria II :  | Mrs. Plabika Neog.    |
| (c) Criteria III : | Mrs. Nalini Borah.    |
| (d) Criteria IV :  | Mr. Montu Chetia.     |
| (e) Criteria V :   | Miss Deepamoni Das.   |
| (f) Criteria VI :  | Mr. Niranjana Thengal |
| (g) Criteria VII : | Mr. Purnananda Nath.  |

3. To take the advantage of e-savvy of present students, it is resolved to consider social media like whatsapp and other apps to connect with students for instant communication and mentoring.



*Al. B. B.*

Principal  
Kampur College  
Nagaon : Assam



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**Minutes of IQAC; 2016-17****Meeting-II****Date: 15-11-2016****Agenda:**

- (i) Feedback on Syllabus Completion.
- (ii) Status of AQAR: 2016-17
- (iii) Organisation of Extension Programme & Quality Development Programme for teachers.

**Members Present:**

- |                                   |                                    |
|-----------------------------------|------------------------------------|
| 1. Sr H.N. Sarmah, Principal i/c: | Chairperson.                       |
| 2. Mr. Deep Kalita.               | Coordinator.                       |
| 3. Sri Sabharam Majumdar.         | G.B. Representative.               |
| 4. Mr. Pradip Laskar.             | Teacher Representative.            |
| 5. Mr. Purnananda Nath.           | Teacher Representative.            |
| 6. Mrs. Namita Borthakur.         | Teacher Representative.            |
| 7. Mrs. Mini Deveen.              | Teacher Representative.            |
| 8. Mrs. Plabika Neog.             | Teacher Representative.            |
| 9. Mr. Jiten Hazarika.            | Local Educationist.                |
| 10. Dr. Arun Bora.                | Alumni Representative.             |
| 11. Sri Priyotom Goswami          | Student Union Body Representative. |

**Resolutions taken:**

1. After discussion with the present members, it is unanimously resolved to appoint contractual/ guest teachers in the departments with two teachers only so that the syllabus can be completed at due course of time.
2. To Complete the AQAR preparation and its submission, the Secretary of Kampur College is requested to complete the financial Audit so that authentic data can be filled up in the AQAR 2016-17.
3. The meeting resolved and asked the Coordinator, IQAC to observe WORLD AIDS DAY as an extension programme and one training programme for teachers on TEACHING SKILL.

*Principal*  
Kampur College  
Nagaon, Assam





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**Minutes of IQAC; 2016-17**

**Meeting-III**

**Date: 25-02-2017**

**Agenda:**

- (i) Status of AISHE Data Submission.
- (ii) AQAR Submission of 2016-17.
- (iii) Miscellaneous.

**Members Present:**

- |                                     |                                    |
|-------------------------------------|------------------------------------|
| 1. Dr. H.N. Deva Sarmah. Principal. | Chairperson.                       |
| 2. Mr. Deep Kalita.                 | Coordinator.                       |
| 3. Sri Sabharam Majumdar.           | G.B. Representative.               |
| 4. Mr. Pradip Laskar.               | Teacher Representative.            |
| 5. Mr. Purnananda Nath.             | Teacher Representative.            |
| 6. Mrs. Mini Deveen.                | Teacher Representative.            |
| 7. Mrs. Plabika Neog.               | Teacher Representative.            |
| 8. Mr. Jiten Hazarika.              | Local Educationist.                |
| 9. Dr. Arun Bora.                   | Alumni Representative.             |
| 10. Sri Priyotom Goswami            | Student Union Body Representative. |

**Resolutions Taken:**

1. The members after discussion in the meeting, have entrusted the IQAC Coordinator to act and continue as Nodal Officer in the submission of AISHE DCF-I & DCF-II with the help of one assistant.
2. The IQAC coordinator has intimated in the meeting that the required quantitative financial data for AQAR preparation is not in hand. So, the AQAR has not been submitted. It is further resolved to submit the AQAR of 2016-17 & 2017-18 at the same time in the next submission date.
3. It is resolved to subscribe NLIST for Library, Kamrup College and the Librarian of Kamrup College is asked to do the needful.

*Am Bam*  
Principal  
Kampur College  
Nagaon : Assam





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**Minutes of IQAC; 2016-17**

**Meeting-IV**

**Date: 19-05-2017**

**Agenda:**

- (i) Prospectus Preparation of Academic Year 2017-18
- (ii) Classroom Improvement
- (iii) Miscellaneous.

**Members Present:**

- |                                     |                                    |
|-------------------------------------|------------------------------------|
| 1. Dr. H.N. Deva Sarmah. Principal. | Chairperson.                       |
| 2. Mr. Deep Kalita.                 | Coordinator.                       |
| 3. Mr. Pradip Laskar.               | Teacher Representative.            |
| 4. Mr. Purnananda Nath.             | Teacher Representative.            |
| 5. Mrs. Namita Borthakur.           | Teacher Representative.            |
| 6. Mrs. Mini Devesh.                | Teacher Representative.            |
| 7. Mrs. Plabika Neog.               | Teacher Representative.            |
| 8. Dr. Arun Bora.                   | Alumni Representative.             |
| 9. Sri Priyotom Goswami             | Student Union Body Representative. |

**Resolutions Taken:**

1. A prospectus committee has been formed to draft and print the Prospectus of academic year 2017-18 and for this Mrs. Plabika Neog has assigned the responsibility of Convenor of Prospectus committee.
2. The IQAC coordinator has intimated that the infrastructure of the classrooms is not well and it needs updating. After discussion, the members have unanimously resolved to install new desk-bench and white/green board prior to the next academic session.
3. It is resolved to purchase new textbooks and reference books to meet the shortage of demand in the next academic session. For this, the librarian is asked to collect requisition from the HODs so that the students can avail the books in the next academic session



*Am Bora*  
Principal  
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