

IQAC MEETING

Date: 01-01-2021

Time: 12:00 P.M.

Venue: Teachers' Common Room

A meeting was held on 01-01-2021 in the Teachers' Common room which was attended by the Teaching and the Non-Teaching Staff of the college. The meeting was presided by the Principal and the following matters were raised in the meeting:

1. The Principal wished the staff on the New Year and asked them to conduct their designated duties sincerely and timely.
2. The Principal urged the teachers to take extra care of the students in their academic related issues and to conduct classes' offline. He also urged the teachers to keep the record of the online classes that were held during the Covid 19 lockdown period
3. The Principal urged the Non-Teaching staff to gear up and document the work of the office in the computers and reduce the manual entry of records.

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Principal

B.H.B. College, Sarupeta

Principal
B.H.B. College, Sarupeta

Minutes of IQAC Meeting Committee

Date: 14/02/2021

Time: 3:00 P.M.

Venue: Teachers' Common Room

Dr. Birinchi Kumar Das, Chairperson

Dr. Durgeswar Barman, IQAC Coordinator

Dr. Dipul Talukdar, IQAC Assistant Coordinator

Members:

1. Dr. Kalpana Baishya
2. Mr. Phanidhar Mech
3. Mr. Prabodh Kalita
- 4 Mr. Mrinal Dutta
5. Dr. Purabi Talukdar
6. Dr. Diganta Borgohain
7. Mr. Rajiv Thengal
8. Mr. Nabamoni Saikia (Officer In-charge of NSS)
9. Miss Deijee Kalita (Officer In-charge of Library)
10. Mr. Bhupesh Chandra Sarma (Representative of the GB)
11. Dr. Amiya Mahanta (nominated member from local society)
12. Mr. Ratul Kumar Das (nominated member of Alumni)
13. Mr. Diganta Kalita (nominated member from students)
14. Mr. Debajit Talukdar (member from Non-teaching Staff)
15. Mr. Dhiraj Deka (nominated member from industrialist)
16. Mrs. Gita Bharali (nominated member from the guardians)

Minutes: A meeting of the IQAC with the Principal was held on 14-02-2021 in the Teachers' Common Room. The following agendas were put up for discussion:

Agenda 1: A decision was taken to organize webinars as the Covid 19 restrictions did not allow for the organization of seminars.

Agenda 2: The decision was taken to generate awareness among the students and the community members about Covid 19 pandemic

Agenda 3: A lecture programme or a workshop should be organized concerning research methodology to inculcate the research culture in the college.

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Principal

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Minutes of IQAC Meeting Committee

Date: 10/03/2021

Time: 2:00 P.M.

Venue: Teachers' Common Room

Dr. Birinchi Kumar Das, Chairperson

Dr. Durgeswar Barman, IQAC Coordinator

Dr. Dipul Talukdar, IQAC Assistant Coordinator

Members:

1. Dr. Kalpana Baishya
2. Mr. Phanidhar Mech
3. Mr. Prabodh Kalita
- 4 Mr. Mrinal Dutta
5. Dr. Purabi Talukdar
6. Dr. Diganta Borgohain
7. Mr. Rajiv Thengal
8. Mr. Nabamoni Saikia (Officer incharge of NSS)
9. Miss Deijee Kalita (Officer incharge of Library)
10. Mr. Bhupesh Chandra Sarma (Representative of the GB)
11. Dr. Amiya Mahanta (nominated member from local society)
12. Mr. Ratul Kumar Das (nominated member of Alumni)
13. Mr. Diganta Kalita (nominated member from students)
14. Mr. Debajit Talukdar (member from Non-teaching Staff)
15. Mr. Dhiraj Deka (nominated member from industrialist)
16. Mrs. Gita Bharali (nominated member from the guardians)

Minutes: A meeting of the IQAC with the Principal was held on 10-03-2021. The following agendas were discussed:

Agenda 1: Campus Development: It was decided that the necessary measures should be taken to develop the campus such as securing a garden with special plants, construct pathways and others.

Agenda 2: Academic Upliftment: Mentoring system is to be revived to fulfill the economic needs of the students.

Agenda 3: Special classes should be taken for the students during the Covid 19 lockdown.

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IQAC MEETING

Date- 03-07-2021

Time: 2:00 P.M.

Venue: Teachers' Common Room

A meeting of the HODs along with the members of HS Second Year Final Examination Board, 2021 took place on 03-07-2021 in the Teachers' Common room at @:00 P.M. The meeting was presided over by the Principal. Following resolutions were undertaken in the meeting:

Resolution1: It is resolved in the meeting that for the Final Assessment of the HS Final Examinees, 2021, 40% marks (as per the Govt. notification) will be provided by the HODs in the prescribed format. The data will be submitted to the HS Second Year Examination Board, 2021.

Resolution 2: It is resolved that the HODs will provide the internal assessment marks and as per Govt. notification 40% of the marks in the prescribed format will be submitted to the Examination Board.

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Principal

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IQAC MEETING

Date: 22-07-2021

Time: 10:30 A.M.

Venue: Teachers' Common Room

A meeting was held on 22-07-2021 in the Teachers' Common room which was attended by the HODs of the college. The meeting was presided by the Principal and the following agendas were adopted:

1. The meeting urged upon the departments to organise webinars. It was discussed that particularly the department of Political Science, Education, Bodo and Philosophy. There may be joint ventures for webinars such as the Assamese and History departments. The Library can also initiate organising webinars.
2. The meeting urged upon the HODs to propose names of journals (one for each department) which may be subscribed by the college library. The HODs were also asked to propose names of e-materials.
3. The meeting urged upon the HODs to increase individual publications as well as seminar presentations.
4. The meeting proposed to upload profiles of individual teachers in the college website.
5. The meeting urged upon the HODs to ensure that the individual teachers make direct contact with the sixth semester students who are to appear for examination in the second week of August, 2021.
6. The meeting urged the Librarian to arrange the distribution of HS Second Year text book and regularly open the library for the students to use it.

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IQAC MEETING

Date: 02-08-2021

Time: 11:00 A.M.

Venue- Teachers' Common Room

The meeting was held under the chairpersonship of the Principal and was attended by the HODs of the different departments of the college. Following issues were put up for discussion in the meeting:

1. The meeting urged upon the HODs to take prompt action as regards the resolutions taken in the meeting held on 22-07-2021.
2. The meeting urged the HODs to arrange to give the students of different semesters home assignments. The third semester results will be declared on the basis of the process that includes home assignments. The departments must arrange for giving the third semester students home assignment for 50 marks.
3. The meeting urged the HODs to give the sixth semester students home assignments for internal assessment which covers 20% of the total marks. (15% for Honours students and 20% for general students)

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