



INTERNAL QUALITY ASSURANCE CELL SILAPATHAR COLLEGE

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: www.silapatharcollege.edu.in

Email: silapatharcollege@gmail.com

NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade

Internal Quality Assurance Cell

Silapathar College, Silapathar

Mobile. No. 8876068776/9707601641

Website: www.silapatharcollege.edu.in

Email: rajupegu.2014@gmail.com

Meeting No. 01

Minutes of the IQAC meeting held on July 7, 2017 at 11 A.M in the chamber of Principal,

Silapathar College.

Agenda:

1. Appointment of new IQAC coordinator
2. Submission of AQAR 2016-2017
3. Discussion regarding progression of Alumni Registration
4. Feed Back Analysis report
5. Discussion on Remedial Coaching
6. Any other issue with the special permission of the chair.

The first IQAC Meeting was held on July 7, 2017. The following members attended the meeting:

SI No.	Name	Designation
1	Dr. Lakhinath Pegu	Principal cum Chairperson
2	Leela Ram Newar	Coordinator
3.	Lalit Ch. Doley	Vice-Principal cum Senior Administrative Representative
4	Dr. Jai Ram Jha	Faculty Representative



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5	Dr. Siva Nath Pait	Faculty Representative
6	Raju Pegu	Faculty Representative
7	Mrs. Anima Doley Pegu	Representative, College Administration
8	Nabin Ch. Kardong	Representative, College Administration
9	Brajanath Baruah	Representative, College Management
10	Vinod Singh	Alumni Representative
11	A.J Rymonds	Community Representative
12	Kamal Jain	Representative, Local Society
13	Danish Pegu	Student Representative

A meeting was convened at the chamber of the principal to discuss the above agendas. He welcomed all the members and sought cooperation and suggestions for the development of the college.

Agenda No.: Appointment of new IQAC coordinator:

Dr. L.N .Pegu informed the house that new IQAC coordinator to be appointed. Mr. Leela Ram Newar who has been the IQAC coordinator since 2005. He acknowledges and appreciated Mr. Leela Ram Newar for his contributions to the development of the college during his tenure as IQAC coordinator. Therefore, as per NAAC criteria new IQAC coordinator need to be appointed. He suggested Mr. Raju Pegu, Assistant Professor, Department of English to be appointed as the new IQAC coordinator.

Resolution No 01:

Resolved to appoint Mr. Raju Pegu, Assistant Professor, Department of English as the new IQAC coordinator with immediate effect.

Agenda No.2 Submission of AQAR 2016-2017

The IQAC coordinator, Mr. Leela Ram Newar stated that the Annual Quality Assurance Report (AQAR) for the session 2016-2017 covering the period 1st July, 2016 to 30th June, 2017 is submitted to the NAAC.



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Agenda No. 03: Discussion regarding progression of Alumni Registration

Dr. L.N Pegu, Principal Silapathar College appraised the house that the Alumni Association of Silapathar College be registered under Society Act of Registration as per the NAAC requirement.

Resolution No.02:

Resolved that the Alumni Association of Silapathar College to be registered under Society Act and Mr. Sivanath Pait, Assistant Professor, Department of History be entrusted with the responsibilities to register the Alumni Association of Silapathar College.

Agenda No. Feed Back Analysis report

IQAC Coordinator stated that the feedback for the session 2016-2017 from the stake holders (Students, Guardian) has been collected and analyzed accordingly.

Agenda No.4 Discussion on Remedial Coaching:

Resolution No. 03:

Resolved that every department has to conduct Remedial Coaching for the slow learners.

Agenda No 05: Any other issue with the special permission of the chair

Any other matter the following decisions were taken:

1. To create awareness programme on Ragging free in the campus
2. To give training on Feedback to the new comers
3. To circulate the feedback forms to the students
4. To organize an inter-department Wall Magazine Competition on the College Week.

The meeting ended with vote of thanks from the chair.


IQAC, COORDINATOR
SILAPATHAR COLLEGE




Principal
Silapathar College
Silapathar