

Meeting of 98AC  
Date - 21/10/2022  
Venue - virtual classroom  
Time - 11:00 A.M

Agenda

1. Chairperson takes his chair
2. Objectives of the meeting
3. Report of the criterion committee
4. Discussion regarding submission of A&AR for the session: 2021-2022.
5. Discussion regarding submission of 998A and NAAC SR for the 3rd cycle.
6. Discussion on appointment of Technical Person for preparation of NAAC SR.
7. Any other matter with due permission of the chair
8. Dissolution of the meeting.

Signature of members present

1. Lakhimani Singh 21/10/22
2. Lalit Ch Doley 21/10/22
3. Usha Ram Verma 21/10/22
4. Madhusmita Devi 21/10/22
5. Siva Nath Pait 21/10/22
6. Dr. Abdul Wahab 21/10/22
7. Dr. Nabanita Baruah 21/10/22
8. Dr. Lalhimoi Haingchal 21/10/22
9. Dr. Jurali Chelia 21/10/22
10. Uppal Sri Kiran 21/10/22
11. Salyajit Gogoi 21/10/22
12. Dr. Rajib Biswakarma 21/10/22
13. Sunil Paul 21/10/2022

14. Upalana Borshaker

UP 21/10/22

15. Manash Pratik Datta

MD 21/10/22

16. Upun Deka

Wdha 21/10/22

17. Dr. Dilip Chikri

Dr. Chikri 21/10/2022

18. Dr. Merina Narah

Dr. Narah 21/10/2022

19. Raju Pegu

Raju Pegu 21/10/22

### Agenda 1: Chairperson takes his chair

Dr. D.N. Pegu, Principal, Silapathar College takes his chair as the chairperson of the meeting. The meeting started at 11 am.

### Agenda 2: Objectives of the Meeting.

The objectives of the Meeting were stated by Mr. Raju Pegu, IQAC coordinator. The objectives are:

- a) To discuss the progress of the NAAC work in each of the Seven criteria.
- b) To finalize the date of submission of IIOA and NAAC SSR for the 3rd Cycle.
- c) To discuss the appointment of Person for preparation of NAAC SSR
- d) To discuss the requirements of the IQAC for smooth functioning of NAAC work

### Agenda 3: Report of the Criterion Committee

The IQAC coordinator reported the progress

each of the seven criteria done so far. These seven criteria are :

- a) Curricular Aspects
- b) Teaching-Learning and Evaluation
- c) Research, Innovations and Extension
- d) Infrastructure and Learning Resources
- e) Student Support and Progression
- f) Governance, Leadership and Management
- g) Institutional Values and Best Practices

The IQAC coordinator reported that although 90% of the work is completed in each of the seven criteria yet in a few criteria systematic arrangements of documented files are required whereas in a few criteria there are requirements of a few documents and subsequent signature from the principal. The scanning process is also left for each of the seven criteria.

Agenda 4: Discussion regarding submission of IQAC for the session: 2021-2022.

It has been decided in the meeting that the date of submission of IQA is 17<sup>th</sup> January, 2023. For that all the required arrangements and remaining 10% work, scanning of the documents etc. must be completed by December, 2022.

Agenda 5: Discussion regarding submission of IQA and NAAC -SSR for the 3<sup>rd</sup> cycle.

After the date of IQA has been finalized, lots of other discussions followed relating to necessary facilities to be provided by the college authority. For timely NAAC SSR submission, frequent conduct of IQAC meeting was

Suggested. Full-time involvement of IQAC Assistant coordinators was suggested. From college authority, demand for wi-fi, Desktop and Almirah in IQAC office was made. Need for professional cameramen, renovation of the college gymnastics building, entire Arts faculty building, background field and pond for physical fitness was realized in the meeting and demand was made. Suggestion for the naming of the Science Building was sought. Instantly, a promise of Rs. 10,000/- to each of the 13 departments was made from college authority for departmental innovative work.

Agenda 6: Discussion on appointment of Technical Person for preparation of NAAC SSR


In the meeting, appointment of one Technical person was ensured by the college authority for technical assistance towards the preparation of NAAC SSR.


Agenda 7: Any other matter with due permission of the chair

A joint meeting was convened by the house with all the teaching and non-teaching staffs in the next week on 26/10/2022 for smooth preparedness of the remaining NAAC SSR work.

Agenda 8: Dissolution of the Meeting

The meeting finally ended at around 1 pm with vote of thanks to all the members present in the house from the IQAC coordinator.

  
IQAC, COORDINATOR  
SILAPATHAR COLLEGE

  
Principal  
Silapathar College

