

Sitting of the Executive Committee: 13th September, 2013

A sitting of the IQAC Executive Committee, Majuli College was duly called and held on Friday, September 13, 2013. Dr. Narayan Chandra Sharma, the coordinator of IQAC, acted as Chairman in the meeting. The agenda was unanimously approved and Dr. Sarma stated that the meeting was called for making IQAC more active and dynamic. Mr. Apurbajyoti Hazarika, a member of IQAC, pointed out the stagnant atmosphere of the college and thus emphasized on IQAC's proper functioning. He also suggested to constituting certain cells and committees to take care of the academic, administrative and other aspects of the college. Another member Mr. Mukheswar Saikia talked about sharing of responsibilities for smooth conduct of the affairs.

Mr. Debojyoti Khataniar advised the coordinator of IQAC to take steps for organizing seminar and workshops at regular intervals. Dr. Naranya Chandra Sharma mentioned that the second cycle of accreditation of the college by NAAC was due and therefore he sought help from everyone in this respect.

Members Present:

Dr. Narayan Chandra Sharma

Apurbajyoti Hazarika

Debojyoti Khataniar

Basanta Borah

Tulshi Rajkhowa

Sitting of the Executive committee held on 26-03-2014

A sitting of the IQAC Executive Committee was held today, the 26th of March, 2014 under the chairmanship of Tarun Saikia, the IQAC coordinator. The meeting resolved to prepare AQAR of the academic session 2012-13 and for that purpose to request the Principal to put into action the following resolutions.

- a) A full-fledged IQAC be formed as per NAAC guidelines.
- b) Internet connection be provided to IQAC computers.
- c) Maintenance of the IQAC chamber be entrusted to a grade IV employee.
- d) Expenditures in connection with IQAC be clarified and shared with the IQAC.

At last, the chairman requested everyone present to extend their cooperation in smooth conduct of the IQAC activities.

Members present

1. Tarun Saikia
2. Basanta Borah
3. Pradip Ch. Das
4. Debojyoti Khataniar

IQAC Executive Body Sitting, Date: 03-04-2014

A sitting of the IQAC Executive Body was held at the IQAC chamber today, the 3rd of April, 2014 Thursday under the chairmanship of Dr Sashikanta Saikia. Mr. Tarun Saikia, coordinator of IQAC read out the proceedings of the last sitting of IQAC. The sitting emphasized the urgent need to conduct the various affairs of the IQAC in respect of preparing the AQARs and SSR to be sent to NAAC for the 2nd cycle of accreditation of the college by NAAC. The sitting unanimously formed the following sub-committees for that purpose.

1. Sub-committee for curricular aspects:
 - a) Basanta Borah, Coordinator
 - b) Indira Borah, member
 - c) Gitarani Goswami, member
2. Sub-committee for Research, consultancy and Extension:
 - a) Dr. Debajit Saikia, Coordinator
 - b) Dulal Hazarika, member
 - c) Prafulla Borah
3. Sub-committee for Teaching, Learning and Evaluation:
 - a) Prasanta Saikia, Coordinator
 - b) Tulashi Rajkhowa, member
 - c) Bipul Rajkhowa
4. Sub-committee for Infrastructure and Learning Resources:
 - a) Abani Kumar Dutta, Coordinator
 - b) Dr. Brojen Ch. Neog, member
 - c) Pradip Das, member
5. Sub-committee Student Support Progression:
 - a) Smriti Konwar, Coordinator
 - b) Dr. Rupjyoti Borah, member
 - c) Suren Das
6. Sub-committee for Governance, Leadership and Management:
 - a) Apurbajyoti Hazarika, Coordinator
 - b) Ajit Saikia, member
7. Sub-committee for Planning:
 - a) Debojyoti Khataniar, Coordinator
 - b) Debabhuson Borah, member
 - c) Pranita Rajkhowa, member
8. Sub-committee for Innovation and Best practices:
 - a) Pranab Jyoti Borah, Coordinator
 - b) A.P. Singh, member
 - c) Nabajit Chelleng, member

The sitting discussed at length the composition of a full-fledged committee for IQAC and agreed upon smooth conduct of the various activities of the IQAC following its composition.

Members present:

1. Tarun Saikia
2. Sashikanta Saikia
3. Abani Kumar Dutta
4. Pradip Ch. Das
5. Debojyoti Khataniar
6. Basanta Borah
7. Pranab Jyoti Borah

General Sitting, IQAC, 5th May, 2014

A general sitting of IQAC under the chairmanship of Mr. Tarun Saikia, the coordinator of IQAC, was held on May 5, 2014. Mr. Saikia explained the purpose of the meeting and opened up the discussion on Self Study Report (SSR) and Annual Quality Assurance Report (AQAR).

All who were assigned to collect data for AQAR informed that they could not collect several documents in time due to some administrative issues. They arrived at a consensus that the delay occurred because the persons concerned took extra time in submission of the data. Mentioning the complicity of the task, Mr. Tarun Saikia requested everyone to work properly for expediting the process.

Moreover, the coordinator sought opinions from the members about the completion of the syllabus and requested them to be alert on the issue in future.

Members Present:

Tarun Saikia	Smriti Konwar
Abani Kumar Dutta	Indira Borah
Basanta Borah	Arati Borah
Bipul Rajhowa	Dr. Debajit Saikia
Prasanta Saikia	Surjya Chiring Phukan
Dr. Rupjyoti Borah	Diganta Kr. Borah
Prafulla Borah	Apurbajyoti Hazarika
Debojyoti Khataniar	Ajit Saikia
Brojen Ch. Neog	
Utpal Baruah	
Pradip Ch. Das	
Dr. Sashikanta Saikia	
Bhola Borah	
Tulashi Rajkhowa	
Pranita Rajkhowa	
Dipak Goswami	
Padmadhar Baruah	

General Sitting, IQAC, 12-05-2014

A sitting of the IQAC was held on May 12 at the Conference Hall under the chairmanship of Dr. Sashikanta Saikia, Principal of the college. The Agenda was unanimously approved as follows:

1. **Chairman taking Chair**
2. **Explanation of the purpose of the meeting**
3. **Discussion on the activities of IQAC**
4. **Others**
5. **Comment of the Chairman**
6. **The End**

The Coordinator of IQAC Mr. Taru Saikia, while stating the purpose of sitting mentioned, said that the sitting was scheduled to have a discussion on the preparation of AQAR. Mr. Bipul Rajkhowa mentioned about the progress of the Teaching-Learning committee. Mr. Apurbajyoti Hazarika, a member of IQAC, sought some data regarding the college management. Mrs. Smriti Konwar said that she would submit the departmental data very soon.

The principal explained in the meeting about his engagement with RUSA and how he himself was taking initiative on the activities of RUSA. The secretary of the Teacher's Unit of Majuli College Mr. Rajen Borah talked about the importance of reviewing the previous report of NAAC. Mr. Ananda Hazarika, the president of the Teacher's Unit, appealed to the stakeholders of IQAC to pay importance to the problems faced by the college during NAAC's visit in 2004.

Finally the principal asked the teachers to organize seminar, workshop etc. and the sitting came to an end.

Members Present:

1. Sashikanta Saikia
2. Ananda Hazarika
3. Abani Kumar Dutta
4. Bipul Rajhowa
5. Brojen Ch Neog
6. Apurbajyoti hazarika
7. Gitarani Goswami
8. Dulal Hazarika
9. Debojyoti Khataniar
10. Pradip Ch. Das
11. Dipak Kumar Goswami
12. Rajen Ch. Borah
13. Smrit Konwar
14. Tarun Saikia
15. Gaurav Kumar Gam

General Sitting, IQAC, 15.10.2014

A sitting of the IQAC with the teacher unit was held on Wednesday at the Conference Hall under the chairmanship of Dr. Sashikanta Saikia, Principal of the college. While stating the purpose of the sitting, Mr. Tarun Saikia, coordinator of IQAC, said that it was organized to discuss several academic and relevant issues. He said that though certain changes came to the teaching process of the college, still it required further efforts.

Jitendra Nath Deka, HOD, Political Science, raised the issue of departmental room and appealed to the principal to take necessary steps for providing separate room to the departments. The principal gave assurance in this respect. Mr. Ajay Prasad Singh, HOD, English talked about the difficulty that his department was facing due to insufficient teacher. The principal said that the college would recruit eligible candidates to teach English within a short period. Tarun Saikia requested all the HODs to prepare seminar proposal and MRP proposals and submit to UGC.

Mr. Ananda Hazarika requested the principal to initiate certain activities at Bhekulimari, the adopted village of the college. The principal assured that the issue would be addressed. He declared an end of the sitting appealing the teachers to ensure quality education in all respects.

Members Present

1. Ananda Hazarika
2. Amriteswar Chutia
3. Rajen Borah
4. Abani Kumar Dutta
5. Ajit Saikia
6. Mayashri Deka Hazarika
7. Koseswar Hazarika
8. Bhupendra Nath Hazarika
9. Naran Ch. Sharma
10. Bipul Rajkhowa
11. Dulal Hazarika
12. Rupjyoti Borah
13. Tulashi Rajkhowa
14. Prafulla Borah
15. Jiten Deka
16. Mukheswar Saikia
17. Suren Das
18. Ajay Singh
19. Tarun Saikia

IQAC Executive Body sitting with HODs and Librarian, Date: 18-02-2015

A sitting of the IQAC with The HoDs and the librarian was held today at the Conference Hall under the chairmanship of Dr Sashikanta Saikia, Principal of the college. IQAC coordinator Mr. Tarun Saikia, while explaining the purpose of the meeting, said that it was organized basically to take stock of curriculum delivery and implementation in respect of various departments, and the recent developments of the library. In this respect, Mr. Amriteswar Chutia, HoD, Assamese informed that curriculum of his department was being managed as per the scheduled timeframe. Mr. Ajay Pd. Singh drew everybody's attention to the long standing problem of shortage of teachers in his department which had been causing a great deal of inconvenience to proper management of the concerned curriculum. He requested Principal to appoint part-time teachers to deal with the problem. The HoDs of the Science stream basically stressed the importance of up gradation and improvement of the laboratories.

Mr. Pradip Das, librarian of the college, talked about the non-return of some of the books issued against certain teachers, and requested the Principal take steps towards return of the books. He also informed the house of the recent measures taken towards digitization of the library and emphasized the need for the teachers and students to take some training on its proper use. The Principal also stressed the need to use digital teaching method on a regular basis. He requested the stakeholders of various cells/committees to manage their concerned activities regularly. Tarun Saikia mentioned about the stagnancy in the process of preparation of the SSR and AQARs to be sent to NAAC and requested everyone's help and cooperation towards speedy and successful completion of the process.

In the end, the Principal requested everyone concerned to work with devotion for enhancement of the academic standard of the college.

Members present:

1. Sashikanta Saikia, Principal
2. Tarun Saikia, Coordinator, IQAC
3. Debojyoti Khataniar, member, IQAC
4. Basanta Borah, member, IQAC
5. Amriteswar Chutia, HOD, Assamese
6. Ajay Prasad Singh, HOD, English
7. Atul Bhuyan, HOD, Physics
8. Nilamoni Patir, HOD, Botany
9. Koseswar Hazarika, HOD, Sociology
10. Rajen Borah, HOD, Economics
11. Ananda Hazarika, HOD, Geography
12. Gitarani Goswami, HOD, History
13. Urjya Kumari Chiring Phukan, HOD, Education

IQAC sitting May 25, 2015

A sitting of the IQAC under the chairmanship of Tarun Saikia, coordinator of IQAC was held today, the 25th of May, 2015, at the Conference Hall with the Non-Teaching Staff and Students' Union. Stating the purpose of the meeting, Mr Saikia said that to discuss the stagnancy in the process of preparing SSR and AQARs owing to inconvenience in collecting the data and the various problems/grievances of the students, the meeting was organised.

The superintendent of the college office Dipak Kr Goswami said that there were some lacunae in the documentation and data preservation process of the college office and that there was a lot to be done in this respect. Debojyoti Khataniar said that that was a purely internal issue of the college office and the onus lay on the non-teaching employees themselves to evolve a suitable mechanism to deal with the problem. Utpal Baruah talked about the efficacy of the digitised documentation process as a solution to the problem. Tarun Saikia raised the issue of audit of the college and in this respect Dipak Kr Goswami said that internal audit of every year had been complete but external audit for a few years had not been done and requested the Principal to take steps in this regard. Mr Saikia presented an overall analysis of the entire affairs pertaining to the college office and requested all concerned to keep it updated and dynamic. However he also admitted that the office had seen revolutionary changes over the last ten years but a lot was yet to be done.

Representing the Students' Union, General Secretary Pranjit Hazarika focussed basically on the difficulties and inconveniences of the students on the college campus. He drew everyone's attention to the non-availability of adequate number of classrooms and requested the authorities concerned to initiate measures towards solution of this problem in the near future. Tarun Saikia requested the Students' Union to ensure that no incident of ragging occurred on the college campus. He also requested them to submit grievances/complaints, if any, to the various cells/committees constituted for different purposes.

At last Tarun Saikia appealed to all stakeholders to discharge their duties and responsibilities so as to keep the academic ambience of the college dynamic.

Members present:

Ananda Hazarika

Padmadhar Baruah

Tarun Saikia

Pranjit Hazarika

Apurbajyoti Hazarika

Debabhuson Borah

Prasanta Saikia

Dipak Goswami

Utpal Baruah

IQAC sitting

Date: 7th September, 2015

A sitting of the IQAC with the non-teaching staff, various cells and committees and the HoDs was held today the 7th of September, 2015 at the conference Hall under the chairmanship of Dr. Ananda Hazarika, Principal i/c of the college. Stating the purpose of the meeting, IQAC coordinator Tarun Saikia said that the meeting was organised to discuss the various academic and administrative affairs of the college. He first wanted to know from the HoDs regarding the activities at the departmental level. Amriteswar Chutia, HoD, Assamese said that coverage of the curricula of his department was normal and the attendance of the students in classes was quite regular. The HoDs of English, Political Science and Sociology intimated that they were slightly lagging behind in managing and implementing their respective curricula owing to various factors but assured that the deficiency would be met in due course by taking some extra classes, if necessary. As for the Science stream, the HoDs of Mathematics and Physics departments intimated their sluggishness in covering their respective curricula. Both the Principal and IQAC coordinator instructed them to wind up their curricula in time.

Principal asked for inputs from each department regarding preparation of proposals for UGC sponsored seminars/ workshops. Each departmental head informed the house of the progress made in this regard. Tarun Saikia urged each teacher through the departmental heads to concentrate on publishing research papers in national journals and on undertaking Ph.D. works. Tarun Saikia then asked for inputs from the various cells and committees in place. Representing the Career Guidance Cell, Basanta Borah informed the house of the plan to organise a programme on the topic **Career Options at LICI**. Gitarani Goswami from Women's Cell said that the cell was keeping a close watch over the overall gender-related issues ensuring that no incident of any gender violence/discrimination occurred at the college. She also said that the college had not witnessed any such incident so far in its history. She further stated that the cell was planning to organise a popular talk on the topic **Gender Bias in India** either at the end of the current year or at the beginning of the next year. Bipul Rajkhowa representing the Anti Ragging Cell informed that there was no incident of any ragging at the college in the current year. Both Principal and IQAC coordinator appealed to the cells/committees to manage their respective activities/affairs smoothly in order to ensure a dynamic and health academic environment at the college. They also requested them to submit any important data to the IQAC at the earliest so that proper action could be taken.

Regarding administrative affairs of the college, Tarun Saikia stressed the need to concentrate on a very well-designed data preservation and documentation process for maintaining transparency and appealed to the non-teaching employees to remain active in this regard. Then raising the issue of audit, he requested everyone to complete both internal and external audit in time and to meet the objections that might arise there from. Principal Hazarika assured him of his commitment and accountability in this regard. At last Principal offered his thanks to everyone for their presence and cooperation in holding a fruitful discussion and declared dissolution of the house for the day.

Members present:

Dr Ananda Hazarika

Amriteswar Cutia

Atul Bhuyan

Jiten Deka

Rajen Borah

Prasanta Saikia

Dr. Debabhuson Borah

Prafulla Borah

Tulashi Rajkhowa

Dr Narayan Ch Sharma

Bipul Rajkhowa

Gitarani Goswami

Dr Rupjyoti Borah

Joint Sitting, 27th November, 2015

A sitting of IQAC with teaching and non-teaching staff was held on Wednesday, October 14 at the Conference Hall of the college. The coordinator of IQAC Mr. Tarun Saikia chaired the sitting. Mr. Saikia informed that the meeting aimed to have a thorough discussion on Self Study Report (SSR) and Annual Quality Assurance Report (AQAR). He said that the documents required for SSR and AQAR were very complex in nature and these were yet to be obtained from the office and various committees. So he appealed to the authorities concerned to take instant action for getting data from the office. Further he emphasized on conducting the general audit of the college. Mr. Padma Baruah, the Accountant of the college, gave assurance in this vein.

Mr. Ananda Hazarika requested everyone on behalf of the teaching staff to submit their data to IQAC as soon as possible. The coordinator of IQAC requested the HODs to prepare the Departmental Evaluative Report (DER) in the prescribed format. In this context Mr. Haren Saikia, HOD, Physics and Mr. Rajen Chandra Borah, HOD, Economics said that some clauses of the DER were very confusing. They also discussed about the meager infrastructure of the departments. Mr. Tarun Saikia, the coordinator of IQAC, appealed to all to eradicate any confusion in discussion with IQAC. He also spoke out for a student friendly teaching process taking recourse to student feedback either in written or in verbal form. Further he asked his colleagues to prepare themselves for using innovative teaching methods with the changing scenario.

Members present:

Ananda Hazarika

Amriteswar Chutia

Rajen Borah

Haren Saikia

Abani Kr. Dutta

Ajit Saikia

Mayashri Deka Hazarika

Dr. Narayan Ch. Sharma

Koseswar Hazarika

Bipul Rajkhowa

Prafulla Borah

Dr. Rupjyoti Borah

Tulashi Rajkhowa

Mokheswar Saikia

Dulal Borah

Jiten Deka

Ajay Prasad Singh

Suren Das

Pranab Jyoti Borah

Prasanta Saikia

Debabhuson Borah

Padmadhar Baruah

Utpal Baruah

Dipak Kumar Goswami

Debajit Baruah

Prafulla Ojah

Emergency Sitting, IQAC, 20-04-2016

IQAC called an emergency sitting on April 20, 2016 regarding NAAC's visit to Majuli College. Dr. Debajit Saikia, Principal, chaired the meeting and all heads of the teaching departments including the Academic Coordinator Dr. Narayan Chandra Sharma and Administrative Coordinator Mr. Atul Bhuya were present in the discussion. Mr. Apurbajyoti Hazarika, coordinator of IQAC, stated that the meeting aimed to have a thorough discussion on some crucial issues regarding departmental profile and AQAR.

In this context, all the presentee arrived at a consensus about the complicacies noticed in the preparation of AQAR. Debabhuson Borah, Assistant coordinator of IQAC, emphasized on the introduction of Student Feedback and Self-financing courses. Dr. Debajit Saikia said that those issues would be taken care of. The sitting unanimously resolved to introduce short term courses in certain subjects.

Members Present:

1. Dr. Narayan Ch. Sharma
2. Atul Bhuyan
3. Dr. Debajit Saikia
4. Nilamoni Patir
5. Poresh Borah
6. Amriteswar Chutia
7. Haren Saikia
8. Dulal Borah
9. Tarun Saikia
10. Debojyoti Khataniar
11. Gitarani Goswami
12. Smriti Konwar
13. Pranab Jyoti Borah
14. Apurbajyoti Hazarika
15. Dr. Debabhuson Borah
16. Prasanta Saikia

Digital Awareness Programme, 25-30 April, 2016

A Digital Awareness Programme was held from 25th April to 30th April in the Digital Classroom of the college. Mr. Bhargav Kamal Baishya and Mr. Sidhartha Adhyapak acted as Resource Persons and they delved into the theoretical and practical aspects of Information Technology and its applications in Smart Classes. Mr. Apurbajyoti Hazarika, coordinator of IQAC, and the Assistant Coordinators of IQAC Mr. Prasanta Saikia, Mr. Debojyoti Khataniar, Dr. Debabhuson Borah explained the necessity of the subject and appealed to all to take advantage of IT in the teaching-learning process. Dr. Debajit Saikia, the Principal of the college, appreciated the step taken by IQAC and thanked the stakeholders of the cell. He expressed his hope that in future also IQAC would take certain innovative steps in making the academic environment of the college more vibrant.

Members Present:

1. Dr. Brojen Chandra Neog
2. Mayashri Deka Hazarika
3. Pronab Jyoti Borah
4. Bipul Rajkhowa
5. Prasanta Saikia
6. Apurbajyoti Hazarika
7. Debabhuson Borah
8. Basanta Borah
9. Ajit Saikia
10. Debajyoti Khataniar
11. Pronita Rajkhowa
12. Indira Borah
13. Dulal Hazarika
14. Dr. Anup Kumar Doley
15. Naba Das
16. Suren Das
17. Dr. Prafulla Borah
18. Dr. Rupjyoti Borah
19. Jitendra Nath Deka
20. Abani kumar Dutta
21. Mukheswar Saikia
22. Rajen Ch. Borah
23. Narayan Ch. Sharma
24. Gita Goswami
25. Amriteswar Chutia
26. Tarun Saikia

27. Anil Ch. Hazarika
28. Haren Ch. Saikia
29. Atul Bhuyan
30. Kosheswar Hazarika
31. Sujya Kumari Chiring Phukan
32. Smriti Konwor
33. Nilomoni Patir
34. Ananada Hazarika

General Sitting of the IQAC, Date: 3-8-2016

A general sitting of the IQAC with all stakeholders of the college was held today, the 3rd of August, 2016 at the Conference Hall of the college under the chairmanship of Principal Dr. Debajit Saikia. IQAC coordinator Apurbajyoti Hazarika gave a brief outline of various activities performed and steps taken by IQAC during his tenure and analysed at length the various criteria of the SSR and AQARs being prepared for the 2nd cycle of assessment of the college by NAAC. He pointed out the complex nature of these criteria and the questionnaire therein and called for everyone's help and cooperation for successful completion of the process as only a coordinated effort will lead to its success. He inquired about the progress of the preparation of the respective Self Evaluative Reports of the various departments. He informed that a few departments have already submitted their reports quite promptly. He specially talked about the department of Education whose transparency in data preservation was worth imitating for all departments. He also stated that a good deal of data was still to be submitted by the college office. In this regard, the Principal said that this process was going on in full swing. An alumnus and former Principal Sarbeswar Hazarika expressed his satisfaction over the improvement in the drainage system of the college and thanked the active role played by the Principal and IQAC in this regard. He also gracefully praised the active role played by both in solving a long-standing problem of the dearth of a full-fledged Drinking Water Plant in the college. He said that this newly installed drinking plant will benefit the entire college family a great deal in the near future. Atul Bhuyan talked about the importance of developing the infrastructure of the college. The Principal intimated that proposals have been sent to various funding agencies in this respect. Ananda Hazarika stressed the importance of continuing the various extension activities carried out in Bhekulimari, an adopted village of the college for a long time. He graciously drew everyone's attention to the success in agriculture of a few enterprising youths of the village and referred to the share of the college in their stupendous achievement. Bipul Rajkhowa talked about the practice of felicitating brilliant students with cash awards, being carried out by the college and appealed to all to undertake fresh and innovative steps towards making the scenario of higher education dynamic in the days ahead.

The Principal in this comment thanked everyone present for their invaluable suggestions and called for their help and cooperation in steering the college forward in the days ahead.

Members present:

1. Dr. Debajit Saikia
2. Atul Bhuyan
3. Dr. Narayan Ch. Sharma
4. Ananda Hazarika
5. Abani dutta
6. Mukheswar Saikia
7. Koseswar Hazarika
8. Mayashri Deka Hazarika
9. Dulal Borah
10. Dulal Hazarika
11. Ajay pd. Singh
12. Gobin Baruah
13. Dr. Debabhuson Borah
14. Apurbajyoti Hazarika
15. Debojyoti Khataniar
16. Prasanta Saikia
17. Sarbeswar Hazarika
18. Haren Ch. Saikia
19. Atul Bhuyan
20. Kosheswar Hazarika
21. Sujya Kumari Chiring Phukan
22. Smriti Konwor
23. Nilomoni Patir
24. Ananada Hazarika

Emergency Sitting, IQAC, 27-09-16

An emergency sitting of IQAC was held on 27th September. Dr. Debajit Saikia, Principal of the college, acted as Chairman. Mr. Apurbajyoti Hazrika, while stating the purpose of sitting, mentioned that the progress of preparation of SSR is satisfactory, but IQAC did not receive some financial data of the last four years along with some information of the library. He also informed that some teachers did not submit their academic profile. The principal opined that as the office employees lacked sufficient expertise, the teaching staff needed to play an active role in this respect.

The sitting unanimously formed the following committees for smooth conduct of the process.

1. Corresponding Committee for Office

Members:

2. Mr. Mukheswar Saikia
3. Mr. Basanta Borah
4. Mrs. Smriti Konwar
5. Mr. Ajit Saikia

2. Corresponding Committee for Library

Members:

1. Mr. Tarun Saikia
2. Dr. Brojen Chandra Neog
3. Dr. Prafulla Borah

The sitting resolved to assign all heads the responsibility of making detailed list of alumni of the departments. The coordinator of IQAC sought help from everyone in the entire process.

Members Present:

1. Dr. Narayan Sharma
2. Amriteswar Chutuia
3. Atul Bhuyan
4. Gitarani Goswami
5. Indira Borah
6. Prasanta Saikia
7. Bipul Rajkhowa
8. Basanta Borah
9. Prafulla Borah
10. Debojyoti Khataniar
11. Dulal Hazarika

A sitting of the IQAC with the Alumni Association of the college was held in the conference Hall under the chairmanship of Dr. Debajit Saikia, Principal. Stating the purpose of the meeting the IQAC coordinator Apurbajyoti Hazarika said that preparation of SSR and AQARs for the 2nd cycle of assessment of the college by NAAC was running in full swing and to discuss the role and seek suggestions of the alumni in this process the meeting was convened. On request to extend the discussion by the Principal, Apurbajyoti Hazarika said that preparation of the AQARs and the SSR to be sent was nearing completion and would be complete within about fifteen days. He dwelt on the role to be played by the Alumni Association during the Peer Team visit of NAAC to the college. He also elaborated on the help and cooperation received from the alumni in overall development of the college and expressed his deep sense of gratitude to the Alumni Association in constructing a beautiful gate at the entrance of the college with their sole financial contribution and expected similar help and cooperation from the association in the days ahead. An alumnus and ex-Principal Sarbeswar Hazarika mentioned the dearth of a well-equipped Boys' Hostel in the college and inquired about the steps taken by the college authority to procure adequate fund for that purpose. In reply, Debajit Saikia intimated the gathering that proposals have been sent to different funding agencies and their response is being awaited. Another ex-student Bharat Dutta offered his thanks to the college authority for holding various academic programmes in the college and expected their continuation in the days to come. Another ex-student and General Secretary Monoj Borah assured the college authority of his help and cooperation in organising any programme of academic, social and cultural importance in the college. Another alumnus and Ex-Principal of Namoni Majul Junior College Anil Borah reminisced about the mammoth role played by this institution in spreading higher education in the island and appealed to the people at the helm of affairs to undertake more such activities in the near future commensurate with the demands of time and assured the college authority of his cooperation during the upcoming NAAC's inspection of the college.

In the concluding remarks Principal, Dr Debajit Saikia said that the college has reached a crucial stage of its existence. He specially talked about the lack of adequate funds for conducting various activities in the college and asked for the help and cooperation of the alumni in this regard.

Members present:

Dr Debajit Saikia
Atul Bhuyan
Dr Narayan Sharma
Apurbajyoti Hazarika
Debojyoti Khataniar
Debabhuson Borah
Manoj Borah
Bharat Dutta
Prasanta Saikia
Sarbeswar Hazarika

Anil Borah
Koseswar Hazarika
Rajen Borah
Bhola Borah
Bipul Rajkhowa
Pranab Borah
Brojen Neog
Suren Das

IQAC sitting Date: 27-02-2017

An emergency sitting of the IQAC was held today, the 27th of February, 2017 under the chairmanship of Dr Debajit Saikia, Principal. IQAC coordinator Apurbajyoti Hazarika said that the meeting was organised basically to decide on the future course of action in view of drastic changes in the assessment criteria of NAAC. Elaborating on the issue Mr Hazarika said that the SSR prepared in the current method could be submitted only upto 31 March, 2017, according to information available on NAAC website. He also expressed his regret over the wasted labour in preparing such a huge document as it was not likely to be submitted before 31 March owing to various administrative bottlenecks. Principal Saikia said that as the SSR could not be sent due to some compelling administrative issues, now it should be prepared in accordance with the new criteria. In reply Mr Hazarika said that the newer system was going to be more ICT-enabled and detailed information regarding this was being awaited. Any fresh work could be initiated only after getting full access to the information. Dr Debabhuson Borah said that the other activities of the IQAC should be carried on without any interruption. Debojyoti Khataniar focussed on the need for the various cells/committees to continue their activities. Prasanta Saikia stressed the importance of eliminating the minor faults in the administrative mechanism of the college, especially in case of data preservation. Principal Dr Saikia assured the house of his prompt action in respect of the issues discussed and requested the office bearers of the IQAC to prepare the SSR and other documents afresh in accordance with the criteria to be available on NAAC website.

Members present:

Dr Debajit Saikia
Atul Bhuyan
Dr Narayan Ch Sharma
Apurbajyoti Hazarika
Dr Debabhuson Borah
Prasanta Saikia
Debojyoti Khataniar

IQAC sitting,

20 April, 2017

An emergency sitting of the IQAC was held today, the 20th of April, 2017 at the IQAC chamber under the chairmanship of Dr Debajit Saikia, Principal. The IQAC coordinator Apurbajyoti Hazarika once again expressed his frustration over the inability of the college to submit the SSR within the stipulated time frame despite it being almost complete. He called for suggestions from the members regarding the future course of action of the IQAC. Dr Debabhuson Borah focussed on the need to prepare seminar proposals related basically to academics and send the same to the UGC for sponsorship. He also stressed the need to take it as an annual exercise. Debojyoti Khataniar talked about the importance of holding periodic sittings with different cells/committees for the sake of keeping them active and dynamic. Prasanta Saikia emphasised the importance of making the Feedback system of the college methodical by bringing the guardians and local citizens into its fold, as it carried tremendous importance in the rapidly changing educational scenario. Principal Dr Saikia said that verbal feedback had been collected at different times of the sessions from such people.

Principal Dr Saikia assured the gathering of all types of help and cooperation from the end of administration and requested the office bearers of IQAC to concentrate on preparing the SSR as per the new format as and it would be available on NAAC website.

Members present:

Dr Debajit Saikia

Dr Narayan Ch Sharma

Atul Bhuyan

Apurbajyoti Hazarika

Dr Debabhuson Borah

Debojyoti Khataniar

Prasanta Saikia

