

Minutes of the IQAC meeting held on 13th December 2021 at 12.00 noon

Venue: Conference hall.

Members of the IQAC present in the meeting

Dr. Brajendra Saikia, Principal, RC
Dr. Hrishikesh Choudhury.
Mrs. Majushree Devi
Dr. Ujjal Protim Dutta
Mr. Manash Kalita, GS, RCSU.
Dr. Bimal Das

Dr. Prem Kisha Singha
Dr. Jayashree Sarma
Dr. Kanailal Bhattachayjee
Mr. Ramoni Rajbongshi, HA
Dr. G.P. Basumatary

Agenda:

1. Submission of the AQAR. for the year 2020-21
2. Preparation of SSR.
3. Academic audit.
4. Any other important issues.

The meeting was chaired by Dr. Brajendra Saikia, Principal, Rangia College.

Resolutions

Ø. Dr. Rejesh Kumar, Department of English selected as the NAAC coordinator for the third cycle of NAAC accreditation.

Ø. Dr. M.K Singha, coordinator, IQAC will prepare the AQAR 2020-21

Ø. Dr. Jayashree Sarma, coordinator of, SSR committee presented the progress report.

The following suggestions are given

* Members of the SSR per criteria have been constituted. Dr. Jayashree Sarma & Ms. Juri Das for criteria 1. Dr. Ujjal Protim Dutta 2. Dr. Nabajeet Barman for criterion 3. Dr. Parismita Sarma for criterion 4. Mr, Anamul Haque for criterion 5. Dr. Mousumi Bhuyan and Dr. Hrishikesh Choudhury for criterion 6 and Mrs. Barnali Kalita for criterion 7.

Ø. The quantitative matrix (Templates) of the SSR will be made available in all departments for filling up departmental data related to SSR.

Ø. The college website needs to be updated as per NAAC requirements.

Ø. Feedbacks response of students is needed to enhance. Therefore, HODs are requested to forward the online feedback format from their respective WhatsApp groups.

*All teachers are requested to join in the teacher's feedback process.

Ø. A two-member committee is constituted for the collection and edition of the data for the Student Satisfaction Survey (SSS). The members are 1. Dr. Kanailal Bhattachayjee 2. Dr. Tina Sarma.

Ø. Dr. M.K. Singha and Dr. R Kumar will do the necessary formalities for the Academic and Administrative Audit (AAA). Prior to the external audit, an internal audit by IQAC will be conducted.



Principal, RC
Principal
Rangla College


Coordinator, IQAC

Coordinator
IQAC, Rangla College

Minutes of the extended IQAC meeting held on 27th December 2021 at 1.00 pm
Venue: IQAC office.

Members of the IQAC present in the meeting

Dr. Brajendra Saikia, Principal, RC

Dr. Hrishikesh Choudhury.

Mrs. Majushree Devi

Dr. Ujjal Protim Dutta

Dr. Nabajit Barman

Dr. Leena Bardoli Baruah

Dr. Prem Kisha Singha

Dr. Jayashree Sarma

Dr. Kanailal Bhattachayjee

Mr. Ramoni Rajbongshi, H.A

Dr. Rajesh Kumar

Dr. Parismita Sarma

Agenda:

1. Discussion on SSR

The meeting was chaired by Dr. Brajendra Saikia, Principal, Rangia College.

Resolutions

Ø. The quantitative matrixes supplied to the departments are collected from the departments.

Ø. To assimilate and compilation of the data as per SSR format members are requested to attend the IQAC office from 1.00p.m onwards as per their convenience.

Ø. The department-wise Academic audit conducted by the IQAC has been completed.

Ø. The members decided to invite an external auditor from Gauhati University for the Academic and Administrative Audit..

Ø. Dr. M.K. Singha and Dr. Rajesh Kumar seat with the members of the SSR team separately to take the stock of progress.

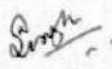
Ø. Dr. Ujjal Pratim Dutta prepares the Google sheets and Google Doc files so that members can do the work online.

Ø. The date for the Library Audit has been fixed on 4th January 2022.

Supporting documents and the effort made by the team members in preparing the report is highly appreciated by the Principal


Principal, RC
Principal
Rangia College




Coordinator, IQAC
Coordinator
IQAC, Rangia College

Minutes of the extended IQAC meeting held on 15th February 2022 at 1.00 pm

Venue: IQAC office.

Members of the IQAC present in the meeting

Dr. Brajendra Saikia, Principal, RC

Dr. Rajesh Kumar (NAAC Coordinator)

Dr. Hrishikesh Choudhury.

Mrs. Majushree Devi

Dr. Ujjal Protim Dutta

Dr. Nabajit Barman

Dr. Parismita Sarma

Dr. Prem Kisha Singha

Dr. Jayashree Sarma

Dr. Kanailal Bhattachayjee

Mrs. Barnali Kalita

Agenda:

1. Submission of AQAR 2020-21
2. Preparation of SSR
3. Any other matter.

The meeting was chaired by Dr. Brajendra Saikia, Principal, Rangia College.


Resolutions

1. Dr. M.K. Singha submitted the draft copy AQAR 2020-21 before the members of the IQAC for correction or modification if any.
2. Dr. Brajendra Saikia, the Principal, entrusted the responsibility to verify and validate the AQAR 2020-21 data to the SSR committee. Dr. Jayashree Sarma, Coordinator, SSR Committee will guide the same.
3. Mr. Jotish Dowka, accountant, is requested to submit the external audit report for the session 2020-21 to attached with the AQAR 2020-21.
4. The subcommittees of the SSR are reporting their progress to the Principal. The principal expressed satisfaction over the overall progress of the SSR.
5. The IQA-related data will be prepared by Mr. Gautam Boro as per NAAC requirements and finalized at the next IQAC meeting.
6. Principal and members of the committee appreciate the Librarian Mrs. Majushree Devi for her effort to complete the external library audit on 4th January 2022.

The meeting ended with a conclusive message from the Principal.

Principal, RC
Principal
Rangia College




Coordinator, IQAC
Coordinator
IQAC, Rangia College