

## General Meeting of IQAC, Nowboicha College

Agenda:

Date: 25-01-2021

- ✓ 1. Chairing of the Chairperson.
- ✓ 2. Objective of the Meeting.
- ✓ 3. Progress of AQAR 2020-2021.
- ✓ 4. Discussion on departmental progress work for NAAC & other Cells of IQAC.
- ✓ 5. Discussion on preparation of IIQA.
- ✓ 6. Discussion on preparation of Action Plan of each Department.
- ✓ 7. Discussion on maintenance of office Document and Examination Records.
8. Others
9. Vote of thanks (By Mr. Dwijen Sharmah, Astd. Co-ordinator, IQAC.)
10. Chairperson's speech and end of the meeting.

~~25/01/2021~~

*Bm*  
25/01/2021

# General Meeting of SOAC, Nowboicha college.

Date: 25-01-2021

Signature of members Present:

1. Dilip Hazarika <sup>25/01/2021</sup>
2. Anjan Samah 25/01/2021
3. Binay Kr Thakur 25/01/2021
4. Babul Borah 25/01/2021
5. Hemkt. Borah 25/01/21
6. Analekh Bhujar
7. Biru Borah. 25/1/21
8. Sunm Neog
9. Atul Ch. Borah 25/1/21
10. G. D. Barua 25.01.2021
11. Khagen Samah 25/01/21
12. L. Borah ch. Borah.
13. Babululala 25/01/21
14. ~~Barua~~ <sup>25/01/21</sup>
15. ~~Barua~~ <sup>25.01.21.</sup>
16. ~~Barua~~ / 25/01/21
17. ~~Barua~~ <sup>25/01/2021</sup>
18. Madhub Borah 25.01.21
19. Deba Prasad Bara
20. ~~Barua~~ (Benukha Borah.)
21. ~~Barua~~ 25/01/21
22. ~~Barua~~ 25.01.21 01.27 PM.
23. ~~Barua~~ 25/1/21
24. Mallika Borah. 25/01/2021
25. ~~Barua~~ 25/01/2021
26. Sushitra Daitia 25/01/2021
27. ~~Barua~~ <sup>25.1.2021</sup>

A General Meeting of Teaching and non-Teaching staff has been organized by the Co-ordinator, GBOAC, Newbriher College on 25-01-2021 at 1.00 PM in the digital room. The meeting is presided over by the Principal & Chairperson of the GBOAC Dr. Dilip Hazarika. The objectives of the meeting are explained by the Co-ordinator of GBOAC, Mr. Binay Kr Thakur. The Co-ordinator informs the house that due to COVID-19 Pandemic the meeting of GBOAC and other activities planned by GBOAC could not be completed as per the expected time frame. The college has been opened after a long time of interruption due to this pandemic. Therefore, the college teachers and employees have to work hard to complete the pending work. He says that the purpose of today's meeting is to evolve a strategy as to how can we get our college be assessed and accredited by NAAC as early as possible.

The Principal and Chairperson of GBOAC also highlights the importance of assessment by NAAC and appeals to all the members to cooperate in this process.

Mr. Dwijen Sarmah, Asst Co-ordinator of GBOAC describes in details about the preparation of documents for

office-staff and Librarian to maintain co-ordination in the process of keeping the documents for the purpose of assessment. After discussion, the following Resolutions have been adopted in the meeting:

- ① All heads of the departments are hereby instructed to execute the Action Plan prepared for the academic session 2020-21 and to submit the documents in the GOAC.
- ② Departmental records of the last five years have to be prepared and to keep it in easy access.
- ③ The Co-ordinator, GOAC, is requested to take further steps for assessment of the college by NAAC.
- ④ Extension activities of the college should be done in consultation with the co-ordinator of GOAC.
- ④ Construction work of the college Gate be completed before Bihu Festival.

Asst. Co-ordinator, Mr. Dwijen Sarmah, extends the vote of thanks to all the participants.

The chairperson after giving his speech announces the end of the meeting.



Chairman  
GOAC

North Bengal College



Coordinator  
GOAC

Meeting of all the Heads of the Department called by  
IQAC, Nowboicha College

Agenda:

Date: 08-02-2021

- ✓ 1. Chairing of the Chairperson.
- ✓ 2. Objective of the Meeting.
- ✓ 3. Progress of AQAR 2020-2021.
- ✓ 4. Discussion on departmental progress work for NAAC.
- ✓ 5. Discussion on preparation of Action Plan of each Department.
- ✓ 6. Submission of Action Plan for the Academic session 2020-2021
- ✓ 7. Discussion on maintenance of office Documents/Libray and Examination Records.
- ✓ 8. Others
- ✓ 9. Vote of thanks
- ✓ 10. Chairperson's speech and end of the meeting.

Executed  
H/O  
8/2/2021

*[Signature]*  
08/02/2021

Meeting of all  
called by GQAC, Nowboicha College.

Date: 08-02-2021

### Signature of Participants:

1. ~~H. K.~~ 8/2/21
2. B. K. 08/2/21
3. B. K.
4. B. K.
5. S. B. K.
6. T. K.
7. B. K. 8/2/21
8. B. K. 08/02/21
9. B. K.
10. B. K.
11. B. K. 08.02.2021
12. B. K.
13. B. K.

A meeting of all the Heads of the Deptt. of Nowboicha College is convened by the Co-ordinator of GQAC, Nowboicha College on 08-02-2021. The meeting is presided over by the Principal cum Chairperson of GQAC, Dr. Dilip Hazarika. All Heads of the Department take part in this meeting. Mr. Binay Kr Thakur, Co-ordinator of GQAC explains the objectives of the meeting. He informs the members that the AQAR for the period 2019-20 has been submitted online to NAAC. Now the preparation of AQAR for the period 2020-21 is in progress.

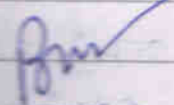
Heads of the department to start their work as per the Action Plan prepared by them for 2020-21. He also proposes to have a co-ordination with the GOAC Co-ordinator for executing the Action Plan. He suggests to discuss each and every matter of the activities with the Co-ordinator for the smooth conduct of the programme. He further appeals to all the members to contribute and extend co-operation for the construction work of College gate. He informs the house that the inauguration of the College gate will take place on 16-02-2021. Padma Shree Dr. Uddhab Bhavali has been invited for the inauguration. He again requests all the teachers and employees of Nowboicha College to be present on this auspicious occasion.

Mr. Dwijen Sarmah, Asst. Co-ordinator of GOAC thanks all the members present in this meeting.

The Principal cum Chairperson, after delivering his comments announces the end of the meeting.



Chairman  
JAC  
Nowboicha College



Co-ordinator  
GOAC  
Nowboicha College

Meeting of the SOAC members of  
Nowboicha College

Date: 25-02-2021

Agenda:

- ① Chairing of the Chairperson.
- ② Objective of the meeting.
- ③ Discussion the preparation of Action Plan for the Academic Session 2020-21
- ④ Members speech
- ⑤ Others
- ⑥ Vote of thanks
- ⑦ Chairperson's comment and end of the meeting.

Executed

~~W. K.~~  
25/2/2021

Bm  
25/02/2021



# Meeting of the GQAC members of Nowbriha College

Date: 25-02-2021

Signature of members:

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6. ~~Handwritten signature~~ 25.2.21

7. ~~Handwritten signature~~

8. ~~Handwritten signature~~ 25/2/21

9.

A meeting of all the Executive members of GQAC has been convened by the co-ordinator on 25-02-2021 in the Principal's room at 1.00 PM. The meeting is presided over by the Hon'ble Principal cum Chairperson of the GQAC. The objective of the meeting is described by the coordinator. He informs the members that due to Covid-19 pandemics, the College remained closed for a long time. Therefore, the Action Plan of the GQAC could not be prepared in time. So the preparation of Action Plan for the present Academic Session (2020-21) should be prepared immediately and be uploaded on the college website as per the

Dr. Indrani Gogoi place their view in the meeting and request the Chairperson to prepare the Action Plan for the smooth conduct of the GOAC.

After discussion of the members an Action Plan for the Session 2020-21 is prepared as follows:

1. Construction of the College Main Gate.
2. Development of Fishery in the College premises.
3. Extension of Office part.
4. Beautification work in front of College main gate.
5. Extension / Renovation of Girls' Hostel.
6. Construction of College Boundary wall.
7. Construction of Toilet
8. Purchase of books for Library.
9. Earth filling of the low land in the College premises.
10. Installation of Signboards at the College premises.
11. Workshop Program for faculty development.
12. Students' Encouragement Program.
13. Extension Activities.

The Chairperson appeals to all the members to co-operate in the work of GOAC for achieving the goal of college assessment.

The co-ordinator thanks all the members for giving their fruitful suggestion in the meeting and requests all to cooperate in every work of the IQAC. The Principal cum chairperson gives his comment and promises his full cooperation to the members of the IQAC and announce the end of the meeting.



Chairman  
IQAC  
Newboicha College



Coordinator  
IQAC  
Newboicha College

## GENERAL MEETING OF IQAC, NOWBOICHA COLLEGE

DATE: 02/04/2021

### Agenda

1. Assuming the chair of the Chairperson
2. Objective of the meeting
3. Discussion on the future plans of actions for assessment process of the college
4. Discussion on Departmental activities initiated by different departments
5. Discussion on Library facilities given to teachers and students
6. Others
7. Vote of thanks
8. Chairperson's comment and announcement of the end of the meeting

~~W. K.~~  
2/4/2021

~~P. K.~~  
02/04/2021

GENERAL MEETING OF S&AC  
NOWBOICHA COLLEGE

Date: 02-04-2021

Signature of members:

1. ~~Handwritten signature~~

2. Amalch. Oshyom.

3. ~~Handwritten signature~~

4. Igogi

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18. Nere

19. L. J. Kay

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23/ Gossi

24/ ~~Handwritten signature~~

25/ ~~Handwritten signature~~

26/ G. O. O. A.

27/ ~~Handwritten signature~~

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29. ~~Handwritten signature~~

30. ~~Handwritten signature~~

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A General Meeting of Teaching and non-Teaching staff of Nowboicha College has been convened by the Co-ordinator, GOAC of the College on at 3.00 P.M in the digital classroom to discuss the issues related to the assessment and accreditation process of NAAC.

The meeting is presided over by the Chairperson of GOAC, Dr. Dilip Hazarika. Mr. Binay Kr Thakur, Co-ordinator, GOAC explains in details regarding the objectives of the meeting. The Co-ordinator requests all the members to become active to extend full co-operation in the implementation of all the plans and activities initiated by the college authority and the GOAC. For the assessment of the college by NAAC, the whole college community have to work hard day and night. The objective of today's meeting is to develop a <sup>future</sup> strategy for the completion of all pending works.


The chairperson in his address to house informs that the college can not receive any financial grant from any other funding agency so long as it is not assessed and accredited by NAAC. Mr. Babul Guhain, Senior faculty member of Economics Department requests the


assessment process. Prof. Dwijen Sarma, Asst. Co-ordinator, SOAC, also suggests that the condition of library should be developed for the greater interest of teachers and students. The Library plays an important role in the process of assessment and accreditation of the institution.

After fruitful discussion, the following resolutions have been adopted in the meeting:

1. All the departments are hereby advised to execute the Action Plan prepared for the academic session 2020-21 and to submit the documents by the end of April '2021 in the SOAC.
2. Departmental records of the last five years have to be prepared and to keep it in easy access.
3. The Librarian is authorised to take necessary steps for the enhancement of basic facilities in the library.

The co-ordinator extends vote of thanks to all the participants. The chairperson after giving his comments announces the end of the meeting.

  
Chairperson  
SOAC

  
Co-ordinator  
SOAC