

**MINUTES OF THE IQAC GENERAL MEETING TO DISCUSS ABOUT THE COURSE
OF ACTION FOR THE UPCOMING TIME**

Date: 22nd August, 2024

Place: IQAC office

A General Meeting of the IQAC among all the stakeholders, Members and coordinators of various sub-committees under it was held in the IQAC office of Saraighat College on 22nd August, 2024. Its main purpose was to sharing of ideas among the members to enrich the process of preparing the upcoming AQAR to be submitted to the NAAC by the end of the year.

The Meeting was encouraging as all the participants placed their valuable suggestions to methodically accomplish the task within the stipulated time frame. Following conclusions had been drawn out of this discussion-

- Publications in UGC prescribed journals, books in print and electronic media needs to be intensified. Every faculty members should take this requirement as a much needed challenge and hence work for its attainment.
- At least one National Level Seminar and multiple numbers of Lecture Programs to be held in the college prior sending upcoming AQAR by the end of this year.
- Each Department would prepare/redesign Departmental Action Plan to motivate the students.
- After the Puja Vacation two departments of the college namely- Assamese and English will organize an Academic Seminar.
- The Department of English and Assamese will prepare a plan to introduce Soft-skill learning program within the first half of September, 2024. Both the departments are expected to prepare a road map for the successful execution of this program in due time.
- The College Authority should take special initiative to introduce compulsory library works for the students. Newly inducted students should be fully included in this program
- Each department would highlight success of the students in academic and other field. For that purpose Social Media Platforms should be used judiciously.
- ALUMNI committee needs to be activated without delay and the departmental works in this regard should be in continuous motion.


22/8/2024
Principal
Saraighat College


22/08/2024
Co-ordinator, IQAC
Saraighat College
Changsal

Date: 22/08/2024

Attendance:

① Dr. Mani Sarma	Principal	22/8/2024
②		
③ Dr. Manas Jyoti Bordoloi		
④ Dr. Chandra Medhi		
⑤ Dr. Gnanadev Saha		
6) Praranna Medhi		
7) Navajyoti Patowary		
8) Jayanta Kumar Sarma		
9) Balendra Patgiri		
10) Bhanu Hazarika		
11) Lipi Rani Baruah		
12) Brijivora Talukdar		
13) Kakali Bora		
14) Parag Kr. Sarma		
15) Bikash Ranjan Talukdar		
16) Hemant Ch. Kalita		
17) Dr. Dhameswar Kalita		
18) Karika Medhi		
19) Bonti Bueh		
20) Mausumi Mahanta		
21) Nirupama Roy		
22) Latika Deka		
23) Vinita C.		
24) Apurba Kumar Nath		

22/8/2024
Principal
Saraighat College

22/08/2024
Nanda
Co-ordinator IQAC
Saraighat College
Changbari