

DATE:- 23/08/18

IQAC Meeting

Agenda :-

- 1) Confirmation of last Proceeding
- 2) Discussion on Best Department Award for the session 2017-18
- 3) Discussion on Best Teacher Award for the session 2017-18
- 4) Discussion on Research Activities among the faculty members
- 5) Discussion on the progress of the activities of various Criteria.
- 6) Any other

Signatures: 1. Bijoy Krishna Pachari

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2) Jintro Biliwasa

4. Subarnaba Boruah

5. Biswajit

6. Deepanjali Goswami

7. Jiban Boruah

8. Jintamani Phukan

9. Jynti Boruah

10. Pranab Kumar

11. Ratanjali Saikia

12. Romi Deka

13. Narendra Nath Saikia, 23/08/2018

14. ~~Pratik~~ (Robin Saikia)

15. Mayuri Chetia, 23/08/18

16. Rishi Deka Saikia, 23/08/18

17. Binoy Prat Rajkhowa 23/8/18

Proceeding :-

Today on 23/08/18 a meeting of IQAC held at the office of the IQAC C.K.B. College, Teok and the meeting was chaired by Dr. Bijoy Krishna Pachari, Principal, C.K.B. College, Teok. The proceeding of the last meeting of the IQAC held on 11/05/18 approved in the meeting. The chairperson requested to conduct the socio-economic

survey at the adopted village Ghurachunwa Nahi Gaon in the next September - October, 2018.

The assessment of the Best Department Award 2018 and the format for the assessment of the Best Department Award has been approved in the meeting.

The Coordinator of the IQAC Dr. Ranjod Ranjan Sarkia said that the extension activities outside the college will be increased and a workshop on the use of ICT will be organised in the month of September 2018.

In the meeting the issue of best Teacher award was discussed and decision was taken to select one Teacher as best Teacher and rest two teachers will be awarded consolation prize. The best department award and best teacher award will be given in the college establishment Day i.e. 5th September 2018.

In today's meeting discussion was held on research activities of the college. The Principal expressed his views and said that the research activities of the college is not satisfactory and he requested to increase the research activities.

The Co-ordinator of IQAC Dr. Ranjod Ranjan Sarkia said that the department of Education has not submitted its survey report and a notice has been issued to the department.

The Principal also requested IQAC to send instructions to the departments to increase research activities individually or collectively by the faculty members of the college.

The Principal requested the convenors to prepare their suggestions as well as the steps for their concerned criteria. He also stressed to take some measures to improve teaching learning materials and to observe the feedback of the students.

The Principal requested the convenor of Research consultancy and Extension to organise seminars workshops and to provide guidance to teachers in regard to research and requested to submit a report by 25/09/18.

The Principal requested the convenor of student support to submit the plan in regard to student progression. He also requested the convenor of Governance, Leadership and Management to take steps regarding

better governance i.e, discipline, maintenance. Students should also be developed with leadership quality where the criteria needs to support.

The Principal requested the Convener of Innovations and Best Practices to write the messages of renowned personalities on daily basis and to write the thought of the day in the college.

In today's meeting a decision has been taken to publish a peer reviewed book from the college and the IQAC will form a Research committee for it. The college will provide Rs 20,000/- (Rupees twenty thousand only) for the book and all the faculty members will contribute Rs. 500/- (Rupees five hundred only) for publishing the research book.

Every three months' interval a programme will be organised by the Convener of the Innovations and Best Practices where the faculty members will deliver lectures on their respective PhD topics. Besides it, the faculty members will be assigned to deliver lectures on some specific topics that will be decided by the convener of this criteria. For this programme two rapporteurs will be appointed.

The Principal and Chairperson of IQAC requested all the members to work hard for the next NAAC assessment and requested the Coordinator of the IQAC to take necessary steps.

Approved.  
P. Lakshmi