







Agenda:-

1. Discussion about calculation of API scores.
2. Discussion on calculation of student's Feedback programme.
3. Discussion about feedback on Employee.
4. Discussion on incorporation of new member.
5. Discussion about facilities in IQAC room.
6. AOB

Member Present: -

1. Dr. Jogesh Kakati 
2. Mr. Navajyoti Borah 
3. Mr. Ajay Prasad Saikia
4. Dr. Sanchay Jyoti Bora 
5. Mr. Dipjyoti Barman
6. Dr. Binita Tamuli Barman 
7. Dr. Gouri Sankar Karmakar
8. Mr. Sanjib Kumar Barman 
9. Dr. Ruma Medhi 

Resolution 1: - After discussing meeting resolved to request HODs of all academic departments to keep proper report of teaching Learning, Evaluation (category I) while giving certificates to the teachers applying under CAS as per routine and academic calendar. The meeting also resolved that API calculation of a teacher will be completed within 4 weeks of time after the particular file received by IQAC.

Further, Principal be requested not to convenes any DPC without the clearance of time IQAC.

Resolution 2: - Meeting resolved to finalise student's feedback on teachers and distribute the same during the 1st week of June.

Resolution 3: - The process of feedback on employee will be started at an early date. In this regard, IQAC has entrusted responsibility to the following members-

- a. Mr. Ajay Prasad Saikia
- b. Dr. Sanchay Jyoti Bora

The following Stake holders of the college will be allowed to give their feedback on employees-

- a. Teaching staff of the college
- b. Student's Union Body
- c. Alumni Association
- d. Parents Teachers Association

Resolution 4: - It is resolved that Principal be requested to incorporate minimum 2 (two) members in consultation to coordinator with immediate effect for smooth functioning of IQAC.

Resolution 5: - Regarding the facilities in IQAC room already Principal has been requested in writing by the coordinator. So it is resolved to request to Principal once again to undertake the work at the earliest.

