	<p align="center"><b>THE NAZIRA COLLEGE</b>  ESTD: 1981  NAGA ALI, NAZIRA, SIVASAGAR, ASSAM, 785685  REACCREDITED BY NAAC IN 2010  E-mail: naziracollege@yahoo.in Website:  www.naziracollege.com</p>	Record No.
		Date: 19/02/2015

## 2. IQAC Meeting held on 19/02/2015:

A general meeting of IQAC was held on 19<sup>th</sup> February, 2015. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting were presented by the Coordinator, Dr. Ajit Chandra Borah.

After detailed discussion on the objectives presented by the coordinator the following decisions were taken:

**Minute No. 1:** It was decided to hold the sessional examination from March onwards. It was decided that all the guidelines given by the University regarding Internal Assessment should be followed strictly by all the departments of the college.

**Minute No. 2:** It was resolved that the Remedial Classes would be compulsory for all departments and it would be started from the next month.

**Minute No. 3:** It was decided to organize a workshop on Skill Development Program.

**Minute No. 4:** It was decided to prepare the AQAR and submit the same to the NAAC in time.


Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Principal  
NAZIRA COLLEGE

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Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

Dr. A. C. Borah  
Coordinator  
IQAC, Nazira College, Nazira

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### IQAC Meeting held on 14/04/2015:

A general meeting of IQAC was held on 14/04/2015. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting were presented by the Coordinator, Dr. Ajit Chandra Borah.

After detailed discussion in the meeting the following decisions were taken:

**MINUTE – 1:** In the meeting it was decided to observe World Environment Day and Library Day.

**MINUTE – 2:** In the meeting it was decided that a reminder should be sent to all the HoDs to submit the departmental profile within two weeks from the date.


**MINUTE – 3:** In the meeting it was decided to adopt a high school by the college for quality enhancement. The Cell directed the coordinator Dr. Suresh Rajkonwar to proceed further for signing an MOU with the school authority.

**MINUTE – 4:** In the meeting it was decided to start a collaboration program with different colleges of Sivasagar district. The college will try to collaborate with Gargaon College for arts stream. To coordinate the collaboration process the meeting decided to give responsibility to Dr. Suresh Rajkonwar.

Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

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Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College  
Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira

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		Date:01/10/2015

**IQAC Meeting held on 01/10/2015:**

A general meeting of IQAC was held on **01/10/2015**, under the President ship of Principal of the college. At the beginning of the Meeting action taken in the minutes of the previous meeting were discussed. After detailed discussion the following decisions were taken:


**MINUTE-1:** In the Meeting it was decided to celebrate the Rastriya Akota Divas and Sankolpa Divas on 31<sup>st</sup> October.

**MINUTE-2:** It was confirmed to orgnise Five Days NCC Training Program conducted by Rajiv Gandhi National Youth Entrepreneurship Department, Government of India and Information Communication Technology Academy of Tamil Nadu.

**MINUTE-3:** It was confirmed to organize a Voter Awareness Programe in collaboration program Election Office, Nazira.


**MINUTE-4:** It was decided to publish 'IMAGE' and IQAC News letter on 16<sup>th</sup> December, i.e. college foundation Day.

**MINUTE-5:** It was decided to submit the AQAR to the NAAC on November.

  
Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College


Principal  
NAZIRA COLLEGE

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Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira



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### IQAC Meeting held on 21/01/2015:

A general meeting of IQAC was held on 21/01/2015. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting were presented by the Coordinator, Dr. Ajit Chandra Borah.

### Minutes of the meeting:


**Minute No. 1:** It was decided to continue the degree classes at the time of H.S. 1<sup>st</sup> year annual examination and final examination.

**Minute No. 2:** It was decided to give responsibility of class routine to Mr. Purna Kanta Gogoi, Department of Statistics of the college. He would be the responsible for any query of the routine.

**Minute No. 3:** In the meeting the committee gave the charge to prepare the Academic Calendar for the session 2015 – 16 to the coordinator, IQAC.


### **Plan of action for the next year:**


1. Infrastructure development would be done by the state government fund.
2. MOU's from various National and International Institutional Industries would be established.
3. To organize National Seminar
4. To cater the needs of slow learners through Remedial Classes.
5. To conduct Academic Audit of the departments
6. To upgrade the college website.

  
Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

  
Principal  
NAZIRA COLLEGE

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Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

  
Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira



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		Date:13/12/2016


## **Annual Action Taken Report**


**2015-16**

As per decisions of the IQAC meetings annual action taken report is submitted to the principal of the college for kind consideration and for further steps.

1. The Cell intimated the Academic Committee about the preparation of Academic Calendar for the year 2015.
2. Anti raging drive was conducted.
3. One day Cleanliness program was held on 25<sup>th</sup> February, 2015 under the leadership of Mr. Purnakanta Gogoi and Ms. Sarujini Dutta.
4. Celebrated 'World Environment Day on 5<sup>th</sup> June, 2005. On this Occasion a plantation program was held in collaboration with NSS Unit, Gargaon College.
5. Library Day observed on 12<sup>th</sup> August, 2015.
6. A Voter Awareness program was held on 7<sup>th</sup> October, 2015 in collaboration with Election Office, Nazira.
7. A Workshop on Skill Development was organized.
8. From 15<sup>th</sup> to 19<sup>th</sup> October, 2015, Five Days NCC Training Program was conducted by Rajiv Gandhi National Youth Entrepreneurship Department, Government of India and Information and Communication Technology Academy of Tamil Nadu.
9. International Yuga Day observed in collaboration with "Patanjali Yuga Pith", Sivasagar, Assam
10. UGC Sponsored National workshop on "Micro Teaching for Better Teacher"  
Organized by Department of Education
11. In order to conduct Academic Audit, a Committee, comprising the Principal, IQAC Coordinator and one Senior faculty, was constituted

12. Departmental Seminar on “Radhakrishnan”, organized by Education Department.
13. National Seminar entitled “Contribution of Syed Abdul Malik to Assamese Literature”, Organized by Syed Abdul Malik Study Centre.
14. A Program on Assamese poem ‘Kabi Sandhi’ was organized under the supervision of Assamese department.
15. Students Feedback on Teachers was conducted.
16. IQAC News letter was published on 16<sup>th</sup> December, 2015.
17. ‘**Image**’ – A Research Journal of Nazira College Teacher Unit was published on 16/12/2015.

  
Coordinator  
IQAC, Nazira College  
**Dr. A.C. Borah**  
Co-ordinator  
IQAC, Nazira College, Nazira

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**IQAC Meeting held on 12/10/2016:**

A general meeting of IQAC was held on 12/10/2016. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting were presented by the Coordinator, Dr. Ajit Chandra Borah.

**Minutes of the meeting:**

**Minute No. 1:** It was decided that, all the convenors of IQAC would submit their report within 15 days from the date of notification.

**Minute No. 2:** It was decided to establish a reprography centre in the college library.

**Minute No. 3:** It was decided to collect feedback of teachers from students twice in a year.

**Minute No. 4:** It was decided to invite NAAC peer team to the college on the first week of the February, 2017.


Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Principal  
NAZIRA COLLEGE

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira



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**IQAC Meeting held on 27/10/2016:**

A **general meeting of IQAC with alumni** was held on **27/10/2016**. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting were presented by the Coordinator, Dr. Ajit Chandra Borah.


**Minutes of the meeting:**


**Minute No. 1:** It was decided to form a new alumni association and accordingly a new association was formed with Md. Mirkasim Ali as president, Mr. Debajit Sharma as executive president, Partha Protim Dutta as Vice president, Ranjan Duwarah as Secretary and Rajiv Kalita as Treasurer.

**Minute No. 1:** It was decided that new committee would decide the new agenda of the program.

  
Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Principal  
NAZIRA COLLEGE  
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Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College  
Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira

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**2016**

**1. IQAC Meeting held on 02/01/2016:**

A general meeting of IQAC was held on **02/01/2016**. Principal, Dr. Raju Phukan chaired the meeting. Objectives of the meeting are expressed by the Coordinator, Dr. Ajit Chandra Borah.

**Minutes of the meeting:**

**Minute No. 1:** It was decided that, every faculty member should maintain their daily class record in their personal diary.

**Minute No. 2:** It was decided that the HODs of the concerned department should submit their weekly report to the IQAC Coordinator

**Minute No. 3:** It was resolved to give responsibility of Students Feedback to Mr. Pabitra Sarma and Dr. Suresh Rajkonwar.

**Minute No. 4:** Grievance Redressed Cell was reconstituted with Chairperson Dr. Raju Phukan, Principal of the college, IQAC coordinator, Ms. Luich Handique and Ms. Sarujini Dutta.


**Plan of action for the next year:**

1. Computerized circulation of books
2. Utilization of ICT by the faculty members
3. Orientation programme on ICT. Responsibility is given to Mr. Rajiv Borah and Mr. Rajiv Kalita
4. Publication Research Journal – 'IMAGE'
5. Gender Sensitization and Sexual Harassment Program is to be organized
6. Organization of Students Placement program

Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

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		Date: 09/03/2016

**IQAC Meeting held on 09/03/2016:**

A **general meeting** was held on **09/03/2016** with all the heads of the department. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting was presented by the Coordinator, Dr. Ajit Chandra Borah.

**Minute No. 1:** Date for Second Sessional Examination was fixed from 23<sup>rd</sup> March, 2016.

Distribution of marks are as follows –


2<sup>nd</sup> Semester - 25 Marks for both Pass course and major course


4<sup>th</sup> Semester – 25 + 25 = 50 for Major and 25 for Non-major\

6<sup>th</sup> Semester – 25 + 25 = 50 for paper I

25 25 = 50 For paper II

**Minute No. 2:** All Semester classes will be continued with H.S. final examination and H.S. 1<sup>st</sup> year Annual Examination.

  
 Dr. Raju Phukan  
 Principal, Chairman of IQAC  
 Nazira College

  
 Dr. Ajit Chandra Borah  
 Coordinator, IQAC  
 Nazira College

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Co-ordinator  
 IQAC, Nazira College, Nazira



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		Date:19/12/2017

## **Annual Action Taken Report**

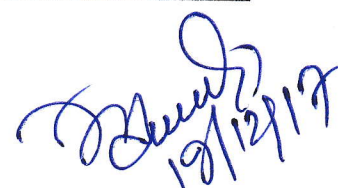
**2016-17**

As per decisions of the IQAC meetings annual action taken report is submitted to the principal of the college for kind consideration and for further steps.


1. All the relevant programs were included in the Academic Calendar prepared by Academic Development Committee.
2. To prepare SSR, Notice was served to the all departments to supply the necessary information to the IQAC.
3. To prepare Academic Report for Academic Audit, Notice was served to the all departments to supply the necessary information to the IQAC.
4. A Career Counseling program was organized in collaboration with PROBAH for the development of Entrepreneurship among the students. Mr. Promod Gohain, Faculty, SIRD, Branch Manager, Indian Bank, Nazira Town Branch, Mr. Anil Karmad, Asst. Director, MSME, Diphu Branch, Ministry of Micro, Small and Medium Entrepreneurship were participated as resource persons.
5. A Program on Career guidance was organized in the college in collaboration with Kazironga University on 8<sup>th</sup> February, 2016.
6. A 'Pool Campus Drive Program' was organized under the supervision of Tata Consultancy on 10<sup>th</sup> February, 2016. Three students namely Pallabi Tanti, Kunti Kurmi and Nikumoni Borgohain. Pallabi Tanti and Kunti Kurmi are from Department of English and Nikumoni Borgohain from Department of Geography.
7. An Awareness program on Sexual Harassment was organized under the supervision of Sexual Harassment Cell of the college.
8. A Coaching Program for competitive examination was held on 27<sup>th</sup> August, 2016 under the supervision of Ms. Sujata Borthakur.

9. World Tourism Day was celebrated on 27<sup>th</sup> September, 2016 which was led by the History Department.
10. A Workshop on 'Life Skill Development and Confidence Building' was organized on 4<sup>th</sup> October, 2016.
11. A State Level Workshop on 'Mental Health: Problems and Priorities in Youth' was organized on 14<sup>th</sup> October, 2016.
12. Two Days Program was organized at Handique Gohain Gaon, Nazira. In the program Fencing work in Boundary of Namghar Campus, Cleanliness and Plantation were done on 22<sup>nd</sup> and 23<sup>rd</sup> June, 2016.
13. One day cleanliness program was organized in the Rajapool Pond on 27<sup>th</sup> June, 2016 by the NSS Unit.
14. In addition following programs had been organized by the college.

Sl No	Name of the Program	Date
1	Republic Day	26 <sup>th</sup> January
2	World Environment Day	5 <sup>th</sup> June
3	Independence Day	15 <sup>th</sup> August
4	Rastriya Sankalpa Divas	30 <sup>th</sup> October
5	One day cleanliness program was organized in the Bhobari Auditorium on 30 <sup>th</sup> June, 2016 by the NSS Unit.	30 <sup>th</sup> June
6	Sachhata Pakhwara Program	16 <sup>th</sup> August to 31 <sup>st</sup> August, 2016

  
19/12/17

Coordinator  
IQAC, Nazira College  
Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira

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**IQAC Meeting held on 03/01/2017:**

A **general meeting of IQAC** was held on **03/01/2017**. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting was presented by the Coordinator, Dr. Ajit Chandra Borah.

**Minute No. 1:** The Committee decided to prepare new academic calendar for the year 2017 to enhance the quality of the teaching, learning and the evaluation process.

**Minute No. 2:** The responsibility of Student Feedback was allotted to Dr. Suresh Rajkonwar and Mr. Pabitra Sarma.

**Minute No. 3:** The committee elaborately discussed on the workshop, seminar and other programs which could be organized in the college

Minute No. 4: The Committee decided to prepare Academic Report for Academic Audit.

**Minute No. 5:** The committee has decided to prepare SSR collectively.

**Plan of action for the next year:**

1. To organize interaction program, Talks etc.
2. To organize National Level Seminar and Workshop
3. To cater the needs of slow learners through Remedial Classes.
4. To conduct Academic Audit of the departments
5. To encourages students to participate in NCC and NSS and other extra-curricular activities
6. To encourage teachers to take classes in Feeder School and Moitree Ek Gyanjatra.
7. Anti-ragging drives conducted
8. To upgrade the college website.

At the end of the meeting the Principal thanked to all the members for their active participation in every aspect.


Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

**Principal**  
**NAZIRA COLLEGE**

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

**Co-ordinator**  
**IQAC, Nazira College, Nazira**



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		Date:08/04/2017

### IQAC Meeting held on 08/04/2017:


A **general meeting of IQAC** was held on **08/04/2017**. Vice Principal, Ms. Jina Borborah chaired the meeting. The Main Topic of Discussion in the meeting was Academic Audit.

After the presentation of the objectives of the meeting by Dr. Ajit Chandra Borah a detailed discussion was held on Academic Audit and the following decisions were taken:

**Minute No. 1:** In the meeting it was informed that the Academic Audit Team had fixed the date of visit of the team on 13<sup>th</sup> April, 2017.


**Minute No. 2:** All the faculty members as well as office Staff of the college were informed to be present that particular day and keep ready the departmental documents.


**Minute No. 3:** In the Meeting it was decided to distribute the work schedule of the Academic Audit Team to all the HOD of the departments

  
 Dr. Raju Phukan  
 Principal, Chairman of IQAC  
 Nazira College

  
 Principal  
 NAZIRA COLLEGE

\*\*\*\*\*

  
 Dr. Ajit Chandra Borah  
 Coordinator, IQAC  
 Nazira College  
 Dr. A.C. Borah  
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 IQAC, Nazira College, Nazira

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### 3. IQAC Meeting held on 19/05/2017:

A **general meeting of IQAC** was held on 19/05/2017 in the IQAC office. Principal, Dr. Raju Phukan chaired the meeting.

The Main Topic of Discussion of the meeting was organization of National Seminar.

After the presentation of objectives of the meeting by Dr. Ajit Chandra Borah a detailed discussion was held on holding of National Seminar and following decisions were taken:

**Minute No. 1:** It was decided to organize the UGC, NERO Sponsored National Seminar in the month of October, 2017. Mr. Pabitra Sarma and Dr. Ajit Chandra Borah will coordinate the Seminar.

**Minute No. 2:** It was decided to constitute a Reception Committee with all the faculty members and office staff of the college. Accordingly, duties were distributed to the sub-committees.

**Minute No. 3:** It was decided that total Rs. 150,000/-(One Lakh Fifty Thousand) would be expended for the Seminar out of which Rs. 120,000/- (One Lakh Twenty Thousand) was released from the UGC, NERO, Guwahati, and the other Rs. 30,000/-(Thirty Thousand) from the college fund as loan.


Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

**Principal**  
**NAZIRA COLLEGE**

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

**Co-ordinator**  
**IQAC, Nazira College, Nazira**

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		Date:12/09/2017

#### 4. IQAC Meeting held on 12/09/2017:

A general meeting of IQAC was held on 12/09/2017 with all the conveners of SSR. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting were presented by the Coordinator, Dr. Ajit Chandra Borah. The main objective of the meeting was to discuss on progression of the report of all Criteria.

**Minute No. 1:** In the discussion, Principal made general remarks on the various criteria coming in the NAAC Accreditation guidelines. He stated that since Re-accreditation of our college expired new application for the next re-accreditation would be urgently required.

**Minute No. 2:** SSR needed to be submitted by the end of the New Year, so that NAAC pear team might be invited by the following year.

**Minute No. 3:** In the meeting it was stated by the Principal that Lack of reaccreditation might lead to the lifting of 2(f) and 12B status of the institution which in turn could adversely affect the affiliation, release of grants in future, etc. Principal urged all the staff to realise the gravity of the situation and invited whole-hearted cooperation.

**Minute No. 4:** Coordinator Dr. Ajit Chandra Borah requested full-fledged cooperation from all the staff towards uploading SSR and to submit all the criteria formats completely filled at the earliest.

Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Principal  
NAZIRA COLLEGE

\*\*\*\*\*

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira



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		Date:18/12/2018

## **Annual Action Taken Report**

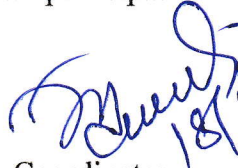
**2017-18**


As per decisions of the IQAC meetings annual action taken report is submitted to the principal of the college for kind consideration and for further steps.

1. The Committee reviewed the Academic Calendar prepared by the Committee and finalized for the session 2017.
2. To prepare SSR, Notice was served to the all departments to supply the necessary information to the IQAC.
3. To prepare Academic Report for Academic Audit, Notice was served to the all departments to supply the necessary information to the IQAC.
4. A UGC Sponsored two days National level workshop on “Role of ICT in Higher Education in the Global Context”, was organized in collaboration with Centre for Computer Studies, Dibrugarh University on 2017
5. An UGC Sponsored two days National level Seminar on “Rural Nonfarm Employment in North East India” in collaboration with “PROBAH”, an NGO, Nazira was organized on 27<sup>th</sup> and 28<sup>th</sup> October/2018.
6. A State Level Workshop on “Ganamadhyam Sangshai aru Sambhavana” was organized by Assamese department on 23<sup>rd</sup> April, 2017
7. IQAC News letter published.
8. ‘Immagine’, a research Journal was published on 16<sup>th</sup> December.
- 9.
10. In addition following programs had been organized by the college.

Sl No	Name of the Program	Date
1	Republic Day	26 <sup>th</sup> January
2	World Environment Day	5 <sup>th</sup> June
3	Independence Day	15 <sup>th</sup> August
4	Rastriya Sankalpa Divas	30 <sup>th</sup> October

11. Work scheduled for academic Audit was distributed to all the departments
12. On 13<sup>th</sup> May, 2017, Academic Audit was done by a team constitute
  1. Professor Protap Jyoti Handique, Chairman,(Former HOD, Biotechnology, G.U)
  2. Prof. Bimol Ch. Kar, Member,(HOD, Geography Department, GU)
  3. Prof. Dilip Borah, HOD, Dept. of MIL, G.U.
13. Audit Report was submitted to the college by the Audit team and awarded 'A' Grade.
14. An Interaction Program with Dr. Hemalata Devi was organized by Assamese department. She is Librarian of No-noi College, Nagaon district, Assam.
15. An Orientation program was organized on "SWAYAM" on 23<sup>rd</sup> November, 2017
16. Encourages students to participate in NCC and NSS activities. An Awareness Rally on 'Swachhata, Sanitary, Drinking water and Organic Manure' under '**Swachhata Hi Seva' Program**' was organized from Nazira Gaon Panchayat to Sundarpukhuri area.
17. Encourage teachers to take classes in Feeder School and Moitree Ek Gyanjatra.
18. Anti-ragging drives conducted
19. Women Cell of the college celebrated the 'Children Day' in collaboration with Chakimukh Higher Secondary School.
20. The 4<sup>th</sup> All Assam Open Prize Money Quiz Competition was organized on 16<sup>th</sup> December, 2017 where 20 institutions from different parts of the State participated. AQAR submitted to the NAAC.

  
Coordinator  
IQAC, Nazira College  
**Dr. A.C. Borah**  
Co-ordinator  
IQAC, Nazira College, Nazira

	<p align="center"><b>THE NAZIRA COLLEGE</b></p> <p align="center">ESTD: 1981</p> <p align="center">NAGA ALL, NAZIRA, SIVASAGAR, ASSAM, 785685</p> <p align="center">REACCREDITED BY NAAC IN 2010</p> <p align="center">E-mail: naziracollege@yahoo.in Website: www.naziracollege.com</p>	<p>Record No.</p> <p>Date: 21/02/2018</p>
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**MINUTES OF THE IQAC Meeting held on 21/02/2018:**

**IQAC MEETING** was held on **21/02/2017** in IQAC Office. Dr. Raju Phukan was in the chair of the meeting. The objectives of the meeting was presented by the Coordinator, Dr. Ajit Chandra Borah.

**Minute No. 1:** The Cell approved the Academic Calendar prepared by Academic Committee for the Year 2018 with slight modification and included few other programs to be organized to enhance the quality of teaching, learning and evaluation process.

**Minute No. 2:** The Cell discussed elaborately on the Assessment and Accreditation process of NAAC and decided to complete the whole process during this year.

**Minute No. 3:** The Cell request to all the conveners of Different Criteria to submit their reports within 10 days from today dated 21<sup>st</sup> February, 2018.

**Plan of action for the next year:**

1. MOU's from various National and International Institutional Industries would be established.
2. To organize National Seminar and workshops
3. To cater the needs of slow learners through Remedial Classes.
4. To conduct Academic Audit of the departments


Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

**Principal**  
**NAZIRA COLLEGE**

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
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**Dr. A.C. Borah**  
**Co-ordinator**  
**IQAC, Nazira College, Nazira**



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## MEETING - 2

### IQAC Meeting held on 25/05/2018:

**IQAC MEETING** was held on **25/05/2017** in IQAC Office. Dr. Raju Phukan was in the chair of the meeting. The objectives of the meeting was presented by the Coordinator, Dr. Ajit Chandra Borah.

**Minute No. 1:** The Cell recommended to upgrade the time table for the respective department for the next session.

**Minute No. 2:** The Principal outlined the urgency of preparing for the NAAC third Cycle accreditation.

**Minute No. 3:** The Cell gave responsibility to organize the Alumni Meet to Mr. Binode Chandra Dutta, Senior teacher of the college.


Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Principal  
NAZIRA COLLEGE

Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College

Coordinator  
IQAC, Nazira College, Nazira

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		Date: 03/08/2018

### MEETING - 3.


#### IQAC Meeting held on 03/08/2018:

**IQAC meeting** was held on 03/08/2018 in the IQAC office. Principal Dr. Raju Phukan chaired the meeting.

**Minute No. 1:** The Cell decided to fulfill the needs of the departments

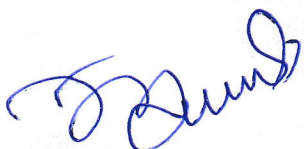
**Minute No. 2:** The Cell decided to assign responsibility of publication of college Magazine 'IMAGE' to Ms. Mousumi Duwarah and Mr. Jyotiranjana Mili.


**Minute No. 3:** The Cell advised all the convenors of seven criterions to prepare a presentation on their respective criterion. If needed, IQAC Coordinator would help in this regard.

  
Dr. Raju Phukan  
Principal, Chairman of IQAC  
Nazira College

Principal  
NAZIRA COLLEGE

\*\*\*\*\*

  
Dr. Ajit Chandra Borah  
Coordinator, IQAC  
Nazira College  
Dr. A.C. Borah  
Co-ordinator  
IQAC, Nazira College, Nazira

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### IQAC Meeting held on 24/11/18

**IQAC meeting** was held on **24/11/2018 with all the conveners of SSR**. Principal, Dr. Raju Phukan chaired the meeting. The objectives of the meeting was presented by the Coordinator, Dr. Ajit Chandra Borah. The main objective of the meeting was progress of the report of all Criteria.

The Following Teachers were present in the meeting:

1. Ms. Sujata Borthakur, Convener, Curricular Aspect
2. Ms. Luich Handique, Convener, Teaching Learning Evaluation
3. Dr. Suresh Rajkonwar, Convener, Research Consultancy and Extension
4. Mr. Jiten Phukan, Convener, Infrastructure and Learning Resources
5. Mr. Binode Chandra Dutta, Convener, Students Support and Progression
6. Mr. Pabitra Sarma, Convener, Governance, Leadership and Management
7. Dr. Pallab Jyoti Konwar, Innovation and Best Practices
- 8.

**Minute No. 1:** The Cell has approved the Academic Calendar prepared by Academic Committee for the Year 2018 with slight modification and included few other programs to be organized to enhance the quality of teaching, learning and evaluation process.

In the discussion, Principal made general remarks on the various criteria coming in the NAAC Accreditation guidelines. He stated that since Re-accreditation of our college expired new application for the next re-accreditation would urgently required. In this direction, SSR needed to be submitted by the end of the New Year, so that NAAC peer team might be invited by the next academic year.

Lack of reaccreditation might lead to the lifting of 2(f) and 12B status of the institution which in turn could adversely affect the affiliation, release of grants in future, etc. Principal urged all the staff to realise the gravity of the situation and invited whole-hearted cooperation. Coordinator Dr. Ajit Chandra Borah requested full-fledged cooperation from all the staff towards uploading SSR and to submit all the criteria formats completely filled at the earliest.

Dr. Raju Phukan  
Principal, Chairman of IQAC  
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Dr. Ajit Chandra Borah  
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		Date:28/06/2019

## Annual Action Taken Report

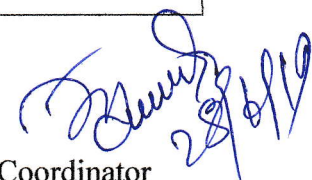
2018-19

As per decisions of the IQAC meetings annual action taken report is submitted to the principal of the college for kind consideration and for further steps.

1. Academic Calendar prepared by Academic Development Committee for the session 2018
2. Prepared SSR.
3. A Seven Days Workshop was organized on the topic 'Blended Learning: Behavioral Remodeling for enhancing the class room delivery of teachers in collaboration with E & ICT Academy, IIT, and Guwahati.
4. A Counseling program was organized on B.A. 1<sup>st</sup> Semester Students.
5. IQAC News letter published.
6. 'Immage', a research Journal was published on 16<sup>th</sup> December.
7. In addition following programs had been organized by the college.

Sl No	Name of the Program	Date
1	Republic Day	26 <sup>th</sup> January
2	World Environment Day	5 <sup>th</sup> June
3	Independence Day	15 <sup>th</sup> August
4	Rastriya Sankalpa Divas	30 <sup>th</sup> October

8.

  
 Coordinator  
 IQAC, Nazira College  
 Dr. A.C. Borah  
 Co-ordinator  
 IQAC, Nazira College, Nazira