



## **Internal Quality Assurance Cell (IQAC) THB College, Jamugurihat**

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### **[Minutes of the IQAC Meeting held on 30-06-2012]**

#### **Members present:**

1. Dr. Sadananda Hazarika
2. Md. Sahabuddin Ahmed
3. Mr. Pradip Goswami
4. Dr. Ajanta Nath
5. Dr. Jayanta Baruah
6. Dr. Amal Saikia
7. Mr. Ramesh Dabari
8. Mrs. Irani Dutta Medhi
9. Mr. Jitu Tamuli
10. Mr. Raja Das, G. S. Student Union
11. Dr. Sanjib Upadhyaya, Coordinator, IQAC

#### **Minutes of the meeting:**

The meeting of the IQAC was called by Dr. Sanjib Upadhyaya, Coordinator, IQAC and the meeting was chaired by Dr. Sadananda Hazarika, Chairman and the Principal of the college. The objective of the meeting was stated by the IQAC coordinator.

#### **1. Confirmation of proceedings of the last meeting:**

The minutes of the last meeting of IQAC was read out by the coordinator of IQAC and was approved by all members present in the meeting.

#### **2. Discussion on NAAC Peer Team Report:**

As a follow up measure, the coordinator invited members' attention to the recently completed NAAC Peer Team report and distributed photostat copies of the same among the members for thorough discussion. Members are asked to raise their individual concern over the matter. Members expressed their satisfaction over the NAAC peer team report. President of the meeting laid stress on areas like research, participation on various academic activities etc. so that the faculty can broaden their academic perspective.



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### 3. Steps undertaken regarding NAAC Peer Team Report:

In the next agenda, coordinator IQAC called upon members to take necessary measures to fulfill all suggestions/recommendations of last NAAC Peer Team report. He emphasised to introduce the fashion technology, tailoring courses in the college for enhancing self-employment opportunities among our students. All members agreed to discuss all important issues regarding starting of Girls' Hostel in the college. President Dr. S. Hazarika suggested to execute all recommendations stated in the NAAC peer team report for overall development of the college.

The meeting came to an end with the concluding speech of president.

*s/d*  
(Dr. Sadananda Hazarika)  
Chairman, IQAC & Principal

*s/d*  
(Dr. Sanjib Upadhyaya)  
Coordinator, IQAC

### **[Minutes of the meeting of IQAC held on 24/09/2012]**

#### **Members Present:**

1. Dr. Sadananda Hazarika, Chairman, IQAC, THB College
2. Md. Sahabuddin Ahmed
3. Mr. Ramesh Dabari
4. Dr. Jayanta Baruah
5. Mr. Dinesh Chandra Das
6. Mr. Mukut Bhuyan
7. Dr. Ajanta Nath
8. Mrs. Irani Dutta Medhi
9. Dr. Sanjib Upadhyaya, Coordinator, IQAC, THB College

Dr. Sanjib Upadhyaya, Convenor of the meeting and Coordinator, IQAC, THB College called the meeting, placed the agenda and stated purpose of the meeting before the members. The meeting was chaired by Dr. Sadananda Hazarika, Chairman, IQAC, T.H.B. College.

#### **1. Confirmation of the minutes of the last meeting:**

Minutes of the last meeting were presented by the Coordinator and after discussion it was approved and signed with due consent from the members.



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### **2. Action Plan for the year 2012-13 :**

- 2.a. As per notification on the NAAC website and discussions in the meeting decision was taken for submission of the AQAR for the year 2011-2012.
- 2.b. The members suggested introduction of vocational courses like Mobile Phone Repairing, Beauticians' course, Tailoring etc. in the college keeping in view requirement of the local students.
- 2.c. Decided to complete the ongoing process of Office Automation, Office Computerisation within a short period.
- 2.d. Decided to work towards up gradation of the official website of the college.
- 2.e. Decided to hold Interdisciplinary Lectures in the college.
- 2.f. Further action to be taken regarding establishment of a Language Lab in the college as per the proposal sent to the UGC and NAAC.
- 2.g. Resolved to take initiatives for holding a National Workshop regarding which a proposal has been already sent to the UGC.

### **[Minutes of the meeting held on 05/01/2013]**

*s/d*

(Dr. Sadananda Hazarika)

Chairman, IQAC/Principal, T.H.B. College

*s/d*

(Dr. Sanjib Upadhyaya)

Coordinator, IQAC, T.H.B. College

### **Members Present:**

1. Dr. Sadananda Hazarika, Chairman, IQAC, THB College
2. Dr. Ajanta Nath
3. Dr. Jayanta Baruah
4. Mr. Dhameswar Hazarika
5. Mr. Pradip Goswami
6. Dr. Sanjib Upadhyaya, Coordinator, IQAC, THB College

Dr. Sanjib Upadhyaya, Convenor of the meeting and Coordinator, IQAC, THB College called the meeting, placed the agenda and stated purpose of the meeting before the members. The meeting was chaired by Dr. Sadananda Hazarika, Chairman, IQAC, T.H.B. College.



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### **1. Confirmation of the minutes of the last meeting:**

Minutes of the last meeting were presented by the Coordinator and after discussion it was approved and signed with due consent from the members.

### **2. Decisions taken regarding holding of workshop sponsored by NAAC:**

As per the discussion and consent from the members an organising committee was constituted with the following members for holding the proposed workshop:

- 2.a. Adviser: Mr. Dharmeswar Hazarika, Chairman: Dr. S. Hazarika, Working President: Mrs. I.D. Medhi, Convenor: Dr. S. Upadhyaya, Organising Secretary: Dr. Jayanta Baruah, Assistant Organising Secretary: Mr. Ramesh Dabari, Members: Mrs. A. Nath, Mr. P. Goswami, Mr. D. C. Das, Md. Sahabuddin Ahmed, Mrs. Sudha Sarma, Mrs. Rumi Das, Mr. Amal Saikia, Mr. Mukut Bhuyan, Mr. Bhaben Basumatary
- 2.b. It is decided that the total nos. of participants of the workshop would be 80 out of which 50 participants will be from the organising college itself.

### **3. Decisions regarding Students' Feedback:**

The members thoroughly discussed importance of analysing the feedback from the students' and decided to

- 3.a. Appoint Dr. Dharmeswar Hazarika as External Auditor for analysing students' feedback on faculty members.
- 3.b. Entrust Dr. Ajanta Nath and Dr. S. Kalita, Associate and Assistant Professors in the Department of Statistics respectively with the responsibility of analysing students' feedback on over all aspects of the college viz. infrastructure facility, administration and courses that students have been pursuing in the college under UG programmes.

*s/d*

(Dr. Sadananda Hazarika)  
Chairman, IQAC/Principal, THB College

*s/d*

(Dr. Sanjib Upadhyaya)  
Coordinator, IQAC, THB College



## Internal Quality Assurance Cell (IQAC) THB College, Jamugurihat

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### [Minutes of the meeting held on 04/05/2013]

#### **Members Present:**

1. Dr.Sadananda Hazarika
2. Mrs. Irani Dutta Medhi
3. Mr.Pradip Goswami
4. Dr.Dinesh Ch. Das
5. Dr.Ajanta Nath
6. Dr.Sanjib Upadhyaya,Coordinaoor,IQAC
7. Mr.Ramesh Dabari
8. Ms. Sudha Sarma
9. Mr.Mukut Bhuyan
10. Mr. Amlan Saikia
11. Ms. Rumi Das

Dr. Sanjib Upadhyaya, Convenor of the meeting and Coordinator, IQAC, THB College called the meeting and placed the agenda before the members. The meeting was chaired by Dr. Sadananda Hazarika, Chairman, IQAC, T.H.B. College.

#### **1. Confirmation of the minutes of the last meeting:**

Minutes of the last meeting were presented by the Coordinator and after discussion those were approved and signed with due consent from the members.

#### **2. Discussion on NAAC sponsored Workshop:**

- 2.a. Dr. Sanjib Upadhyaya reported the members about the arrangements made regarding holding of the Workshop and told that Dr. Nilima Bhagawati and Dr. Jogen Kalita, from Gauhati University had been approached to be invited as the Resource Persons for the first day of the seminar and he received a positive response from them.
- 2.a. The members also decided to invite Mr. Prabhat Gogoi, former Principal, Biswanath College of Education and Mr. Bhudindra Nath Sarma, Associate Professor, Rangapara College as Resource Persons for the second day of the seminar.

*s/d*

(Dr. Sadananda Hazarika)  
Chairman, IQAC/Principal, THB College

*s/d*

(Dr. Sanjib Upadhyaya)  
Coordinator, IQAC, THB College