



Internal Quality Assurance Cell (IQAC) THB College, Jamugurihat

[Minutes of the meeting held on 07/08/2013]

Members Present:

1. Dr.Sadananda Hazarika
2. Mrs. Irani Dutta Medhi
3. Mr.Pradip Goswami
4. Md.Sahabuddin Ahmed
5. Dr.Ajanta Nath
6. Dr.Sanjib Upadhyaya, Coordinator, IQAC
7. Mr.Ramesh Dabari
8. Dr. Amal Saikia
9. Dr. Jayanta Baruah
10. Mr. Raja Das, GS, Students' Union, T.H.B. College

The meeting of IQAC was convened by the coordinator of IQAC, Dr. Sanjib Upadhyaya and was chaired by Dr. Sadananda Hazarika. The objective of the meeting was started by the coordinator Dr. Upadhyaya.

1. Confirmation of the last meeting was read out by coordinator Dr. S. Upadhyaya and approved by all members.
2. Discussion on NAAC sponsored workshop:
Dr. S. Upadhyaya stated about the positive and negative aspects of the recently concluded NAAC sponsored workshop. He too mentioned about the total expenditure of the workshop. Dr. Jayanta Baruah the auditor of the workshop placed total expenditure of the workshop before all members. A sum of Rs. 75,000/- (Rupees seventy five thousand only) have been allotted for fooding and accommodation purpose. Regarding communication with nearby colleges almost Rs. 75,500/- (Rupees seventy five thousand five hundred only) has been spent. Dr. Baruah appreciated the proactive step taken by the Principal in supporting the event all the way.



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3. Dr. Jayanta Baruah offered his sincere thanks to all teaching and non-teaching staff for their kind cooperation in the workshop. Principal Dr. S. Hazarika offered thanks to Dr. Baruah for his audited report considering all minute details.
4. **Others:** Under this agenda, Mr. Pradip Goswami stated that such seminars and workshops were very essential for the academic upliftment and advancement of the students and stressed on timely organisation of the same on a regular interval.

At the request of the chairman, the meeting discussed about the plan of action for the year 2013-2014 and decided on the following course of actions.

- a. Completion of library automation.
- b. To hold interdisciplinary Lectures in each department.
- c. To organize awareness programmes on various social issues as a part of extension activities.
- d. Initiative to introduce PG courses in Geography and Assamese.
- e. To collect and analyze students' feedback and take necessary measures.
- f. Upgradation and redesign of college websites.
- g. To publish a News Letter

At length, president of the meeting extended sincere thanks to everyone for their relentless efforts and active cooperation in all activities of the college. The meeting was concluded with the presidential speech where he threw light on some development initiatives to be taken up for greater benefits of the students at large.

s/d
(Dr. S. Hazarika)
Chairman, IQAC/Principal

s/d
(Dr. S. Upadhyaya)
Coordinator, IQAC



Internal Quality Assurance Cell (IQAC) THB College, Jamugurihat

[Minutes of the meeting held on 22/04/2014]

Members Present:

1. Dr. Sadananda Hazarika
2. Mrs. Irani Dutta Medhi
3. Mr. Pradip Goswami
4. Md. Sahabuddin Ahmed
5. Dr. Ajanta Nath
6. Dr. Sanjib Upadhyaya, Coordinao, IQAC
7. Mr. Ramesh Dabari
8. Dr. Amal Saikia
9. Dr. Jayanta Baruah
10. Mr. Raja Das, GS, Students' Union, T.H.B. College

Dr. Sanjib Upadhyaya, Convenor of the meeting and Coordinator, IQAC, THB College convened 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 Students' Feedback and Analysis:

After discussion initiated by Dr. Sanjib Updhayaya decision was taken for distribution of the feedback forms for the year 2013-2014 among the students.

3. Discussion on College Website:

The members strongly expressed that the college website be designed and updated with the latest information and it was unanimously decided that Dr. Jitu Tamuli should be entrusted with the responsibility of taking necessary initiatives in this regard.

4. Discussion on API Forms:



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The meeting discussed importance of filling up of the API forms by the teachers. In this concern it was decided that Dr. Sanjib Upadhyaya be given responsibility of distributing the Xeroxed copies of forms among the teachers.

5. Others:

The meeting decided to send four members from the college to Nagoan College for participation in a workshop on RUSA.

Dr. Sanjib Upadhyaya emphasised publication of a Newsletter from the college and accordingly a committee was constituted with the following members:

President: Dr. Sadananda Hazarika

Secretary: Dr. Sanjib Upadhyaya

Editor: Dr. Ajanta Nath

Mr. Ramesh Dabari

Members: Dr. Amal Saikia

Ms. Rajlakshmi Basumatary

Mr. Raja Das, G.S., Students' Union

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

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