



Internal Quality Assurance Cell (IQAC) THB College, Jamugurihat

[Minutes of the meeting held on 28/11/2016]

Members Present:

1. Dr. Sadananda Hazarika
2. Md. Sahabuddin Ahmed
3. Dr. Rasna Rajkhowa
4. Dr. Anju Chhetri
5. Mr. Palash Borah
6. Mr. Nava Jyoti Hazarika
7. Dr. Jitu Tamuli
8. Dr. Dinesh Chandra Das
9. Mr. Pradip Goswami
10. Dr. Jayanta Baruah
11. Dr. Sanjib Upadhyaya

Dr. Jayanta Baruah, Coordinator, IQAC welcomed the members present narrated the objectives of the meeting and placed the agenda of the meeting. The meeting was chaired by the Chairman of IQAC, Dr. Sadananda Hazarika.

1. The coordinator presented the minutes of the last meeting and after the thread bare discussion and unanimous consent from the members it was signed by the chairman.
2. Discussion on Preparation in regard to Assessment by NAAC-Cycle 3
 - a. Students' feedback to be collected through the departmental heads of the college.
 - b. Audio-visual documentation of various activities carried out in the college to be collected and preserved.
3. Discussion on NAAC recommendation made in the 2nd Cycle of Assessment:
 - a. Dr. Sadananda Hazarika stressed on implementation of the recommendations.
 - b. Hostel for the girls to be started from the next session.



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- c. Necessary infrastructural works including staff quarter to be started so that the next Principal of the college can reside in the college premises.
4. Discussion on future plan of Action:
After thorough discussion, the members arrived at the following decisions:
 - a. Purchasing of software for IQAC record keeping.
 - b. Construction of Girls' Common Room, Boys' Common Room and toilets.
 - c. Construction of teachers' common room.
 - d. Enhancement of internet connectivity.
 - e. Introduction of BCA and skill development courses.
 - f. To take necessary steps for publication of News Letter.

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

s/d
(Dr. Jayanta Baruah)
Coordinator, IQAC

[Minutes of the meeting held on 15/06/2017]

Members present:

1. Md. Sahabuddin Ahmed, Chairman, IQAC
2. Mr. Pradip Goswami
3. Dr. Dinesh Chandra Das
4. Dr. Anju Chetri
5. Mr. Sumanta Rajbanshi
6. Dr. Rasna Rajkhowa
7. Dr. Sanjib Upadhyaya
8. Dr. Jayanta Baruah

Dr. Jayanta Baruah, Coordinator, IQAC called the meeting and placed the agenda of the meeting. The meeting was chaired by Md. Sahabuddin Ahmed, Chairman, IQAC.



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A. Discussion on minutes of the last meeting and approval:

After presentation of the minutes of the last meeting by the coordinator, IQAC and after thread bare discussion on it , the minutes was approved and signed by the Chairman, IQAC.

B. Discussion on infrastructural development:

After discussion the members were informed that the ongoing construction of the girls' common room and teachers' common room will be completed by August, 2017.

C. Introduction of new courses:

The members were informed the intent of college authority to introduce new subjects like BCA and IT. It was also informed that the higher authority was intimated for inspection of the college prior to the approval.

D. Others:

1. The meeting also decided to procure required software for keeping records and stressed on early implementation of the decision.
2. The meeting also decided to implement the recommendations made by NAAC made during its last visit.
3. It was decided that a workshop on Digital India Programme should be held and the IQAC be given responsibility of organising it.
4. The meeting stressed on the completion on establishment of smart classrooms.
5. Decision was taken to hold a general meeting for a thorough discussion regarding third cycle of NAAC assessment.

s/d
(Md. Sahabuddin Ahmed)
Chairman, IQAC , Principal i/c

s/d
(Dr. Jayanta Baruah)
Coordinator, IQAC



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

**[Minutes of General meeting organised by IQAC, THB College
on 30/06/2017]**

Members present:

1. Mr. KhiraKalita
2. Md. Sahabuddin Ahmed
3. Mr. PradipGoswami
4. Dr.JituTamuli
5. Mr. ArunSarma
6. Dr.AmalSaikia
7. Dr. Anju Chetri
8. Dr.BhaskarKalita
9. Mr. TulsiUpadhayaya
10. Mr. Palash Borah
11. Mr. LachitPatar
12. Mr. Ganesh Bajgain
13. Mr. SonuGiri
14. Mr. Nabadip Das
15. Mr. PrabinBhuyan
16. Mrs. Rumi Das
17. Mr. Dipen Kr. Sarma
18. Mr. Ramesh Dabari
19. Mr. DipakSaikia
20. Mr. SumantaRajbanshi
21. Dr. Dinesh Ch. Das
22. Dr.Khanjan Kr. Das
23. Mr. Mukut Kr. Sonowal
24. Mr. Bhabananda Bora
25. Mr. BhabenBasumatary
26. Dr. Ajanta Nath
27. Mr. Pankaj Dahal
28. Mr. Bishnu Das
29. Mr. Nabajyoti Hazarika
30. Dr.SanjibUpadhayaya
31. Mr. KumudTalukdar
32. Dr.RasnaRajkhowa
33. Mr. BasabiGogoi
34. Mrs. Chabi Rani Das
35. Mrs. RajlaxmiBasumatary
36. Ms. NibeditaBharali



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- 37. Mr. Bipul Saikia
- 38. Mr. Tilak Sarma
- 39. Ms. Manisha Das
- 40. Dr. Jayanta Baruah

The meeting was convened by Dr. Jayanta Baruah, Coordinator, IQAC with the members of teaching and the non-teaching staff of the college and students representatives to hold a thorough discussion on diverse issues concerning academic and infrastructural progress of the college and preparations for submission of the SSR. The meeting was presided over by Md. Sahabuddin Ahmed, Chairman, IQAC, T. H. B. College.

Decision of the meeting:

1. Decided to call upon the authority to accelerate the process of introducing PG courses in Geography and major course in Chemistry.
2. Initiatives to be taken for documentation of activities carried out in the college.
3. Library to be digitalized.
4. NSS, NCC and Career Guidance and Counseling Cell of the College to be asked to organise different activities in their respective area.

s/d
(Md. Sahabuddin Ahmed)
Chairman, IQAC , Principal i/c

s/d
(Dr. Jayanta Baruah)
Coordinator, IQAC