



# INTERNAL QUALITY ASSURANCE CELL TINGKHONG COLLEGE

P.O - TINGKHONG - 786612, DIST - DIBRUGARH (ASSAM)

ACCREDITED BY NAAC WITH 'B' GRADE (2<sup>nd</sup> cycle)

M.No. 9864459929,  
9957262503

Ref No.

Date ... 03/08/2019

## Minutes of IQAC Meetings, 2019-20

Meeting No. 1:

Date: 03/08/2019

Saturday

The meeting is chaired by Dr. Jyotimala Gohain, Principal-cum-Chairperson, IQAC.

Agenda Items:

Item No. 1:

Discussion on National Seminar.

Item No.2:

Discussion regarding the progress of the affairs related to the Science stream of the College.

Item No.3:

Constitution of Code of Conduct Monitoring Committee.

Item No.4:

Preparation of a List of Code of Conduct for teachers as well as students.

Resolutions:

- 1) The proposal regarding the theme of the National Seminar sent to ICSSR has been reviewed. The Convenor of the seminar Dr. Diganta Kumar Gogoi shared briefly the progress of the seminar.
- 2) The members of the meeting also reviewed the progress of the official works related to the science stream and its initiation in the college.
- 3) The Code of Conduct Monitoring Committee has been formed as follows:
  - a) Principal- Chairperson.
  - b) IQAC Coordinator- Convenor.
  - c) HoDs of all the Departments- Members.
- 4) Resolved that the aforesaid Committee will make a list of Code of Conduct and ensure its maintenance within the College campus.

*Mukul Boruah*  
(Coordinator, IQAC  
Tingkhong College  
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M.No. 9864459929,  
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Ref No.

Date ..24/10/2019

Meeting No.2:

Date: 24/10/2019

Saturday

The meeting is chaired by Dr. Jyotimala Gohain, Principal-cum-Chairperson, IQAC. The agenda items of the meeting are as follows:

Agenda Items:

Item No. 1:

Discussion on Ek Bharat Shrestha Bharat Scheme.

Item No.2:

External Audit to be performed by Sheshadri Globally Educational Competency Techniques.

Discussions:

The Discussion centers around the scheme of Ek Bharat Shrestha Bharat whereby a grant of Rs 1 Lakh is awarded to the College. Further, the coordinator informs the members of the college that an External Audit would be undertaken. This audit will be conducted by Sheshadri Globally Educational Competency Techniques.

Resolutions:

- 1) Resolved that the financial grant of Rs 1 Lakh will be utilized in accordance of the spirit of the scheme Ek Bharat Shrestha Bharat to enhance interaction and promote mutual understanding between students of different backgrounds.
- 2) Resolved that the External Audit would be conducted as soon as possible.
- 3) Resolved that different teaching faculty will be given different responsibility for the audit to be conducted efficiently.

*Mridul Boruah*  
Coordinator, IQAC  
Tingkhong College  
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M.No. 9864459929,  
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Ref Meeting No. 3:

Date ..... 18/01/2020

Date: 18/01/2020

Saturday

The meeting is chaired by Dr. Jyotimala Gohain. The IQAC coordinator reads out the following agenda items:

### Agenda Items:

Item No. 1: RUSA grants.

Item No. 2: Preparation of calendar activities for the current year.

Item No. 3: EAT Module Training Programme.

Item No.4: Organizing departmental picnics.

### Discussion:

The IQAC coordinator wishes everyone a prosperous new year. He then proceeds to discuss the above mentioned agenda items. Discussions are made regarding the utilization of the Rs 5 Lakhs funded by RUSA. Besides, the responsibility of the preparation of calendar activities for the year is vested upon the academic council. Apart from this, the coordinator also discussed about the EAT Module Training Program to be held on 31<sup>st</sup> Jan, 2020. Further, the topic of departmental picnics to be organized.

### Resolutions:

- 1) Resolved that departmental picnics will be organized and the budget and other related necessities will be looked after by the respective HoDs.
- 2) Resolved that the academic council will prepare the calendar activities for the coming year.
- 3) Resolved that faculty members will attend the workshop for EAT Module training programme on 31<sup>st</sup> Jan, 2020.
- 4) Resolved that the departmental picnics will be organized.

*Mridul Borahain*  
(Coordinator, IQAC  
Tingkhong College  
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Ref No.

Date ...14/03/2020

Meeting No. 4:

Date: 14/03/2020

Saturday

The meeting is chaired by Dr. Jyotimala Gohain, Principal-cum-Chairperson, IQAC. The agenda of the meeting is as follows:

Agenda Items:

Item No. 1:

GDA grant funded by UGC.

Item No.2:

New Certificate courses: introduction and implementation.

Resolutions:

- 1) Resolved that the GDA fund of 6 Lakhs 80 Thousand rupees will be utilized efficiently.
- 2) Resolved that all the departments would take urgent steps necessary to introduce and implement new certificate courses

*Mudul Borghain*  
(Coordinator, IQAC  
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Ref No.

Date ..03/08/2019

Meeting No. 1

Date: 03/08/2019

Members Present

1. Dr Jyotimala Gohain : Principal-cum Chairperson: *Jyoti*
2. Sri Mridul Borgohain: Coordinator *Mridul Borgohain*
- 3 Sri Hareswar Gogoi : Teacher Representative *Hareswar*
4. Dr. Jatindra Nath Konwar : Teacher Representative *Jatindra*
5. Mrs Deepanjali Borah: Teacher Representative
6. Mrs Minoti Hazarika: Teacher Representative *Minoti*
7. Dr. Diganta Kumar Gogoi: Teacher Representative *Diganta*
8. Sri Naakul Phukan: Teacher Representative *Naakul*
9. Sri Luhit Buragohain: Teacher Representative *Luhit*
- 10 Sri Bhaskar Neog: Teacher Representative *Bhaskar*
11. Dr. Binita Morang: Teacher Representative *Binita*
12. Sri Jojneswar Gogoi: Representative, College management (Governing Body) *Jojneswar*
13. Sri Sadananda Changmai: Representative, College Administration *Sadananda*
14. Sri Jibeswar Mohan: Representative, Local Society/ Trust *Jibeswar*
15. General Secretary: Students Representative: *Prithagayai*
16. Sri Ashok Gogoi : . Alumni Representative *Ashok*
17. Sri Dhiren Phukan : Representative, Employer/ Industrialists/ Stakeholders *Dhiren Phukan*



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Ref No.

Date .24/10/2019

Meeting No. 2

Date: 24/10/2019

Members Present

1. Dr Jyotimala Gohain : Principal-cum Chairperson: *Gohain*
2. Sri Mridul Borgohain: Coordinator *Mridul Borgohain*
3. Sri Hareswar Gogoi : Teacher Representative *Gogoi*
4. Dr. Jatindra Nath Konwar : Teacher Representative *Konwar*
5. Mrs Deepanjali Borah: Teacher Representative
6. Mrs Minoti Hazarika: Teacher Representative *M Hazarika*
7. Dr. Diganta Kumar Gogoi: Teacher Representative *D Gogoi*
8. Sri Naakul Phukan: Teacher Representative *Phukan*
9. Sri Luhit Buragohain: Teacher Representative *Luhit*
10. Sri Bhaskar Neog: Teacher Representative *B Neog*
11. Dr. Binita Morang: Teacher Representative *B Morang*
12. Sri Jojneswar Gogoi: Representative, College management (Governing Body) *J Gogoi*
13. Sri Sadananda Changmai: Representative, College Administration *S Changmai*
14. Sri Jibeswar Mohan: Representative, Local Society/ Trust
15. General Secretary: Students Representative: *Bhaskar J. Gogoi*
16. Sri Ashok Gogoi : . Alumni Representative *A Gogoi*
17. Sri Dhiren Phukan : Representative, Employer/ Industrialists/ Stakeholders *D Phukan*



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Date ...18/01/2020

Meeting No. 3

Date: 18/01/2020

Members Present

1. Dr Jyotimala Gohain : Principal-cum Chairperson: *Jyoti*
2. Sri Mridul Borgohain: Coordinator *Mridul Borgohain*
- 3 Sri Hareswar Gogoi : Teacher Representative *Hareswar*
4. Dr. Jatindra Nath Konwar : Teacher Representative *Jatindra*
5. Mrs Deepanjali Borah: Teacher Representative
6. Mrs Minoti Hazarika: Teacher Representative *Minoti*
7. Dr. Diganta Kumar Gogoi: Teacher Representative *Diganta*
8. Sri Naakul Phukan: Teacher Representative *Naakul*
9. Sri Luhit Buragohain: Teacher Representative *Luhit*
- 10 Sri Bhaskar Neog: Teacher Representative *Bhaskar*
11. Dr. Binita Morang: Teacher Representative *Binita*
12. Sri Jojneswar Gogoi: Representative, College management (Governing Body) *Jojneswar*
13. Sri Sadananda Changmai: Representative, College Administration *Sadananda*
14. Sri Jibeswar Mohan: Representative, Local Society/ Trust *Jibeswar*
15. General Secretary: Students Representative: *Partho J. Gogoi*
16. Sri Ashok Gogoi : Alumni Representative *Ashok*
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Date 14/03/2020

Meeting No. 4

Date: 14/03/2020

Members Present

1. Dr Jyotimala Gohain : Principal-cum Chairperson: *Jyotimala Gohain*
2. Sri Mridul Borgohain: Coordinator *Mridul Borgohain*
3. Sri Hareswar Gogoi : Teacher Representative *Hareswar Gogoi*
4. Dr. Jatindra Nath Konwar : Teacher Representative *Jatindra Nath Konwar*
5. Mrs Deepanjali Borah: Teacher Representative
6. Mrs Minoti Hazarika: Teacher Representative *Minoti Hazarika*
7. Dr. Diganta Kumar Gogoi: Teacher Representative *Diganta Kumar Gogoi*
8. Sri Naakul Phukan: Teacher Representative *Naakul Phukan*
9. Sri Luhit Buragohain: Teacher Representative *Luhit Buragohain*
10. Sri Bhaskar Neog: Teacher Representative *Bhaskar Neog*
11. Dr. Binita Morang: Teacher Representative *Binita Morang*
12. Sri Joyneswar Gogoi: Representative, College management (Governing Body) *Joyneswar Gogoi*
13. Sri Sadananda Changmai: Representative, College Administration *Sadananda Changmai*
14. Sri Jibeswar Mohan: Representative, Local Society/ Trust *Jibeswar Mohan*
15. General Secretary: Students Representative: *Partha J. Gogoi*
16. Sri Ashok Gogoi : . Alumni Representative *Ashok Gogoi*
17. Sri Dhiren Phukan : Representative, Employer/ Industrialists/ Stakeholders *Dhiren Phukan*