



INTERNAL QUALITY ASSURANCE CELL

DEOMORNOI DEGREE COLLEGE

Deomornoi, Darrang (Assam), Pin-784147

Email ID- iqacddc2022@gmail.com

Ref. No.....

Date

Minutes of the Meeting
IQAC Core-Committee & Sub-Committee
Date: 14th December, 2023

Agenda

1. Explaining the purpose of meet and inviting the chairperson for presiding over the meeting.
2. Speech and Remarks by Chairperson.
3. Revision of last IQAC, Public, Alumni and Parents meeting
4. Progress report of different Department regarding Presentation before NAAC Peer Team by-
 - Principal (Summary of all Curriculum and Extra-Curriculum)
 - Coordinator, IQAC
 - Sub-Committees
 - HoD,
 - Office
 - Library
5. Plan procedure for NAAC Peer Team Visit-
 - Lunch on meeting with GB, Govt. representatives and University representative
 - Alumni & Parents Interaction
6. Others
 - Departmental documentation
 - HoD Selection for the Deptt. of Geography
7. Speech and remarks by Chairperson
8. Vote of thanks
9. End of the meet.



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Members Present in this meeting-

1. Dr. Gitali Kalita

Gitali Kalita

2. Miss. Anita Devi

Anita Devi
14/12/2023

3. Dr. Manoj Kumar Sarma

Manoj Kumar Sarma

4. Dr. Moon Mani Devi

Moon Mani Devi

5. Sri Pallab Baruah

Pallab Baruah

6. Md. Mainul Hoque

Md. Mainul Hoque

7. Sri Digambar Deka

Digambar Deka

8. Sri Arup Kumar Sarma

Arup Kumar Sarma
14/12/23

9. Sri Binoy Bhushan Sarma

Binoy Bhushan Sarma

10. Sri Dipika Devi

Dipika Devi

11. Sri Jyotismita Borah

Jyotismita Borah

12. Sri Hiranmoyee Medhi

Hiranmoyee Medhi

13. Ramen Chandra Lahkar

Ramen Chandra Lahkar

14. Brindaban Sarma

Brindaban Sarma

15. Mukut Ch. Deka

Mukut Ch. Deka
14/12/23

16. Sri Bimal Deka

Bimal Deka

17. Dr. Ajit Kumar Sarma

Ajit Kumar Sarma

18. Sri Nripen Baishya

Nripen Baishya

19. Makibu Hussain

Makibu Hussain

On 14th December, 2023 a meeting of IQAC core Committee with its Sub-committees was held to discuss various aspect of forthcoming NAAC Peer Team Visit. The meeting was presided over by Principal Deomornoi Degree College. Dr. Ajit Kumar Sarma, Coordinator IQAC explained the purpose of the meeting. In his brief speech he discussed various aspects and procedures of NAAC Peer Team Visit.



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The meet unanimously adopts the following decisions-

- Resolution No. 2023/10** : Decides to prepare presentation by all concerned for presenting the same during the NAAC Peer Team visit.
- Resolution No. 2023/11** : The meet resolves to entrust the convenor, cultural Committee with the responsibility of arranging a cultural programme to be performed during the NAAC Peer Team visit.
- Resolution No. 2023/12** : The meet proposes to upgrade Mr. Arup Kumar Sarma, current senior most assistant professor, as the Head of the Geography Department and also resolves to send this proposal to G. B for its approval.
- Resolution No. 2023/13** : The meet unanimously resolves to adopt the following best practice for the 2nd cycle of NAAC accreditation- "The advanced learners of each department will be allowed to prepare unit test and sessional examinations sample question papers for the lower batches. They will also be given the opportunity to take classes in the lower class."

(Dr. Gitali Kalita)
Chairperson, IQAC, DDC

Gitali Kalita
19/12/23
Chairperson, IQAC
Deomornoi Degree College

(Dr. Ajit Kumar Sarma)
Coordinator, IQAC, DDC

Ajit Kumar Sarma
14/12/23
Coordinator, IQAC
Deomornoi Degree College
Date