

## IQAC Extended Meeting

Date: 31<sup>st</sup> May, 2021

Time: 7:00 pm

Venue: Online through Google Meet Platform

### AGENDA:

1. Taking chair by President
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Hand over the Charges of Coordinator
5. Any other academic matters permission from the chair
6. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 31<sup>st</sup> May, 2021 at 7:00 pm online through Google Meet Platform on the agenda given above. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. K. K. Medhi. Dr. Medhi handover the Charge of Coordinator to Dr. Bhuban Ch. Chutia as he retired from his service on 31<sup>st</sup> May, 2022. The following decisions have been undertaken in the meetings for execution and quality academic culture of the College:

### Decisions:

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
  2. The house appreciated Dr. K. K. Medhi for his contribution throughout his tenure as IQAC Coordinator and congratulated for his new innings.
  3. The house also congratulated to new Coordinator, Dr. Bhuban Ch. Chutia.
- The meetings were concluded with a speech from the chair.

### Member present:

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. K. K. Medhi	Coordinator
3	Dr. K. Bhuyan	Member (Academician)
4	Dr. Bhuban Ch. Chutia	Assistant Coordinator
5	Mr. Sailen Sarma	Member
6	Dr. Farishta Yasmin	Member
7	Dr. Pallabi Goswami	Member
8	Dr. Ananya Hiloidari	Member
9	Dr. Rashmi Rekha Bora	Member
10	Dr. Priyanki Sharma	Member
11	Dr. Sangita Bora	Member
12	Dr. Rita Marak	Member
13	Dr. Tiken Das	Member
14	Dr. Manash Jyoti Nirmalia,	Member

15	Dr. Dimpal Dekaraja	Member
16	Dr. Madhurjya Lalung	Member
17	Mr. Donney Jigdung	Member
18	Shri Kangkan Shil	Student Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

### **Action Taken Report**

1. As per decision of IQAC extended meeting dated 19<sup>th</sup> May, 2021, all departments organized Departmental PTM and Alumni meet
2. As per decision of IQAC extended meeting held on 19<sup>th</sup> May, 2021, twenty one (21) add-on (certificate/diploma) courses introduced in thirteen departments.
3. As per the decisions of earlier meeting online classes are going on and recorded classes are submitted to convenor of ICT Cell of Nowgong College (Autonomous) for uploading in the Institutional Youtube Channel.
4. Necessary communication has already been made to organize WEBINAR/e-Workshop/eConference in association with Nowgong College Alumni Association.
5. Necessary communication has already been made with TLC, Tezpur University to organize Weeklong FDP on e-Learning & Online Evaluation System.
6. Criteria wise data for seven criteria of NAAC A & A for the session 2020-2021 is going on.

### **IQAC EXTENDED MEETING**

**Venue:** Online through **GOOGLE MEET**

**Date:** 13<sup>th</sup> July, 2021

**Meeting ID:** <https://meet.google.com/iei-chwv-bpf>

#### **AGENDA:**

1. Taking chair by President
2. Objectives (Coordinator, IQAC)
3. Discussion on Interactive Programme with Mentee Colleges
4. Discussion on submission of AQAR, 2020-2021
5. Any other academic matters permission from the chair
6. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 13<sup>th</sup> July, 2021 from 3:00 pm onwards *online through Google Meet* (Meeting ID: <https://meet.google.com/iei-chwv-bpf>) on the agenda given above. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and AQAR data collection and finalization for the session July, 2020 to June, 2021. The following decisions have been undertaken in the meetings for execution and quality academic culture of the College:

**Decisions:**

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
2. The house decided to organize online review cum interactive programme with mentee colleges on 1<sup>st</sup> week of August, 2021.
3. The meeting resolved to collect criteriawise data before 31<sup>st</sup> August, 2021 for preparation and submission of AQAR, 2020-2021. All convenors are requested to collect the data from respective departments.

The meetings were concluded with a speech from the chair.

**Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member
4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member
8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member
12	Dr. Manash Jyoti Nirmalia,	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

## **Action Taken Report**

1. As per the decisions of IQAC extended meeting dated 31<sup>st</sup> May, 2021 online classes are going on and recorded classes are submitted to convenor of ICT Cell of Nowgong College (Autonomous) for uploading in the Institutional Youtube Channel.
2. As per the decisions of IQAC extended meeting dated 31<sup>st</sup> May, 2021 necessary communication has already been made to organize WEBINAR/e-Workshop/e-Conference in association with Nowgong College Alumni Association.
3. Criteria wise data for seven criteria of NAAC A & A for the session 2020-2021 is going on.

### **IQAC Extended Meeting**

**Date: 23<sup>rd</sup> July, 2021**

**Time: 7:00 pm**

### **IQAC Extended Meeting**

**Friday, 23 July · 7:00 – 8:00pm**

**Google Meet joining info**

**Video call link: <https://meet.google.com/pgh-dimq-hmf>**

**Or dial: (US) +1 401-903-3814 PIN: 418 985 247#**

**More phone numbers: <https://tel.meet/pgh-dimq-hmf?pin=1461158009105>**

### AGENDA:

1. Taking chair by Chairman
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Discussion on AQAR (Period: July, 2020 to June, 2021) data collection
5. Discussion IQAC Sub-Committees
6. Discussion on IQAC activities as Autonomous College
7. Discussion on Retired Teachers Forum
8. Discussion on holding of WEBINAR/International e-Conference
9. Discussion on College Foundation Day Celebration
10. Discussion on any other academic matters permission by chair
11. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 23<sup>rd</sup> July, 2021 at 7:00 pm online through Cisco Webex Meeting Platform (Meeting Link: ) on the agenda given above. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and AQAR data collection and finalization for the session July, 2020 to June, 2021. The following decisions have been undertaken in the meetings for execution and quality academic culture of the College:

### **Decisions:**

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
2. The meeting decided to request all HoDs to prepare at least one add-on (certificate/diploma) course as per their Department potential & convenient for the greater benefit of the students and submit to authority concerned within 15<sup>th</sup> June, 2021.
3. The house resolved to request all HoDs to organize WEBINAR/e-Workshop/e-Conference as per their convenience and also requested to discuss with Hon'ble Principal for finalizing Resource Persons.
4. The house resolved to request all HoDs to encourage the faculty members to prepare Online & Offline Lesson Plan. Format for the same has been submitted herewith.
5. The meeting decided to request all faculty members concerned to undertake consultancy services for newly open schools/colleges and entrusted Dr. Jyotismita Das and Tiken Das to develop online consultancy icon. The house also entrusted IQAC to frame Consultancy Framework and same is to send Governing Body for kind approval.
6. The meeting decided to encourage all faculty members concerned to apply Ph.D. guideship.
7. The house decided to collect NAAC criteriawise data for the session 2020-2021 and entrusted IQAC to provide NAAC seven criteria formats all the HoDs. The house also requested to all convenors to collect the same in consultation with HoDs.
8. The meeting decided to collect Student's Feedback from every semester and entrusted IQAC to develop online Feedback Form.

The meetings were concluded with a speech from the chair.

### **Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member
4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member
8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member

12	Dr. Manash Jyoti Nirmalia,	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

### **Action Taken Report**

1. As per decision of IQAC extended meeting dated 13<sup>th</sup> July, 2021 a virtual Interactive Programme with Mentee Colleges organized on 1<sup>st</sup> August, 2021 through Google Meet Platform.
2. As per the decisions of IQAC extended meeting dated 13<sup>th</sup> July, 2021 online classes are going on and recorded classes are submitted to convenor of ICT Cell of Nowgong College (Autonomous) for uploading in the Institutional Youtube Channel.
3. As per the decisions of IQAC extended meeting dated 31<sup>st</sup> May, 2021 Department of Arabic, Sanskrit, Mathematics, Zoology organized National WEBINAR in association with IQAC and Alumni Association of Nowgong College (Autonomous).
4. Criteria wise data for seven criteria of NAAC A & A for the session 2020-2021 is going on.

### **IQAC Extended Meeting**

**Date: 30<sup>th</sup> October 2021 Time: 10.00 am**

**Venue: IQAC Conference Room, Nowgong College (Autonomous)**

#### AGENDA:

1. Taking chair by President
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Discussion on AQAR (Period: July, 2020 to June, 2021) data collection & Report Preparation
5. Discussion NAAC webinar
6. Discussion on any other academic matters permission by chair
7. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 30<sup>th</sup> October, 2021 from 10:00 am onwards on the agenda given above. The Chairman highlighted an overview of academic status and financial assistance received by the college for developmental works. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and AQAR data collection and finalization for the session July, 2020 to June, 2021.

Former IQAC Coordinator Dr. K.K Medhi was felicitated by the current IQAC committee for his valuable contribution towards IQAC activities. In his speech, Dr. Medhi elaborately discussed the new formats of criteria and new approach of accreditation by NAAC. He also mentioned the procedures of data collection as per NAAC guidelines.

The following decisions have been undertaken in the meeting for execution and quality academic culture of the College:

**Decisions:**

1. The house resolved to request the college authority to upgrade Room No. 20 & 21 as smart classroom.
2. The house decided to request to establish a central computer lab with adequate numbers of computers with associated facilities.
3. The house decided to request the college authority to setup a Central Instrumentation Facility to accommodate the equipment purchased from different developmental grants..
4. The house resolves to request the HoD, Department of Commerce to facilitate the ITR submission as consultancy service provided by college.
5. The house decided to request all conveners to submit criteria wise report on or before 25<sup>th</sup> October 2021.
6. The house decided to designate Dr. Pallabi Goswami as Convener of Research Cell and Dr. Farishta Yasmin as Convener of Institution Values and Best Practices.
7. The house decided to request all HoD to conduct webinars, conferences, seminars & training programmes as per their convenience.
8. The house decided to confer Dr. Jiten Gohain Memorial Green Award in association with Nagaon Kolongpar Branch, Assam Science Society to a Govt. high/H.S School for maintaining ecofriendly, clean and green campus.
9. The House decided to publish NAAC manual for First cycle colleges under UGC Paramarsh Scheme.

**Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member

4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member
8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member
12	Mr. Manash Jyoti Nirmalia,	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

#### **Action Taken Report**

1. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021 all Departments made necessary arrangement to organize Departmental PTM and Alumni meet.
2. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021, four departments organized National WEBINAR in association with IQAC and Alumni Association of Nowgong College (Autonomous).
3. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021 seven committees (NAAC criterawise) along with Research Cell, Documentation Cell and ICT Cell were re-constituted for smooth keeping and maintenance of criteria wise documents, research ambience of the college, well documentation, e-content develop etc.
4. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021 all departments prepared Online & Offline Lesson Plan as per format provided by IQAC.
5. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021, Institutional Innovation Council (IIC) of Nowgong College (Autonomous) in association with IQAC made necessary arrangement to organize My Story (Successful story of Anuwar Hussain, Agri Entrepreneur, Nagaon).
6. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021, IQAC submitted draft Consultancy guidelines of Nowgong College (Autonomous) to Governing Body for approval.
7. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021, structured online Feedback forms were developed for five stakeholders and circulated among different stakeholders.

**IQAC Extended Meeting**  
**Date: 6<sup>th</sup> December, 2021 Time: 1:00 pm**  
**Venue: IQAC Conference Room, Nowgong College (Autonomous)**

**AGENDA:**

1. Taking chair by Chairman
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Discussion on AQAR (Period: July, 2020 to June, 2021) data collection & Report Preparation
5. Discussion on Seminar/WEBINAR/Workshop and Training Programme
6. Discussion on any other academic matters permission by chair
7. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 6<sup>th</sup> December, and 2021 from 1:00 pm onwards on the agenda given above. The Chairman highlighted an overview of academic status and financial assistance received by the college for developmental works. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and AQAR data collection and finalization for the session July, 2020 to June, 2021.

The following decisions have been undertaken in the meeting for execution and quality academic culture of the College:

**Decisions:**

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
1. The house decided to request all conveners to submit criteria wise report on or before 15<sup>th</sup> December, 2021.
2. The house decided to request to establish a central computer lab with adequate numbers of computers with associated facilities.
3. The house decided to request the college authority to setup a Central Instrumentation Facility
4. The house decided to request all HoD to conduct webinars, conferences, seminars & training programmes, popular lecture as per their convenience.
5. The house decided to confer Dr. Jiten Gohain Memorial Green Award in association with Nagaon Kolongpar Branch, Assam Science Society confer to Kaliabor Girls H.S School

**Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member
4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member
8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member
12	Mr. Manash Jyoti Nirmalia,	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

**ACTION TAKEN REPORT**

1. As per decision of IQAC extended meeting dated 30<sup>th</sup> October 2021, Room No 20 & 21 were upgraded to Smart Classroom.
2. As per decision of IQAC extended meeting dated 30<sup>th</sup> October 2021, Construction works has been started to establish a Central Computer Laboratory.
3. As per decision of IQAC extended meeting dated 30<sup>th</sup> October 2021, works for establishment of Central Instrumentation Facility was initiated.
4. As per decision of IQAC extended meeting dated 30<sup>th</sup> October 2021, Dr. Jiten Gohain Memorial Green Award for the year 2020 was conferred to Kaliabor Girls H.S School.
5. As per the decision of IQAC meeting held on 23<sup>rd</sup> July, 2021, Retired teachers Forum of Nowgong College (Autonomous) is constituted involving all retired teachers of Nowgong College (Autonomous)
6. As per decision of IQAC extended meeting dated 30<sup>th</sup> October 2021, the NAAC Manual for First Cycle Colleges is in press and will publish very shortly.

**IQAC Extended Meeting**  
**Date: 10<sup>th</sup> December, 2021 Time: 2:00 pm**  
**Venue: IQAC Conference Room, Nowgong College (Autonomous)**

**AGENDA:**

1. Taking chair by Chairman
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Discussion on Criteriawise data finalized
5. Discussion on Academic & Administrative Audit for the session 2021-2022
5. Discussion on any other academic matters permission by chair
7. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. SaratBorkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 10<sup>th</sup> December, and 2021 from 2:00 pm onwards on the agenda given above. The Chairman highlighted an overview of Academic and Administrative Audit. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and AQAR data collection and finalization for the session July, 2020 to June, 2021.

The following decisions have been undertaken in the meeting for execution and quality academic culture of the College:

**Decisions:**

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
2. The house resolved to conduct Academic and Administrative Audit within the month of February, 2022.
3. The house decided to submit the AQAR for the session 2020-2021 as per affiliating college format before 31<sup>st</sup> December, 2021.
4. The meeting resolved to encourage all faculty members to submit Seminar/Conference and Project proposal to the various funding agencies for financial assistance.

**Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member
4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member

8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member
12	Dr. Manash Jyoti Nirmalia,	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

### **ACTION TAKEN REPORT**

1. As per the decision of IQAC meeting held on 6<sup>th</sup> December, 2021 respective convenors of seven criteria submitted criteriawise data for preparation of AQAR.
2. As per the decision of IQAC meeting held on 6<sup>th</sup> December, 2021 college authority make necessary arrangement to establish a central computer lab with 60 numbers of computers with associated facilities and internet connectivity.
3. As per the decision of IQAC meeting held on 6<sup>th</sup> December, 2021, IQAC requested college authority to setup a Central Instrumentation Facility.
4. As per the decision of IQAC meeting held on 6<sup>th</sup> December, 2021, Room No 24 were upgraded to Smart Classroom.
5. As per the decision of IQAC meeting held on 30<sup>th</sup> October, 2021, a Lecture Programme on “**The Value and The Significance of Art, Poetry and Literature in The Light of Sri Aurobindo**” on 23<sup>rd</sup> November, 2021.

#### **IQAC Extended Meeting**

**Date: 10<sup>th</sup> February, 2022**

**Time: 1:00 pm**

**Venue: IQAC Conference Room**

#### **AGENDA:**

1. Taking chair by Chairman
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Discussion on AQAR (Period: July, 2020 to June, 2021) submission
5. Discussion on finalize the date of Academic and Administrative Audit
6. Discussion data format as Autonomous College

7. Discussion on celebration of National Science Day-2022
8. Discussion on holding of WEBINAR/International e-Conference
9. Discussion on designing & upgradation of college website
10. Discussion on any other academic matters permission by chair
11. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. SaratBorkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 10<sup>th</sup> February, 2022 from 1:00 pm onwards on the agenda given above. The Chairman highlighted an overview of Academic and Administrative Audit. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and AQAR finalization & submission for the session July, 2020 to June, 2021.

The following decisions have been undertaken in the meeting for execution and quality academic culture of the College:

**Decisions:**

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
2. The house resolved to conduct Academic and Administrative Audit within the month of 1<sup>st</sup> week of May, 2022.
3. The house decided to submit the AQAR for the session 2020-2021 as per affiliating college format before 31<sup>st</sup> March, 2022.
4. The meeting resolved to organized sensitization programme on Curriculum & Credit Framework as per NEP-2020 among faculty members.
5. The meeting decided to request collect and finalize the data of AQAR for the period of July, 2021 to June, 2022 as per Autonomous College guidelines.
6. The meeting decided to celebrate of National Science Day-2022 on 28<sup>th</sup> February in association with DPIIT IPR Chair at Tezpur University.
7. The house decided to designing and upgradation of college website and entrusted Coordinator, IQAC to initiate the same.
8. The meeting resolved to request authority to provide seed money to the faculty members for attending seminar/conference, submit project proposal and also provide seed money to students for innovative startup/business idea.

**Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member
4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member

8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member
12	Dr. Manash Jyoti Nirmalia	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

### **ACTION TAKEN REPORT**

1. As per decision of IQAC extended meeting dated 10<sup>th</sup> December, 2021, IQAC in consultation with college authority make necessary arrangements to conduct Academic and Administrative Audit on 4<sup>th</sup> and 5<sup>th</sup> May, 2022.
2. As per decision of IQAC extended meeting dated 10<sup>th</sup> December, 2021, Department of Physics in collaboration with IIC organized a Workshop on Energy Conservation on 14<sup>th</sup> December, 2021.
5. As per decision of IQAC extended meeting dated 10<sup>th</sup> December, 2021, Museum of Department of Zoology upgraded.
6. As per decision of IQAC extended meeting dated 10<sup>th</sup> December, 2021 five faculty members submitted research project proposal to the various funding agencies as DST, ICSSR, Assam Biodiversity Board, NRL for financial assistance.

#### **IQAC Extended Meeting**

**Date: 9<sup>th</sup> April, 2022**

**Time: 1:00 pm**

**Venue: IQAC Conference Room**

#### **AGENDA:**

1. Taking chair by Chairman
2. Objectives (Coordinator, IQAC)
3. Discussion on proceedings of the last meeting and confirmation
4. Discussion on data collection of AQAR (Period: July, 2021 to June, 2022) as per Autonomous College guidelines.
5. Discussion on finalize the date of Academic and Administrative Audit

6. Discussion on holding of WEBINAR/International e-Conference
7. Discussion on Swachhta Workshop
8. Discussion on Time Bank & Summer Camp
9. Discussion on any other academic matters permission by chair
11. Vote of thanks

A meeting of IQAC was held under the Chairmanship of Dr. Sarat Borkataki, Principal, Nowgong College (Autonomous) with the members of IQAC on 9<sup>th</sup> April, 2022 from 1:00 pm onwards on the agenda given above. The Chairman highlighted an overview of Academic and Administrative Audit. The proceedings of the meeting were initiated by IQAC Coordinator; Dr. Bhuban Ch. Chutia. The meeting discussed elaborately about the Follow-up actions of last meeting proposals and collection of data for AQAR for the session July, 2021 to June, 2022 as per Autonomous College guidelines.

The following decisions have been undertaken in the meeting for execution and quality academic culture of the College:

**Decisions:**

1. The house appreciated all concerned the smooth execution of maximum follow-up actions of last IQAC meeting proposals.
2. The house resolved to request all convenors to collect criteria wise data for the period July, 2021 to June, 2022.
3. The house resolved to request all HoDs to organized National/International WEBINAR/Conference, Workshop within May, 2022.
4. The Meeting resolved to organize *Swacchta Workshop* supported by NSS Regional Directorate on 18<sup>th</sup> June, 2022.
5. The house decided to establish Time Bank for isolated and abandoned people of Nowgong College (Autonomous) fraternity.
6. The meeting resolved to school mentoring programme as “Let Us Go to School” during summer vacation.
7. The house resolved to establish Mobile Library to create awareness among different age group readers of adopted villages of Nowgong College (Autonomous) and entrusted IQAC to initiate the necessary arrangements in association with NSS and Sankardev Chora, a branch of Assam Sahitya Sabha.

**Member present:**

Sl. No.	Name	Designation
1	Dr. Sarat Borkataki	Principal & Chairman
2	Dr. Bhuban Ch. Chutia	Coordinator
3	Mr. Sailen Sarma	Member
4	Dr. Farishta Yasmin	Member
5	Dr. Pallabi Goswami	Member
6	Dr. Ananya Hiloidari	Member
7	Dr. Rashmi Rekha Bora	Member

8	Dr. Priyanki Sharma	Member
9	Dr. Sangita Bora	Member
10	Dr. Rita Marak	Member
11	Dr. Tiken Das	Member
12	Dr. Manash Jyoti Nirmalia	Member
13	Dr. Dimpal Dekaraja	Member
14	Dr. Madhurjya Lalung	Member
15	Mr. Donney Jigdung	Member



Principal & Chairman  
IQAC, Nowgong College (Autonomous)

### **ACTION TAKEN REPORT**

1. As per decision of IQAC extended meeting dated 10<sup>th</sup> February, 2022, Academic and Administrative Audit conducted on 4<sup>th</sup> & 5<sup>th</sup> May, 2022.
2. As per decision of IQAC extended meeting dated 10<sup>th</sup> December, 2021, three faculty members submitted Seminar proposal to the ICSSR, Biotic Society Tripura holding National/International Seminar/Conference for financial assistance.
3. As per decision of IQAC extended meeting dated 10<sup>th</sup> December, 2021 IQAC submitted Seminar proposal to the NAAC holding National Seminar with Academic & Technical support.
4. As per decision of IQAC extended meeting dated 10<sup>th</sup> February, 2022, IQAC decided to organize sensitization programme on Curriculum & Credit Framework as per NEP-2020 among faculty members on 1<sup>st</sup> June, 2022.
5. As per decision of IQAC extended meeting dated 10<sup>th</sup> February, 2022, IIC, Nowgong College (Autonomous) in association with DPIIT IPR Chair at Tezpur University National Science Day-2022 celebrated on 28<sup>th</sup> February with a theme ***Entrepreneurship Development Programme (EDP) for Young Innovators.***
6. As per decision of IQAC extended meeting dated 10<sup>th</sup> February, 2022, college authority decided to provide seed money to the faculty members for attending seminar/conference, submit project proposal and also provide seed money to students for innovative startup/business idea.