

Proceedings of the IQAC Meeting on 1st August, 2020

Venue: Nandalal Borgohain City College, Dibrugarh

Time: 2 p.m. (Through Online Mode)

A meeting is being held on 1st August, 2020 by IQAC, Nandalal Borgohain City College, Dibrugarh under the chairmanship of Dr. Sanjeevananda Borgohain, Principal, N.L.B City College, Dibrugarh.

Agendas:

- I. To discuss about the online teaching.
- II. To discuss about the application of apps and online facility.
- III. Any other related matters.

Resolutions:

Resolution No. I: The Principal and the IQAC Chairperson imparted the responsibilities to the Head of the Departments to monitor the classes.

Resolution No. II All the Head of the Departments were advised to encourage the students to actively join the classes.

Resolution No. III The meeting decided to invite Deputy Registrar, Academic, Dr. Binod Bora & Mr. Lurin Jyoti Gogoi, the General Secretary, All Assam Students Union.

Resolution No. IV: The meeting decided to avail ZOOM app in the college for smooth running of the online classes.

As there was no matter to be discussed, the Chairman thanked all the members present and declared the end of the meeting.

IQAC Members

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|----|-------------------------------|---|--|
| 1. | Principal & IQAC, Chairperson | - | Dr. Sajeevananda Borgohain |
| 2. | Coordinator, IQAC | - | Dr. Manashi Gogoi Borgohain |
| 3. | Assistant Professors | - | Mr. Niranjan Borah
Mr. Bhadreswar Baruah
Mrs. Punya Gogoi
Dr. Tultul Lahon Baruah
Mrs. Tapati Sinha
Dr. Forida Rohman Hazarika
Dr. Kakoli Gogoi
Dr. Gitimallika Gogoi |
| 4. | Office Staffs | - | Mrs. Mitali Gogoi
Mr. Indra Prasad Bori |
| 5. | Alumni Member | - | Mrs. Mouchumi Gogoi |
| 6. | G. B. President | - | Mrs. Jyoti Borgohain |
| 7. | Community Member | - | Mr. Bhula Dutta |
| 8. | External Expert | - | Dr. Jiten Hazarika (Prof.) |
| 9. | Student Representative | - | Shri Dipu Gogoi |


Chairperson, IQAC
Principal
Nandalal Borgohain City College
DIBRUGARH


Coordinator, IQAC

Proceeding of the IQAC meeting held on 28th November, 2020

Venue: Nandalal Borgohain City College

Time: 1p.m.

A meeting is being held under the chairmanship of Dr. Sanjeevananda Borgohain, Principal of N.L.B City College on 28th November, 2020 at 1 p.m. Mrs. Tapati Sinha, Convenor of the Academic Committee for the year 2020-21 welcomed all the teaching and non-teaching staff with a very short welcome speech and the following matters are discussed in this meeting.

1. Discussion about college class routine and distribution of online classes among the teachers.
2. To determine the teaching plans for the academic session. (even semester, Jan-June) 2021
3. Any other issues related to academic matter.

After the discussion on the above matters, the following resolutions have been taken:

Resolutions


Resolution No. 1: The Committee has decided to prepare the class routine for the new academic session and to allot the classes among the departments equally

Resolution No. 2: The Committee has decided to give the responsibility to the HOD's to supervise the regular classes and for the completion of course. Emphasis will be given to complete the syllabus within the stipulated time. The Committee has also given emphasis on enhancement of teaching-learning process and knowledge/dissemination. The faculty members will be encourage to offer extra-classes along with the scheduled classes.

Resolution No. 3: The Committee also resolved that the number of blackboards, white boards and digital boards will be increased. Books and other facilities will be provided to the department when necessary.

IQAC Members

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| 1. Principal & IQAC, Chairperson | - | Dr. Sajeewananda Borgohain |
| 2. Coordinator, IQAC | - | Dr. Manashi Gogoi Borgohain |
| 3. Assistant Professors | - | Mr. Niranjana Borah
Mr. Bhadreswar Baruah
Mrs. Punya Gogoi
Dr. Tultul Lahon Baruah
Mrs. Tapati Sinha
Dr. Forida Rohman Hazarika
Dr. Kakoli Gogoi
Dr. Gitimallika Gogoi |
| 4. Office Staffs | - | Mrs. Mitali Gogoi
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| 6. G. B. President | - | Mrs. Jyoti Borgohain |
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| 9. Student Representative | - | Shri Dipu Gogoi |


Chairperson, IQAC
Principal
Nandalal Borgohain City College
DIBRUGARH


Coordinator, IQAC

Proceeding of the IQAC meeting held on 1st January, 2021

Venue: Nandalal Borgohain City College

Time: 1 p.m.

A meeting is being held under the chairmanship of Dr. Sanjeevananda Borgohain, Principal of N.L.B City College on 1st January, 2021 at 1 p.m. Mrs. Tapati Sinha, Convenor of the Academic Committee for the year 2020-21 welcomed all the teaching and non-teaching staff with a very short welcome speech and the following matters are discussed in this meeting.

1. Discussion about college class routine and distribution of classes among the teachers, distribution of academic calendars, discussion about the feedback process etc. (for online)
2. Discussion about the enhancement of departmental activities such as environmental awareness programme, alumni meet, seminars, discussions etc.
3. Discussion about organising more guest lectures in the departments
4. Any other matters.

After the discussion on the above matters, the following resolutions have been taken:

Resolutions


1. The Committee has decided to prepare the class routine for the new academic session and to allot the classes among the departments equally. It has been decided to take feedback from students, alumni and guardians in certain sets of questionnaires.
2. The Committee has decided to give the responsibility to the HOD's to organize Departmental workshops, seminars, talks and discussions on relevant issues.
3. The head of the institution will take the responsibility to invite guest lecturers as per departmental needs.

IQAC Members

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| 9. Student Representative | - | Shri Dipu Gogoi |


Chairperson, IQAC


Nandalal Borgohain City College
DIBRUGARH


Coordinator, IQAC

Proceeding of the meeting held on 21st January, 2021

Venue: Nandalal Borgohain City College

Time: 1 p.m.

A meeting is being held under the chairmanship of Dr. Sanjeevananda Borgohain, Principal of N.L.B City College on 1st January, 2021 at 1 p.m. Mrs. Tapati Sinha, Convenor of the Academic Committee for the year 2020-21 welcomed all the teaching and non-teaching staff with a very short welcome speech and the following matters are discussed in this meeting.

1. To discuss about college class routine and distribution of classes among the teachers and also distribution academic calendars.
2. To determine the teaching plans for the academic session. (coming even semester January-June, 2021)
3. To discuss about the expansion of use of ICT facilities in the College for the teaching-learning process.
4. To discuss about the participation of the faculty members in the University level, National, International, Regional Level Workshop, Seminars etc. and to encourage all the departments to organise these types of academic activities.

After the discussion on the above matters, the following resolutions have been taken:

Resolutions

Resolution No. 1: The Committee has decided to prepare the class routine for the new academic session within the day and to allot the classes among the departments equally.

Resolution No. 2: The Committee has resolved to strictly monitor the implementation of the curriculum by the Head of the institution as per university guidelines. The Committee has decided to give the responsibility to HOD's to supervise the regular classes and for the completion of courses. Emphasis will be given to complete the syllabi within the stipulated time. The Committee has also given emphasis on enhancement of teaching-learning process and knowledge is dissemination. The faculty members will be encouraged to offer extra-classes along with the scheduled classes.

Resolution No. 3: The Committee has decided to give the responsibility to the HOD's to organize Departmental workshops, seminars, talks and discussions on relevant issues.

IQAC Members

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Chairperson, IQAC

Principal
Nandalal Borgohain City College
DIBRUGARH


Coordinator, IQAC