

# SAPATGRAM

# COLLEGE

SAPATGRAM, ASSAM

## Minutes of IQAC Meeting (2018-19)



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# INTERNAL QUALITY ASSURANCE CELL SAPATGRAM COLLEGE



P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)  
PIN: 783337

**From:**  
**Chairman/Coordinator, IQAC**  
**Sapatgram College**

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## NOTICE

Date: 28/06/2018

This is for information of all the members of IQAC that a meeting shall be convened on 29.06.2018 at 03:00 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the preparation of prospectus for the academic year 2018-19 along with Academic calendar
3. Misc. if any

### Members:

1. Dr. R.P. Singh.
2. Dr. G.K. Saha.
3. Mr. M.H. Choudhury
4. Miss. A. Sengupta
5. Dr. A.B. Mondal
6. Mrs. Rita Malakar
7. Mr. A. Narzary
8. Mr. S.K. Poit
9. Dr. H. Nath

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting

29/06/2018

A meeting of the IQAC of Sapatgram College was held on 29/06/2018 at 03:00 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

1. Dr. R.P. Singh.
2. Dr. G.K. Saha.
3. Mr. M.H. Choudhury
4. Miss. A. Sengupta
5. Dr. A.B. Mondal
6. Mrs. Rita Malakar
7. Mr. A. Narzary
8. Mr. S.K. Poit
9. Dr. H. Nath

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 26/06/2018.

Report of actions taken in the previous meeting held on 26/06/2018.

Description of resolution taken	Action taken
<b>Resolution No-1:</b> The house discussed about the creation of new facility under RUSA Grants and resolved that two new classrooms, toilets for boys and computer laboratory are to be constructed in DPR with RUSA Grants.	DPR prepared and submitted to RUSA.
<b>Resolution No-2:</b> The house discussed about the renovation/ upgradation of existing facilities and unanimously resolved that the proposal of renovation/ upgradation of the following facilities shall be submitted to the RUSA. <ol style="list-style-type: none"><li>1. Administrative Building</li><li>2. Campus Development<ol style="list-style-type: none"><li>a) Approach road and beautification</li><li>b) Solar power project</li><li>c) College Main Gate</li><li>d) Aquatic tiles fitting of indoor stadium cum Auditorium</li></ol></li><li>3. Women's Hostel</li><li>4. Old Building</li><li>5. Upgradation of Central Library</li></ol>	DPR prepared and submitted to RUSA.
<b>Resolution No-3:</b> The house discussed about the procurement of the new equipment facilities and resolved that the following equipment/ facilities are to be undertaken with RUSA Grants. <ol style="list-style-type: none"><li>1. Sports facilities</li><li>2. Computer and other equipments</li><li>3. Books and journals</li></ol>	DPR prepared and submitted to RUSA.

**Resolution No-2:-** The house discussed about the preparation of prospectus and Academic Calendar for the academic session 2018-19 and resolved that a Prospectus Preparatory Committee be constituted with the following persons for this purpose.


1. Dr. G.K. Saha
2. Mr. M.H. Choudhury
3. Dr. A.B. Mondal
4. Dr. K.K. Roy

The house also resolved that the committee shall be entrusted with the responsibility to prepare and published the prospectus on or before 31<sup>st</sup> July'2018.

**Resolution No-3:-** The house discussed about the matter of preparation of Class Routine for the Academic session 2018-19 and resolved that the following persons shall be entrusted with the responsibility to prepare the class routine.

1. Mr. E.A. Ahmed
2. Mr. M.H. Choudhury
3. Dr. K.K. Roy

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

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**From:**  
**Chairman/Coordinator, IQAC**  
**Sapatgram College**

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## NOTICE

Date: 02/08/2018

This is for information of all the members of IQAC that a meeting shall be convened on 03.08.2018 at 03:30 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the plan of action of the academic session 2018-19.
3. To manage the matters by the Academic Council.
4. To prepare the teaching plan and maintenance of teacher diary.
5. To discuss the celebration of College Foundation Day on 7<sup>th</sup> August.
6. Misc. if any

### Members:

1. Dr. R.P. Singh.
2. Dr. G.K. Saha.
3. Mr. M.H. Choudhury
4. Miss. A. Sengupta
5. Dr. A.B. Mondal
6. Mrs. Rita Malakar
7. Mr. A. Narzary
8. Mr. S.K. Poit
9. Dr. H. Nath

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 03/08/2018

A meeting of the IQAC of Sapatgram College was held on 03/08/2018 at 03:30 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### **Members present**

1. Dr. R.P. Singh.
2. Dr. G.K. Saha.
3. Mr. M.H. Choudhury
4. Miss. A. Sengupta
5. Dr. A.B. Mondal
6. Mrs. Rita Malakar
7. Mr. A. Narzary
8. Mr. S.K. Poit
9. Dr. H. Nath
- 10.

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 29/06/2018.

Report of actions taken in the previous meeting held on 29/06/2018.

Description of resolution taken	Action taken
<p><b>Resolution No-2:</b> The house discussed about the preparation of prospectus and Academic Calendar for the academic session 2018-19 and resolved that a Prospectus Preparatory Committee shall be constituted with the following persons for this purpose.</p> <ol style="list-style-type: none"> <li>1. Dr. G.K. Saha</li> <li>2. Mr. M.H. Choudhury</li> <li>3. Dr. A.B. Mondal</li> <li>4. Dr. K.K. Roy</li> </ol> <p>The house also resolved that the committee shall be entrusted with the responsibility to prepare and publish the prospectus on or before 31<sup>st</sup> July'2018.</p>	<p>Prospectus and Academic Calendar prepared and published.</p>
<p><b>Resolution No-3:</b> The house discussed the matter of preparation of Class Routine for the Academic session 2018-19 and resolved that the following persons shall be entrusted with the responsibility to prepare the class routine.</p> <ol style="list-style-type: none"> <li>1. Mr. E.A. Ahmed</li> <li>2. Mr. M.H. Choudhury</li> <li>3. Dr. K.K. Roy</li> </ol>	<p>Class Routine prepared and published with effect from 01/08/2018.</p>

**Resolution No-2:-** The house discussed about the action plan for the session 2018-19 and unanimously resolved that a steering committee shall be constituted to prepare the action plan for the session 2018-19 and shall be placed in the next IQAC meeting.

### Members of the Steering Committee

1. Dr. G.K. Saha
2. Mr. M.H. Choudhury
3. Dr. A.B. Mondal

**Resolution No-3:-** The meeting discussed about the responsibility and accountability of the Academic Council and unanimously resolved that the Convener or the Academic Council (Mr. M.H. Choudhury) shall be entrusted the responsibility of the following activities-

- 1) Arrangement of classes and accommodation of rooms.
- 2) Execution of the Class Routine and departmental allocation of classes.
- 3) To look after the Class Test, Session Examination and Seminar conducted by the departments.
- 4) To look after the time table of the daily classes.

**Resolution No-4:-** The house discussed about the matter of preparation of teaching plan and maintenance of teaching diary and unanimously resolved that all the heads of the Department shall be requested to prepare the teaching plan for the Academic Session 2018-19 and maintain the teachers' diary date-wise.

The house also resolved that a report shall be prepared by the HOD and be placed in the IQAC at the end of every month.

**Resolution No-5:-** The house discussed about the matter of celebrating College Foundation Day and unanimously resolved that the celebration will be accomplished by flag hosting ceremony and tree plantation programme for the 47<sup>th</sup> College Foundation Day on 7<sup>th</sup> August, 2018.

**Resolution No-6:-** The house discussed about the matter of introduction of CBCS Course initiated by the Gauhati University. After threadbare discussion the house resolved that a State Level Workshop on Choice Based Credit System (CBCS) in undergraduate courses shall be organized by the Research Cell, IQAC in association with ACTA Zone-16, Dhubri within first part of September, 2018.

**Resolution No-7:-** The house discussed about the matter of online registration of TDC 1<sup>ST</sup> Semester under Gauhati University and resolved that a demonstration programme for registration under Gauhati University shall be organized by the Computer Cell, Sapatgram College in the second part of September, 2018.

**Resolution No-8:-** The house discussed about the enrichment of extracurricular activities and resolved that a State Level exhibition cum Lecture Programme on Self Composed Poem and Painting Competition shall be organised by the Assamese Department in collaboration with Dhubri District Sahitya Sabha within the month of September, 2018.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL SAPATGRAM COLLEGE



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PIN: 783337

**From:**  
**Chairman/Coordinator, IQAC**  
**Sapatgram College**

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## NOTICE

Date: 21/09/2018

This is for information of all the members of IQAC that a meeting shall be convened on 22.09.2018 at 03:30 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To reconstitute the members of the IQAC as per revised guidelines of NAAC.
3. To organize a Career Counselling Programme on Employment Opportunities.
4. To discuss the 7 Criteria of NAAC for Quality Enhancement.
5. To continue the mentoring of the students.
6. Misc. if any

### Members:

1. Dr. R.P. Singh.
2. Dr. G.K. Saha.
3. Mr. M.H. Choudhury
4. Miss. A. Sengupta
5. Dr. A.B. Mondal
6. Mrs. Rita Malakar
7. Mr. A. Narzary
8. Mr. S.K. Poit
9. Dr. H. Nath

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC



## IQAC Meeting 22/09/2018

A meeting of the IQAC of Sapatgram College was held on 22/09/2018 at 03:30 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

1. Dr. R.P. Singh.
2. Dr. G.K. Saha.
3. Mr. M.H. Choudhury
4. Miss. A. Sengupta
5. Dr. A.B. Mondal
6. Mrs. Rita Malakar
7. Mr. A. Narzary
8. Mr. S.K. Poit
9. Dr. H. Nath

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 03/08/2018.

Report of actions taken in the previous meeting held on 03/08/2018.

Description of resolution taken	Action taken
<p><b>Resolution No-2:</b> The house discussed about the action plan for the session 2018-19 and unanimously resolved that a steering committee shall be constituted to prepare the action plan for the session 2018-19 and be placed in the next IQAC meeting.</p> <p style="text-align: center;"><b><u>Members of the Steering Committee</u></b></p> <ol style="list-style-type: none"> <li>1. Dr. G.K. Saha</li> <li>2. Mr. M.H. Choudhury</li> <li>3. Dr. A.B. Mondal</li> </ol>	Action plan prepared.
<p><b>Resolution No-3:</b> The meeting discussed about the responsibility and accountability of the Academic Council and unanimously resolved that the Convener or the Academic Council (Mr. M.H. Choudhury) shall be with entrusted the responsibility of the following activities-</p> <ol style="list-style-type: none"> <li>1) Arrangement of classes and accommodation of rooms.</li> <li>2) Execution of the Class Routine and departmental allocation of classes.</li> <li>3) To look after the Class Test, Session Examination and Seminar conducted by the departments.</li> <li>4) To look after the time table of the daily classes.</li> </ol>	Implemented

<p><b>Resolution No-4:</b> The house discussed about the matter of preparation of teaching plan and maintenance of teaching diary and unanimously resolved that all the heads of the Department shall be requested to prepare the teaching plan for the Academic Session 2018-19 and maintain the teachers' diary date wise.</p> <p>The house also resolved that a report shall be prepared by the HOD and be placed in the IQAC at the end of every month.</p>	Prepared and maintained date-wise.
<p><b>Resolution No-5:</b> The house discussed about the matter of celebrating College Foundation Day and unanimously resolved that the celebration will be accomplished by flag hosting ceremony and tree plantation programme for the 47<sup>th</sup> College Foundation Day on 7<sup>th</sup> August, 2018.</p>	Celebrated on 07.08.2018
<p><b>Resolution No-6:</b> The house discussed about the matter of introduction of CBCS Course initiated by the Gauhati University. After threadbare discussion the house resolved that a State Level Workshop on Choice Based Credit System (CBCS) in undergraduate courses shall be organized by the Research Cell, IQAC in association with ACTA Zone-16, Dhubri within first part of September, 2018.</p>	Workshop organized on 01/09/2018.
<p><b>Resolution No-7:</b> The house discussed about the matter of online registration of TDC 1<sup>ST</sup> Semester under Gauhati University and resolved that a demonstration programme for registration under Gauhati University shall be organized by the Computer Cell, Sapatgram College in the second part of September, 2018.</p>	Demonstration Programme organized on 14/09/2018.
<p><b>Resolution No-8:</b> The house discussed about the enrichment of extracurricular activities and resolved that a State Level exhibition cum Lecture Programme on Self Composed Poem and Painting Competition shall be organised by the Assamese Department in collaboration with Dhubri District Sahitya Sabha within the month of September, 2018.</p>	Exhibition organized on 15/09/2018.

**Resolution No-2:-** The house discussed about the revised guideline of NAAC in connection with formation of IQAC and after threadbare discussion the house unanimously resolved that the IQAC of Sapatgram College shall be reconstituted as per revised guidelines of NAAC with the following members-

1. Dr. R.P. Singh, Chairman
2. Dr. G.K. Saha, Coordinator
3. Dr. A.B. Mondal, Assistant Coordinator
4. Mr. E.A. Ahmed, Assistant Coordinator
5. Mr. J. Abedin, Assistant Coordinator

6. Ms. A. Sengupta, Member
7. Mr. M.H. Choudhury, Member
8. Dr. K.K. Roy, Member
9. Mr. A. Narzary, Member
10. Dr. A.Z. Ahmed, Member
11. Dr. M. Banerjee, Member
12. Dr. D.K. Adhikary, Member from Management Committee
13. Mr. Sudip Dutt, Member from Local Society/ Alumni
14. Dr. Umesh Das, Member from Local Society/ Alumni

**Resolution No-3:-** The house discussed about the matter of organizing a programme and resolved that a State Level Career Counselling Programme on Employment Opportunities shall be organised by LIC, Bilasipara in collaboration with Career Counselling Cell & IQAC, Sapatgram College within the month end of September, 2018.

**Resolution No-4:-** The house discussed in details about the 7 Criteria of NAAC. After threadbare discussion the house resolved that the following faculties had to be selected as Group Leaders of each Criteria as mentioned below-

Sl. No.	Criteria	Group Leader	Co-Group Leader
1	Curricular Aspects	Mr. Argeng Narzary	Mr. Jaynal Abedin
2	Teaching-Learning and Evaluation	Mr. Mahabul Hoque Choudhury	Mr. E.A. Ahmed
3	Research, Consultancy and Extension	Dr. Abdul Baten Mondal	Dr. K.K. Roy
4	Infrastructure and Learning Resources	Mr. A.K. Adhikary	Dr. A.Z. Ahmed
5	Student Support and Progression	Dr. Munmun Banerjee	Mr. A.R. Sheikh
6	Governance, Leadership and Management	Dr. G.K. Saha	Mrs. S.R. Barman
7	Innovations and Best Practices	Miss. Aparna Sengupta	Mrs. Rita Malakar

**Resolution No-5:-** The house discussed about the matter of mentoring the students in the College and resolved that the practice of mentoring shall be continued in the ratio of Mentor: Mentee i.e., 1:40. The house also resolved that all the mentors had to be requested to maintain a register for the smooth functioning of the mentoring process.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC  
Sapatgram College**

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## NOTICE

Date: 25/09/2018

This is for information of all the members of IQAC, Executive Body, Parent-Teacher Association that a meeting shall be convened on 03.10.2018 at 01:30 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting
2. To discuss the observance of P.T.A Day.
3. To discuss the Academic and Development activities of Sapatgram College.
4. To discuss the publication of a Booklet on Heritage of the Sapatgram College.
5. To discuss about present Fund position.
6. To organise a Workshop on "Anti Drug and Character Building"
7. To upgrade the college website.
8. Misc. if any

### Members:

1. President: Dr. R.P. Singh.
2. Vice-President: Mr. Iman Ali
3. Convener: Dr. G.K. Saha
4. General Secretary: Mr. S.K. Dutta
5. Asst. General Secretary: Mr. Abul Hussain
6. Treasurer: Mr. S.K. Barman
7. Executive Member: Mr. M.H. Choudhury
8. Executive Member: Mr. Biraj Ch. Das
9. Executive Member: Mr. Samarendra Roy
10. Executive Member: Mr. Radharaman Paul
11. Executive Member: Mrs. Namita Das

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 03/10/2018

A meeting of the IQAC of Sapatgram College was held on 03/10/2018 at 03:30 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 03/08/2018.

Report of actions taken in the previous meeting held on 03/08/2018.

Description of resolution taken	Action taken
<p><b>Resolution No-2:</b> The house discussed about the revised guideline of NAAC in connection with the formation of IQAC and after threadbare discussion the house unanimously resolved that the IQAC of Sapatgram College shall be reconstituted as per revised guidelines of NAAC with the following members-</p> <ol style="list-style-type: none"> <li>1. Dr. R.P. Singh, Chairman</li> <li>2. Dr. G.K. Saha, Coordinator</li> <li>3. Dr. A.B. Mondal, Assistant Coordinator</li> <li>4. Mr. E.A. Ahmed, Assistant Coordinator</li> <li>5. Mr. J. Abedin, Assistant Coordinator</li> <li>6. Ms. A. Sengupta, Member</li> <li>7. Mr. M.H. Choudhury, Member</li> <li>8. Dr. K.K. Roy, Member</li> <li>9. Mr. A. Narzary, Member</li> <li>10. Dr. A.Z. Ahmed, Member</li> <li>11. Dr. M. Banerjee, Member</li> <li>12. Dr. D.K. Adhikary, Member from Management Committee</li> <li>13. Mr. Sudip Dutt, Member from Local Society/ Alumni</li> <li>14. Dr. Umesh Das, Member from Local Society/ Alumni</li> </ol>	<p>Reconstitute IQAC</p>

<p><b>Resolution No-3:</b> The house discussed about the matter of organizing a programme and resolved that a State Level Career Counselling Programme on Employment Opportunities shall be organised by LIC, Bilasipara in collaboration with Career Counselling Cell &amp; IQAC, Sapatgram College within the month end of September, 2018.</p>				<p>Programme organized on 27/09/18.</p>
<p><b>Resolution No-4:</b> The house discussed in details about the 7 Criteria of NAAC. After threadbare discussion the house resolved that the following faculties shall be selected as Group Leaders of each Criteria as mentioned below-</p>				<p>Initiative has been taken with the format of the Criteria</p>
<b>Sl. No.</b>	<b>Criteria</b>	<b>Group Leader</b>	<b>Co-Group Leader</b>	
1	Curricular Aspects	Mr. Argeng Narzary	Mr. Jaynal Abedin	
2	Teaching-Learning and Evaluation	Mr. Mahabul Hoque Choudhury	Mr. E.A. Ahmed	
3	Research, Consultancy and Extension	Dr. Abdul Baten Mondal	Dr. K.K. Roy	
4	Infrastructure and Learning Resources	Mr. A.K. Adhikary	Dr. A.Z. Ahmed	
5	Student Support and Progression	Dr. Munmun Banerjee	Mr. A.R. Sheikh	
6	Governance, Leadership and Management	Dr. G.K. Saha	Mrs. S.R. Barman	
7	Innovations and Best Practices	Miss. Aparna Sengupta	Mrs. Rita Malakar	
<p><b>Resolution No-5:</b> The house discussed about the matter of mentoring students in the College and resolved that the practice of mentoring shall be continued in the ratio of Mentor: Mentee i.e., 1:40. The house also resolved that all the mentors shall be requested to maintain a register for the smooth functioning of the mentoring process.</p>				<p>Group wise allotment of Mentor and Mentee has been done.</p>

**Resolution No-2:-** The house discussed about the matter of observing Parent Teacher Association Day and resolved that the P.T.A. Day shall be observed in the month of October, 2018.

**Resolution No-3:-** The house discussed about the matter of Academic and Development activities of the College and it was resolved that academic discipline relating to Teaching-Learning aspects will be properly maintained by the teacher and the taught.

**Resolution No-4:-** The house discussed about the matter of publication of a Booklet on Heritage of the Sapatgram College and resolved that a Booklet on Heritage of the Sapatgram College will be published in connection with the golden jubilee for which a editorial board has been constituted.

**Resolution No-5:-** The house discussed about the matter of present Fund position and resolved that fund should be raised with the initiation of membership drive along with the donation.

**Resolution No-6:-** The house discussed about the matter of best practices and innovative practices for the holistic development of the college and resolved that a Workshop on “Anti Drug and Character Building” shall be held within the month of October, 2018.

**Resolution No-7:-** The meeting discussed about the upgradation of College Website and after threadbare discussion it was resolved that the College Website will be upgraded in dynamic mode at the earliest.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC**

**Sapatgram College**

## NOTICE

Date: 13/10/2018

This is for information of all the members of IQAC that a meeting shall be convened on 15.10.2018 at 03:30 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the matter of Green Audit of College Campus.
3. To adopt the strategy for minimizing the dropout students.
4. To discuss and encourage research activities among the faculty members.
5. To discuss the preparation of DCF-II (AISHE).
6. To undertake some activities for the adopted school and village.
7. Misc. if any.

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC



## IQAC Meeting 15/10/2018

A meeting of the IQAC of Sapatgram College was held on 15/10/2018 at 03:30 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 03/10/2018.

Report of actions taken in the previous meeting held on 03/10/2018.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of observing Parent Teacher Association Day and resolved that the P.T.A. Day shall be observed in the month of September 2018.	Yet to be implemented
<b>Resolution No-3:</b> The house discussed about the matter of Academic and Development activities of the College and it was resolved that academic discipline relating to Teaching-Learning aspects will be properly maintained by the teacher and the taught.	Implemented
<b>Resolution No-4:</b> The house discussed about the matter of publication of a Booklet on Heritage of the Sapatgram College and resolved that a Booklet on Heritage of the Sapatgram College will be published in connection with the golden jubilee for which a editorial board has been constituted.	In the process.
<b>Resolution No-5:</b> The house discussed about the matter of present Fund position and resolved that fund should be raised with the initiation of membership drive along with the donation.	Initiated
<b>Resolution No-6:</b> The house discussed about the matter of best practices and innovative practices for the holistic development of the college and resolved that a Workshop on “Anti Drug and Character Building” shall be held within the month of October, 2018.	Workshop organized on 12/10/18

<p><b>Resolution No-7:</b> The meeting discussed about the upgradation of College Website and after threadbare discussion it was resolved that the College Website shall be upgraded in dynamic mode at the earliest.</p>	<p>To be implemented.</p>
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**Resolution No-2:-** The house discussed about the matter of Green Audit within the College Campus. After threadbare discussion, the house unanimously resolved that the Green Audit of the college campus shall be done. The Principal shall be requested to contact Prof. Hariprasad Sharma, Deptt. of Env. Science, G.U. to conduct the Green Audit of the college as early as possible.

**Resolution No-3:-** The house discussed about the problem of dropout candidate in different semester. The house felt that the dropout cases had been increasing day to day. After threadbare discussion the house unanimously resolved that a Counseling Programme shall be organized with the dropout candidates to minimize the ratio of dropout.

**Resolution No-4:-** The house discussed about the matter of Research activities of the faculty members and resolved that all the faculty members are to be requested to involve themselves in research activities within their preview.

**Resolution No-5:-** The house discussed about the matter of DCF-II (AISHE) for the Academic session 2018-19 and resolved that Prof. Jaynal Abedin shall be entrusted with the responsibility of preparing the DCF-II and submit the same in time.

**Resolution No-6:-** The house discussed about the matter of developmental activities for adopted village and school and resolved that the college shall take initiative to provide drinking water for the adopted village and initiate the process of the infrastructural development of the adopted school at the earliest.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC  
Sapatgram College**

---

## NOTICE

Date: 09/11/2018

This is for information of all the members of IQAC & Alumni Association of Sapatgram College that a meeting shall be convened on 12.11.2018 at 03:15 P.M. in the office of the IQAC of the college to discuss the following agendas.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting
2. To uplift the spirit of games among the girls.
3. To discuss the matter of taking special initiative for TET Coaching.
4. To organize a seminar on "National Integration and Communal Harmony"
5. To introduce Yoga practice for holistic development of the college.
6. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 12/11/2018

A meeting of the IQAC of Sapatgram College was held on 12/11/2018 at 03:15 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 12/11/2018.

Report of actions taken in the previous meeting held on 12/11/2018.

Description of resolution taken	Action taken
<b>Resolution No-2:-</b> The house discussed about the matter of Green Audit within the College Campus. After threadbare discussion the house unanimously resolved that Green Audit of the college campus shall be done. The Principal shall be requested to contact Prof. Hariprasad Sharma, Deptt. of Env. Science, G.U. to conduct the Green Audit of the college as early as possible.	Under process
<b>Resolution No-3:-</b> The house discussed about the problem of dropout candidate in different semester. The house felt that dropout cases had been increasing day to day. After threadbare discussion the house unanimously resolved that a Counseling Programme shall be organized with the dropout candidates to minimize the ratio of dropout.	Initiative taken
<b>Resolution No-4:-</b> The house discussed about the matter of Research activities of the faculty members and resolved that all the faculty members are to be requested to involve themselves in research activities within their preview.	Some faculty members registered themselves for Ph.D. work and pursue of research activities.
<b>Resolution No-5:-</b> The house discussed about the matter of DCF-II (AISHE) for the Academic session 2018-19 and resolved that Prof. Jaynal Abedin shall be entrusted with the responsibility to prepare the DCF-II and submit the same in time.	DCF-II Format filled up and submitted through online.

<p><b>Resolution No-6:-</b> The house discussed about the matter of developmental activities for adopted village and school and resolved that the college should take initiative to provide drinking water for the adopted village and initiative be undertaken for the infrastructural development of the adopted school at the earliest.</p>	<p>Initiative taken. (two tubewell and distributed of HYV masterseed)</p>
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**Resolution No-2:-** The house discussed about the matter of upliftment of the spirit of games among the girls and resolved that a Girl's Handball Tournament will be organized in the month of January, 2019.

**Resolution No-3:-** The house discussed about the matter of taking special initiative for TET Coaching and resolved that Coaching classes will be conducted by the Alumni Association in the Kachari field in the month of January, 2019.

**Resolution No-4:-** The house discussed about the matter of Seminar on National Integration and Communal Harmony and unanimously resolved that a Seminar shall be organized on "National Integration and Communal Harmony" within the month of November, 2018.

**Resolution No-5:-**The house discussed about the matter to introduce Yoga practice for holistic development of the college and unanimously resolved that a Yoga programme will be organised within the month of November, 2018.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL SAPATGRAM COLLEGE



P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)  
PIN: 783337

**From:**  
Chairman/Coordinator, IQAC  
Sapatgram College

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## NOTICE

Date: 26/11/2018

This is for information of all the members of IQAC that a meeting shall be convened on 27.11.2018 at 03:15 P.M. in the office of the IQAC of the college to discuss the following agendas.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the tutorial class for the students of different classes.
3. To discuss the status of activities cell under IQAC .
4. To review the academic activities of the faculty member of various departments.
5. To discuss the modality of feedback.
6. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 27/11/2018

A meeting of the IQAC of Sapatgram College was held on 27/11/2018 at 03:15 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 12/11/2018.

Report of actions taken in the previous meeting held on 12/11/2018.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of upliftment of the spirit of games among the girls and resolved that a Girl's Handball Tournament will be organized in the month of January, 2019.	Organised on 19.01.2019
<b>Resolution No-3:</b> The house discussed about the matter of taking special initiative for TET Coaching and resolved that Coaching classes will be conducted by the Alumni Association in the Kachari field in the month of January, 2019.	Initiated
<b>Resolution No-4:</b> The house discussed the matter of Seminar on National Integration and Communal Harmony and unanimously resolved that a Seminar shall be organized on "National Integration and Communal Harmony" within the month of November, 2018.	A seminar on National Integration and Communal Harmony organized on 21.11.18
<b>Resolution No-5:</b> The house discussed about the matter to introduce Yoga practice for holistic development of the college and unanimously resolved that a Yoga programme will be organized within the month of November, 2018.	Organized on 21/11/2018 by Innovative and Best Practices Cell under IQAC.

**Resolution No-2:-** The house discussed about the continuation of tutorial class for students of different semesters and resolved that all the heads of the Departments shall be requested to continue the tutorial classes as allotted in the class routine regularly.

**Resolution No-3:-** The house discussed about the status of the cell activities of various cell under IQAC and unanimously resolve that the cell activities shall be strengthened as per revised guidelines of NAAC.

**Resolution No-4:-** The house discussed about the academic activities of the faculty members and resolved that all the faculties are be requested to pursue the research activities and embark on innovative teaching learning.

**Resolution No-5:-** The house discussed about the matter of students' feedback and resolved that the feedback from the students and teachers be done on the basis of NAAC recommended format and shall be taken through offline mode due to poor internet connectivity in this locality.

It was further resolved that the feedback report shall be analyzed by the IQAC and take the needful step in this regard.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College



# INTERNAL QUALITY ASSURANCE CELL SAPATGRAM COLLEGE



P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)  
PIN: 783337

**From:**  
Chairman/Coordinator, IQAC  
Sapatgram College

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## NOTICE

Date: 17/12/2018

This is for information of all the members of IQAC & non-teaching staffs that a meeting shall be convened on 18.12.2018 at 03:15 P.M. in the office of the IQAC of the college to discuss the following agendas.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the matter of Office Automation.
3. To discuss the matter of organizing a training programme on computer skill development.
4. To discuss the progress of official work related to NAAC.
5. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 18/12/2018

A meeting of the IQAC of Sapatgram College was held on 18/12/2018 at 03:15 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 27/11/2018.

Report of actions taken in the previous meeting held on 27/11/2018.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the continuation of tutorial class for students of different semesters and resolved that all the heads of the Departments shall be requested to continue the tutorial classes as allotted in the class routine regularly.	Implemented
<b>Resolution No-3:</b> The house discussed about the status of the cell activities of various cell under IQAC and unanimously resolve that the cell activities shall be strengthened as per revised guidelines of NAAC.	Partially Implemented
<b>Resolution No-4:</b> The house discussed about the academic activities of the faculty members and resolved that all the faculties are be requested to pursue the research activities and embark on innovative teaching learning.	Some teacher pursued research work
<b>Resolution No-5:</b> The house discussed about the matter of students' feedback and resolved that the feedback from the students and teachers be done on the basis of NAAC recommended format and shall be taken through offline mode due to poor internet connectivity in this locality.	Implemented

**Resolution No-2:-** The house discussed about the matter of Office Automation and unanimously resolved that all the official work should be done on online mode such as admission of students, notices, salary related matters.

**Resolution No-3:-** The house discussed about the matter of organizing a training programme on computer skill development for the non-teaching staffs and unanimously resolved that the training programme will be based on basic Word, Excel entry, Powerpoint.

**Resolution No-4:-** The house discussed about the matter of progress of the official work related to NAAC and unanimously resolved that review work of NAAC should be reported to the IQAC as per revised guideline of NAAC.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC  
Sapatgram College**

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## NOTICE

Date: 14/01/2019

This is for information of all the members of IQAC & Alumni Association, Sapatgram College that a meeting shall be convened on 15.01.2019 at 03:15 P.M. in the office of the IQAC of the college to discuss the following agendas.

All concerned are requested to attend the same.

### Agenda:

6. To read out and confirm the resolution of the earlier meeting.
7. To held Annual meet in the last part of the year.
8. To discuss the matter of membership drive.
9. To discuss the status of activities cell under IQAC.
10. To review the academic activities of the faculty member of various departments.
11. To discuss the modality of feedback.
12. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 15/01/2019

A meeting of the IQAC of Sapatgram College was held on 15/01/2019 at 03:15 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 18/12/2018.

Report of actions taken in the previous meeting held on 18/12/2018.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of Office Automation and unanimously resolved that all the official work should be done on online mode such as admission of students, notices, salary related matters.	Partially Implemented
<b>Resolution No-3:</b> The house discussed about the matter of organizing a training programme on computer skill development for the non-teaching staffs and unanimously resolved that the training programme will be based on basic Word, Excel entry, Powerpoint.	Initiated
<b>Resolution No-4:</b> The house discussed about the matter of progress of the official work related to NAAC and unanimously resolved that review work of NAAC should be reported to the IQAC as per revised guideline of NAAC.	In progress

**Resolution No-2:-** The house discussed about the matter of organizing Annual meet of Alumni Association in the last part of the year, 2019 and resolved that the preparation for conducting the same be entrusted to the executive committee of Alumni Association.

**Resolution No-3:-** The house discussed about the matter of membership drive of the Alumni Association and resolved that the executive committee of Alumni Association will take up the initiative for raising the members of Alumni.

**Resolution No-4:-** The house discussed about the matter of activities cell under IQAC and resolved that all the Convener of the cells be active to strengthen their respective cell activities.

**Resolution No-5:-** The house discussed about the matter of reviewing the academic activities of the faculty member of various departments and resolved that all the HODs are requested to take part actively in the academic activities.

**Resolution No-6:-** The house discussed about the matter of modality of feedback of teachers' and Alumni and resolved that a Committee shall be constituted to accomplish the smooth processing of feedback.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC  
Sapatgram College**

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## NOTICE

Date: 21/01/2019

This is for information of all the members of IQAC that a meeting shall be convened on 22.01.2019 at 03:15 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To initiate faculty and students linkage programme with project, field work/ survey within the institute.
3. To discuss the strengthening of Alumni Association.
4. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 22/01/2019

A meeting of the IQAC of Sapatgram College was held on 22/01/2019 at 03:15 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 15/01/2019.

Report of actions taken in the previous meeting held on 15/01/2019.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of organizing Annual meet of Alumni Association in the last part of the year, 2019 and resolved that the preparation for conducting the same be entrusted to the executive committee of Alumni Association.	Initiated
<b>Resolution No-3:</b> The house discussed about the matter of membership drive of the Alumni Association and resolved that the executive committee of Alumni Association will take up the initiative for raising the members of Alumni.	Implemented
<b>Resolution No-4:</b> The house discussed about the matter of activities cell under IQAC and resolved that all the Convener of the cells be active to strengthen their respective cell activities.	Partially Implemented
<b>Resolution No-5:</b> The house discussed about the matter of reviewing the academic activities of the faculty member of various departments and resolved that all the HODs are requested to take part actively in the academic activities.	Implemented
<b>Resolution No-6:</b> The house discussed about the matter of modality of feedback of teachers' and Alumni and resolved that a Committee shall be constituted to accomplish the smooth processing of feedback.	Initiated



**Resolution No-2:-** The house discussed about the matter of students and teachers inter-linkage through project work, field work/ survey and unanimously resolved that H.O.D of every departments are to be directed to take initiative to pursue the same effectively.

**Resolution No-3:-** The house discussed about the matter of status of Alumni activities and unanimously resolved that the Alumni profile and activities will be strengthened by holding the Alumni Meet.

**Resolution No-4:-** The house discussed about the matter of celebrating World Thinking Day in the month of February'2019 and unanimously resolved that the event shall be organized by Bharat Scouts & Guides, Sapatgram College Unit.

**Resolution No-5:-** The house discussed about the matter of holding the special talk on “First Aid and Safety” and “International Women’s Day” in the month of February'2019 and March'2019 respectively and unanimously resolved that the events shall be organized under the supervision of IQAC, Sapatgram College.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL SAPATGRAM COLLEGE



P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)  
PIN: 783337

**From:**  
**Chairman/Coordinator, IQAC**  
**Sapatgram College**

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## NOTICE

Date: 11/03/2019

This is for information of all the members of IQAC that a meeting shall be convened on 12.03.2019 at 03:30 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the departmental wall magazine for healthy practices.
3. To discuss the use of LED bulb/ power efficient equipment for environmental consciousness & sustainability.
4. To organize a workshop on save energy and environment protection.
5. To discuss the mechanism of grievance redressal to the students.
6. To discuss the matter of gender sensitization with the formation of Sexual Harassment Cell.
7. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 12/03/2019

A meeting of the IQAC of Sapatgram College was held on 12/03/2019 at 03:30 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 22/01/2019.

Report on actions taken in the previous meeting held on 22/01/2019.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of students and teachers inter-linkage through project work, field work/ survey and unanimously resolved that H.O.D of every department are to be directed to take initiative to pursue the same effectively.	Some of the departments implemented
<b>Resolution No-3:</b> The house discussed about the matter of status of Alumni activities and unanimously resolved that the Alumni profile and activities will be strengthened by holding the Alumni Meet.	Partially done
<b>Resolution No-4:</b> The house discussed about the matter of celebrating World Thinking Day in the month of February'2019 and unanimously resolved that the event shall be organized by Bharat Scouts & Guides, Sapatgram College Unit.	Implemented on 22.02.2019
<b>Resolution No-4:</b> The house discussed about the matter of holding the special talk on "First Aid and Safety" and "International Women's Day" in the month of February'2019 and March'2019 respectively and unanimously resolved that the events will be organized under the supervision of IQAC, Sapatgram College.	Implemented on 28.02.2019 & 08.03.2019 respectively.

**Resolution No-2:-** The house discussed about the matter of Departmental Wall Magazine for healthy practices and unanimously resolved that each and every department should take the initiative to upgrade the Wall Magazine with immediate effect.

**Resolution No-3:-** The house discussed about the matter of usage of LED bulb/power efficient equipment for environment consciousness and sustainability and unanimously resolved that eco-friendly power saving bulb like LED shall be monitored in each and every department and classroom in the campus in collaboration with power distribution agencies.

**Resolution No-4:-** The house discussed about the matter of holding the National Workshop on “Save Energy and Environment Protection” which shall be organized by PCRA in collaboration with NSS Unit, Sapatgram College and unanimously resolved that the workshop shall be held in the month of March, 2019.

**Resolution No-5:-** The house discussed about the matter of mechanism of grievance redressal of the students and unanimously resolved that grievance letters submitted from different students will be collected from the complaint box and be duly placed in front of the office of the Principal.

**Resolution No-6:-** The house discussed about the matter of gender sensitization and unanimously resolved that Sexual Harassment Cell will be constituted to sensitize the gender issues. The following members are to be selected for the Cell:

1. Miss. Aparna Sengupta (Convener)
2. Dr. Munmun Banerjee
3. Mrs. Smriti Rekha Barman
4. Mr. M.H. Choudhury

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC**

**Sapatgram College**

## NOTICE

Date: 03/04/2019

This is for information of all the members of IQAC that a meeting shall be convened on 04.04.2019 at 03:30 P.M. in the office of the IQAC of the college to discuss the following agenda.

All concerned are requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the review of AQARs.
3. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 04/04/2019

A meeting of the IQAC of Sapatgram College was held on 04/04/2019 at 03:00 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 12/03/2019.

Report of actions taken in the previous meeting held on 12/03/2019.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of Departmental Wall Magazine for healthy practices and unanimously resolved that each and every department should take the initiative to upgrade the Wall Magazine with immediate effect.	Functional
<b>Resolution No-3:</b> The house discussed about the matter of usage of LED bulb/power efficient equipment for environment consciousness and sustainability and unanimously resolved that eco-friendly power saving bulb like LED will be monitored in each and every department and classroom along with the campus in collaboration with power distribution agencies.	Implemented
<b>Resolution No-4:</b> The house discussed about the matter of holding the National Workshop on “Save Energy and Environment Protection” which shall be organized by PCRA in collaboration with NSS Unit, Sapatgram College and unanimously resolved that the workshop shall be held in the month of March, 2019.	Organized on 16.03.2019
<b>Resolution No-5:</b> The house discussed about the matter of mechanism of grievance redressal of the students and unanimously resolved that grievance letters submitted from students will be collected from the complaint box and be duly placed in front of the office of the Principal.	Implemented

<p><b>Resolution No-6:</b> The house discussed about the matter of gender sensitization and unanimously resolved that Sexual Harassment Cell will be constituted to sensitize the gender issues. The following members shall comprise the Cell are:</p> <ol style="list-style-type: none"> <li>1. Miss. Aparna Sengupta (Convener)</li> <li>2. Dr. Munmun Banerjee</li> <li>3. Mrs. Smriti Rekha Barman</li> <li>4. Mr. M.H. Choudhury</li> </ol>	<p>Functional</p>
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**Resolution No-2:-** The house discussed about the review of all the AQARs (2015-16, 2016-17, 2017-18) and resolved that a committee will be formed to review all the matters & progress in work related to the AQARs and then a report to be submitted to the co-ordinator of IQAC .

**Resolution No-3:-** The house discussed about the matter of holding a Institutional Level Workshop on “Implementation of CBCS Course” organized by IQAC, Sapatgram College and unanimously resolved that the same programme will held in the month of April, 2019.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC**

**Sapatgram College**

## NOTICE

Date: 03/05/2019

This is for information of all the members of IQAC & Executive Body, Parent-Teacher Association, Sapatgram College, that a meeting shall be convened on 04.05.2019 at 01:30 P.M. in the office of the IQAC of the college to discuss the following agendas.

All concerned are to be requested to attend the same.

### Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To discuss the matter of Academic aspects.
3. To discuss the matter of Institutional Level Workshop on Implementation of CBCS Course.
4. To discuss the matter of observation of World Environment Day.
5. To discuss the matter of organizing a National Level Talk on Music & Literature of Kazi Nazrul Islam.
6. To discuss the matter of organizing a Special Lecture on Economy-Environment Interlinkages
7. To discuss the matter of National Workshop on "Mathematics & its beauty in everyday life".
8. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC



## IQAC Meeting 04/05/2019

A meeting of the IQAC of Sapatgram College was held on 04/05/2019 at 03:00 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 04/04/2019.

Report of actions taken in the previous meeting held on 04/04/2019.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the review of all the AQARs and resolved that a committee will be formed to review all the matters & progress in work related to the AQARs (2015-16, 2016-17, 2017-18) and then a report to be submitted to the co-ordinator of IQAC .	Implemented
<b>Resolution No-3:</b> The house discussed about the matter of holding a Institutional Level Workshop on “Implementation of CBCS Course” organized by IQAC, Sapatgram College and unanimously resolved that the same programme will held in the month of April, 2019.	Organized on 30.04.2019

**Resolution No-2:-** The house discussed about the matter of Academic Aspects related to teaching-learning and resolved that P.T.A be active to maintain the overall academic discipline for the greater interest of the college.

**Resolution No-3:-** The house discussed about the matter of observing “World Environment Day” organized by the Nature Cell & NSS Unit, Sapatgram College and unanimously resolved that the same programme will held in the month of June, 2019.

**Resolution No-4:-** The house discussed about the matter of organizing a National Level Special Talk on Music & Literature of Kaji Nazrul Islam organized by the Department of Bengali, Sapatgram College and unanimously resolved that the same programme will held in the month of June, 2019.

**Resolution No-5:-** The house discussed about the matter of holding a Special Lecture on “Economy Environment Inter-linkages” organized by the Department of Economics in collaboration with IQAC, Sapatgram College and unanimously resolved that the same programme will held in the month of June, 2019.

**Resolution No-6:-** The house discussed about the matter of holding the National Workshop on “Mathematics and its beauty in everyday life” which shall be organized by IQAC, Sapatgram College in collaboration with the department of Mathematics, Alumni & PTA, Sapatgram College and unanimously resolved that the workshop shall be held in the month of June, 2019. It is further resolved that a Seminar organizing Committee shall be formed to monitor all the aspects of workshop to make it a grand success.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College

# INTERNAL QUALITY ASSURANCE CELL



## SAPATGRAM COLLEGE

P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)

PIN: 783337

**From:**

**Chairman/Coordinator, IQAC**

**Sapatgram College**

## NOTICE

Date: 28/06/2019

This is for information of all the members of IQAC that a meeting shall be convened on 29.06.2019 at 03:00 P.M. in the office of the IQAC of the college to discuss the following agendas.

All concerned are to be requested to attend the same.

### Agenda:

13. To read out and confirm the resolution of the earlier meeting.
14. To prepare the prospectus and Academic Calendar.
15. To prepare the Class Routine.
16. To discuss the mechanism of grievance redressal to the students.
17. Misc. if any

### Members:

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

Dr. G.K. Saha  
Coordinator, IQAC

Dr. R.P. Singh  
Chairman, IQAC

## IQAC Meeting 29/06/2019

A meeting of the IQAC of Sapatgram College was held on 29/06/2019 at 03:00 P.M. in the office of the IQAC, Sapatgram. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

### Members present

- |   |  |
|---|--|
| 1. Dr. R.P. Singh, Chairman               | 8. Dr. K.K. Roy, Member                                    |
| 2. Dr. G.K. Saha, Coordinator             | 9. Mr. A. Narzary, Member                                  |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 10. Dr. A.Z. Ahmed, Member                                 |
| 4. Mr. E.A. Ahmed, Assistant Coordinator  | 11. Dr. M. Banerjee, Member                                |
| 5. Mr. J. Abedin, Assistant Coordinator   | 12. Dr. D.K. Adhikary, Member<br>from Management Committee |
| 6. Ms. A. Sengupta, Member                | 13. Mr. Sudip Dutt, Member from<br>Local Society/ Alumni   |
| 7. Mr. M.H. Choudhury, Member             | 14. Dr. Umesh Das, Member from<br>Local Society/ Alumni    |

**Resolution No-1:-** Read & confirm the resolution adopted in earlier meeting held on 04/05/2019.

Report of actions taken in the previous meeting held on 04/05/2019.

Description of resolution taken	Action taken
<b>Resolution No-2:</b> The house discussed about the matter of Academic Aspects related to teaching-learning and resolved that P.T.A be active to maintain the overall academic discipline for the greater interest of the college.	Implemented
<b>Resolution No-3:</b> The house discussed about the matter of observing “World Environment Day” organized by the Nature Cell & NSS Unit, Sapatgram College and unanimously resolved that the same programme will held in the month of June, 2019.	Organized on 05.06.2019
<b>Resolution No-4:</b> The house discussed about the matter of organizing a National Level Special Talk on Music & Literature of Kaji Nazrul Islam organized by the Department of Bengali, Sapatgram College and unanimously resolved that the same programme will held in the month of June, 2019.	Organized on 24.06.2019

<p><b>Resolution No-5:</b> The house discussed about the matter of holding a Special Lecture on “Economy Environment Inter-linkages” organized by the Department of Economics in collaboration with IQAC, Sapatgram College and unanimously resolved that the same programme will held in the month of June, 2019.</p>	<p>Organized on 25.06.2019</p>
<p><b>Resolution No-6:</b> The house discussed about the matter of holding the National Workshop on “Mathematics and its beauty in everyday life” which shall be organized by IQAC, Sapatgram College in collaboration with the department of Mathematics, Alumni &amp; PTA, Sapatgram College and unanimously resolved that the workshop shall be held in the month of June, 2019. It is further resolved that a Seminar organizing Committee shall be formed to monitor all the aspects of workshop to make it a grand success.</p>	<p>Organized on 27.06.2019</p>

**Resolution No-2:-** The house discussed about the preparation of prospectus and Academic Calendar for the academic session 2019-20 and resolved that a Prospectus Preparatory Committee shall be constituted with the following persons for this purpose.

1. Dr. G.K. Saha
2. Mr. M.H. Choudhury
3. Dr. A.B. Mondal
4. Dr. K.K. Roy

The house also resolved that the committee shall be entrusted with the responsibility of preparation and publication of the prospectus on or before 31<sup>st</sup> July’2019.

**Resolution No-3:-** The house discussed about the matter of preparation of Class Routine for the Academic session 2018-19 and resolved that the following persons shall be entrusted with the responsibility of preparation of class routine.

1. Mr. E.A. Ahmed
2. Mr. M.H. Choudhury
3. Dr. A.B. Mondal.

The meeting ended with vote of thanks to the chair.



Chairman  
IQAC  
Sapatgram College