

SAPATGRAM COLLEGE

SAPATGRAM, ASSAM

Minutes of IQAC Meeting (2019-2020)



<https://sapatgramcollege.org.in>
sapatgramcollegeiqac@gmail.com

INTERNAL QUALITY ASSURANCE CELL



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

PIN: 783337

From:

Chairman/Coordinator, IQAC

Sapatgram College

NOTICE

Date: 06/08/2019

This is for information of all the members of IQAC and P.T.A that a meeting shall be convened on 08.08.2019 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 organize Awareness Programme on the Implementation of CBCS Course
3. To organize an Orientation Programme on Mass Communication & Journalism.
4. To organize a Special Talk on "Pleasure of Book Reading".
5. To organize a program on Cleanliness drive on the theme of "Ek Kadam Swachchata ki Aur"
6. To discuss the plan of action of the academic session 2019-20.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting

08/08/2019

A meeting of the IQAC of Sapatgram College with P.T.A was held on 08/08/2019 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 29/06/2019.

Report of actions taken in the previous meeting held on 29/06/2019.

Description of resolution taken	Action taken
<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.</p> <ol style="list-style-type: none">1. Dr. R. P. Singh, Principal Sapatgram College2. Dr. G.K. Saha, IQAC coordinator3. Mr. I. Sarkar, Associate Professor, English4. Ms. Aparna Sengupta, Associate Professor, Economics5. Mr. M.H. Choudhury, Associate Professor, Political Science6. Dr. A.B. Mondal, Associate Professor, Assamese7. Dr. Munmun Banerjee, Assistant Professor, Education8. Dr. K.K. Roy, Assistant Professor, Bengali9. Mr Jaynal Abdin, Assistant Professor, Computer Science10. Mr. Eusub Ali Ahmed,. Assistant Professor, Mathematics <p>The house also resolved that the committee shall be entrusted with the responsibility to prepare and publish the prospectus on or before 31st July'2019.</p>	<p>Prospectus and Academic Calendar prepared and published.</p>

<p>Resolution No-3: The house discussed the matter of preparation of Class Routine for the Academic session 2019-20 and resolved that the following persons shall be entrusted with the responsibility to prepare the class routine.</p> <ol style="list-style-type: none"> 1. Dr. G.K. Saha 2. Mr. E.A. Ahmed 3. Mr. M.H. Choudhury 4. Dr. A.B. Mondal 5. Dr. K.K. Roy <p>Resolution No-4: 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 a plantation programme for the 48th College Foundation Day on 7th August, 2019.</p>	<p>Class Routine prepared and published with effect from 01/08/2019.</p> <p>Celebrated on 07.08.2018.</p>
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Resolution No-2:-The house discussed about the matter of making aware of CBCS Course & its implementation among the stakeholders and resolved that an awareness Programme on implementation of CBCS Course be introduced as per guideline of the GU with immediate effect.

Resolution No-3:- The house discussed about the enrichment of extracurricular activities and unanimously resolved that an Orientation Programme on Mass Communication & Journalism shall be organized under the supervision of IQAC.

Resolution No-4:- The house discussed about the celebration of Librarians' Day and unanimously resolved that a Special Talk on "Pleasure of Book Reading" will be organized by Central Library in collaboration with IQAC, Sapatgram College on the occasion of Librarians' Day.

Resolution No-5:- The house discussed the initiation of Cleanliness drive on the theme of "Ek Kadam Swachhata ki Aur" and unanimously resolved that a Cleanliness Program on the theme of "Ek Kadam Swachhata ki Aur" will be organized by NSS Unit & Bharat Scouts & Guides Unit in collaboration with IQAC, Sapatgram College within the month of August, 2019.

Resolution No-6:- The house discussed about the action plan for the session 2019-20 and unanimously resolved that a steering committee shall be constituted to prepare the action plan for the session 2019-20 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

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: 13/09/2019

This is for information of all the members of IQAC and all teaching staffs that a meeting shall be convened on 16.09.2019 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 management of academic matters.
3. To prepare the teaching plan and maintenance of teacher diary.
4. To discuss the matter of continuation of classes in the adopted school.
5. To continue the mentoring of the students.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting 16/09/2019

A meeting of the IQAC with the faculty members of Sapatgram College was held on 16/09/2019 at 03:00 P.M. in the office of the IQAC, Sapatgram College. 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 | 6. Ms. A. Sengupta, Member |
| 7. Mr. M.H. Choudhury, Member | |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 08/08/2019.

Report of actions taken in the previous meeting held on 08/08/2019.

Description of resolution taken	Action taken
Resolution No-2: The house discussed about the matter of making aware of CBCS Course & its implementation among the stakeholders and resolved that an awareness Programme on implementation of CBCS Course be introduced as per guideline of the GU with immediate effect.	Awareness Programme organized on 09/08/2019.
Resolution No-3: The house discussed about the enrichment of extracurricular activities and unanimously resolved that an Orientation Programme on Mass Communication & Journalism shall be organized under the supervision of IQAC.	Orientation Programme on 09/08/2019.
Resolution No-4: The house discussed about the celebration of Librarians' Day and unanimously resolved that a Special Talk on "Pleasure of Book Reading" will be organized by Central Library in collaboration with IQAC, Sapatgram College on the occasion of Librarians' Day.	Organized on 09/08/2019 due to some unavoidable reason.
Resolution No-5: The house discussed the initiation of Cleanliness drive on the theme of "Ek Kadam Swachhata ki Aur" and unanimously resolved that a Cleanliness Program on the theme of "Ek Kadam Swachhata ki Aur" will be organized by NSS Unit & Bharat Scouts & Guides Unit in collaboration with IQAC, Sapatgram College within the month of August, 2019.	Performed on 10/08/2019.

<p>Resolution No-6: 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;"><u>Members of the Steering Committee</u></p> <ol style="list-style-type: none"> 1. Dr. G.K. Saha 2. Mr. M.H. Choudhury 3. Dr. A.B. Mondal 	<p>Action plan prepared.</p>
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Resolution No-2:- The meeting discussed the matter of teaching-learning aspects of the college and unanimously resolved that the Academic Council shall be entrusted to take the responsibility for smooth functioning 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-3:- The house discussed the matter of designing the 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 2019-20 and maintain the teachers' diary and monthly execution of the teaching plan.

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-4:- The house discussed the matter of continuation of classes in the adopted school and unanimously resolved that some of the teachers from all the departments will take classes in the adopted school as per routine framed by the IQAC.

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., 1:20. The house also resolved that all the mentors should maintain a mentoring 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

NOTICE

Date: 30/09/2019

This is for information of all concerned of Sapatgram College that a meeting shall be convened on 01.10.2019 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 organize a Cleanliness drive on Swachha Bharat Mission & Plastic Free Movement.
3. To organize a special Lecture on Thought & Philosophy of M.K. Gandhi.
4. To upgrade the college website.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting 01/10/2019

A meeting of the IQAC with all concerned of Sapatgram College was held on 01/10/2019 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 16/09/2019.

Report of actions taken in the previous meeting held on 16/09/2019.

Description of resolution taken	Action taken
<p>Resolution No-2: The meeting discussed the matter of teaching-learning aspects of the college and unanimously resolved that the Academic Council shall be entrusted to take the responsibility for smooth functioning of the following activities-</p> <ol style="list-style-type: none"> 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. 	<p>Implemented</p>
<p>Resolution No-3: The house discussed the matter of designing the 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 2019-20 and maintain the teachers' diary and monthly execution of the teaching plan.</p> <p style="padding-left: 40px;">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>	<p>Prepared and maintained date-wise.</p>

<p>Resolution No-4: The house discussed the matter of continuation of classes in the adopted school and unanimously resolved that some of the teachers from all the departments will take classes in the adopted school as per routine framed by the IQAC.</p>	<p>Implemented</p>
<p>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., 1:20. The house also resolved that all the mentors should maintain a mentoring 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 the matter of organizing a program on the occasion of 150th Birth Anniversary of M.K. Gandhi and unanimously resolved that a Cleanliness drive on the theme of “Swachcha Bharat Mission, Swachchata Hi Seva ‘SHRAMDAN’, Plastic Free Movement” program will be performed by B.S&G, Sapatgram College& IQAC, Sapatgram College in the college area & surroundings.

Resolution No-3:-The house discussed the matter of organizing a Lecture on the occasion of 150th Birth Anniversary of M.K. Gandhi and unanimously resolved that a Special Lecture on Thought & Philosophy of M.K. Gandhi will be organized by IQAC, Sapatgram College.

Resolution No-4:- 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: 21/10/2019

This is for information of all the members of IQAC, teaching & non-teaching staffs & NSS Unit that a meeting shall be convened on 22.10.2019 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 matter of Green Audit of College Campus.
3. To organize a Special Program on Cleanliness, Sanitation & Infection.
4. To adopt the strategy for minimizing the dropout students.
5. To discuss and encourage research activities among the faculty members.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting 22/10/2019

A meeting of the IQAC of Sapatgram College was held on 22/10/2019 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 | 7. Dr. K.K. Roy, Member |
| 2. Dr. G.K. Saha, Coordinator | 8. Mr. A. Narzary, Member |
| 3. Dr. A.B. Mondal, Assistant Coordinator | 9. Dr. A.Z. Ahmed, Member |
| 4. Mr. E.A. Ahmed, Assistant Coordinator | 10. Dr. M. Banerjee, Member |
| 5. Mr. J. Abedin, Assistant Coordinator | 11. Mr. M.H. Choudhury, Member |
| 6. Ms. A. Sengupta, Member | 12. Dr. Hemanta Nath, Member |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 01/10/2019.

Report of actions taken in the previous meeting held on 01/10/2019.

Description of resolution taken	Action taken
Resolution No-2: The house discussed the matter of organizing a program on the occasion of 150 th Birth Anniversary of M.K. Gandhi and unanimously resolved that a Cleanliness drive on the theme of “Swachcha Bharat Mission, Swachhata Hi Seva ‘SHRAMDAN’, Plastic Free Movement” program will be performed by B.S&G, Sapatgram College & IQAC, Sapatgram College in the college area & surroundings.	Achieved on 02/10/2019
Resolution No-3: The house discussed the matter of organizing a Lecture on the occasion of 150 th Birth Anniversary of M.K. Gandhi and unanimously resolved that a Special Lecture on Thought & Philosophy of M.K. Gandhi will be organized by IQAC, Sapatgram College.	Organized on 02/10/2019
Resolution No-4: 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.	Upgraded.

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 the matter of benefit of hygiene, sanitation & infection and unanimously resolved that a Special Awareness Programme on Clealiness, Sanitation & Infection will be organized by IQAC in collaboration with Santipur P.H.C Hospital, Sapatgram within the end of the month, October.

Resolution No-4:- 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 actively.

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: 30/10/2019

This is for information of all the members of IQAC & Alumni Association of Sapatgram College that a meeting shall be convened on 02.11.2019 at 01:00 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 modality of feedback and its analysis.
3. To organize a Lecture on "The Bhakti Movement of Srimanta Sankardev for Social Integration".
4. To celebrate Bharat Scouts and Guides Foundation Day.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting

02/11/2019

A meeting of the IQAC & Alumni Association of Sapatgram College was held on 02/11/2019 at 01:00 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 22/10/2019.

Report of actions taken in the previous meeting held on 22/10/2019.

Description of resolution taken	Action taken
Resolution No-2: 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.	Partially done
Resolution No-3: The house discussed the benefit of hygiene, sanitation & infection and unanimously resolved that a Special Awareness Programme on Cleanliness, Sanitation & Infection will be organized by IQAC in collaboration with Santipur P.H.C Hospital, Sapatgram within the end of the month, October.	Organized on 24/10/2019
Resolution No-4: 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
Resolution No-5: 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.

Resolution No-2:-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.

Resolution No-3:-The house decided to organize a Special Lecture on "The Bhakti Movement of Srimanta Sankardev For Social Integration" by Department of Philosophy in collaboration with IQAC, Sapatgram College.

Resolution No-4:- The house discussed about the celebration of Bharat Scouts and Guides Foundation Day and resolved that the event will be accomplished by the flag hosting on 7th November, 2019 by B.S&G and NSS Unit of 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

NOTICE

Date: 04/12/2019

This is for information of all the members of IQAC Core Committee & faculty members that a meeting shall be convened on 07.12.2019 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:

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 functioning of 7 Criteria of NAAC.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting

07/12/2019

A meeting of the IQAC Core Committee with faculty members of Sapatgram College was held on 07/12/2019 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 02/11/2019.

Report of actions taken in the previous meeting held on 02/11/2019.

Description of resolution taken	Action taken
Resolution No-2: The house discussed about the matter of designing of feedback questionnaire and resolved that feedback will be obtained from students, teachers, alumni and parents of the wards and therefore, there should be four different formats of questionnaire will be prepared by IQAC for the purpose.	Partially done.
Resolution No-3: The house decided to organize a Special Lecture on “The Bhakti Movement of Srimanta Sankardev for Social Integration” by Department of Philosophy in collaboration with IQAC, Sapatgram College.	Organised on 02/11/2019
Resolution No-4: The house discussed about the celebration of Bharat Scouts and Guides Foundation Day and resolved that the event will be accomplished by the flag hosting on 7 th November, 2019 by B.S&G and NSS Unit of Sapatgram College.	Celebrated on 07/11/2019

Resolution No-2:- The house discussed about the matter of NAAC related activities and resolved that the documentation related to 7 criteria to be needed for the preparation of submitting AQAR 2019-20 be collected immediately.

Resolution No-3:- 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-4:- The house discussed about the status of the cell activities of various cell under IQAC and unanimously resolved that the cell activities shall be strengthened as per revised guidelines of NAAC.

Resolution No-5:- The house discussed about the academic activities of the faculty members and resolved that all the faculties are requested to pursue the research activities and embark on innovative teaching learning.

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: 18/01/2020

This is for information of all the members of IQAC that a meeting shall be convened on 20.01.2020 at 03:30 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 infrastructure development of the college.
3. To discuss the enrichment of teaching learning equipment.
4. To discuss the progress of official work related to NAAC.
5. To discuss the Installation of RFID in Central Library.
6. To review the progress in work of Departmental and Cell activities.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mrs. Rita Malakar, Member
from Management Committee |
| 7. Mr. M.H. Choudhury, Member | 14. Mr. Sudip Dutt, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting 20/01/2020

A meeting of the IQAC of Sapatgram College was held on 20/02/2020 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mrs. Rita Malakar, Member
from Management Committee |
| 7. Mr. M.H. Choudhury, Member | 14. Mr. Sudip Dutt, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 07/12/2019.

Report of actions taken in the previous meeting held on 07/12/2019.

Description of resolution taken	Action taken
Resolution No-2: The house discussed about the matter of NAAC related activities and resolved that the documentation related to 7 criteria to be needed for the preparation of submitting AQAR 2019-20 be collected immediately.	Under Process
Resolution No-3: 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.	Partially Implemented
Resolution No-4: 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
Resolution No-5: The house discussed about the academic activities of the faculty members and resolved that all the faculties are requested to pursue the research activities and embark on innovative teaching learning.	Some teacher pursued research work

Resolution No-2:-The house discussed the matter of infrastructural development of the college and after threadbare discussion it is resolved that various proposals has to be initiated for qualitative enhancement of the college.

Resolution No-3:-The house discussed the matter of enrichment of teaching learning process and unanimously resolved that new equipments be purchased for quality enhancement in digital teaching learning process.

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

Resolution No-5:-The house discussed the matter of digitization of Central Library and unanimously resolved that RFID Installation be done in Central Library with the help of authorized agency within the month end.

Resolution No-6:-The house discussed about the matter of progress in the work of activities of the Departments and Cells and unanimously resolved that all the HODs and the Convener of the Cell be directed to streamline more innovative activities for the qualitative development of the 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

NOTICE

Date: 12/02/2020

This is for information of all concerned of Sapatgram College that a meeting shall be convened on 13.02.2020 at 03:00 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 review the work related to NAAC as per latest guideline.
3. To promote Yoga Practice.
4. To organize a Marathon Race under FIT India Programme.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting

13/02/2020

A meeting of the IQAC of Sapatgram College was held on 13/02/2020 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 20/01/2020.

Report of actions taken in the previous meeting held on 20/01/2020.

Description of resolution taken	Action taken
Resolution No-2: The house discussed the matter of infrastructural development of the college and after threadbare discussion it is resolved that various proposals has to be initiated for qualitative enhancement of the college.	Implemented
Resolution No-3: The house discussed the matter of enrichment of teaching learning process and unanimously resolved that new equipments be purchased for quality enhancement in digital teaching learning process.	Purchased
Resolution No-4: The house discussed about the matter of progress of the official work related to NAAC and unanimously resolved that progress in work of NAAC should be reported to the IQAC as per revised guideline of NAAC.	Partially Implemented
Resolution No-5: The house discussed the matter of digitization of Central Library and unanimously resolved that RFID Installation be done in Central Library with the help of authorized agency within the month end.	Installed on 29/01/2020
Resolution No-6: The house discussed about the matter of progress in the work of activities of the Departments and Cells and unanimously resolved that all the HODs and the Convener of the Cell be directed to streamline more innovative activities for the qualitative development of the college.	Initiated

Resolution No-2:-The house discussed the matter of revised guideline of NAAC and resolved that all the activities (departments & cells) will be supplemented by proper documentation and the report be submitted to IQAC for further review.

Resolution No-3:-The house discussed the benefit of Yoga in our daily life and resolved that the Yoga culture be maintained by practicing Yoga for Immunity for holistic development of the students and teachers with the inclusions of Yoga classes.

Resolution No-4:-The house discussed about the matter of National Integration and resolved that a Marathon Race under FIT India Programme would be organized as per guideline.

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: 25/02/2020

This is for information of all the members of IQAC Core Committee and faculty members that a meeting shall be convened on 26.02.2020 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 organize a National Workshop on IPR.
3. To organize a Special Talk on Cancer Awareness.
4. To discuss the feedback analysis process.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting

26/02/2020

A meeting of the IQAC of Sapatgram College was held on 26/02/2020 at 01:30 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 13/02/2020.

Report of actions taken in the previous meeting held on 13/02/2020.

Description of resolution taken	Action taken
Resolution No-2: The house discussed the matter of revised guideline of NAAC and resolved that all the activities (departments & cells) will be supplemented by proper documentation and the report be submitted to IQAC for further review.	Under Process
Resolution No-3: The house discussed the benefit of Yoga in our daily life and resolved that the Yoga culture be maintained by practicing Yoga for Immunity for holistic development of the students and teachers with the inclusions of Yoga classes.	Performed on 24/02/2020
Resolution No-4: The house discussed about the matter of National Integration and resolved that a Marathon Race under FIT India Programme would be organized as per guideline.	Implemented on 25/02/2020

Resolution No-2:-The house discussed the essence of Intellectual property rights and resolved that a National Workshop on Intellectual Property Rights be organized by IQAC within the month end of February, 2020.

Resolution No-3:-The house discussed the matter of cancer awareness and resolved that a Special Talk on Cancer Awareness be organized by IQAC within the month end of February, 2020.

Resolution No-4:-The house discussed the matter of analytical process of feedback collected from the students and resolved that a committee be constituted to analyze and review the feedback collected and submit the report to IQAC.

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: 02/03/2020

This is for information of all concerned of Sapatgram College that a meeting shall be convened on 03.03.2020 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 organize a Book Exhibition cum Sale.
3. To organize a One Day Workshop.
4. To organize a Cultural Exchange Programme.
5. To celebrate International Women's Day
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting 03/03/2020

A meeting of all concerned of Sapatgram College was held on 03/03/2020 at 01:30 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 26/02/2020.

Report on actions taken in the previous meeting held on 26/02/2020.

Description of resolution taken	Action taken
Resolution No-2: The house discussed the essence of Intellectual property rights and resolved that a National Workshop on Intellectual Property Rights be organized by IQAC within the month end of February, 2020.	Organized on 29/02/2020
Resolution No-3: The house discussed the matter of cancer awareness and resolved that a Special Talk on Cancer Awareness be organized by IQAC within the month end of February, 2020.	Organized on 29/02/2020
Resolution No-4: The house discussed the matter of analytical process of feedback collected from the students and resolved that a committee be constituted to analyze and review the feedback collected and submit the report to IQAC.	Implemented.

Resolution No-2:-The house discussed the matter of enrichment of knowledge among the students and resolved that a Book Exhibition cum Sale be organized by Central Library, Sapatgram College.

Resolution No-3:-The house discussed the matter of essence of language & its pronunciation and resolved that a One Day Workshop On Proper Application of Language and its Pronunciation be organized by Department of Assamese, Sapatgram College.

Resolution No-4:-The house discussed the matter of enrichment of curricular activities and resolved that a Cultural Exchange Programme on the theme of “Ek Bharat Shreshtha Bharat” will be organized as per direction of govt.

Resolution No-5:-The house discussed the matter of celebrating International Women’s Day and resolved that a Special Lecture on Women Empowerment be organized by Women’s Cell, 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

NOTICE

Date: 16/03/2020

This is for information of all the members of IQAC & all staffs that a meeting shall be convened on 17.03.2020 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. To organize an awareness programme on Novel Corona Virus.
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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Dr. G.K. Saha
Coordinator, IQAC

Dr. R.P. Singh
Chairman, IQAC

IQAC Meeting 17/03/2020

A meeting of the IQAC of Sapatgram College was held on 17/03/2020 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
from Management Committee |
| 6. Ms. A. Sengupta, Member | 13. Mr. Sudip Dutt, Member from
Local Society/ Alumni |
| 7. Mr. M.H. Choudhury, Member | 14. Dr. Umesh Das, Member from
Local Society/ Alumni |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 03/03/2020.

Report of actions taken in the previous meeting held on 03/03/2020.

Description of resolution taken	Action taken
Resolution No-2: The house discussed the matter of enrichment of knowledge among the students and resolved that a Book Exhibition cum Sale be organized by Central Library, Sapatgram College.	Organized on 05/03/2020
Resolution No-3: The house discussed the matter of essence of language & its pronunciation and resolved that a One Day Workshop On Proper Application of Language and its Pronunciation be organized by Department of Assamese, Sapatgram College.	Organized on 05/03/2020
Resolution No-4: The house discussed the matter of enrichment of curricular activities and resolved that a Cultural Exchange Programme on the theme of “Ek Bharat Shreshtha Bharat” will be organized as per direction of govt.	Organized on 06/03/2020
Resolution No-5: The house discussed the matter of celebrating International Women’s Day and resolved that a Special Lecture on Women Empowerment be organized by Women’s Cell, Sapatgram College	Organized on 08/03/2020

Resolution No-2:-The house discussed about the review the data collected of the AQARs (2018-19, 2019-20) 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 coordinator of IQAC .

Resolution No-3:The house discussed the matter of sporadic effect of Novel Corona Virus and resolved that an Awareness Programme on Prevention of Novel Corona Virus(COVID-19) Infection be organized by IQAC, Sapatgram College.

The meeting ended with vote of thanks to the chair.



Chairman
IQAC
Sapatgram College