

Minutes of the Online Meeting of IQAC dated 12.08.2021

Online Platform: Google Meet

Mambers Present:

1. Ms. Nivedita Goswami
2. Dr. Anupam Dutta
3. Mr. Hemanta Deka
4. Rantu Moni Deka
5. Mr. Kailash Das
6. Mr. Binoy Kr. Deka
7. Dr. Karuna Baruah
8. Mr. Chandan Kalita
9. Dr. Biplab Deka
10. Dr. Dhaneswar Baishya
11. Dr. Nandita Goswami
12. Mr. Pratap Talukdar
13. Hirak Jyoti Barua
14. Mr. Chandan Talukdar
15. Kamala Devi

Proceedings

As the college works remained suspended due to the pandemic, it was decided to hold the first meeting of the session 2021-22 online. The Chairperson, IQAC and Principal i/c called the meeting to order at 6.00 p.m. The meeting expressed concern at the pandemic situation affecting the teaching-learning process at Barbhag College along with the entire country. The Chairperson informed the members that on govt.'s request, a part of the college infrastructure was offered to be use as a temporary COVID Centre by Health Department for treatment of COVID patients. The members expressed their thankfulness to the Governing Body for this humanitarian act. In view of the situation all admissions were done in online mode this year. However, the Principal informed, that from now on all admissions every year would be done online. The members opined that all teachers should continue online classes and internal assessment should be carried out in digital mode, as was done in the previous year. Considering that no physical activities will be possible in the present situation, the plan of activities of IQAC could not be chalked out at the moment. However, IQAC calls upon all the teachers to regularly conduct online classes and assessment. The meeting, however, decides to make a rough plan of activities that could be implemented as soon as the situation turns normal.

Following a threadbare discussion the following resolutions were unanimously adopted.

Resolution 1:

Resolved that all activities including the teaching-learning process and internal assessment would continue to be done online.


Resolution 2:

Resolved that the Internal Quality Assurance Cell would undertake and implement the following plans and programmes in association with the teaching departments, cells and college authority as and when the pandemic situation improves.

- a. To take and analyse students' and teachers' feedback.
- b. To carry out Internal and external Academic audit.
- c. To observe World AIDS Day and to conduct AIDS awareness programme in the community.
- d. To organise Faculty Development Programme
- e. Observance of International Human Rights Day
- f. To organise professional development programmes for non-teaching staff
- g. To conduct awareness programme on women health issues in the community
- h. To organise a Book Fair with collaboration from some prominent socio-cultural organisation.
- i. To organise programme on Intellectual Property Rights.
- j. To observe of National Science Day and conduct appropriate programmes on the occasion
- k. To observe International Women's Day
- l. To conduct career awareness programme for students.
- m. To organise orientation programme on e-governance and e-resources for teaching and non-teaching staff
- n. To organise a cultural meet.
- o. To observe World Earth Day and conduct appropriate programmes on the occasion.
- p. To organise events on life skill development for students.
- q. To organise awareness and orientations programmes on the assessment and accreditation process of NAAC
- r. To observe World Blood Donor Day and organise appropriate programmes on the occasion.
- s. To celebrate International Yoga Day.
- t. To conduct plantation and cleanliness drive in and outside the college.
- u. To conduct environment awareness programmes in the communities around the college.

At the end, the Chairperson gave his concluding remarks requesting all members to take care of their health. The Chairperson then adjourned the meeting at 7.30 p.m.




Principal/IC & Secretary
BARBHAG COLLEGE

ACTION TAKEN REPORT

Due to the continuance of COVID-19 pandemic till October, 2021 and only partial opening of college till September 2021, none of the programmes and activities could be implemented. However, online students' feedback could be taken and analysed. The rest of the activities so far planned will have to be carried out in the coming days on priority basis.



A. J. Barman
Principal / i/c & Secretary
BARBHAG COLLEGE

Minutes of the Online Meeting of IQAC dated 09.10.2021

IQAC Office

Mambers Present:

1. Ms. Nivedita Goswami
2. Dr. Anupam Dutta
3. Mr. Hemanta Deka
4. Rantu Moni Deka
5. Mr. Kailash Das
6. Mr. Binoy Kr. Deka
7. Dr. Karuna Baruah
8. Mr. Chandan Kalita
9. Dr. Biplab Deka
10. Dr. Dhaneswar Baishya
11. Dr. Nandita Goswami
12. Mr. Pratap Talukdar
13. Hirak Jyoti Barua
14. Mr. Chandan Talukdar
15. Kamala Devi

Proccedings

The meeting was chaired by the Principal and IQAC Chairperson Mrs. Nivedita Goswami. The meeting started at 2.00 p.m. At the beginning of the meeting, the chairperson expressed her satisfaction that the period of pandemic could be passed without any significant damage to the health of any member of the college fraternity. She also expressed her pleasure at the online teaching-learning process carried out by the teaching staff in the absence of physical classes.

The Coordinator Dr. Anupam Dutta said that due to the adverse situation arising out of the pandemic and the closure of the college, none of the activities and programmes planned in the month of August, 2021 could be implemented. He said that now that the situation has improved and the things are gradually coming back to normalcy, the programmes planned will have to be implemented on a priority basis.

The members, including Sri Hemanta Deka, Assistant Coordinator, suggested that it would take some time before any programme that would require assembling of more than 50 people could be held. However, he said, preparations for some of the programmes could be initiated. The meeting discussed the activities planned in last August and decided to start preparations for a few programmes on priority basis. Following the discussion the following resolutions were unanimously adopted.

Resoution No.1

Resolved that the following programmes and activities be implemented by the month of January, 2022

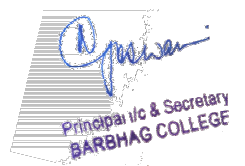
1. To organise a Book Fair with collaboration from Xandghan, a prominent socio-cultural organisation in the 2nd week or third week of November.
2. To observe World AIDS Day on 01.12.2021 and to conduct AIDS awareness programme in the community on the occasion
3. To organise Faculty Development Programme for the teachers in the second week of December.
4. To Observe International Human Rights Day on 10.12.2021 in association with the Dept. of Political Science
5. To organise professional development programme on Intellectual Property Rights in the second week of January.
6. To conduct awareness programme on women health issues in the first week of January in collaboration with Women's Cell

Resolution No. 2

Resolved that the following teachers be given the responsibility for preparing for the programmes proposed to be held by the January, 2022

Dr. Daneswar Baishya
Sri Hemanta Deka
Dr. Chandan Kalita
Dr. Biplab Deka
Dr. Nandita Goswami

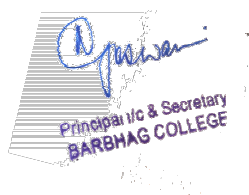
At the end of the discussion, the chairperson gave her concluding remarks thanking the members present for their suggestions and cooperation. The Chair concluded the meeting at 3.45 p.m.



ACTION TAKEN REPORT

As planned in the IQAC meeting held on 09.10.2021, the following programmes were held with collaboration from different cells, committees and organisations

1. A Book Fair with collaboration from Xandghan, a prominent socio-cultural organisation was organised during 16 to 19 November, 2021
2. World AIDS Day was observed on 01.12.2021 and an AIDS Awareness programme was organised on the occasion with Dr, Dwipen Kr. Das, District T.B. Officer and District AIDS Control Nodal Officer, as the Resource Person.
3. A Faculty Development Programme on “Maintaining Quality with Limited Resources” was organised for the teachers on 14.12.2021.
4. International Human Rights Day was observed on 10.12.2021 in association with the Dept. of Political Science with Dr. Ankurjyoti Bhuyan, Assistant Professor, Department of Political Science, Kumar Bhaskar Varma Sanskrit and Ancient Studies University as the Resource Person.
5. A professional development programme on “Intellectual Property Rights” was organised on 10.01.2022 with Sri Siddhartha Devnath, Scientist ‘C’, Patent Information Centre, Assam Science, Technology and Environment Council (ASTEC) and Dr. Dipen Deka, Assistant Professor, Department of Library and Information Science of Gauhati University as the resource persons.
6. An awareness programme on “Reproductive Health with Special Reference to PCOs and Menopause” in collaboration with Women’s Cell was organised for the girl students and women of the nearby villages. Dr. Dandana Deka, Gynaecologist and Medical Officer, Swahid Mukunda Kakati Civil Hospital, Nalbari was the Resource Person.



Minutes of the Meeting of IQAC

IQAC Office, dated 02.02.2022

Mambers Present:

1. Ms. Nivedita Goswami
2. Dr. Anupam Dutta
3. Mr. Hemanta Deka
4. Rantu Moni Deka
5. Mr. Kailash Das
6. Mr. Binoy Kr. Deka
7. Dr. Karuna Baruah
8. Mr. Chandan Kalita
9. Dr. Biplab Deka
10. Dr. Dhaneswar Baishya
11. Dr. Nandita Goswami
12. Mr. Pratap Talukdar
13. Hirak Jyoti Barua
14. Mr. Chandan Talukdar
15. Kamala Devi

Proccedings

The Chairperson and Principal Dr. Birinchi Choudhury called the meeting to order at 2.00 p.m. The chairperson expressed happiness that the programmes planned in the last meeting held on 09.10.2022 for implantation by January could be successfully accomplished. He thanked all the members for their active cooperation in implementing the programmes planned.

The chairperson then called upon the IQAC coordinator Dr. Anupam Dutta to give his opinion on the plans to be chalked out for implementation in the next three months. The coordinator opined that programmes like observance of National Science Day, observance of International Women's Day, career awareness and counselling programme, observance of World Earth Day, skill development programme could be organised in the next three months.

Dr. Biplab Deka opined that IQAC should organise a cultural meet in the college campus during or after the Rongali Bihu with a view to making the students familiar with our traditional culture. All the members unanimously agreed to the suggestions put forward by the coordinator and Dr. Biplab Deka.

The meeting then discussed threadbare the programmes that would be implemented in the coming months. At the end of the discussion the following resolutions were unanimously adopted.

Resolution No. 1

Resolved that the following activities and programmes be implemented in the in association with different committees, departments and cells of the college by the end of April, 2022.

- a. To observe of National Science Day on 28.02.2022 and conduct appropriate programmes on the occasion
- b. To observe International Women's Day on 08.03.2022 and conduct programme on gender equality.
- c. To conduct career awareness programme for students.
- d. To organise orientation programme on e-governance and e-resources for teaching and non-teaching staff in the third week of April, 2022.
- e. To organise a cultural meet in the last week of April
- f. To observe World Earth Day on 22.04.2022 and conduct appropriate programmes on the occasion.
- g. To organise an event on life skill development for students in April.

Resolution No.2

Resolved that the following IQAC members and teachers be given the responsibility to make preparations for the above programmes with help from the IQAC coordinator as well as from the appropriate cells and committees.

Dr. Biplab Deka

Dr. Namita Devi

Dr. Manik Nath

Ms. Monalisha Brahma

Dr.Rantumani Deka

The chairperson called upon all the IQAC members to extend their help and cooperation towards implementation of the programmes planned for implementation in the next three months. The chair then gave his concluding remarks thanking all members present in the meeting for their suggestions and cooperation. The meeting concluded at 4.00 p.m.



Principal & Secretary
Barbhag College

ACTION TAKEN REPORT

All decisions, except one, taken in the last meeting were successfully implemented during February to April 2022. The following programmes were successfully implemented during the period.

1. National Science Day was observed on 28.02.2022 and a programme involving mainly talk on Integrated Approach in Science and Technology for Sustainable Future was held.
2. International Women's Day was organised on 08.03.2022 and a programme involving mainly a talk on "Gender Equality Today for a Sustainable Tomorrow" was held in collaboration with Women's Cell.
3. An orientation programme on "E-Governance and E-Resources" for teaching and non-teaching staff was organised on 19.04.2022 in collaboration with S. S. Technolgies.
4. A Cultural Meet "Rongali" was organised in the college campus on 21.04.2022.
5. World Earth Day was observed on 22.04.2022 in collaboration with all science departments.
6. An event on Life Skill Development for students was organised during 25th to 27th April, 2022.

Although it was planned that an even on career awareness would be organised during the period, no such programme could be organised.



**Principal & Secretary
Barbhag College**

Minutes of the Online Meeting of IQAC

IQAC Office, dated 30.04.2022

Mambers Present:

1. Ms. Nivedita Goswami
2. Dr. Anupam Dutta
3. Mr. Hemanta Deka
4. Rantu Moni Deka
5. Mr. Kailash Das
6. Mr. Binoy Kr. Deka
7. Dr. Karuna Baruah
8. Mr. Chandan Kalita
9. Dr. Biplab Deka
10. Dr. Dhaneswar Baishya
11. Dr. Nandita Goswami
12. Mr. Pratap Talukdar
13. HIRAK JYOTI BARUA
14. Mr. Chandan Talukdar
15. Kamala Devi

Proccedings

The meeting was chaired by Dr. Birichi Choudhury, Principal & secretary and Chairperson of IQAC. The meeting started at 2.00 p.m. The Coordinator apprised the members present that most of the programmes decided in the last meeting held on 02.02.2022 to be implemented by the monh of April have been accomplished. Only one programme with regard to career counselling of students could not be done. The chairperson and other members present expressed their happiness over the accomplishment of the programmes planned.

The chairperson then requested the coordinator Dr. Anupam Dutta to give his suggestion on the plan to be chalked out for the next two months. Dr. Dutta said in view of the fact that the teaching and non-teaching staff of the college now have to get fully involved in the assessment and accreditation process of the college by NAAC, IQAC should organise an awareness programme on the process. Teachers from neighbouring colleges may also be invited to take part in the programme. He also said that the World Blood Donor Day on 14 June could be observed and some programme including a blood donation camp may be organised on the occasion. Moreover, Dr. Dutta added, International Yoga Day may also be observed on 21st June, he added. He further said that as was done in the previous years, this year too, an environmental awareness programme and plantation drives may be carried out in and around the college.

The members present agreed to the suggestions put forward by the coordinator. The chairperson Dr. Choudhury said that the Academic Audit of the college should be done by the end of June. Moreover, he said, Green and Energy audit of the college campus should also be carried out by some external experts. The meeting then discussed threadbare the details of the preparations of the programmes to be implemented in the next two months. At the end of the discussion the following resolutions were unanimously adopted.

Resolution No. 1

Resolved that the following exercises, activities and programmes be carried out by the end of June, 2022.

- a. To conduct Academic Audit by some external Audit by a team of external expert comprising of Prof. Debendra Chandra Barua, Tezpur Central University and Dr. Satyen Barman, Principal, B. Borooah College, Guwahati in the last week of June, 2022.
- b. To conduct Environment Audit, Green Audit and Energy Audit by an External Agency called NERIICS by June 30.
- c. To organise awareness and orientations programmes on the assessment and accreditation process of NAAC in the third week of June.
- d. To observe World Blood Donor Day on 14th June and organise appropriate programmes on the occasion.
- e. To celebrate International Yoga Day on 21st June.
- f. To conduct plantation and cleanliness drive in and outside the college.
- g. To conduct environment awareness programmes in the communities around the college in May, 2022.

Resolution No. 2

Resolved that the IQAC Coordinator would lead the preparations of the programmes and activities planned above and that he would be aided by the following IQAC members and teachers in carrying out the programmes.

Sri Hemanta Deka

Dr. Khanikar Maut

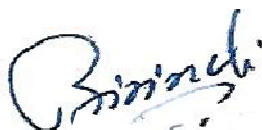
Sri Sarat Mech

Dr. Chandan Kalita

Dr. Biplab Deka

Dr. Bipul Kalita

At the end of the discussion, the chairperson gave her concluding remarks thanking the members present for their suggestions and cooperation. The Chair concluded the meeting at 3.50 p.m.



Principal & Secretary
Barbhag College



ACTION TAKEN REPORT

All the exercises, activities and programmes planned in the last meeting held on 30.04.2022 for implementation by the end of June, could be successfully carried out. The following programmes were accomplished till June 30, 2022.

1. Academic Audit was carried out by a team of external experts comprising of Prof Debendra Ch. Baruah of Tezpur University and Dr. Satyen Barman of B. Borooah College, Guwahati on 06.05.2022
2. Green Audit, Environment Audit and Energy Audit were carried out by a team of experts from NERIICS.
3. A national Webinar on AQAR and its Impact on NAAC Assessment was organised by UTKARSH Foundation, Assam in collaboration with IQAC, Barbhag College on 08.05.2022.
4. A State Level Seminar on Revised Assessment and Accreditation Framework of NAAC was organised in the college by Nalbari Zone of Assam College Teachers' association in collaboration with IQAC on 11.06.2022
5. World Blood Donor day was observed on 14th June in association with Barbhag College Red Ribbon Club and Nalbari Maternity Hospital. An Awareness talk was delivered on the occasion by Dr. Rajumani Sarma, Microbiologist of Nalbari Maternity Hospital. A blood donation camp was also organised on the day.
6. Due to the devastating flood severely affecting the college, the international Day of Yoga could not be observed on 21st June. However, it was decided to organise a programme to celebrate the occasion on a later date and was subsequently observed with a Yoga Camp on 30.06.2022.



(Signature)

**Principal & Secretary
Barbhag College**

Minutes of the Online Meeting of IQAC

IQAC Office, dated 30.06.2022

Mambers Present:

1. Ms. Nivedita Goswami
2. Dr. Anupam Dutta
3. Mr. Hemanta Deka
4. Rantu Moni Deka
5. Mr. Kailash Das
6. Mr. Binoy Kr. Deka
7. Dr. Karuna Baruah
8. Mr. Chandan Kalita
9. Dr. Biplab Deka
10. Dr. Dhaneswar Baishya
11. Dr. Nandita Goswami
12. Mr. Pratap Talukdar
13. HIRAK JYOTI BARUA
14. Mr. Chandan Talukdar
15. Kamala Devi

Proccedings

The meeting started at 2.30 p.m. and was chaired by Dr. Birinchi choudhury. The Chair started off by expressing his satisfaction at successful implementation of the exercises, activities and programmes planned in the last meeting. He, however, said that it was very unfortunate hat the college including a large area around that college had to bear the brunt of nature's fury in the form of a devastating flood that swept across the entire district of Nalbari. The flood victims are still to to get over the damages of flood. He praised all the teaching and non-taeching staff as well as the Governing Body of the college for extending lots of help and support to the flood victims. He informed the meeting that the college also suffered a lot of damage in the flood and properties worth lakhs of rupees were damaged. He said that the entire college fraternity was happy that the college facilities particularly, parts of the physical infrastructure was offered to the authorities to be used as a flood relief camp.

The coordinator Dr. Anupam Dutta explained the details of the programmes that could be carried out during the period from the last meeting. He said that despite all odds, the plans and programmes chalked out in the last meeting were successfully implemented.

The members present opined that the last academic session was a successful one, in view of the fact that following the prevalence of COVID-19 last year, we could bring the activities of the college back to normal.

AT the end of the discussion, the following resolution was adopted.

Resolution

Resolved that the team comprising of the following IQAC members led by the Coordinator would chalk out the plans and programmes to be implemented in the next Academic Year in the first week of August 2022.

1. Dr. Anupam Dutta
2. Dr. Nandita Goswami
3. Dr. Dhaneswar Baishya
4. Dr. Chandan Kalita
5. Dr. Biplab Deka
6. Sri Hemanta Deka

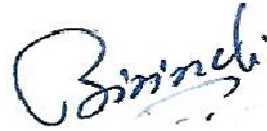
The chair gave his concluding remarks and thanked all the members for their positive role as IQAC members in the last academic year. The meeting concluded at 3.15 p.m.



**Principal & Secretary
Barbhag College**

Action taken report

The team comprising of six IQAC members held a meeting to prepare the outlines of the plans and programmes to be finally cahked out for implementation in the next academic year. A broad outline of the plans and programmes was prepared, which would be used for fianlising the plan of activities for the next year in the first week of August.



Principal & Secretary
Barbhag College

