

Minutes of the IQAC meetings and compliance report for academic session 2018-19

Sl. No.	Date	Minutes of the meeting	Compliance Report
1	06/08/2018	<ul style="list-style-type: none"> <li>The IQAC will collect data relating to AQAR 2016-17 which is pending.</li> <li>HOD's and IQAC members will be responsible for collection of data from teachers regarding their participation in the refresher course/ orientation programme, publication of research papers and participation/ attendance in seminars/conference etc.</li> <li>AQAR 2016-17 be submitted within two months</li> </ul>	<ul style="list-style-type: none"> <li>Required data collected and the AQAR 2016-17 submitted on</li> </ul>
2	10/09/2018	<ul style="list-style-type: none"> <li>Condition of library be checked and social service in and around the library be done before 18/09/2019</li> <li>Book in the library be arranged subject wise and book shelves be properly labelled.</li> </ul>	<ul style="list-style-type: none"> <li>The condition of the library was assessed by the teaching faculties of the college and books were sorted subject-wise and shelves were labelled to facilitate the ensuing automation of library.</li> </ul>
3	24/10/2018	<ul style="list-style-type: none"> <li>Notification to be made regarding → "constitution of new IQAC committee" as per the decision of the GBM held on 23/10/2018 and the same be handed to the committee.</li> <li>The newly constituted IQAC will organize a one day state level seminar on the "Assessment of NAAC cycle" on 27/10/2018 at the Fitness centre hall of the college.</li> </ul>	<ul style="list-style-type: none"> <li>Notification made as per the resolution of the IQAC meeting.</li> <li>State level seminar on Assessment of NAAC cycle-2 was organized on 27/10/2019 and it was attended by from our college and other colleges.</li> </ul>
4	24/01/2019	<ul style="list-style-type: none"> <li>15 days teacher's computer training programme be organized after the class hours.</li> </ul>	<ul style="list-style-type: none"> <li>Teacher's computer literacy programme on the theme "Integrating</li> </ul>

		<ul style="list-style-type: none"> <li>• The new IQAC members in consultation with UGC-Coordinator should initiate the process for preparation of AQAR 2017-18.</li> <li>• With the commencement of new session 2019, department wise seminar of students has to be carried out and it will be the responsibility of the HOD to ensure its success.</li> <li>• Collection of names, e-mail, mobile number and class of students for uploading on the NAAC website will be the responsibilities of the HODs.</li> </ul>	<p>ICT into teaching and education” was held from 20/02/2019 to 8/03/2019.</p> <ul style="list-style-type: none"> <li>• Student seminar series was conducted on 9/04/2019 with the assistance of teachers.</li> </ul>
5	02./04/2019	<ul style="list-style-type: none"> <li>• In accordance with NAAC peer team inspection report of 2016 (first cycle of NAAC) and also in accordance with the resolution of general body meeting held on 7/03/2019 library automation be carried out without delay.</li> <li>• Due to shortage of library staff the teachers are requested to assist in the listing and sorting of library books for the purpose of automation.</li> <li>• The automation fee of Rs.8 per book be sanctioned along with other charges from the non-government account of the college in accordance with the rate fixed by the firm.</li> <li>• IQAC seminar series be initiated.</li> <li>• Y. Rishikanta Singh (Assistant Professor, Department of Physics) and S. Prabinkumar Singh be appointed as in charge and care taker of the Library.</li> <li>• Necessary computers be transferred from UGC room to Library for the purpose of automation.</li> <li>• Two official e-mails for IQAC be created for all official communications.</li> </ul>	<ul style="list-style-type: none"> <li>• Library automation initiated on and concluded on and library caretaker were trained with the automation procedures for books that will be procured in future.</li> <li>• All the requirements for automation process were met in time by the concerned authority of the college.</li> <li>• Despite the shortage of library staff due to non-appointment by government the teacher volunteered and extended all possible help in listing and sorting of books so that the automation process could be carried out at the earliest.</li> </ul>

			<ul style="list-style-type: none"> <li>• In accordance with the IQAC initiative of Seminar Series, Dr. Homen Thangjam (Dept. of Political Science, IGNTU, Manipur) delivered a lecture on "Agrarian Crisis in the Hills of Manipur" on 07/05/2019.</li> </ul>
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