



INTERNAL QUALITY ASSURANCE CELL
ARYAVIDYAPEETHCOLLEGE, GUWAHATI – 781 016

www.avcollege.ac.in/iqac

IQAC meeting

14/08/2019

1st Meeting:

An IQAC meeting was held in the Principal's chamber on 14/08/2019 to discuss the following agenda –

1. To take stock of the various developmental activities taking place in the college.
2. Any other matter.

Members present

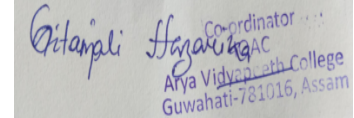
1. Prof. PJ Das, President, Governing Body
2. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
3. Dr. Gitanjali Hazarika, Coordinator
4. Dr. Manab Deka
5. Dr. Niva Rani Devi
6. Dr. Mousumi Borah
7. Mr. Birenchi Kumar Pegu
8. Mr. Chanchal Boruah

The following resolutions were adopted –

1. To prepare a flow-chart where the names of the teacher assigned with various responsibilities will be clearly highlighted.

2. To form a Promotion Monitoring Committee to look into the matters related to promotion of the faculty members.

The meeting concluded with vote of thanks to the chair.



Gitanjali Hazarika
Coordinator
Arya Vidya Path College
Guwahati-781016, Assam

Coordinator, IQAC

IQAC meeting

24/08/2019

2nd Meeting:

An IQAC meeting was held on 24/08/2019 to discuss the following agenda –

1. Suggestions of the Governing Body President
2. Programmes to be organized by IQAC
3. Any other matter

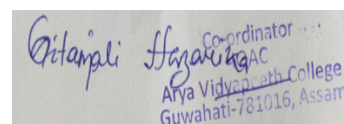
Members present

1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka
4. Dr. Niva Rani Devi
5. Dr. Biren Das
6. Dr. Ditee Moni Barua
7. Mr. Birenchi Kumar Pegu
8. Mr. Chanchal Boruah

The following resolutions were adopted –

1. IQAC decided to form a promotion monitoring committee.
2. IQAC decided to install a flowchart where the name of the teachers assigned with various responsibilities will be highlighted.
3. Resolved to hold Alumni meet during the current session.
4. Resolved to organize few workshops on ICT for teachers within the current academic session.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

IQAC meeting

19/10/2019

3rd Meeting:

A meeting of the IQAC was held as per the agenda given below:

Agenda:

1. AQAR 2018-2019
2. NAAC sponsored workshop
3. Any other matter

Members present:

1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Girish Ch. Sarma, Alumnus
3. Dr. Gitanjali Hazarika, Coordinator
4. Dr. Manab Deka
5. Dr. Niva Rani Devi
6. Dr. Biren Das

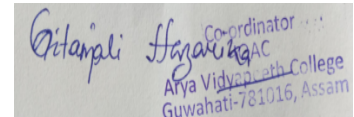
7. Dr. Ditee Moni Barua
8. Mr. Birenchi Kumar Pegu
9. Mr. Chanchal Boruah
10. Ms. Rongina Narzary

Resolutions:

1. The new AQAR format will be circulated to all the departments for the session 2018-19. The completed format is to be submitted by the departments on or before 09/11/2019.
2. A committee has been constituted to explore the feasibility of organizing a NAAC sponsored workshop (one week) with the following members –
 - i. Dr. Manab Deka
 - ii. Dr. Ditee Moni Baruah
 - iii. Ms. Rongina Narzary
 - iv. Mr. Birinchi Kumar Pegu
 - v. Dr. Niva Rani Devi
3. A Promotion Monitoring Committee has been constituted with the following members –
 - i. Dr. Susanta Borthakur
 - ii. Dr. Manab Deka
 - iii. Dr. Bhupali Sharma
 - iv. Ms. Utjala Barman

The Committee will look into the following matters –

- i. Will prepare a Promotional schedule of the faculty members.
 - ii. To keep the API details ready with regard to Career Advancement Scheme (CAS) promotion (All stages).
 4. Resolved to organize a meeting with the representatives of the AVCSU at an early date.
- The meeting concluded with vote of thanks to the chair.



Gitanjali Hazarika
Coordinator
IQAC
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Guwahati-781016, Assam

Coordinator, IQAC

IQAC meeting

26/11/2019

4th Meeting:

A meeting of the IQAC was held as per the agenda given below:

Agenda:

1. Holding of meeting with HoDs
2. Induction of student members into IQAC.
3. Any other matter

Members present:

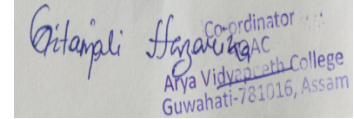
1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Mr. Sukumar Dev Sharma
3. Dr. Gitanjali Hazarika, Coordinator
4. Dr. Manab Deka
5. Dr. Dalimi Devi
6. Dr. Mousumi Borah
7. Mr. Birenchi Kumar Pegu
8. Dr. Ditee Moni Barua
9. Mr. Chanchal Boruah
10. Ms. Rongina Narzary
11. Mr. Krishnanu Sharma Phukan, General Secretary, AVCSU
12. Mr. Sunny Hafila, President, AVCSU

Resolutions:

1. IQAC will convene a meeting of the H.O.Ds to discuss about organizing seminar (N/I) and popular talks to be sponsored by the DHE.
2. A Sattriya dance competition to be organized after the completion of semester end examination.

3. The newly elected members of AVCSU, particularly G.S, Krishnanu Sharma Phukan and the President, Sunny Hafila are incorporated in the body.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

IQAC meeting

27/11/2019

5th Meeting:

A meeting of IQAC with H.O.Ds was held as per the agenda given below:

Agenda:

1. Holding of National/International Seminar/Talk
2. Any other matter

Members present:

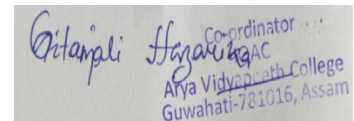
1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Mr. Sukumar Dev Sharma
3. Ms. Sumita Bhattacharjee
4. Dr. Karabi Kar Das Choudhury
5. Dr. Manab Deka
6. Dr. Biren Das
7. Dr. Mousumi Borah
8. Dr. Mousumi Dutta Pathak
9. Dr. Modhulika Singh
10. Dr. Dalimi Devi

11. Dr. Ditee Moni Barua
12. Ms. Bijuli Rajiyung
13. Ms. Ranjita Goswami
14. Dr. Manashi sarma
15. Dr. Manashi Gogoi
16. Dr. Junali Medhi
17. Dr. Meenakhi Mallick
18. Dr. Ganesh Choudhury
19. Dr. Amal Kr. Agarwal
20. Dr. Anupama Devi
21. Dr. Bandita Medhi Deka
22. Dr. Papori Devi
23. Mr. Chanchal Boruah

Resolutions:

1. The faculty of Arts is to organize a International seminar and the proposal for the same is to be prepared and submitted to the DHE.
2. The faculty of Science is to organize two national seminar/ workshop and the proposal for the same is to be prepared and submitted to the DHE.

The meeting concluded with vote of thanks to the chair.



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Arya Vidyalaya College
Guwahati-781016, Assam

Coordinator, IQAC

IQAC meeting

02/01/2020

6th Meeting:

A meeting of IQAC with the student representatives is being held today at 1.00 PM.

Agenda: Suggestions from the student body

Members present:

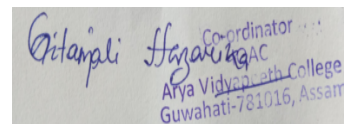
1. Dr. Gitanjali Hazarika, Coordinator
2. Dr. Manab Deka
3. Dr. Niva Rani Devi
4. Dr. Biren Das
5. Dr. Ditee Moni Barua
6. Mr. Birenchi Kumar Pegu
7. Mr. Amrit Ranjan Barman, Secretary, General Sports, AVCSU
8. Mr. Aditya Raj Singh, AGS(Day), AVCSU
9. Mr. Krishnanu Sarma Phukan, GS, AVCSU
10. Mr. Sunny Hafila, President, AVCSU

Suggestions:

1. It is suggested to upgrade the existing Boys' Common Room with all the necessary amenities.
2. The existing Boys' Common Room needs to be renovated.
3. It is suggested to install closed circuit (CC) camera in the front verandah of College Library as students keep their valuables there.
4. To impose a fine of Rs. 500 on those found chewing tobacco products.
5. Suggested to hold career counseling at regular interval. Particularly, on different types of scholarship and education loan.

6. The student body wishes to organize Youth Conclave in the month of August.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

IQAC meeting

18/03/2020

7th Meeting:

A meeting of the IQAC was held as per agenda given below:

Agenda:

1. Discussion on Student Feedback Form/Student Satisfactory Survey
2. Meeting with H.O.Ds
3. Any other matter

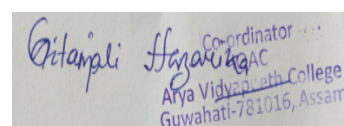
Members present:

1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka
4. Dr. Niva Rani Devi
5. Dr. Biren Das
6. Dr. Dalimi Devi
7. Mr. Birenchi Kumar Pegu
8. Mr. Chanchal Boruah

Resolutions:

1. Standard feedback form to be designed to take feedback from the students to strengthen the quality of teaching learning environment and to improve the performance of the college as well as teachers.
2. A meeting to be organized with HoDs of concerned departments regarding students feedback.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

IQAC meeting (Online)

18/05/2020

8th Meeting:

An online IQAC meeting was convened by the Principal on 18.05.2020 at 8.30 pm to discuss and develop strategies to continue academic activities amidst the Covid-19 pandemic which has adversely affected the traditional classroom teaching.

The agenda of the meeting were as follows:

1. Plan academic programme in the present scenario
2. To develop e-repository of learning resources for students
3. To upload the academic profile of the faculty members
4. Admission procedure
5. Internal evaluation/ sessional examination/project
6. To prepare report on initiatives undertaken by the IQAC during lockdown period

Members present:

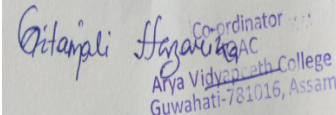
1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson

2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka
4. Dr. Niva Rani Devi
5. Dr. Biren Das
6. Dr. Ditee Moni Barua
7. Mr. Birenchi Kumar Pegu
8. Mr. Chanchal Boruah
9. Ms. Rongina Narzary

The following resolutions were taken in the meeting:

1. The committee unanimously resolved to create an e-repository of learning resources for both honours and regular courses. A committee comprising of Dr. Gitanjali Hazarika as the Convener and Dr. Diteemoni Borua and Dr. Dalimi Devi as members was formed to plan out the video recording of classes for the odd semester in consultation with HODs. The recording process is to commence from the 1st week of June.
2. All the faculty members are to submit their updated academic profile on or before 31.05.2020. A request has been made by the Principal in this regard.
3. Admission in the new academic session is to be conducted online. Two faculty members, Dr. Bhupali Sharma from the Science stream and Dr. Diteemoni Borua from the Arts are in-charge of the admission process.
4. Pending projects/practicals may be literature based considering the present scenario. A discussion on the same is to be held in the HODs meeting.
5. A report on the initiatives undertaken by the IQAC during lockdown period is to be prepared by Rongina Narzary in consultation with the Principal.

The meeting concluded with vote of thanks to the chair.



Gitanjali Hazarika
Coordinator IQAC
Arya Vidya Path College
Guwahati-781016, Assam

Coordinator, IQAC

IQAC meeting (Online)

23/05/2020

9th Meeting:

An online IQAC meeting was held on 23.05.2020 to discuss the following agenda:

1. E-workshop on “Online Teaching-Learning Aids” to be organized by the IQAC
2. Any other matter

Members present:

1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka
4. Dr. Niva Rani Devi
5. Dr. Ditee Moni Barua
6. Mr. Birenchi Kumar Pegu
7. Mr. Chanchal Boruah
8. Ms. Rongina Narzary

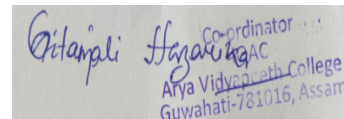
The following resolutions were taken in the meeting:

1. A three days e-workshop/webinar on “Online Teaching-Learning Aids” is to be organized by the IQAC in the last week of May, 2020.
2. An organizing committee was constituted for the same with the following members:
 - i. Dr. Dalimi Devi (Coordinator)
 - ii. Dr. Niva Rani Devi

iii. Ms. Rongina Narzary

iv. Mr. Chanchal Boruah

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

IQAC meeting (Online)

18/06/2020

10th Meeting:

An online meeting of the IQAC was convened by the Coordinator on 18.06.2020 at 7.45 pm to discuss the following agenda:

1. A weeklong e-workshop/FDP programme to be organized by the IQAC
2. Departmental Input and Academic Audit (2019-2020)
3. Preparation and submission of AQAR (2019-2020)

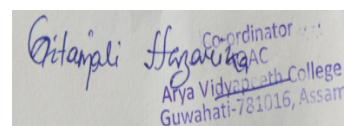
Members present:

1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka
4. Dr. Biren Das
5. Dr. Ditee Moni Barua
6. Mr. Birenchi Kumar Pegu
7. Mr. Chanchal Boruah
8. Ms. Rongina Narzary

The following resolutions were taken in the meeting:

1. The cell resolved to organize a weeklong collaborative FDP (40 hrs) with other educational institution/university. A committee was formed to work out the details of the same with the following members:
 - i. Dr Mousumi Borah (Convener)
 - ii. Birenchi Pegu (Asst. Convener)
 - iii. Dalimi Devi (Asst. Convener)
 - iv. Rongina Narzary (Member)
2. The departmental inputs and academic audits for the session 2019-2020 are to be submitted by all the departments on or before 15.07.2020. Mr Chanchal Boruah is entrusted with the responsibility of preparing the layout of the input/audit.
3. The AQAR for the session 2019-2020 is to be prepared and submitted by 15.08.2020. Dr. Manab Deka, Asst. Coordinator, IQAC is to oversee the process.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

IQAC meeting (Online)

27/06/2020

11th Meeting:

An online IQAC meeting was held on 27.06.2020 to discuss the following agenda:

1. Weeklong e-workshop to be organized by the IQAC
2. e-repository

Members present:

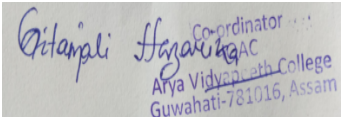
1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka

4. Dr. Niva Rani Devi
5. Dr. Ditee Moni Barua
6. Mr. Birenchi Kumar Pegu
7. Mr. Chanchal Boruah
8. Ms. Rongina Narzary

The following resolutions were taken in the meeting:

1. The convener of the week-long e-workshop to be organized by the IQAC, Dr. Mousumi Borah, sought the consent of the Cell to send a letter of intent to organize the e-workshop in collaboration the E&ICT Academy, IIT, Guwahati, and the same was approved in the meeting. Further, the committee for the e-workshop was reconstituted with the following members as proposed by Dr. Mousumi Borah:
 - i. Dr. Mousumi Borah (Convener)
 - ii. Mr. Birenchi Kr. Pegu (Co-Convener)
 - iii. Ms. Rongina Narzary (Asst. Convener)
 - iv. Dr. Dalimi Devi (Asst. Convener)
2. The coordinator of the IQAC, Dr. Gitanjali Hazarika will communicate with the HOD's to work out the details of developing the e-repository for students. HOD's are to divide the units of the syllabus among the faculty members of the department for systematic organization of the study material. The faculty members of the college are to prepare video lectures of maximum 30 minutes for HS 2nd year students and submit it to the e-depository committee for review on or before 03.07.2020.

The meeting concluded with vote of thanks to the chair.



Gitanjali Hazarika
Coordinator
IQAC
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Guwahati-781016, Assam

Coordinator, IQAC

IQAC meeting (Online)

30/06/2020

12th Meeting:

An online IQAC meeting was held on 30.6.2020 to discuss the following agenda:

1. Academic activities
2. Any other matter

Members present:

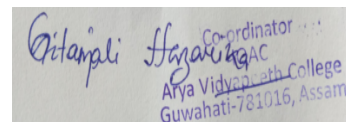
1. Dr. Pradip Kr. Bhattacharyya, Principal/ Chairperson
2. Dr. Gitanjali Hazarika, Coordinator
3. Dr. Manab Deka
4. Dr. Niva Rani Devi
5. Dr. Ditee Moni Barua
6. Mr. Birenchi Kumar Pegu
7. Mr. Chanchal Boruah
8. Ms. Rongina Narzary

The following resolutions were taken in the meeting:

1. Three lectures/talks/classes on relevant topics to be conducted every week on the online platform “Google Meet” by the departments of the college for the benefit of the honours students. A committee is formed to conduct the Interactive Online Lectures with Dr. Mousumi Borah as the Convener and Mr. Birenchi Pegu and Dr. Dalimi Devi as members. The HOD’s are to submit the names of the resource persons and the topics to Dr. Mousumi Borah, Convener, Interactive Online Lectures, for preparing the schedule.
2. An orientation programme on “Google Meet App” is to be organized by Dr. Dalimi Devi.

3. Departmental Inputs and Academic Audits are to be submitted by the HOD's on or before 20.07.2020. Dr. Manab Deka, Assistant Coordinator, IQAC, is to be contacted for any queries regarding the same.
4. Video lectures for HS 2nd year students are to be submitted for the e-repository of reading materials. A committee is formed for the same with Dr. Gitanjali Hazarika as the Convener and Dr. Smriti Rekha Sonowal and Dr. Dalimi Devi as members.
5. Institutional Email Ids are to be created for the faculty members by the college authority.
6. A five day workshop on "Digital Skills for Teachers and Students" to be organized by the college library as proposed by Dr. Dalimi Devi.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

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