



**INTERNAL QUALITY ASSURANCE CELL**  
**ARYAVIDYAPEETHCOLLEGE, GUWAHATI – 781 016**

[www.avcollege.ac.in/iqac](http://www.avcollege.ac.in/iqac)

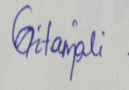
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**Action Taken Reports of IQAC Meetings**  
**Session 2017-18**

<b>14/08/2017</b>	<u>Resolution-1:</u> The process of taking students' feedback through online mode needs to be initiated.	Mr. N. Mishra, SS Technologies, Bora Service presented a demonstration on the software to be used for online feedback. The firm was asked to demonstrate the final version of the software by the first half of September 2017.
<b>22/09/2017</b>	<u>Resolution-2:</u> Students' feedback for the Odd Semester, 2017-18 to be organized.	Students' Feedback was taken on 16/10/2017.
	<u>Resolution-4:</u> It was resolved to collect the departmental input, self appraisal, teaching plan and execution reports of the teachers for preparing the AQAR 2016-17	Data were compiled for the AQAR and it was submitted to NAAC.
	<u>Resolution-5:</u> It was resolved to collaborate and provide financial assistance of Rs. 1 Lakh in kind for the two day National Seminar organized by AVCTU on "Socio-economic and Scientific Development in North-east India: Problems and Prospects"	The two day National Seminar organized by AVCTU with financial assistance from IQAC was held on the 27 <sup>th</sup> and 28 <sup>th</sup> of October 2017.
<b>05/12/2017</b>	<u>Resolution-1:</u> Online students' feedback was discussed and there was discussion with regard to having a corner for IQAC exclusively in the college website.	Separate IQAC tab was created in the college website.
	<u>Resolution- 1:</u> It was resolved that a member from the IQAC should be in charge of the College website.	Mr. Chanchal Boruah, Department of Mathematics was made in charge of College Website.

22/12/17	<u>Resolution-2:</u> An exclusive corner of the IQAC needs to be incorporated in the College website.	The College website was updated with the incorporation of an exclusive IQAC corner.
	<u>Resolution-3:</u> IQAC suggested that an Academic and Administrative Audit need to be conducted by external members.	A four member Academic and Administrative Audit Committee was constituted by the Principal to carry out the audit for three academic sessions-2017-18, 2018 -19 and 2019-20. The Audit report has been submitted.
	<u>Resolution-4:</u> As a part of the Diamond Celebration of the College, all the departments are to organize a lecture in collaboration with IQAC.	IQAC provided Rs.1500 to each department to organize lecture.
18/01/2018	<u>Resolution-1:</u> Departmental representatives are to be nominated by the departments.	Departmental representatives are selected on the basis of the nominations submitted by respective HoDs.
	<u>Resolution-2:</u> Self appraisal reports should be submitted by the faculty members by 5 <sup>th</sup> February, 2018	Self appraisal reports were submitted by the faculty members.
	<u>Resolution-3:</u> The IQAC decided to hold a workshop on Academic Audit to train up its members, so that a format can be prepared for the same.	Workshop on academic audit was conducted where Krishna Gopal Bhattacharyya was the resource person.
10/02/2018	<u>Resolution 1:</u> IQAC resolved to celebrate International Mother Language Day in collaboration with Giridhar Sarma Memorial Trust on 21/02/2018.	The International Mother Language Day was celebrated in collaboration with Giridhar Sarma Memorial Trust by organizing a talk by Dr. Anil Saikia followed by a staging of drama.
	<u>Resolution -2:</u> A Science Exhibition to be organized in the month of March.	An Inter-school science exhibition competition titled “Envisioning Science & Technology: What Next?” was organized on 28/04/2018.
	<u>Resolution-4:</u> The College tele guide to be updated and reprinted.	Rongina Narzary, Department of English was given the responsibility to bring out the updated tele guide.
09/03/2018	<u>Resolution-1 &amp;3:</u> Few members from teaching, non teaching staff and students were incorporated in the IQAC for smooth functioning.	The following members were included in the IQAC <ul style="list-style-type: none"> <li>i. Aftab Ali &amp; Bitupon Bora (Student members)</li> <li>ii. Mr. Dimbeswar Das (Office staff)</li> <li>iii. Dr. Girish Ch. Sarma (Alumni)</li> </ul>

		<ul style="list-style-type: none"> <li>iv. Dr. Hemanta Kr. Sarma (Educationist)</li> <li>v. Dalimi Devi (Librarian, A.V.C)</li> <li>vi. Mr. Chanchal Boruah (Teacher member)</li> </ul>
	<u>Resolution: 5-</u> A Five Year Perspective Plan to be prepared.	The Five Year Perspective Plan was placed in the IQAC and the same was accepted with minor corrections on 04/04/2018.
<b>04/04/2018</b>	<u>Resolution-1:</u> Students' feedback will be collected on the day of the farewell	Students' feedback was collected on 21/04/2018.
	<u>Resolution-4:</u> The draft five year perspective plan was placed and the same was accepted with minor corrections.	The draft five year perspective plan was accepted with minor corrections.
<b>23/04/2018</b>	<u>Resolution-1:</u> The Science exhibition will be held on 28-04-2018	141 students and teachers from various schools from Greater Guwahati participated
<b>29/05/2018</b>	<u>Resolution-1, 2 &amp;3:</u> A Training programme on office management to be organized for office staff.	A programme was arranged by Dr. Diplai Neog, Department of Geography.
	<u>Resolution -4:</u> Office room (Room no. 1) to be connected with internet facility.	Accordingly, the room was connected with internet.


 Coordinator  
 IQAC  
 Arya Vidya Path College  
 Guwahati-781016, Assam

Coordinator, IQAC