



**INTERNAL QUALITY ASSURANCE CELL (IQAC)
ARYA VIDYAPEETH COLLEGE (Autonomous)
GUWAHATI-16**

Minutes of IQAC meetings held during the session: 2021-22

1st Meeting: (Online) (Date: 28/06/2021)

An online meeting of the IQAC was convened by the Coordinator on 28.06.2021 at 7.30 pm to discuss the following agenda:

1. SSR preparation
2. Autonomous Proposal
3. Any other matter

Members Present:

1. Pradip Kr. Bhattacharyya (Principal/Chairman)
2. Manab Deka (Coordinator)
3. Jyotirupa Sarma, member
4. Shrutidhara Kashyap
5. Rahul S Mazumdar
6. Gitanjali Hazarika
7. Anupama Devi
8. Ditee Moni Baruah
9. Chanchal Boruah
10. Birenchi Kr Pegu
11. Dalimi Devi

In regard to agenda number 1, the Coordinator apprised the members that all the teams constituted for the preparation of SSR chapters, have submitted the qualitative matrices.

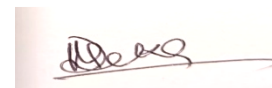
In regard to agenda number 2, Dr. Anupama Devi, coordinator of Autonomous proposal preparation committee, informed that the proposal is expected to be completed by 30th July, 2021.

In any other matter, the coordinator suggested that to make students' grievance redressal system more effective, submission of grievances may be made through online mode.

After threadbare discussion, the following resolutions were taken in the meeting:

1. Dr. R.S. Mazumdar and Dr. B.K.Pegu along with the respective team leaders will start scrutinizing the qualitative matrices of SSR from 1st July and necessary corrections will be done.
2. All the SSR preparation teams will have to submit the quantitative matrices by 30th July, 2021.
3. It was decided to prepare a Google form for submission of students' grievance. Grievance Redressal cell of the College will do the needful in this regard.

The meeting was concluded with vote of thanks to the chair.



Coordinator, IQAC

2nd Meeting: (Date: 11/08/2021)

A meeting of the IQAC was held on 11/08/2021 at 1.00 pm to discuss the following agenda:

1. Celebration of "Azadi Ka Amrut Mahatsov"
2. Any other matter

Members Present:

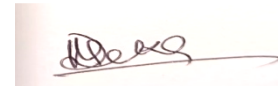
1. Pradip Kr. Bhattacharyya (Principal/Chairman)
2. Manab Deka (Coordinator)

3. Anupama Devi
4. Ditee Moni Baruah
5. Rahul S Mazumdar
6. Gitanjali Hazarika
7. Jyotirupa Sarma,

After threadbare discussion on the agenda, the following resolutions were taken in the meeting:

1. It was decided to organize a dance competition and singing competition among students through online mode due to the prevailing pandemic situation.
2. Students will have to send video/audio clippings through email.
3. Prize money will be given along with certificates to first and second prize winners from each competition. 1st prize winner will get cash prize of Rs. 3000/- and 2nd prize winner will get Rs. 2000/-

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

3rd Meeting: (Date: 29/10/2021)

A meeting of the IQAC was held on 29/10/2021 at 2.15 pm to discuss the following agenda:

1. Submission of IIQA
2. Any other matter

Members Present:


1. Pradip Kr. Bhattacharyya (Principal/Chairman)
2. Manab Deka (Coordinator)
3. Rahul S Mazumdar

4. Ditee Moni Baruah
5. Chanchal Boruah
6. Anupama Devi
7. Jyotirupa Sarma
8. Dalimi Devi

The Coordinator informed the members about the progress on preparation of IIQA. He also informed that NAAC has granted six months' extension for all HEI for submission of SSR due to pandemic situation. After detail discussion, the following resolution was taken in the meeting:

1. It was decided to submit the IIQA by 25/12/2021. However, IQAC will monitor the NAAC guidelines issued time to time and will act accordingly.

The meeting was concluded with vote of thanks to the chair.



Coordinator, IQAC

4th Meeting: (Date: 13/11/2021)

A meeting of the IQAC members was held on 13/11/2021 at 12.00 noon to discuss the following agenda:

1. Probable inspection of UGC peer team for granting Autonomous status.
2. Any other matter

Members Present:

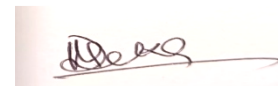
1. Pradip Kr. Bhattacharyya (Principal/Chairman)
2. Manab Deka (Coordinator)
3. Rahul S Mazumdar
4. Chanchal Boruah
5. Jyotirupa Sarma

6. Dalimi Devi
7. Ditee Moni Baruah

Members discussed various issues related to the probable inspection by the UGC peer team for the grant of autonomous status to the College. The following resolutions were taken.

1. For the smooth conduct of the entire process, steering committee and sub-committees are formed and the same will be notified by the Principal.
2. The IQAC office room will be renovated at the earliest.

The meeting was concluded with vote of thanks to the chair.



Coordinator, IQAC

5th Meeting: (Date: 12/01/2022)

A meeting of the IQAC was held on 12/01/2022 at 12.00 noon to discuss the following agenda:

1. NAAC SSR, AQAR
2. Autonomous status
3. NEP-2020
4. Any other matter

Members present:

1. Ms. Chinmoyee Talukdar, Deputy Director, Higher Education and member of IQAC
2. Pradip Kr. Bhattacharyya (Principal/Chairman)
3. Manab Deka (Coordinator)
4. Jyotirupa Sarma

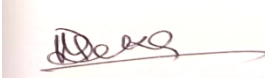
5. Birenchi Kr. Pegu
6. Ditee Moni Baruah
7. Chanchal Boruah
8. Rahul S Mazumdar

At the outset, Chairman of IQAC welcomed Hon'ble Deputy Director, Higher Education, GoA, who is also a member of IQAC to the meeting. Members of the cell discussed the following in the meeting:

1. Coordinator of IQAC informed all the members about the activities being carried out by the IQAC during the one year. He also informed about the status of submission of AQAR and SSR.
2. The Coordinator also informed all members about the preparedness of the College for the forthcoming inspection by UGC peer team to grant autonomous status.
3. The Principal informed about various constructions work going on in the College under RUSA grant. He also informed that a new gate will be constructed at the earliest.
4. The Deputy Director, Higher Education, GoA, offered valuable suggestions on NEP-2020 and urged the College to be prepared to shift to a new education system.
5. The following are the suggestions offered by the Deputy Director, Higher Education :
 - a) To improve the facilities for maintaining hygiene of the girls' students.
 - b) To mentor a Govt. school
 - c) To make the Alumni Association more active. The association may be urged to develop a fund which can be used for various welfare activities.

The Principal informed all the members that he will do the needful for implementing the suggestions put forwarded by the DDHE.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

6th Meeting: (Date: 02/02/2022)

A meeting of the IQAC was held on 02/02/2022 at 2.00 pm to discuss the following agenda:

1. New Education Policy
2. Probable inspection of UGC team for autonomous status
3. Any other matter

Members present:

1. Pradip Kr. Bhattacharyya (Principal/Chairman)
2. Manab Deka (Coordinator)
3. Rahul S Mazumdar
4. Mousumi Borah
5. Anupama Devi
6. Rupmala Barman
7. Birenchi Kr. Pegu
8. Ditee Moni Baruah
9. Debashree Borah
10. Chanchal Boruah
11. Daisy R Hazarika
12. Anindita Langthasa
13. Rongina Narzary

Coordinator of IQAC welcomed all the members of IQAC and Coordinator and members of the Academic cell of the College to the meeting. Members discussed the following in the meeting:

- A) In the light of NEP 2020, the IQAC and Academic cell of the college discussed about the feasibility of introducing various skill based courses.
- B) Principal of the College urged all members of IQAC and Academic cell to be prepared for the forthcoming visit of the UGC team for granting of autonomy. Further, Principal pointed out that, if academic autonomy is granted to the college, it would bring about various academic and administrative reforms, such as

1. Compulsory skill based courses to be introduced.
2. One MOOCs course to be made compulsory per semester.
3. To design the course curriculum to make the students industry ready.

C) The following reforms will be implemented in regard to examination system:

1. Internal assessment to be conducted twice per semester.
2. Results of the examination will be declared within one month from the last date of the examination.
3. Backlog examinations will be cleared within one month from the declaration of the results.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

7th Meeting (Date:02/03/2022)

A meeting of the IQAC was held on 02/02/2022 at 2.00 pm to discuss the following agenda:

1. AQAR 2020-21 Submission
2. Teacher's Feedback 2020-21
3. Talk on NEP 2020
4. Any other matter

Members Present:

- 1) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
- 2) Dr. Manab Deka (Coordinator)
- 3) Dr. Rahul Mazumdar
- 4) Dr. Anupama Devi
- 5) Dr. Dalimi Devi
- 6) Dr. Chanchal Boruah

The Coordinator briefly discussed the agenda of the meeting. After detail discussion on different agenda, the following resolutions were taken in the meeting.

1. AQAR for the session 2020-21 is to be submitted by 31st of March, 2022.
2. Teacher's feedback for the session to be conducted through online mode. Google forms will be prepared for the purpose.
3. The last date of the submission of the feedback is fixed on 05/03/2022.
4. A talk/workshop on NEP, 2020 to be organized during the current session.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

8th Meeting (Date: 10/03/2022)

A meeting of IQAC members was held on the 10th of March, 2022 at 2 p.m to discuss the probable dates for inspection of the UGC Team for Autonomous College Status.

Members Present:

- 1) Prof. P. J Das, President, Governing Body.
- 2) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
- 3) Dr. Manab Deka (Coordinator)
- 4) Mr. Birenchi Kumar Pegu
- 5) Dr. Jyotirupa Sarma
- 6) Dr. Chanchal Boruah
- 7) Dr. Dalimi Devi
- 8) Dr. Anupama Devi
- 9) Dr. Rahul S. Mazumdar

10) Dr. Ditee Moni Baruah

The Principal informed all members that the UGC team has sought three preferences of dates for the visit of the team to the College.

In response to the UGC's query regarding probable dates for visit of the UGC Team, the members resolved to propose the following sets of dates to the Team:-

First Preference: 11th -12th April, 2022

Second Preference: 7th - 8th April, 2022

Third Preference: 4th - 5th April, 2022

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

9th Meeting (Date: 14/03/2022)

An IQAC meeting was held on the 02/03/2022 to discuss the following agenda:-

Agenda:

- 1) Discussion on visit of the Inspection Team in connection with the grant of Autonomous Status.
- 2) Any other matter.

Members Present:


- 1) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
- 2) Dr. Manab Deka (Coordinator)
- 3) Mr. Birenchi Kumar Pegu
- 4) Dr. Dalimi Devi
- 5) Dr. Jyotirupa Sarma
- 6) Dr. Rahul Mazumdar

7) Dr. Ditee Moni Baruah

The following matters were discussed in the meeting:

1. The Principal informed the meeting that the UGC Expert Team would visit the College on 12/04/2022 and 13/04/2022 for possible granting of autonomous status to the college.
2. A preliminary discussion of the Steering Committee was held to prepare a tentative schedule for the proposed visit of the expert team. The Convenor of the Steering Committee was given the responsibility to work out a detailed plan.
3. The IQAC placed a request before the Principal to allot an extra laptop to the IQAC.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

10th Meeting (Date: 13/05/2022)

A meeting of the IQAC members was held on 13/05/2022 to discuss regarding submission of AQAR.

Members Present:

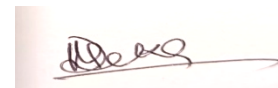
- 1) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
- 2) Dr. Manab Deka (Coordinator)
- 3) Dr. Rahul S. Mazumdar
- 4) Dr. Ditee Moni Baruah
- 5) Mr. Birenchi Kumar Pegu

- 6) Dr. Dalimi Devi
- 7) Dr. Chanchal Boruah

The following points came to the fore during the meeting:

1. AQAR has been submitted today on 13/05/2022.
2. A threadbare discussion was held regarding submission of IIQA. In this connection, the contents of the Government of Assam Order dated, 14th February, 2022 and MHA, Government of India Order dated 25th February, 2022 were discussed in details. The aforesaid MHA Order has directed the State/ UT Governments to submit a risk assessment report regarding COVID-19 by 31/03/2022.
3. In the meantime, a UGC Expert team visited the College on 12th -13th April, 2022 for granting Autonomous Status to the College.
4. Under the above mentioned circumstances, the IQAC has decided to submit IIQA as per the direction of NAAC after the declaration of the result of the Autonomous Status to the College.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

11th Meeting (Date: 10/06/2022)

An IQAC meeting was held on 10/06/2022 to discuss the following agenda:

Agenda:

- 1) Feedback for the Session 2021-22.
- 2) Any other matter.

Members Present:

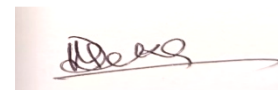
- 1) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
- 2) Dr. Manab Deka (Coordinator)
- 3) Dr. Geetanjali Hazarika
- 4) Mr. Birenchi Kumar Pegu
- 5) Dr. Ditee Moni Barua
- 6) Dr. Chanchal Boruah
- 7) Dr. Anupama Devi

At the outset, Principal of the College congratulated all the members of the IQAC for being awarded autonomous status to the College by the UGC. At the same time Principal urged all members to work harder in coming days so that the College touch a new height in providing quality education to all.

The following decisions were taken during the meeting:

- 1) It was decided to start the process of online feedback of students, teachers, parents and alumni from 13/06/2022.
- 2) Autonomous status to be implemented from the Session 2022-23 as directed by the UGC.
- 3) The IQAC is in communication with NAAC for retention of validity of accreditation period.
- 4) A discussion on the implementation of NEP was held. It was suggested to form a NEP Implementation Committee comprising all Heads of Departments, members of the IQAC, members of the NEP Task Force and the Members of the Academic Cell.

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC

12th Meeting (Date: 10/08/2022)

An IQAC meeting was held on 10/08/2022 at 2.00 pm to discuss the following agenda:

Agenda:

- 1) Feasibility of providing consultancy services.
- 2) Academic matters.
- 3) Any other matter.

Members Present:

- 1) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
- 2) Dr. Manab Deka (Coordinator)
- 3) Dr. Mousumi Borah (Special Invitee)
- 4) Dr. Rahul S. Mazumdar
- 5) Dr. Geetanjali Hazarika
- 6) Mr. Birenchi Kumar Pegu
- 7) Dr. Dalimi Sharma
- 8) Dr. Chanchal Boruah
- 9) Dr. Anupama Devi
- 10) Dr. Jyotirupa Sarma

The meeting discussed on the feasibility of providing consultancy services to some colleges/ institutions on some specialized areas. The meeting also discussed the preparedness of the College in connection with the implementation of NEP. In the wake of the new autonomous status conferred on the college, important aspects of academic matters were also discussed.

The following resolutions were adopted in the meeting:

- 1) Consultancy Services to be offered on the following areas:
 - a) Preparation of IDP
 - b) Preparation of SSR for NAAC Assessment under revised format.
 - c) Preparation of Proposal for Autonomous Status
 - d) Preparation of AAA Report.

- 2) Academic Calendar for the Session 2022-23 to be prepared by Mr. Birenchi Kumar Pegu and Dr. Chanchal Boruah.
- 3) A Core Committee for NEP Implementation was formed with the following members:
 - (i) Dr. Pradip Kumar Bhattacharyya (Principal/Chairman)
 - (ii) Dr. Mousumi Borah (Convenor)
 - (iii) Dr. Rahul S. Mazumdar (History)
 - (iv) Dr. Anupama Devi (Physics)
 - (v) Dr. M. Deka (Statistics)
 - (vi) Dr. B. Sharma (Physics)

The meeting concluded with vote of thanks to the chair.



Coordinator, IQAC