

PITHUBAR GIRLS' DEGREE COLLEGE, KHOWANG



P.O. Khowang Ghat :: Pin-785676
Dist.-Dibrugarh (Assam)
E-mail : iqacpgdc@gmail.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Mr. Horen Chamuah

Principal (I/C)
Mobile : 9954437683
E-mail : pithubarcollegekhowang@gmail.com

Asstt. Prof. Archona Saikia

Co-ordinator
Mobile : 9678510052
E-mail : archonasaikia25@gmail.com

Ref. No. :

Date :

Notice

Date:05/11/2020

It is for information to all the respected members of IQAC Core-Committee that an IQAC meeting will be held on 10/11/2020 at 2.30 pm to discuss the following items of agenda. All the concerned members are requested to attend the same.

Venue--- Assamese Dept (Class Room)

Time---2.30 pm

Agenda:

1. Welcome Address.
2. Action Taken Report on the resolutions adopted in the IQAC meeting held on 6th June 2019
3. Course distribution by the Heads among faculty members
4. Preparation of Mentor-Mentees list
5. Collection of annual feedback from the stakeholders
6. Organize of orientation session for the 1st semester students.

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AGENDA of IQAC Meeting dtd10/11/2020

Venue--- Assamese Dept (Class Room)

Time—2.30 pm

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2. Action Taken Report on the resolutions adopted in the IQAC meeting held on 6th June 2019
3. Course distribution by the Heads among faculty members
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5. Collection of annual feedback from the stakeholders
6. Organize of orientation session for the 1st semester students.


Principal (I/C)
Pithubar Girls' Degree College
Khowang

The Proceeding of the meeting of IQAC held on 02-01-2020

The meeting was chaired by Mr. HorenChamuah, Principal (i/e) -cum-chairperson of IQAC. After the welcome address by the chair, the Co-Ordinator explained the objective of the meeting. With due permission from the chair, she presented the Action Taken Report on the basis of the resolutions adopted in the last IQAC meeting held on 29th September 2019. The Action Taken Report as submitted by the Co-Ordinator Mrs. Archona Saikia was as follows:

Submitted on 02/01/2020

Action Taken Report of IQAC Meeting Held on 29/06/2019

1. Awareness programme among students on NAAC is continuing in respective departments.
2. Unified format of departmental profile have been finalized.
3. Feedback analysis Committee were formed with ,

Mrs Tutumoni Chutia (Vice Principal.Convener)

Mrs Archona Saikia (member)

Mr Monuj kr Gogoi (member)

4. Courses are distributed among faculties by all Heads of the Department.

After due deliberation the meeting decided to approve the Action taken Report submitted by the Co-Ordinator. The discussion further continued after the approval of the ATR on the other items of the agenda and the following resolutions adopted keeping in view the upcoming session. The meeting resolved to:

1. Prepare the semester class routine and distribution of work-load among the faculty members.
2. Distribute course material among the faculty members by the Heads of respective departments.
3. Conduct Counseling Programme for the students on end semester result.

The meeting dissolved after offering the vote of thanks by the Chairperson.


10/11/20
Principal to
Pitambar Girls' Degree College
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Ref. No. :

NOTICE Date:01/04/2021

Date :

It is for general information to all the concerned members of IQAC Core-Committee that an IQAC meeting will be held on 03/04/2021 at 2 pm in the college conference room to discuss the following agenda. All the members are hereby requested to attend the same without fail.

Agenda:

- a. Welcome Address.
- b. Explaining the objective of the meeting by the Co-Ordinator
- c. Introduction of new members
- d. Action Report on the proceeding of IQAC meeting dated on 10/11/2020
- e. Course distribution
- f. Discussion on Library.
- g. Discussion on the progress work of different sub-committees on the 7 NAAC criteria.

IQAC Co-ordinator

PGDC, Khowang

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Co-ordinator
Mobile : 9678510052
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Ref. No. :

Date :

AGENDA of the IQAC meeting of held on 03-04-2021

Venue- Conference Room

Time 2pm

- a. Welcome Address.
- b. Explaining the objective of the meeting by the Co-Ordinator
- c. Introduction of new members
- d. Action Report on the proceeding of IQAC meeting dated on 10/11/2020
- e. Course distribution
- f. Discussion on Library.
- g. Discussion on the progress work of different sub-committees on the 7 NAAC criteria.


03/04/21
Principal IC
Pithubar Girls' Degree College
Khowang

Proceeding of the IQAC meeting held on 10-11-2020

Venue Assamese dept (Class Room)

Time-2pm

Chairperson -Mr Horen Chamuah (principal i/c)

The meeting was chaired by Mr. Horen Chamuah, Principal (i/c) -cum-chairperson of IQAC and was held in the conference room of the college. In his welcome address he spoke about the challenges educational institutions had to face in the context of the Covid pandemic and the disruption caused due to prolonged closure in the regular academic process. He gave details of the online classes held to keep the students engaged with academic exercise. He advised the teaching faculty to adopt to this new method of online teaching and make it more effective so that more and more students can be benefitted. After the welcome address by the chair, the Co-Ordinator Mrs. Archona Saikia explained the objective of the meeting and after obtaining due permission from the chair she submitted the Action Taken Report on the basis of resolutions adopted in the last IQAC meeting held on 2nd January 2020 and requested the meeting to approve the same. The Action Taken Report submitted by the Co-Ordinator was as follows:

Submitted on 10/11/2020

Action Taken Report of IQAC Meeting Held on 02/01/2020

1. Awareness programme on personal hygiene of girls conducted in the college.
2. All Heads distributed the portions of syllabus among the faculties of respective departments.
3. Counselling session for the students was organized to familiarize them with the evaluation system.

After due deliberation and verification, the meeting approved the Action Taken Report submitted by the Co-Ordinator unanimously.

The meeting after due discussion adopted the following resolutions in today's sitting:

1. To instruct the teaching faculty to revise all those topics taught online in the resumed physical classes. Special care to be taken of those students who could not avail the


03/04/21
Principal i/c
Pibher Girls Degree College
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benefits of online classes due internet issues and non-availability of android mobile phones

2. To forward the student's feedback on teachers report to G. B. for necessary action.
3. To instruct the Heads to distribute the portions of syllabus among teaching faculty of their respective departments.
4. To re shuffle and update the mentor-mentee list .
5. To put more stress on the involvement of teachers and students in the digital learning platform.

The meeting was dissolved after the chair's concluding remark.

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Principal
Principals' Degree College
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