

**IQAC Meeting, Session 2019-2020, Bhawanipur Anchalik College,
Bhawanipur.**

Meeting No.-01

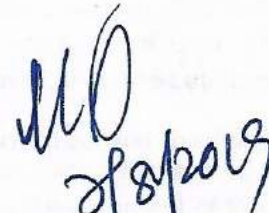
Agenda of IQAC meeting of 7th August, 2019 Wednesday, Meeting No.1, Time: 2-00 P.M.

1. Assumption of Chair by the Chairman and elaborate Placement of issues of Agenda
2. Discussion on Setting up a Language Lab
3. Joint meeting of Alumni and Guardian be convened.
4. Miscellaneous.

Minutes of Meeting of the IQAC Bhawanipur Anchalik College, held on - 7th August, 2019
Wednesday, Meeting No. 1, Time: 2-00 P.M.

Members of the IQAC Present:

1. Dr. Arani Das Jambekar
2. K. D. Gyal
3. Manas Kumar Chakrabarty 7.8.2019
4. Shah Alimur Rashid
5. Rahman
6. Maheswar Das
7. ~~Sh~~
8. ~~Sh~~
9. Samiranjan
- 10.
- 11.
- 12.


Principal,
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with the partaking of the required no. of members present in the meeting.

As per the formal appeal of the coordinator the chairman of the IQAC Dr. Mukunda Sarma, honourable principal of the college assumes the chair of the meeting of 7th August, 2019 Wednesday, Meeting No. 1, Time: 2-00 P.M. Thanking the August House, the chairman urges the coordinator, Dr. Samiran Sarma to brief about the important action of the resolutions of the former meeting i.e the meeting held on 14th June 2019, Friday, Meeting No. 04 of session 2018-19 and thereby highlighted the core issues to be discussed in the meeting No.-01 of the session 2019-20. Accordingly, the IQAC co-ordinator apprises the house on the development took place in the meantime on the basis of resolution adopted in the last meeting.

Expressing satisfaction over the action taken so far, the house lauded the sincere effort of the stakeholders of the institution and hereby approves the actions by voice-vote. Thenceforth, taking up the agenda, the chairman sets forth motion of discussions of the meeting No.-01 of the session 2019-20.

Agenda No.2, Issue No.-01: Setting up of a Language Lab.

The IQAC co-ordinator placed before the august house the suggestion of the NAAC Peer Team members of the second cycle to set up a Language Lab for giving a boost to the communication skill of the students who are coming from the backward rural areas having or not having knowledge of communication skill either in English or hindi. The co-ordinator stresses that Language Laboratory proves beneficial for the students from rural areas who are generally very weak in English can have sufficient ear training in the Lab. It aims at confidence building among students for interaction and presentations in English.

Resolution No. 01:

Taking a cue from the IQAC coordinator's plea it is unanimously resolved that a high-tech digital Language Laboratory be set up as early as it is possible with grants from RUSA to facilitate the students' community for enriching their communication skill both in English and vernacular Language, Assamese. The chairman and coordinator of IQAC are authorized to do the needful on an urgent basis to set up the Language Laboratory.

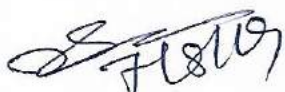
Agenda No.3, Issue No.-02: Joint meeting of Alumni and Guardian be convened.

The coordinator urges upon the august house that as education plays a vital role in the development of the society and nation as a vital role in the development of the society and nation as a whole. Keeping an eye on this, NAAC has changed its approach of assessment of the institution, and of late stress on both quantity and quality of higher education. The NAAC is going to assess the institutional performance vis-à-vis set parameters through introspection and a process that provides space for participation of the institution. As such, the coordinator proposes to convene a joint meeting of the Alumni and Guardians' Association to apprise them of the latest development in the field of accreditation by the apex nodal body, NAAC.

Resolution No. 02:

Be it resolved that a joint meeting of the Alumni and Guardians' Association be convened shortly at a convenient time to update the information in the assessment criterion to the stakeholders so that everyone can contribute to the best of their effort to the all round development of the college.

The meeting ends with the vote of thanks from the chair and the coordinator to the members present in the meeting.


Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.


Principal,
Bhawanipur Anchalik College
Bhawanipur

**IQAC Metting, Session 2019-2020, Bhawanipur Anchalik College,
Bhawanipur.**

Meeting No.-02,

Agenda of IQAC meeting of 16th November, 2019 Saturday, Meeting No. 2, Time: 2-30 P.M.

1. Assumption of Chair by the Chairman and Placement with elaboration of the items of agenda of the meeting.
2. Approval of the proceedings of the IQAC meeting of 7th August, 2019.
3. Approval of Academic Action Plan for the session-2019-2020.
4. Discussion on use of the ICT facilities in the classrooms for enriching Teaching and Learning Process.
5. Discussion on holding of internal assessment, unit test, preparation of home assignment, projects and departmental seminar papers.
6. Miscellaneous.

Minutes of Meeting of the IQAC Bhawanipur Anchalik College, held on - 16th November, 2019 Saturday, Meeting No. 2, Time: 2-30 P.M.

Members of the IQAC Present:

1. *Dharanishor Talukder*
2. *Shah Alam Amrin*
3. *J. Goswami*
4. *M. Rahman*
5. *Amalendu*
6. *Manas Kumar Chakrabarty*
7. *Meheswar Das*
8. *K. D. Ghosh*
9. *[Signature]*
10. *[Signature]*
11. *Samiran Das*
- 12.

[Signature]
16/11/2019
Principal,
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with the partaking of the required no. of members present in the meeting.

As per the official plea of the coordinator the chairman of the IQAC Dr. Mukunda Sarma takes the chair of the meeting of 16th November, 2019 Saturday, Meeting No. 2, Time: 2-30 P.M., and placed before the august house of the proceedings to be transacted in the meeting. The coordinator apprises of the development as a result of the process of implementations of the resolutions of the earlier meeting on 7th August, 2019 with detail elaborations of the items of agenda of the meeting.

Expressing satisfaction over the rationalization, the house approved the action so far taken by voice vote. Thenceforth taking up the agenda, the chairman opens up the discussion of the meeting.

Agenda No.3, Issue No.-01

The coordinator has placed before the august house the detail academic action plan for the session 2019-2020 to be taken with meticulous care for the upgradation of the academic standard of the students of the college.

Resolution No. 01

It is unanimously resolved to proceed with authorization IQAC to do the needful for the smooth execution of the academic action plan for the benefit of all concerned in the academic session 2019- 2020

Agenda No. 04, Issue No.-02

The coordinator gave a detailed account to the august house of the ICT facilities made available in the classrooms, conference hall, library, Language Lab, and in the administrative office of the college and stressed that the existing ICT facilities be utilized in letter and spirit to its optimum level for the smooth functioning of academic and administrative exercises.

Resolution No.02

After a threadbare discussion on the plea put forward by the IQAC coordinator, the august house unanimously resolved that the principal and the IQAC coordinator are authorized to monitor for the optimum use of the existing ICT facilities of the college for the maximum benefit of all the stakeholders of the institution.


Agenda No. 05, Issue No.-03


The coordinator has placed before the house the issue of conducting internal assessment, unit test, and preparation of home assignment, projects and departmental seminar papers for the session 2019-2020.

Resolution No.03

It is unanimously resolved that all the Heads of the Department are advised to take initiative with all sincerity and care to conduct internal assessment, unit test, preparation of home assignment, projects and departmental seminar papers of all the students from time to time with special emphasis on quality upgradation sticking to the methodological issues relating to the preparation of projects and seminar papers.

The meeting ended with vote of thanks from the chair of the IQAC coordinators and Chairman.


Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.


Principal
Bhawanipur Anchalik College
Bhawanipur

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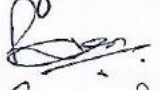
Meeting No.-03

Agenda of IQAC meeting of 2nd March, 2020 Monday, Meeting No. 3, Time: 2-30 P.M.

1. Assumption of Chair by the Chairman and Placement with elaboration of the items of agenda of the meeting.
2. Approval of the proceedings of the IQAC meeting of 16th November, 2019.
3. Discussion on holding National Seminars/Workshops.
4. Discussion on Academic matters/ Examination related works.
5. Discussion on extension service to the society through Extension Education Cell.
6. Miscellaneous.

Minutes of Meeting of the IQAC Bhawanipur Anchalik College, held on - 2nd March, 2020 Monday, Meeting No. 3, Time: 2-30 P.M

Members of the IQAC Present:

1. Rajendra Nath Sarker
2. Shah Alam Ansari
3. Manas Kumar Chakrabarty
4. J. Gnanan
5. Rahman
6. Animesh Datta
7. Maheswar Das
8. K. D. Raja
9. 
10. 
11. Samir San
- 12.


Principal,
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with the partaking of the required no. of members present in the meeting.

As per the official plea of the coordinator the chairman of the IQAC Dr. Mukunda Sarma takes the chair of the meeting of 2nd March, 2020 Monday, Meeting No. 3, Time: 2-30 P.M, and placed before the august house of the proceedings to be transacted in the meeting. The coordinator apprises of the development as a result of the process of implementations of the resolutions of the earlier meeting on 16th November, 2019 with detail elaborations of the items of agenda of the meeting.

Expressing satisfaction over the rationalization, the house approved the action so far taken by voice vote. Thenceforth taking up the agenda, the chairman opens up the discussion of the meeting.

Agenda No.3, Issue No.-01: holding National Seminars/Workshops

The coordinator has placed before the august house the need of holding National Seminars/ Workshops by the various departments to give wide exposure to the students, Alumni and faculties of different colleges of the state and outside of the state on diverse fields of education in the academic session 2020-21. At the same time the coordinator expressed regret over the issue that the UGC Grant commission, of late, has stopped providing fund for conducting National Seminars and Workshops. Therefore, he emphasized to explore either other funding agencies for conducting.

such events or the college has to generate fund for conducting National Seminars or Workshops for the academic benefit of the institution concerned.

Resolution No. 01

After a threadbare discussion on the plea placed by the coordinator on the floor, it is resolved that the principal and the IQAC coordinator will take all out initiative to chalk out strategies on this regard and with the help of the various Head of the Departments to submit seminar proposals to different nodal agencies for allocation of fund for holding National Seminars and Workshops. At the same time the college should spend some amount for conducting such activities for achieving academic excellence.

Agenda No.4, Issue No.-02: Academic matters/ Examination related works

The coordinator has placed before the house a picture of the smooth functioning of academic activities and examination related works in the college. But at the same time he stressed that all the faculties of the college should prepare lesson plans in conformity with ICT enabled tools to teach a particular lesson in the class in order to make the teaching and learning process highly illuminating and enjoyable. Moreover, the coordinator also emphasized on conducting some awareness programmes for the students how to get ready for appearing online examinations either in end semester final examinations or in job related examinations.

Resolution No. 02

It is unanimously resolved that workshops and awareness programmes on online examinations be conducted in the college to give wide exposure to the students how to get themselves fully equipped with the knowledge and skill to face online examinations with full confidence.

Agenda No.5, Issue No.-03: Discussion on extension service to the society through Extension Education Cell.


The coordinator gave a detailed account of various extension services provided to the society through education extension cell from time to time. He emphasized on the fact that more initiatives be taken on women empowerment and awareness on health and hygiene of the women living in backward rural areas of greater Bhawanipur.

Resolution No. 03

Be it resolved that the education extension cell in active cooperation with women cell of the college should chalk out a concrete action plan on the issues related to women empowerment and health and hygienic issues of the women and conduct workshops and counseling programmes in neighbouring villages of Bhawanipur within a very short time and submit report to the IQAC stressing on the outcome of the programmes.

The meeting ended with vote of thanks from the chair of the IQAC coordinators and Chairman.


Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.


Principal,
Bhawanipur Anchalik College
Bhawanipur

**IQAC Meeting, Session 2019-2020, Bhawanipur Anchalik College,
Bhawanipur.**

Meeting No.-04,

**ONLINE MEETING OF THE IQAC WITH HEAD OF THE DEPARTMENTS
Bhawanipur Anchalik College Bhawanipur, Barpeta, Assam.**

Date: 04/06/2020 Time: 11-00A.M. Platform: ZOOM

Meeting Agenda

1. Purpose of the meeting- by IQAC co-ordinator & assumption of chair by the chair person.
2. Approval of the proceedings of the IQAC meeting of 2nd March, 2020.
3. Discussion on online classes by the faculties.
4. To shortlist all academic programmes.
5. Submission of students data for preparation of college prospectus.
6. Miscellaneous.

Minutes of Meeting of the IQAC Bhawanipur Anchalik College, held on – 4th June, 2020 Thursday, Meeting No. 4, Time: 11-00 A.M.

Members of the IQAC Present:

1. Dr. Aravi Bhar Talukder
2. Shah Anwar Amin
3. Akhman
4. J. Goswami
5. Amalshankar
6. Maheswar Das
7. K-D Gaj
8. Manas Kumar Chakrabarty
9. H
10. R
11. Samiran Jovan
12. Taig Uddin Akhmed
13. Shing Patgir
14. Gargeswar Kalita
15. Badsing Ramon Khan
16. Meharak Goswami
17. S
18. Sulamani Das
19. Niva Choudhary
20. Nitya Kumar
21. Dilip K. Deka


Principal,
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with the partaking of the required no. of members present in the meeting.

As per the official plea of the coordinator the chairman of the IQAC Dr. Mukunda Sarma takes the chair of the meeting of 4th June, 2020 Thursday, Meeting No. 4, Time: 11-00 A.M, and placed before the august house of the proceedings to be transacted in the meeting. The coordinator apprises of the development as a result of the process of implementations of the resolutions of the earlier meeting on 2nd March, 2020 with detail elaborations of the items of agenda of the meeting.

Expressing satisfaction over the rationalization, the house approved the action so far taken by voice vote. Thenceforth taking up the agenda, the chairman opens up the discussion of the meeting.

Agenda No.3, Issue No.-01: Discussion on online classes by the faculties.

The coordinator expressed deep concern for the outbreak of the Covid-19 pandemic and its devastating effect on the teaching learning process all over the World. As the educational institutions are completely locked down and the offline mode of teaching and learning programme has been stopped altogether, the coordinator urges to switch over from offline mode to online mode of teaching and learning. He appeals all the teachers and students to adopt the new mode of teaching learning process enthusiastically with some difficulties for their academic development.

Resolution No. 01

It is unanimously resolved that clear cut instructions be given to all the faculty members (both permanent and parttime) to start using E-learning platforms like Google meet, Zoom You tube etc. on regular basis and submit the record of the classed in every week to the IQAC.

Agenda No.4, Issue No.-02: To shortlist all academic programmes

The IQAC has placed before the august house the requirement of shortlisting academic programmes in the covid-19 pandemic period by the Head of the Departments for smooth completion of different academic activities.

Resolution No. 02

It is unanimously resolved that the Head of the Departments in consultation with the faculty members shortlist the academic programmes such as writing of assignment, preparation of seminar papers, dissertation papers, holding of webinars etc. be completed in a specific time frame during the lock down period so that the usual academic operations do not get a severe beating during the Covid-19 pandemic .

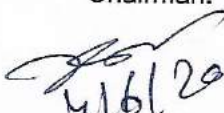
Agenda No.5, Issue No.-03: Submission of students data for preparation of college prospectus.

The IQAC coordinator sincerely put forward an appeal to all HoDs to furnish data of their departmental students performance in the end semester final examinations to be incorporated in the college prospectus to be published soon.

Resolution No. 03

Be it resolved that the HoDs of all the departments are to submit the data of the students of their concerned departments to the IQAC within ten days in the set format which are to be included in the college prospectus.

The meeting ended with vote of thanks from the chair of the IQAC coordinators and Chairman.


4/6/20
Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.


Principal,
Bhawanipur Anchalik College
Bhawanipur

**IQAC Meeting, Session 2019-2020, Bhawanipur Anchalik College,
Bhawanipur.**

Meeting No.-05,

**ONLINE MEETING OF THE IQAC WITH HEAD OF THE DEPARTMENTS
Bhawanipur Anchalik College Bhawanipur, Barpeta, Assam**

Date: 10/06/2020 Time- 10-30 A.M. Platform: Zoom

Meeting Agenda

1. Assumption of chair by the chair person & Purpose of the meeting- by IQAC co-ordinator
2. Approval of the proceedings of the IQAC meeting of 4th June, 2020 Thursday, Meeting No. 4.
3. Discussion on Admission to First Year Classes.
4. Discussion on publication of Research Journals & Students Union Body Journals..
5. Miscellaneous.

Minutes of Meeting of the IQAC Bhawanipur Anchalik College, held on – 10th June, 2020
Wednesday, Meeting No. 5, Time: 11-00 A.M.

Members of the IQAC Present:

1. Rajendra Nath Sakharia
2. Shah Alam Hussain
3. J. G. Das
4. M. Rahman
5. Ananta Choudhury
6. Maheswar Das
7. H.
8. K. D. G. J.
9. Manas Kumar Chakraborty
10. S.
11. Sambanjan
12. Taiz Uddin Ahmed
14. Gargowar Kalita
15. Badruz Zamam Khan
16. Mobarak Hamin
17. T.
18. M. K.
19. S.
20. Dipak K. Das
21. Dulamoni Das
22. Abdul Gofur

MOP
10/6/20
Principal,
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with the partaking of the required no. of members present in the meeting.

As per the official plea of the coordinator the chairman of the IQAC Dr. Mukunda Sarma takes the chair of the meeting of 10th June, 2020 Wednesday, Meeting No. 5, Time: 11-00 A.M, and placed before the august house of the proceedings to be transacted in the meeting. The coordinator apprises of the development as a result of the process of implementations of the resolutions of the earlier meeting on 4th June, 2020 with detail elaborations of the items of agenda of the meeting.

Expressing satisfaction over the rationalization, the house approved the action so far taken by voice vote. Thenceforth taking up the agenda, the chairman opens up the discussion of the meeting.

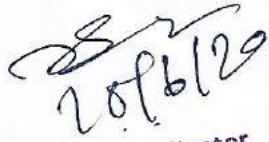
Agenda No.3, Issue No.-01: Discussion on Admission to First Year Classes.

The IQAC coordinator sincerely put forward the issue regarding the admission procedure to be followed for the session 2020-2021 in covid 19 pandemic situations. He also informed the house regarding the Govt. Notification for conducting online admission for the First semester class as well as other classes.

Resolution No. 01

After threadbare discussion it is unanimously resolved that the admission to all classes for the session 2020-2021 be made through online system. Honourable principal of the college is requested to make necessary arrangement in this regard.

The meeting ended with vote of thanks from the chair of the IQAC coordinators and Chairman.


20/6/20

Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.


20/6/20

Principal,
Bhawanipur Anchalik College
Bhawanipur

**IQAC Meeting, Session 2019-2020, Bhawanipur Anchalik College,
Bhawanipur.**

Meeting No.-06,

ONLINE MEETING OF THE IQAC WITH ALL THE MEMBERS OF TEACHING STAFF
Date: 14/06/2020 Time- 10-30 A.M. Platform: Zoom

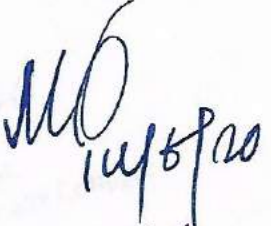
Meeting Agenda

1. Assumption of chair by the chair person & Purpose of the meeting- by IQAC co-ordinator.
2. Approval of the proceedings of the IQAC meeting of 10th June, 2020 Wednesday, Meeting No. 5.
3. Discussion on publication of Research Journals & Students Union Body Journals.
4. Discussion on Holding of Webinar & online lecture programme.
5. Miscellaneous.

Minutes of Meeting of the IQAC Bhawanipur Anchalik College, held on – 14th June, 2020 Sunday, Meeting No. 6, Time: 10-30 A.M

Members of the IQAC Present:

1. Shah Alam Ansari
2. Mahmud
3. Amalash Dutta
4. Meheswar Das
5. K. Raja
6. H.
7. ~~_____~~
8. Manas Kumar Chakrabarty
9. R. Suman
10. Samiran Das
11. Taiz Uddin Ahmed.
12. Shrijit Patra
13. Gargowar Kalita
14. Abhis Satta Choudhury
15. Badong Lamon Das
16. ~~_____~~
17. Mobarak Hossain
18. Dipu K. Das
19. D.
20. Mity Kanti
21. Suleman Das
22. Abdul Jafar


Principal,
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with the partaking of the required no. of members present in the meeting.

As per the official plea of the coordinator the chairman of the IQAC Dr. Mukunda Sarma takes the chair of the meeting of 14th June, 2020 Sunday, Meeting No. 6, Time: 10-30 A.M, and placed before the august house of the proceedings to be transacted in the meeting. The coordinator apprises of the development as a result of the process of implementations of the resolutions of the earlier meeting on 10th June, 2020 with detail elaborations of the items of agenda of the meeting.

Expressing satisfaction over the rationalization, the house approved the action so far taken by voice vote. Thenceforth taking up the agenda, the chairman opens up the discussion of the meeting.

Agenda No.3, Issue No.-01: Discussion on publication of Research Journals & Students Union Body Journals.

The IQAC coordinator informed the house regarding publication of BAC Research Journal, a bi-annual Research journal of Bhawanipur Anchalik College and publication of College Maganize of the students for the session 2017-18 and 2018-19.

Resolution No. 01

It is unanimously resolved that all the issues of the BAC Research Journals be published as early as possible. The editor of the journal is advised to take necessary steps in this regard. However, all the faculty members are asked to contribute their research paper to the journal. At the same time it is also resolved that the pending issues of college magazine be published in one volume keeping in view the present pandemic situation.

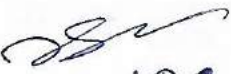
Agenda No.4, Issue No.-02: Discussion on Holding of Webinar & online lecture programme


The IQAC coordinator informed the august house regarding holding of webinars and online lecture programmes keeping in view the present Covid-19 Pandemic.

Resolution No. 02

It is unanimously resolved that all the departments will organize online seminars (Webinars) or lecture programme within one month. The IQAC Coordinator will take initiative in this regard with discussion with all HoDs.

The meeting ended with vote of thanks from the chair of the IQAC coordinators and Chairman.


14/6/20
Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.


14/6/20
Principal,
Bhawanipur Anchalik College
Bhawanipur