



Action Taken Report of IQAC Meeting Minutes
Session: 2017-18 to 2021-2022
BHAWANIPUR ANCHALIK COLLEGE
P.O- Bhawanipur, Dist.- Barpeta, Assam
Pin-781352

ACTION TAKEN REPORT ON MINUTES OF IQAC MEETING 2017-2018

Date of the Meeting	Resolution with No.	Action Taken
15th July, 2017, Meeting No: 01	<p>Resolution No: 01 After the threadbare discussion on the issue and hearing the opinion of the members present in the meeting it is unanimously resolved that the existing IQAC will continue for another five years. However, the chairman is empowered to include and exclude other members as per rule considering the aspect of suitability. With these the old committee stands dissolved and new committee will starts functioning.</p>	<p>The new committee starts functioning as per the resolution.</p>
	<p>Resolution No: 02 After hearing to the IQAC Coordinator the house unanimously resolved that the Cycle-3 NAAC inspection should be completed in due course. The house requested the honourable principal of the college to inform the HoDs, faculty members, Cell coordinators and office staff to expedite their preparation, so that inspection could be done in due time.</p>	<p>The principal of the college took necessary steps to expedite the NAAC preparation as per the resolution.</p>
	<p>Resolution No: 03 It is resolved that the IQAC with the help of Academic Committee will complete the task of preparing the Academic Calendar and Prospectus of the college and place before the next meeting for approval.</p>	<p>Completed the Academic Calendar and Prospectus in due time.</p>
15th February, 2018, Meeting No: 02	<p>Resolution No: 01 The house unanimously resolved that the faculty members should complete the courses in due time and give sufficient emphasis on improving the result of the students. Every faculty member should prepare their teaching plan in advance and take sufficient measures for completing courses as per the teaching plan.</p>	<p>The faculty members were informed about the resolution and directed to do accordingly.</p>
	<p>Resolution No: 02 After hearing the IQAC Coordinator the meeting had a threadbare discussion on the</p>	<p>Academic Calendar, Prospectus and Class Routine for the next session approved</p>

	Academic Calendar, Prospectus and Class Routine and unanimously approved it. The house also urged the faculty members to prepare their lesson plan, teaching plan etc as per the Academic Calendar.	and the faculty members prepared their Teaching Plan and Lesson Plan accordingly.
	Resolution No: 03 The house after threadbare discussion resolved that the examination Board of the college should publish the programme of internal examination like unit test and Test Examination well in advance. The faculty members will submit the question papers in due time and they will evaluate the Answer Scripts within very short period so that the results could be declared in time. Again, the Board will take steps to settle the examination related grievances of the students.	All activities done as per the resolution.
25th June, 2018, Meeting No: 03	Resolution No: 01 Hearing to the IQAC Coordinator the house Unanimously resolved that the faculty members should take remedial classes for the greater benefit of the students.	Remedial classes for the students were taken by all the departments.
	Resolution No: 02 On plea of the IQAC coordinator the house unanimously resolved that the faculty members should continue the mentoring of the students and help them to overcome their problems before the examination.	The faculty members were actively involved in the mentoring system of the students.

ACTION TAKEN REPORT ON MINUTES OF IQAC MEETING 2018-2019

Date of the Meeting	Resolution with No.	Action Taken
8th August, 2018, Thursday, Meeting No: 01	Resolution No: 01 It is resolved to implement the RUSA Programme/all other programmes for the holistic development of the institution and the IQAC is authorized to take all steps for the sound health of the institution.	The IQAC Coordinator was assigned the task of RUSA coordinator also and implemented the RUSA 1.0 Grant successfully
	Resolution: 02 It is resolved to form the Grievance Redressal Cell of the institution inclusive of the following persons against each of the positions: Principal of the College : Chairman Vice- Principal of the College: Convener Unit Secretary, Teaching Staff: Member Mr. Prasanna Kr Das, UDA : Member Mr. Rajendra Nath Talukdar, B.A.: Member Mr. Chandi Prasad Das, B. Sc., B.T.: Member	The Grievance Redressal Cell was reconstituted with these members.

	Secretary, Student Union : Member	
	<p>Issue: Discussion on Organizing Seminars and Workshops: Resolution No: 03 It is resolved to authorize the IQAC and the Principal do the needful as per requirement .</p>	As the funding from other sources for seminar and workshop was not available. The college organised it from its own fund.
	<p>Issue: Discussion of Celebration of Festivals: Resolution No: 04 It is resolved to authorize the IQAC and the Principal do the needful as per plan prepared considering the urgency and importance.</p>	To create religious harmony and brotherhood among the students the college celebrate Swaraswati Puja and Fateha-E-Dawaz Daham every year.
	<p>Issue: The Coordinator has placed before the house about the plan for the conduct of Induction Programme by the Coordinator of KKHSOU, Coordinator of GUIDOL, Holding of Examination of KKHSOU, GUIDOL, SOS, Managing the Zonal Works of different Examinations of the Affiliating University and the KKHSOU, Assam Higher Secondary Education Council, encouraging the faculties for participating in various programmes of different institutions, publishing the college Magazine in up- to-date manner, preparing the Wall magazines of all the Departments, Guiding the students for having the opportunities of Scholarships Schemes of the UGC, Minority Welfare Board of Assam, availing the opportunity of Free Admission Scheme and continue study with utmost sincerity, taking part in different society Welfare Programmes, etc. so as to maintain proper link with the community of teachers of the adjacent area Institutions and enhance the vicinity of relationship with the society. The members of the august body has discussed all the issues with utmost sincerity and passed the resolution as:</p> <p>Resolution No: 05 It is resolved to authorize the IQAC Officials/Principal/Coordinators/Chairman of the Cells/Units/Bodies do the needful considering the demand of changed time and the environment of the sector of Higher Education of the State and the Country.</p>	The college is also the study centre of Krishna Kanta Handique State Open University (KKHSOU), Institute of Distance and Open Learning, Gauhati University (GUIDOL) and State Open University (SOS). It organises the induction programme for its learners every year.
22 nd November, 2018, Thursday, Meeting No: 02	<p>Agenda No. 03 Discussion on the New Assessment and Accreditation Process by NAAC The Coordinator has placed before the august house the detailed about the New Assessment and Accreditation Process by NAAC for</p>	IQAC Coordinator informed the house about the new accreditation framework of NAAC.

	<p>maintaining transparency in totality. The house members discussed all issues minutely and passed the resolution as:</p> <p>Resolution No: 01</p> <p>It is resolved to proceed with authorization to the IQAC do the needful for the Third Cycle Assessment and Accreditation by NAAC in due course as per the changes taken place in the whole processes.</p>	
	<p>Agenda No: 4 Interaction of the Members with the IQAC Coordinator on the Revised Accreditation Framework</p> <p>The Coordinator has placed before the house all issues for the assessment and accreditation of NAAC. The house members have interacted with the Coordinator for having first hand information relating to the changed process of assessment and accreditation. After detailed discussions the resolution has been passed as:</p> <p>Resolution No: 02</p> <p>Be it resolved to do the needful as per the changed policies and processes of the Autonomous Body for the transparent assessment and accreditation of the institution.</p>	<p>Interaction of the members with IQAC coordinator regarding new accreditation policy let the members to have a clear cut idea about the new accreditation framework.</p>
	<p>Agenda No: 05 Sharing of Video Tutorials of RAF</p> <p>The Coordinator has helped the house members get first hand information concerning to every minute issue relating to the changed policies and process of Assessment and Accreditation by the Autonomous Body. The Coordinator has placed before the house that the Revised Assessment and Accreditation (A & A) Framework was launched in July 2017. It represents an explicit paradigm shift making it ICT enabled, objective, transparent, scalable and robust. The shift is: from qualitative peer judgment to data based quantitative indicator evaluation with increased objectivity and transparency towards extensive use of ICT confirming scalability and robustness in terms of simplification of the process, drastic reduction in number of questions, size of the report, visit days, and so on. In terms of boosting benchmarking as quality improvement tool the RAF has been framed. This has been attempted through comparison of NAAC</p>	<p>The coordinator clearly made the presentation with the video tutorial of NAAC about the qualitative and quantitative aspects of SSR.</p>

	<p>indicators with other international QA frameworks Introducing pre- qualifier for peer team visit, as 30% of system generated score. Introducing System Generated Scores (SGS) with combination of online evaluation (about 70%) and peer judgment (about 30%) in introducing the element of third party validation of data in providing appropriate differences in the metrics, weightages and benchmarks to universities, autonomous colleges and affiliated/constituent colleges in revising several metrics to bring in enhanced participation of students and alumni in the assessment process. The Coordinator has explained everything Para by Para so as to make the whole Unit ready for facing the challenged assessment and Accreditation Process. After detailed discussions the house passed the resolution as:</p> <p>Resolution No: 03 It is resolved to face NAAC Assessment and Accreditation as per the changed process with commitment and hard work.</p>	
	<p>Agenda No: 06 Discussion on Departmental Preparation on NACC The Coordinator has placed before the house about the readiness and preparedness for the third Cycle Assessment and Accreditation. The Chairman expressing satisfaction over the preparedness for the third cycle assessment and accreditation has directed the faculty members placed their views relating to their preparedness. All members have tabulated the holistic pictures relating to the preparedness. After detailed discussion the house members passed the resolution as:</p> <p>Resolution No: 04 It is resolved to authorize the IQAC take all necessary steps for making the institution totally ready for the third cycle assessment and accreditation in due time without any lapses</p>	<p>The Departments started preparations as per the new accreditation policy of NAAC.</p>
<p>15th February, 2019, Friday, Meeting No: 03</p>	<p>Agenda No. 02 Discussion on the Preparedness for the Third Cycle Assessment and Accreditation The issue of submission of the AQAR for three consecutive years i.e. for the 2015 –</p>	<p>The AQAR for the sessions 2015-16, 2016-17 and 2017-18 submitted to NAAC as per instruction through E-mail and the same has been accepted by NAAC.</p>

	<p>2016, 2016 – 2017 and 2017 – 2018 has been placed before the august house by the Coordinator. The house members discussed all issues minutely and passed the resolution as:</p> <p>Resolution No: 01</p> <p>It is resolved to proceed with authorization to the IQAC do the needful for the Third Cycle Assessment and Accreditation by NAAC in due course as per the changes taken place in the whole processes with the involvement of all the Stakeholders without any compromise of the quality parameters.</p>	
	<p>Agenda No: 03 Others</p> <p>The Coordinator has placed before the house about the readiness and preparedness for the third Cycle Assessment and Accreditation in due time and the urgency of completing all the works by the concerned Departments.</p> <p>Resolution No: 02</p> <p>It is resolved to authorize the IQAC take all necessary steps for making the institution totally ready for the third cycle assessment and accreditation in due time without any lapses by involving the stakeholders in totality as per the RAF.</p>	<p>The Departmental preparedness for NAAC Assessment were monitored by IQAC coordinator.</p>
<p>14th June, 2019, Friday, Meeting No: 04</p>	<p>Resolution No: 01</p> <p>It is resolved to proceed with authorization to the IQAC do the needful for the Third Cycle Assessment and Accreditation by NAAC in due course as per the changes taken place in the whole processes by submitting the AQAR for the remaining Years in due time with the involvement of all the Stakeholders without any compromise of the quality parameters.</p>	<p>The task of preparing the action plan for the next session was completed successfully within stipulated time and the preparation of AQAR for the session 2018-19 started as per new guidelines.</p>
	<p>Resolution No: 02</p> <p>It is resolved to authorize the IQAC take all necessary steps for making the institution totally ready for the third cycle assessment and accreditation in due time without any lapses by involving the stakeholders in totality as per the RAF with direction to the Stakeholders, especially the Faculties and Employees become personally ready for the whole process of Assessment and Accreditation with commitment and discipline.</p>	<p>Done as per resolution</p>

ACTION TAKEN REPORT ON MINUTES OF IQAC MEETING 2019-2020

Date of the Meeting	Resolution with No.	Action Taken
7 th August, 2019 Wednesday, Meeting No.1	<p>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.</p>	<p>The college has set up a Language Laboratory with a setting capacity of 20 students at a time with the help of RUSA Grants to the College.</p>
	<p>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.</p>	<p>The college organised the Alumni and Guardian Meeting accordingly during the session 2019-2020</p>
16 th November, 2019 Saturday, Meeting No. 2	<p>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</p>	<p>The Action Plan for the session 2019-20 has been prepared by the IQAC and necessary measures were taken for smooth execution of it.</p>
	<p>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.</p>	<p>The faculty members started taking ICT classes for greater benefit of the Students.</p>
	<p>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.</p>	<p>All the Academic Departments started internal Evaluation of the students through seminars, home assignments etc in addition to sessional examinations.</p>

2 nd March, 2020 Monday, Meeting No. 3	<p>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.</p>	<p>Seminar Proposals were submitted to the Government of Assam for funding. But the college has not received any fund from the Government or any other agency for conducting the seminars. However, the college has conducted online webinars by all the departments during the Covid-19 period.</p>
	<p>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.</p>	<p>Due to Covid-19 pandemic and Lockdown period this awareness programme could not be organised.</p>
	<p>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.</p>	<p>The NSS Cell, Women Cell and Extension Education Cell organised Awareness programme in neighbouring village of the college.</p>
4 th June 2020, Meeting No. 4 (Online)	<p>Resolution No. 01 It is unanimously resolved that clear cut instructions be given to all the faulty members (both permanent and partime) 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.</p>	<p>Keeping in view the Covid-19 pandemic and Lockdown period the faculty members started taking online classes through E-Learning process using platforms like Google Meet, Zoom etc.</p>
	<p>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</p>	<p>Online activity of the faculty members were started. Students were asked to submit home assignment, project paper etc through online mode. Measures were also taken to organise webinars by the departments.</p>

	beating during the Covid-19 pandemic	
	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.	All data were received from the departments within stipulated time.
10 th June 2020, Meeting No. 5 (Online)	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.	Due to Covid-19 pandemic and Lockdown period the admission system of the college were done through online mode.
14 th June 2020, Meeting No. 5 (Online)	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.	The Research Publication and Publicity Cell of the college started activity on publishing the BAC Research Journal.
	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.	All the Departments done the assigned works timely.

ACTION TAKEN REPORT ON MINUTES OF IQAC MEETING 2020-21

Date of the Meeting	Resolution with No.	Action Taken
02/07/2020 Thursday, Meeting No.1	Resolution-01: The house had a threadbare discussion on the issue and expressed their deep concern on how to continue the academic activity of the college during the lockdown period. They gave more importance on the online mode for continuing the academic activity including online classes and online evaluation system by the faculty members. After discussion on the issue It is unanimously resolved that online classes be	<ol style="list-style-type: none"> 1) Classes were continued through online system during the lockdown period. 2) The evaluation process was also taken through online mode. 3) Academic calendar was prepared and uploaded in the college

	<p>continued for the students of each semester and accordingly the internal evaluation of the students will also be continued through online mode. The new admission will continue on online mode and principal of the college is requested to take necessary steps in this regard. The IQAC Coordinator will take necessary steps for preparation of academic calendar and prospectus of the college and accordingly these will be uploaded in the college website for the greater benefit of the students.</p>	<p>website.</p>
	<p>Resolution-02: After threadbare discussion it is resolved that the in-charges of college magazine for the session 2017-18 and 2018-19 should take immediate steps for publication of the college magazine for both the session in one volume keeping in view the Covid-19 Pandemic. The Editors of the magazine be directed to work together for publication of the same. The Coordinator of Research Publication and Publicity Cell is also asked to take immediate steps for publication of the Research Journal.</p>	<ol style="list-style-type: none"> 1) College magazine was published in a single volume for the session 2017-18 and 2018-19 keeping in view the Covid-19 pandemic. 2) Publication of Research Journal is under Process.
	<p>Resolution No. 03: After threadbare discussion it is resolved that the admission to the different HS and UG classes should only be made through online mode only keeping in view the covid-19 situation.</p>	<p>All new admission was also done through online mode.</p>
<p>03rd November, 2020, Tuesday, Meeting No. 2</p>	<p>Resolution No. 01: After threadbare discussion on the Academic Calendar prepared by IQAC for the session 2020-2021 the house unanimously resolved that the same be approved. However, the IQAC coordinator and Principal of the college are authorized to make need based change on it keeping in view the Covid-19 pandemic.</p>	<p>Minor changes in the Academic calendar was made keeping in view the Covid-19 pandemic situation.</p>
	<p>Resolution No. 02: On hearing the issue from IQAC coordinator the house unanimously resolved to hold all the internal assessment examination, unit test, home assignment, projects and departmental seminar for the session 2020-2021 through online mode. The examination board will take necessary measures in this regard.</p>	<p>All the internal assessment examination, unit test, home assignment, projects and departmental seminar for the session 2020-2021 were done through online mode.</p>
	<p>Resolution No. 03: On hearing the IQAC coordinator the house had a threadbare discussion on the issue and expressed their great concerned on the matter. It was unanimously resolved that strict</p>	<p>The use of mobile phone by the students in the college campus was strictly prohibited. In rear case the students can use it only for academic</p>

	discipline on the campus should be maintained and students will not be allowed to use the mobile phone in the college other than educational purposes. The principal of the college will constitute a committee to look after the matter.	purpose.
24 th February, 2021, Wednesday, Meeting No. 3	<p>Resolution No. 01: After a threadbare discussion on the plea placed by the coordinator on the floor, it is resolved that the IQAC with the help of Extension Education Cell and NSS unit of the college will take necessary steps for organizing such counseling and awareness programme for the greater benefit of the students. The IQAC coordinator has been to empowered to take necessary decision in this regard with consultation with coordinators of different cells and principal of the college.</p>	<ol style="list-style-type: none"> 1) Organised a Street Drama- Awareness Programme on HIV/AIDS on 01/03/2021 2) A Sweep Programme on Debate and Poster Making Competition on the theme Voting Awareness among the Students was organised on 11/03/2021 3) Organised a Health Awareness Programme on Womens' Health Care Organised by Women Cell Bhawanipur Anchalik College on 20/03/2021
	<p>Resolution No. 02: The house after hearing the IQAC coordinator on the issue unanimously resolved that the International Womens' Day be celebrated on 08/03/2021 and the Women Cell will take necessary steps in this regard. The coordinator of the women cell is entrusted with the power to take decision in this regard with consultation with the principal of the college and the IQAC Coordinator. It was also resolved that the programme should cover the health and hygiene issue of the women especially the girls child.</p>	<ol style="list-style-type: none"> 1) Celebrated International Womens' Day- Awareness Camp on Health Hygiene on 08/03/2021
	<p>Resolution No. 3: After appeal of the IQAC coordinator the house after threadbare discussion unanimously resolved that the faculty members of the college will take necessary steps for holding both online and offline classes, maintaining the covid protocol of the government to fillup the academic loss of the students. Teachers of the respective departments will communicate with the students of their respective departments and arrange some counseling classes for them. All HoDs are asked to take necessary steps in this</p>	Both online and offline classes were taken by the faculties.

	regard.	
25 th May, 2021, Tuesday, Meeting No.4	<p>Resolution No. 01: After a threadbare discussion on the plea placed by the coordinator on the floor, it is resolved that the IQAC with the help of principal of the college should organize a workshop for the teachers on the use of ICT Tools for Effective Teaching with the help of TLC, Tezpur University. The IQAC coordinator and Principal of the college is empowered to communicate with TLC Tezpur University for fixing the date and ensure that all the faculty members of the college must attend the same.</p>	The IQAC of the college organised a two day workshop on use of ICT Tools for Effective Teaching with the help of TLC, Tezpur University on 5 th and 6 th June 2021 for the benefit of the teachers.
	<p>Resolution No. 02: The house after hearing the IQAC coordinator on the issue unanimously resolved that the Cycle-3 Assessment and Accreditation by NAAC should be done just after the pandemic is over. The house also expressed its satisfaction over the issue that all the necessary AQARs have been timely submitted till date and asked the IQAC coordinator to continue the process of submission of AQARs on due time.</p>	The IQAC is now preparing for Cycle-3 NAAC Assessment and Accreditation and decided to complete the task during the year 2022.
	<p>Resolution No. 3: After threadbare discussion on the issue the house expressed their satisfaction over the initiative of the teacher on taking online classes and asked them to continue the process for greater benefit of the students. The IQAC coordinator is also requested to keep all records of online classes of the teachers for future reference.</p>	All online class record are kept in the IQAC

ACTION TAKEN REPORT ON MINUTES OF IQAC MEETING 2021-22

Date of the Meeting	Resolution with No.	Action Taken
22 nd July, 2021 Thursday, Time: 8-00 P.M.	<p>Resolution: 01 Taking a cue from the IQAC coordinator's appeal the house unanimously resolved that all the faculty members should finish their courses through online classes as early as possible for the benefit of the students. It is also resolved that the teachers should keep personal contact with the students and prepare them mentally fit for online examination.</p>	Faculty members conducted online classes for the benefit of the students during covid period and they kept personal contact with the students of their respective departments.
	Resolution: 02	The faculty members worked

	<p>The house gone through the action plan and approves it unanimously. It was also resolved that due to the critical situation of Covid-19 pandemic the faculty members and members should work wholeheartedly for successful implementation of the action plan.</p>	<p>whole heartedly during the critical covid-19 period. They conducted awareness programme for students and general people in the neighbouring area of the college.</p>
	<p>Resolution: 03 After scrutiny of the Academic Calendar prepared by IQAC coordinator the house approves it unanimously. It was also resolved that the Academic Calendar be uploaded in the institutional website. The faculty members should prepare their work load, teaching plan and lesson plan on the basis of the Academic Calendar.</p>	<p>Class routine was prepared as per the Academic Calendar of the college. The faculty members prepared their workload, Teaching Plan, Lesson Plan as per the Class routine.</p>
<p>24th December, 2021 Friday, Time: 11- A.M P.M.</p>	<p>Resolution: 01 Taking a cue from the IQAC coordinator's plea on 3rd Cycle NAAC Assessment and Accreditation of the institution, it is unanimously resolved to complete the process of 3rd Cycle Assessment and Accreditation of the institution in 2022 positively with the active involvement of the faculty members, Library staff members and the Office Staff members and with the specific assistance to the Coordinator by All Head of the Departments; Mr. Dhiraj Patgiri, Associate Professor, Department of English; Mr. Suman Barman, Assistant Professor (Part-Time), Department of Education; Mr. Nayan Kalita, Assistant Professor in Commerce (Assistant- IQAC Coordinator); in collecting and furnishing criterion-wise data for the preparation of the SSR.</p>	<p>Criterion wise preparation of SSR been started as per the resolution.</p>
	<p><u>Resolution: 02</u> a. It is resolved to complete all activities relating to personal profiles and the assignments of the teachers, library staff members and the Office staff members on or before 15th of January and submit the same to the IQAC in MS Word, both hard and soft copies. b. It is resolved to complete the activities of Cell/Unit Profiles by the Office bearers on or before 15th of</p>	<p>a) All the faculty members prepared their personal profile in time. b) All Cells and Departmentns prepared their Profile. c) Steps taken for timely publication of College Magazine. d) The project "AMAR FHULANI-AMMAR BAJALI" completed within stipulated time. e) Bharat Scout and Guide</p>

	<p>January and submit the same to the IQAC in MS Word, both hard and soft copies.</p> <p>c. It is resolved to take urgent step, by contributing research based article in MS Word, hard and soft copies, by all the faculties, for the publication of the college magazine for the Session 2019 – 2020 and initiate all necessary exercise within seven days by the Magazine in-charge, Dhiraj Patgiri, Associate Professor in English with proper discussion with the magazine Secretary, Mr. Sourav Talukdar, Union Body of the College (Session 2019 - 2020) and immediately publish the College Magazine.</p> <p>d. It is resolved to select Mr. Abdus Sattar Choudhury, Associate Professor in History, as the Assistant Coordinator of NSS Unit of the College to assist the NSS Coordinator Dr. Ramjan Ali Ahmed, Associate Professor in History for the completion of the project “AMAR FHULANI-AMMAR BAJALI” within 15days.</p> <p>e. It is resolved to activate the Scout and Guide Units of Boys and Girls by Dr. Malay Kalita, Senior Assistant Professor, Department of Economics, the Rovers Leader and Dr. Dulumani Das, Assistant Professor in Education, Rangers Leader within 15 days.</p> <p>f. It is resolved to organize a Literary Meeting of the College Sakha Sahitya Sabha in the last part of January, 2022 and the Secretary of the Sabha Mr. Dilip Kumar Deka, Assistant Professor in Assamese be authorized to do the needful as per his public consent.</p> <p>g. It is resolved to organize an</p>	<p>cell enrolled new cadre during the year.</p> <p>f) Meeting of Sakha Sahitya Sabha organised in due time.</p> <p>g) All departments published their wall magazine.</p> <p>h) Measures taken to organise seminar and workshop.</p>
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	<p>Awareness Programme for women in the last part of January, 2022 and Dr. Niva Choudhury, Associate Professor in Philosophy and Coordinator of Women Cell of the college, as per her consent, authorized to do the needful.</p> <p>h. It is resolved to publish the entire wall Magazines of the Departments/Hostels under the guidance of the Head of the Departments/Hostel Superintendents and inaugurate on the day of Alumni & Guardian Meet.</p> <p>i. It is resolved to organize a State Level/National Level Seminar on National Policy On Education, 2020 in the last part of the month of February by the Department of Arabic in collaboration with the Department of Commerce.</p>	
	<p><u>Resolution: 03</u></p> <p>It is unanimously resolved that the Alumni and Guardian Committee Meeting be held in the last part of January, 2022 in a single day long programme and authorized the Principal of the college for fixing the date and time of the sitting as on 23/01/2022, Sunday.</p>	<p>Alumni and Guardian Meeting Organised.</p>
	<p><u>Resolution: 04</u></p> <p>After threadbare discussions on the plea by the IQAC Coordinator and the honourable Principal of the college, the house unanimously agrees on the issue and decided to expedite the developmental activities for the villages and school. The house suggests organizing different Awareness Programmes, Seminar etc. so that the target group is benefited. Today's meeting has nominated Mr. Taiz Uddin Ahmed, Associate Professor in Political Science as Coordinator and Dr. Malay Kalita, Assistant Professor in Economics as Assistant Coordinator for the School and Villages Adoption Committee and asked them to</p>	<p>Started the village adoption programme and organised various awareness programme in the villages.</p>

	<p>expedite the same by finalizing the Action Plan on or before 23rd of January, 2022 and submit the Action Plan to the IQAC for approval and practical steps.</p> <p><u>Resolution: 05</u></p> <p>It is resolved with agreement of all for taking immediate steps for the publication of the college magazine and the Research Journal with the academic contributions in the form of writing of all the members and the other necessary sources with the active initiatives of the teacher in-charge for the college magazine, viz. Mr. Dhiraj Patgiri and Coordinator of the Research Publication and Publicity Cell, viz. Dr. Hitesh Chandra Roy.</p>	
	<p><u>Resolution: 06</u></p> <p>It is unanimously resolved that the records of ICT classes taken during the lockdown periods be immediately submitted to the IQAC for proper records and storing in the Technical System for display and submission to concerning authorities as and when demand arises and the ICT Resource installed in the classrooms be regularly used by the faculties.</p>	<p>The Research Publication and Publicity Cell started the works for publication of remaining issues of BAC Research Journal.</p> <p>Records of ICT classes were kept by the respective faculty.</p>
<p>30th May 2022 Monday day, Time: 11-A.M P.M.</p>	<p>Resolution No. 01:</p> <p>Taking a cue from the IQAC coordinator's plea it is unanimously resolved that the faculty members will continue their online classes along with the offline classes in the post covid period. The HoDs will take necessary steps in this regard. Moreover the faculty members will keep on counseling the students through online mode so that the students can mentally prepare for online system of academic transaction.</p>	<p>Online and Offline classes were continued along with the counselling of the students.</p>
	<p>Resolution No. 02:</p> <p>After hearing the urge of IQAC Coordinator, The house unanimously resolved that the students of the college will be allowed to use the mobile phone in the college campus only for academic purpose. Other than academic purpose the use of mobile phone will be completely banned. Normal classes will continue after covid by maintaining the covid protocol.</p>	<p>Use of mobile phone other than Academic purpose are strictly prohibited in the college.</p>
	<p>Resolution No. 03:</p> <p>The house after threadbare discussion resolved that all departments should organize National</p>	<p>Seminars/Webinars were organised accordingly.</p>

	<p>Seminars/Webinars as early as possible for academic upliftment of the college. The house appreciated the initiative of the department of Education of the college for taking imitative in this regard.</p>	
	<p>Resolution No. 04: It is unanimously resolved that the Academic committee should prepare the Academic Calendar, College Prospectus and Class Routine as early as possible based on the Academic Calendar of Gauhati University. The faculty members should prepare their work load based on the Academic Calendar and prepare teaching plan and lesson plan accordingly to implement the curriculum in a systematic manner. The HoDs of all the department should take imitative initiative in this regard.</p>	<p>College prospectus, Academic calendar for the session 2022-23 have been prepared. Class routine, workload, lesson plan and Teaching plan are also prepared by the faculty members.</p>



Principal,
Bhawanipur Anchalik College
Bhawanipur.

(Dr. Mukunda Sarma)
Principal/Chairman,IQAC
Bhawanipur Anchalik College,



Co-ordinator
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Bhawanipur.

(Dr. Samiran Sarma)
Co-ordinator, IQAC
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