

Core Committee Meeting -

Venue: IGAL Office

Date: 21-12-2023
Time: 11.00 AM

Agenda -

- 1) Assumption of Chair by Principal
- 2) Objectives of the meeting - by Coordinator
- 3) Discussion on NAAC AKA preparations
- 4) Discussion on future plans
- 5) Discussion on others (if any)
- 6) Resolutions
- 7) Principal cum Chairman's speech to end of meeting.

Name and Signature

1. Dr Kamal Ch. Patil	_____	OK
2. Anunur Sarkar	_____	<i>[Signature]</i>
3. Dr Deepjyoti Borgohain	_____	<i>[Signature]</i>
4. Dr Biman Lakkar	_____	
5. Dr B.K. Medke	_____	B 21/12/23
6. Abdul Subbar	_____	<i>[Signature]</i> 21/12/23
7. Sukumar Dewan	_____	<i>[Signature]</i> 21/12/23
8. Raghu Dev Das	_____	
9. Anshuman Saikia	_____	<i>[Signature]</i> 21/12/23
10. Basanta Kalite	_____	<i>[Signature]</i> 21/12/23
11. Dr J R Shaikh	_____	<i>[Signature]</i>
12. Dr M J Deka	_____	<i>[Signature]</i>
13. Dr Sibani Mazumdar	_____	<i>[Signature]</i> 21/12/23
14. Dr Rubi Baisya	_____	<i>[Signature]</i> 21/12/2023
15. Satyajit Kalite	_____	<i>[Signature]</i>

Minutes of the meeting: A Core Committee meeting was held in presence of respected Principal Sir on 21-12-2023 at 11.00 am in the office room of IGAL. Initially after taking chair by Principal, the Coordinator talked on the objectives of the meeting and present status of A & A preparation, further it was also informed by Coordinator that the AQAR of 2022-23 was completed except few data revisions.

The meeting also discussed regarding the new avenues, MAUs and timely submission of AISHE data, participation of NIRF, IIC related plans, Govt directives, submission of ASAR-22-23, other extension activities etc. The meeting also discussed on completion of Green Audit, Energy Audit, Library Audit and Gender Audit. The Core Committee members advised that Sub Committees should prepare a year-long plan so that criterion wise input can be fulfilled in maximum level.

After the above discussion, the Core Committee has decided to complete the NAAC A to A process before May '24 for which target based works to be done. At the end chairman cum Principal thanked the members and declared the end of meeting.

The resolutions of the meeting are —

Resolution No. 1: → The Core Committee meeting resolved to pace up the A to A process of the college. for which after winter vacation the sub committees are instructed to submit the required inputs.

Resolution No. 2: It was resolved to publish at least two numbers of ISBN books from college publication cell. It was also decided to publish from Science and Arts stream each.

Resolution No. 3: The meeting resolved to publish the Newsletter of college for the session 2022-23.

Resolution No. 4: After the above discussion it was resolved to develop and modify the IDP i.e. Institutional Development Plan of the college which was prepared in 2022.

Resolution No. 5: The meeting resolved to continue normal activities like organizing capacity

building programmes, FDP etc. for faculty, Non Teaching Staff and students. Further, it has also approved to process the tie up with Spoken Tutorials IIT Bombay for different career oriented courses of students and faculty members.

Resolution No. 6: The core committee meeting emphasised on social responsibility related works and adopted village. So, in this regard resolutions have been taken to increase activities in the adopted village through NSS, and other clubs and cells.

Resolution No 7: After the above discussions it was resolved to submit IIPA for NAAC assessment by the end of April '2024. Further, the Principal was requested to place the financial audit report to CIB which is due from 2017-18.

Resolution No 8: It was resolved to start a 'Utility Services Centre' for needy people in the college campus and a Kerosene centre to facilitate students.

Resolution No 9: It was resolved to issue 10 Card to all employees of the college.

Resolution No 10: The meeting resolved to develop a structured mentoring system and for which as per policy documents a format is to be developed for all faculty members.

21/11/23
Principal
B.P. Chaitanya College
Nagarbera

21/12/23
Coordinator
Internal Quality Assurance Cell
B.P.C. College, Nagarbera