



দুলীয়াজান ছোৱালী মহাবিদ্যালয়  
**DULIAJAN GIRLS' COLLEGE**

স্থাপিত : ১৯৯২ Estd. 1992

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Regd. Under Societies Act No. RS/DIB/255/40 of 1998-99

Permanent Affiliated to D. U. No. DU/RG/DCDC/DGC/Perm. AFF/2010-2011/8096-102

Included under Sec. 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-I/C)

**P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)**

e-mail : [duliajangirlscollege@yahoo.com](mailto:duliajangirlscollege@yahoo.com) # Website : [www.dgcollege.in](http://www.dgcollege.in)

Ph. : (0374) 2801459 (O) IQAC E-mail ID: [iqac.duliajangirlscollege92@gmail.com](mailto:iqac.duliajangirlscollege92@gmail.com)

Cell : 94350 51798 (Co-ordinator)

Ref: DGC / IQAC/ MINUTES-05/17

DATE: 07.01.2017

**MINUTES OF IQAC CORE MEETING HELD ON 7<sup>TH</sup> January 2017:**

A meeting of the IQAC was called by the IQAC coordinator on 07.01.2017 at 11 a.m. in the IQAC room.

The following agendas were discussed in the meeting

**1. Release of next edition of Newsletter ARCHIVE Vol. III Issue No III**

It was decided to release this year's newsletter Vol. No III. Issue III dated August, 2017 to July, 2018, to showcase the Silver Jubilee Celebration.

**2. IQAC Coordinator proposed to print the next issue of Academic Calendar for the college for the session 2017.**

**APPRAISAL: 1**

The college has brought out newsletter from the English Department (2 nos.) and Home Science Department (1nos.) in the previous years. It has been decided that instead of the departments bringing out newsletters, a college newsletter from IQAC should be published every year.

The editorial board would consist of –

- Principal (Chairperson)
- Vice Principal (advisor)
- Mrs. Jayashree Baishya ( Editor )
- Mrs. Chayamoni Hazarika ( Sub-editor)

**ACTION: 1**

The photos of important events and activities done by the various departments should be submitted to the IQAC Coordinator for newsletter **ARCHIVE**

**ACTION: 2**

The Academic Calendar preparation duty is entrusted to the group who previously maintains its preparation every year. The need for maintaining it for keeping a balance between academic rigour and co-scholastic activities of the students. Academic Calendar is prepared in conjunction with the Students Union to co-ordinate and systematically plan the extracurricular activities of the college.



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### ACTION: 3

It is decided that community food service that is , lunch ( Khichidi , mixed vegetables, vegetable pakora, brinjal fry, kheer ) during the festival of Saraswati Puja will be given like the previous years and will continue to take place in the future during Saraswati Puja .

### Members Present in the meeting:

Members	Designation	Signatures
Dr. Lakhimi Phukon	Chairperson & Principal	
Mrs. Jayashree Baishya	Convenor: IQAC Co-Ordinator HOD of English Dept.	
<b><u>Members of Management</u></b>		
Mr. Bhupen Saikia	President , G.B.	
Mrs. Sujata Borkotoky	Assistant Co-Ordinator, & Vice Principal	
<b><u>Teachers Representative</u></b>		
Dr. Minakshi Dutta Barman	Asstt. Professor, (Department of Assamese), HOD.	
Dr. Deepika Dutta Saikia	Asstt. Professor, (Department of Economics), HOD.	
Mr. Rameswar Baruah	Asstt. Professor, (Department of Education), HOD.	
Mr. Purna Kanta Mahanta	Asstt. Professor, (Department of Political Science), HOD.	
Mrs. Anumoni Gogoi	Asstt. Professor, (Department of Home Science), HOD.	
Mr. Amrit Chandra Kalita	Asstt. Professor, (Department of Hindi), HOD.	
Mr. Haradhan Chandra Mandal	Asstt. Professor, (Department of Bengali), HOD.	
<b><u>External Members</u></b>		
Dr. Amrit Kumar Gogoi	Retd. Principal, Duliajan College	
Dr. Rashmi Thakuria	Sub Divisional Medical Officer	
Mr. Aditya Goswami	Industrialist	
<b><u>Alumnae</u></b>		
Mrs. Rashmi Rekha Dutta	Asstt. Prof. (Department of Education)	
<b><u>Stakeholder</u></b>		
Mr. Dilip Gogoi	President , Parents' Committee	