



দুলীয়াজন 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 # Website : www.dgcollege.in

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Ref: DGC / IQAC / MINUTES-07/17

DATE: 07.04.2017

MINUTES OF IQAC CORE MEETING HELD ON 7TH April, 2017:

Meetings of the IQAC members were held on 07.04.17 in the IQAC room at 11p.m.

The following issues were discussed and the following steps taken:-

APPRIASAL: 1

The IQAC Coordinator requested all the HODs to maintain lesson plan and a diary register where daily lessons are taken and record kept. This record book is already been followed since 2013

APPRIASAL: 2

The Principal was informed that 3 notice boards should be provided by the college to display results, notices, advertisements and academic activities of the students.

APPRIASAL: 3

The NAAC Pre-Peer Team visited the college on 26th and 27th March 2017 and did Academic and Administrative Audit. The results given by the team was distributed in the meeting among the members and their suggestions were taken up.

The Peer team has made few observations on which discussions took place

These are the strength of the institution

- Ideally suited college location, adequate campus infrastructure.
- Young and enthusiastic management and faculty
- Exhibition of good team work at various levels including participatory and co operative management.
- Locational advantage of the college may be utilized for the demographic inclusion

Further the Pre Peer team has observed some weaknesses regarding the institution. That is-

1. Shortage of teaching faculty
2. Infrastructure needs to be improved
3. Ramps needed for differently able persons be constructed

Opportunities observed by the Pre-Peer team

1. Introduction of more value added and job oriented courses
2. Introduction of teacher education programme (B.Ed)



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The following institutional challenges were noticed by the Pre-Peer team.

1. Enrichment of existing faculty is the need of the hour.
2. Recruit and retain qualified and experienced faculty.

ACTION TAKEN:-

As suggested by the Pre-Peer team of Academic and Administrative Audit, some steps have been taken by the college authority:-

1. Steps have been taken to appoint a sports teacher
2. A ramp has been constructed again for differently able students.
3. The digitalization of the library will be done in the new building
4. The internet speed of the college has been upgraded to 300 mbps per day.

Further the following decisions have been taken-

1. International Women's Day was celebrated on 08.03.17 by Women Cell and Economic Department. On this day two guest speakers were invited to give a talk on 'Women Empowerment: Past, Present and future'. The two eminent speakers were Ms. Mamoni Devi Associate Prof. Assamese Dept. Naharkatia College and Dr. Prabhat Sharma Ex. Principal, Digboi Mahila Mahavidyalaya.
2. A Career Counselling Programme on Aviation and Hospitality Industry was held on 17.03.17 by Pragati School of Management from R-G- Baruah Road, Guwahati.
3. Namami Brahmaputra, the largest river festival of India, an international festival that celebrates the beauty of the Brahmaputra River was organized by the Govt. of Assam on 1st and 2nd of April 2017. On this occasion students participated on a cultural procession led by the students from the college. Students of the Dept. of Economics had an interaction with small scale industries entrepreneurs and large scale industries entrepreneurs who came from all over India and were present on the occasion.
4. The Earth Day will be celebrated on 22nd of April 2017 with a view to protect the planet from pollution and deforestation. On this occasion, there will be plantation of trees in the hostel premises.
5. The Department of English will celebrate the Shakespeare's Day (Birthday of Shakespeare) on 23rd April 2017 in the college premises.
6. The students of the Department of English participated in the International Seminar held in Tinsukia College on 12th February 2017. The topic of the Seminar was 'Language, Ethnicity and Identity – 21st Century Perspective'.



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Members Present in the meeting:

Members	Designation	Signatures
Dr. Lakhimi Phukon	Chairperson & Principal	
Mrs. Jayashree Baishya	Convenor: IQAC Co-Ordinator HOD of English Dept.	
<u>Members of Management</u>		
Mr. Bhupen Saikia	President, G.B.	
Mrs. Sujata Borkotoky	Assistant Co-Ordinator, & Vice Principal	
<u>Teachers Representative</u>		
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.	
<u>External Members</u>		
Dr. Amrit Kumar Gogoi	Retd. Principal, Duliajan College	
Dr. Rashmi Thakuria	Sub Divisional Medical Officer	
Mr. Aditya Goswami	Industrialist	
<u>Alumnae</u>		
Mrs. Rashmi Rekha Dutta	Asstt. Prof. (Department of Education)	
<u>Stakeholder</u>		
Mr. Dilip Gogoi	President, Parents' Committee	