



দুলীয়াতন 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)

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Cell : 94350 51798 (Co-ordinator)

Ref: DGC / IQAC/ MINUTES-12/18

DATE: 18.05.2018

MINUTES OF IQAC CORE MEETING HELD ON 18th MAY, 2018:

A meeting of the IQAC Coordinator and Members were held on 18.05.18 at 11.00 a.m. in the IQAC room.

The following issues were discussed:

1. The IQAC Coordinator reported that a Certificate Course of Spoken English will be taken by the English Department from the month of June 2018
2. Decision was taken on Informal Education programme on health, hygiene and Yoga to be conducted for children in the adopted village conducted by NSS and Hindi Department.
3. The Hindi Department should take initiative to conduct a Hindi Speaking Course among the Non-Hindi speaking students within 31st July with a view to bring popularity of the language.
4. It was proposed to conduct a Certificate Course on 'Food and Nutrition' by the Department of Home Science.
5. It was proposed to conduct a Certificate Course on 'Travel Consultant' by the Economics department.
6. The IQAC Coordinator suggested all the faculty members to prepare a proposal for major or minor research project by 30th October.
7. The convenor of the meeting reported that "Xanrakshan Kshamta Mahotsav" was celebrated on 9th February in the College in collaboration with OIL INDIA LIMITED. A Spot essay writing Competition was held in connection with the programme.
8. The Yoga Unit will organize a series of workshop on Medha Yoga from 21.05.18 to 30.05.18 from 21st May 2018, Level 1 Group A will be trained and from 26th May 18 to 30th May 2018 Level 1, Group B will be trained. The trainers will be Ms.Juli Mahanta from Sivasagar, Mr.Arun Borgohain from Naharkatia. Mr. Debojit Hazarika will also train the students.
9. The World Environment Day will be celebrated on 05.06.18 by NSS. The Brahma Kumaris will take part in the event. Sapling plantation will be done in the girls' hostel premises.
10. The New Administrative Building will be inaugurated on 17.07.18.
11. The Inauguration of Digital classroom and library will be done on 26th July 2018.
12. The Home Science Department organized a 'Cake and Paneer Making' programme on 31st March 2018 at Bamkukuta (adopted village) 'Omala Ghar', among the ladies of the village.



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13. The World Autism Awareness Day was celebrated on 2nd April 2018 at Tinsukia 'Snehalay' by Home Science Department. On the same day they observed the children with special needs who were suffering from Autism.

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	