



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Katahguri College

Tuktuki, Nagaon, Assam, PIN-782123

email:: iqackatahguricollege@gmail.com/katahguricollege@gmail.com

Website: <https://katahguricollege.org.in>

Sf.....

Date.....

Executive Meeting of IQAC Katahguri College, Nagaon Date:10-09-2021

Minutes of the Meeting

An executive meeting was held on 10-09-2021 at IQAC room at 2.00 PM under the chairmanship of the principal Dr. Khairul Islam.

Agenda of meeting:-

- (1) Chairing by the Principal.
- (2) Purpose of the meeting.
- (3) Recitation of the earlier meeting and it's adaptation.
- (4) Regarding awareness program on Minority Girls Scholarship.
- (5) Regarding Students Union Election.
- (6) Regarding Anti-Ragging awareness program.
- (7) Regarding Awareness program of Internal Complaints Committee.
- (8) Regarding Departmental Alumni Meeting.
- (9) Regarding Certificate Course.
- (10) Regarding bike stand.

Name of the present members

1. Dr. Khairul Islam
2. Dr. Kamal Ch.Nath
3. Razzakul Al Amin Fakir
4. Ikbal Bahar Chowdhury
5. Md. Faij Uddin Ahmed
6. Md. Shahidul Islam
7. Ashrumoni Deka
8. Muzammil Hussain Khandaker
9. Ankita Moyee Bora
10. Niku Prava Devi
11. Rakib Uddin Ahmed

Designation

- Principal
Principal, Charaibahi College
Member
Coordinator, IQAC
Member
Member
Member
Member
Member
Member
Asst. coordinator



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Date:.....

The following resolution have been taken in the meeting.

Resolution No 1.

In the meeting a resolution has been taken to conduct an awareness program on minority Girls Scholarship by the scholarship committee.

Resolution no 2.

A resolution has been taken to conduct student union election by Election cell.

Resolution no 3.

In the meeting a resolution has been taken to organize an awareness camp program on Anti-ragging by Anti-Ragging cell of IQAC, the purpose of this program is to create awareness about ragging and ensure a student friendly awareness at all time.

Resolution no 4.

In the meeting a resolution has been taken to organize an awareness camp program on Internal Complain / Sexual Harassment at work place. The program would organized by internal complain cell. By this awareness program participants would made aware about the Act-(prevention, prohibition and redressal) Act-2013.

Resolution No 5.

In the meeting a resolution has been taken to organize Departmental Alumni meet.

Resolution no 6.

In the meeting a resolution has been taken that every department of the college would conduct certificate course. In the meeting it is also discussed that every department would farm syllabus for certificate course and it would take approval from the admission and academic committee.

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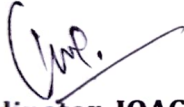
Website: <https://katahguricollege.org.in>

Date:

Resolution no 7.

In the meeting requested to the principal to construct bike stand for students as soon as possible.

At last the principal cum chairperson delivered his valuable speech on the mentioned agenda and provide thanks to all the present member of the meeting and conclude the meeting.



**Coordinator, IQAC
Katahguri College**
Coordinator, IQAC
Katahguri College



**Chairperson/ Principal
IQAC, Katahguri College**

Chairperson / Principal
IQAC, Katahguri College

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Date.....

Executive Meeting of IQAC Katahguri College, Nagaon Date:10-12-2021

Minutes of the Meeting

An executive meeting was held on 10-12-2021 at staff room at 2.00 PM under the chairmanship of the principal Dr. Khairul Islam.

Agenda of meeting:-

- (1) Chairing by the Principal.
- (2) Purpose of the meeting.
- (3) Regarding conduct of Annual Sports.
- (4) Regarding inclusion of General Secretary of student union to the IQAC executive committee.
- (5) Regarding MoU with NGO.
- (6) Regarding extension activities in adopted village.
- (7) Regarding arrangement more desk benches for classes.
- (8) Regarding purchase of laptop and printer for IQAC office
- (9) Regarding conduct a workshop on Intellectual Property Right (IPR)

Name of the present members

1. Dr. Khairul Islam
2. Miraj Ali Ahmed

Designation

- | | |
|-------------------------------|--|
| | Principal |
| | Sr. Administrative officer (Principal, Katahguri
Com.Jr.College |
| 3. Ikbal Bahar Chowdhury | IQAC, Coordinator |
| 4. Muzammil Hoque Chowdhury | Member (Employers) |
| 5. Razzakul Al-Amin Fakir | Member |
| 6. Md. Faij Uddin Ahmed | Member |
| 7. Md. Shahidul Islam | Member |
| 8. Ashrumoni Deka | Member |
| 9. Muzammil Hussain Khandakar | Member |
| 10. Ankita Moyee Bora | Member |
| 11. Niku Prava Devi | Member |
| 12. Rakib Uddin Ahmed | Asst. Coordinator |



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Date.....

The following resolution have been taken in the meeting.

Resolution No 1.

In the meeting it is resolved that Annual sports (College week) would be conducted by the games & sports cell.

Resolution no 2.

In the meeting a resolution has been taken that elected General Secretary for the session 2021-2022 would be included to the executive committee of IQAC.

Resolution no 3.

In the meeting a resolution has been taken to do MOU with an NGO.

Resolution no 4.

A resolution has been taken to do more extension activities in Katahguri college adopted village in collaboration with NGO and Industry.

Resolution No 5.

A resolution has been taken to arrange more desk benches in classroom.

Resolution no 6.

In the meeting a resolution has been taken to purchase another laptop and printer for IQAC office.

Resolution no 7.

In the meeting a resolution has been taken that intellectual property right cell would conduct a workshop on "Intellectual property right" (IPR).

After delivering a valuable speech by the president and thanking to all the present members, he conclude the meeting.

Coordinator, IQAC
Katahguri College
Coordinator, IQAC
Katahguri College

Chairperson/ Principal
IQAC, Katahguri College
Chairperson / Principal
IQAC, Katahguri College

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Date.....

Executive Meeting of IQAC Katahguri College, Nagaon Date: 15-03-2022

Minutes of the Meeting

An executive meeting was held on 15-03-2022 at staff room under the chairmanship of the principal Dr. Khairul Islam.

Agenda of meeting:-

- (1) Regarding remedial class.
- (2) Regarding celebration of National and International days and events by different cells.
- (3) Regarding conduct of workshop on NAAC Assessment and Accreditation.
- (4) Discussion regarding improvement of library faculty.
- (5) Regarding feedback collection from stakeholders.
- (6) Regarding formation of NSS unit.
- (7) Other's

Name of the present members

1. Dr. Khairul Islam
2. Ikbal Bahar Chowdhury
3. Shahidul Islam
4. Razzakul Al-Amin Fakir
5. Jakir Hussain
6. Md. Faij Uddin Ahmed
7. Muzammil Hussain Khandakar
8. Md shahidul Islam
9. Niku Prova Devi
10. Ankita Moyee Borah
11. Ashrumoni Deka
12. Rakib Uddin Ahmed
13. Motibur Rahman
14. Alom Hussain

Designation

- Principal
IQAC, Coordinator
Member (Stakeholders)
Member
Member (From local Society)
Member
Member
Member
Member
Member
Member
Asst. Coordinator
Member, Alumni
General Secretary (Student Union Body)



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Resolution no 1.

In the meeting a resolution has been taken to conduct remedial class for slow learners by the all departments.

Resolution no 2.

In the meeting it is resolved that celebrate National and International days and organize various events by different cells.

Resolution no 3.

In the meeting a resolution has been taken to conduct a work shop on "NAAC Assessment and Accreditation" by the IQAC of Katahguri College. As resource person IQAC of the college should invite Mr. Rofiqul Islam, Associate professor of Moirabari College, Dr. Jayanta Barman, IQAC coordinator ADP College, Dr. Bijay Nath, Coordinator, Charaibahi College, Dr. Tridip Goswami, Dr. Ashique Elahi, Asstt. Professor of Batadrava College, and Mr. Nekibur Rahman, IQAC Coordinator, Hatichong College, Bubu Sensowa. Asstt. Professor of Hatichong College, and Mr. Muktar Hussain, IQAC Coordinator of Juria College.

Resolution no 4.

In the meeting a resolution has been taken to improve library. It is resolved that the college will purchase more books for college library.

Resolution no 5.

In the meeting it is resolved that feedback Analysis committee would collect feedback from various staff holders for the last year.


Resolution no 6.

In the meeting it is resolved that college would form NSS Unit under Gauhati University NSS cell.

The meeting is ended with the vote of thanks after the valuable speech by the chairperson.


Coordinator, IQAC
Katahguri College

Coordinator, IQAC
Katahguri College


Chairperson/ Principal
IQAC, Katahguri College

Chairperson / Principal
IQAC, Katahguri College



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Executive Meeting of IQAC Katahguri College, Nagaon Date:18-06-2022

Minutes of the Meeting

An IQAC meeting is held on 18-06-2022 at Katahguri College IQAC room at 2 PM under the chairperson of Dr. Khairul Islam, Principal of the college to Dr. Khairul Islam, Principal of the college to discuss on the given below agenda.

Agenda of meeting:-

- (1) Regarding conduct of various out rich (Extension) activities by NSS unit.
- (2) Regarding Conduct of parent teacher meet of different department.
- (3) Discussion regarding update of college website.
- (4) Regarding Wi-Fi Connectivity.
- (5) Regarding College campus gardening.
- (6) Regarding celebration of teacher's day.
- (7) Regarding separate departmental room.

Name of the present members

1. Dr. Khairul Islam
2. Dr. Kamal ch.nath
3. Miraj Ali Ahmed

4. Ikbahar Chowdhury
5. Sri. Khagendra Mehela
6. Razzakul Al-Amin Fakir
7. Md. Faij Uddin Ahmed
8. Md.Shahidul Islam
9. Muzammil Hussain Khandakar
10. Ashrumoni Deka
11. Niku Prova Devi
12. Ankita Moyee Borah
13. Rakib Uddin Ahmed
14. Alom Hussain

Designation

- Principal
Principal, Charaibahi College
Sr. Administrative officer (Principal, Katahguri
Com.Jr.College
IQAC, Coordinator
Member from Management
Member
Member
Member
Member
Member
Member
Asst. Coordinator
General Secretary (Student Union Body)



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Date:

Resolution No 1.

In the meeting it is discussed that NSS Unit of Katahguri college would do various outreach(Extension) activities with involvement of community.

Resolution No 2.

A resolution has been taken to conduct parent teacher meet. It would be conducted by various department of the college.

Resolution No 3.

In the meeting it is resolved to update college website with more facilities.

Resolution No 4.

In the meeting discussed that the college will facilitate Wi-Fi connection to enhance library and other functionaries of the college.

Resolution No 5.

In the meeting it is resolved that "Teachers Day" would be celebrated by the department of education at the college.

Resolution No 6.

In the meeting it is resolved and requested to the college authority to construct departmental rooms separately for each department as soon as possible.

After delivering a valuable speech by the president and thanking to all the members he concluded the meeting.

Coordinator, IQAC
Katahguri College
Coordinator, IQAC
Katahguri College

Chairperson/ Principal
IQAC, Katahguri College
Chairperson / Principal
IQAC, Katahguri College