



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Katahguri College

Tuktuki, Nagaon, Assam, PIN-782123

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

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

Date:

Executive Meeting of IQAC Katahguri College, Nagaon Date:17-09-2022

Minutes of the Meeting

An IQAC meeting is held on 17-09-2022 at Katahguri College IQAC room at 2 PM under the chairperson of Dr. Khairul Islam, Principal of the college to discuss on the given below agenda.

Agenda of the meeting:-

- (1) Regarding repainting of class room and desk benches.
- (2) Regarding celebration of freshman social for the session 2022-23.
- (3) Regarding submission of personal profile of teaching and non-teaching staff.
- (4) Regarding faculty exchange program MoU college.
- (5) Regarding the maintenance of records according to SSR format.

Name of the present members

Designation

1. Dr. Khairul Islam	Principal
2. Ikbal Bahar Chowdhury	IQAC, Coordinator
3. Jakir Hussain	Member (From local Society)
4. Shahidul Islam	Member (Stakeholders)
5. Md. Faij Uddin Ahmed	Member
6. Muzammil Hoque Chowdhury	Member (Employers)
7. Md. Shahidul Islam	Member
8. Muzammil Hussain Khandaker	Member
9. Niku Prova Devi	Member
10. Ashrumoni Deka	Member
11. Alom Hussain	General Secretary (Student Union Body)
12. Ankita Moyee Borah	Member
13. Rakib Uddin Ahmed	Member
14.	
15.	



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Resolution No. 1

In the meeting it is resolved to repaint desk and benches of the class room.

Resolution no 2.

In the meeting resolution has been taken to celebrate freshmen social for the session 2022-23 by the Extension & cultural cell.

Resolution no 3.

In the meeting it is resolved that teaching and non-teaching staff member must submit personal profile in a stipulated time to the IQAC of the college.

Resolution no 4.

In the meeting it is resolved that faculty members would do class exchange under faculty exchange program with respective colleges which MoU have been done.

Resolution no 5.

In the meeting a resolution has been taken that all criteria convers would prepare and maintain records according to new SSR format.

After delivering a valuable speech by the principal cum chairperson 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



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Executive Meeting of IQAC Katahguri College, Nagaon Date:17-12-2022

Minutes of the Meeting

An Extended executive meeting is held with teaching staff at Katahguri college teacher common room at 2.00 PM under the chairmanship of the principal Dr. Khairul Islam.

Agenda of meeting:-

- (1) Regarding conduct of certificate course by the departments.
- (2) Regarding purchase of more computer.
- (3) Discussion regarding the infrastructure development.
- (4) Regarding inclusion of General Secretary of students union to the IQAC executive committee.
- (5) Regarding submission of activities report of all cells and departments to IQAC.
- (6) Regarding conduct of workshop on IPR.

Name of the present members

1. Dr. Khairul Islam
2. Sri. Khagendra Mehela
3. Ikbal Bahar Chowdhury
4. Shamim Khanam
5. Md. Shahidul Islam
6. Razzakul Al-Amin Fakir
7. Muzammil Hussain Khandaker
8. Md. Faj Uddin Ahmed
9. Saidur Rahman
10. Niku Prava Devi
11. Ankita Moyee Borah
12. Ashrumoni Dekes
13. Baharul Islam
14. Abdus Satter
15. Firuz Khan
16. Monisha Saikia
17. Rakib Ahmed Fakir
18. Md. Anjarul Azam Fakir
19. Abul Kachem

Designation

- Principal
Member from Management
IQAC, Coordinator
Asst. Professor
Member
Member
Member
Member
Asst. Professor
Member
Member
Member
Asst. Professor
Asst. Professor
Asst. Professor
Member
Asst. Coordinator
Asst. Professor
Sr. Asst.



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Date.....

20. Aminul Islam

Asst. Professor

21. Mainul Hoque Choudhury

Sr. Asst.

22. Md. Ruhul Amin

Jr. Asst.

23. Masuma Khatun

Asst. Professor

24. Md. Mainul Islam

Library Asst.

Resolution no 1.

In the meeting a resolution has been taken to conduct certificate course by the various departments.

Resolution no 2.

In the meeting it is resolved that the college will purchase 3 sets of computer for various activities in the college.

Resolution no 3.

In the meeting it is resolved that the college infrastructure will be developed by the principal.

Resolution no 4.

In the meeting a resolution has been taken that newly elected General Secretary of the student union body will be nominated to the executive committee of the IQAC.

Resolution no 5.


In the meeting a resolution has been taken to submit all the activities report regarding cells and department to IQAC.

Resolution no 6.

In the meeting a resolution has been taken that IPR cell would conduct a workshop on Intellectual Property Right (IPR).

The meeting is concludes with 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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Date:.....

Executive Meeting of IQAC Katahguri College, Nagaon Date:10-03-2023

Minutes of the Meeting

An IQAC meeting is held on 10-03-2023 at Katahguri College IQAC room at 2 PM under the chairperson of Dr. Khairul Islam, Principal of the college to discuss on the given below agenda.

Agenda of meeting:-

- (1) Regarding NAAC Assessment.
- (2) Regarding syllabus completion before semester examination.
- (3) Regarding preparedness for upcoming sessional and final examination.
- (4) Regarding conduct a workshop on Research Methodology.
- (5) Regarding conduct of state level seminar on NEP 2020.
- (6) Regarding construction of boy's common room.
- (7) Regarding conduct a free health check-up camp at college adapted village.

Name of the present members

1. Dr. Khairul Islam
2. Miraz Ali Ahmed
3. Ikbal Bahar Chowdhury
4. Jakir Hussain
5. Razzakul Al-Amin Fakir
6. Muzammil Hussain Khandaker
7. Md. Faj Uddin Ahmed
8. Niku Prava Devi
9. Md. Shahidul Islam
10. Ashrumoni Deka
11. Shahidul Islam
12. Ankita Moyee Borah
13. Rakib Ahmed Fakir
14. Azmal Shorif

Designation

- Principal
Sr. Administrative officer (Principal, Katahguri
Com.Jr.College
IQAC, Coordinator
Member (From local Society)
Member
Member
Member
Member
Member
Member (Stakeholder's)
Member
Asst. Coordinator
General Secretary (Student Union Body)



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Resolution no 1.

In the meeting IQAC of Katahguri College has taken a resolution to speed up for NAAC Assessment as soon as possible.

Resolution no2.

In the meeting it is resolved to complete syllabus by the all departments before semester examination.

Resolution no3.

In the meeting a resolution has been taken that all the department must prepare question paper for upcoming sessional examination according to the guideline of G.U and make sure of all preparedness.

Resolution no4.

In the meeting a resolution has been taken to conduct a state level workshop at Katahguri college on "Research methodology" In the meeting it is also decided to invite Dr. Tridip Kumar Guwasami, Asst. Professor of SSS Batadrava College as a resource person.

Resolution no5.

In the meeting it is decided to conduct state level seminar on NEP-2020 by department of education & political Science in collaboration with IQAC Katahguri College. It is also decided to invite Dr. Jayanta Kumara Borah Associate professor of ADP College, Nagaon as a Resource Person for the seminar.

Resolution no6.

In the meeting it is decided to organize free health check camp for the villagers at Tuktuki village (adapted village by Katahguri College) by health cell, NSS unit and Adopted village committee, in collaboration with IQAC, Katahguri College and Joint Director of health service, Nagaon, Assam.



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Resolution no 7.

In the meeting a resolution has been taken to organize another free health camp for Anti-malaria Month by NSS unit and Alumni Association in joint collaboration with IQAC Katahguri College and Joint Director of health service, Nagaon, Assam.

Resolution no 8.

In the meeting it is resolved and request to the college authority to facilitate boy's common room as soon as possible.

After delivering a valuable speech by the principal cum chairperson 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



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Ref.....

Date.....

Executive Meeting of IQAC Katahguri College, Nagaon Date:02-06-2023

Minutes of the Meeting

An IQAC meeting is held on 02-06-2023 at Katahguri College IQAC room at 2 PM under the chairperson of Dr. Khairul Islam, Principal of the college to discuss on the given below agenda.

Agenda of meeting:-

- (1) Regarding conduct of online workshop on NEP 2020.
- (2) Regarding provide more pure water facilities for students.
- (3) Regarding conduct of one day training program on "Administration and online Automation"
- (4) Regarding conduct of students Induction program for the batch 2023-24.
- (5) Regarding smart class room and ICT enable class room.
- (6) Regarding organization of one week Faculty Development program (FDP).

Name of the present members

1. Dr. Khairul Islam
2. Sri. Khagendra Mehela
3. Ikbal Bahar Chowdhury
4. Md. Faj Uddin Ahmed
5. Rakib Ahmed Fakir
6. Muzammil Hussain Khandaker
7. Jakir Hussain
8. Md. Shahidul Islam
9. Razzakul Al-Amin Fakir
10. Ashrumoni Deka
11. Niku Prava Devi
12. Ankita Moyee Borah
13. Azmal Sharif
14. Matibur Rahman

Designation

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



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Resolution no1.

In the meeting a resolution has been taken to conduct online workshop on NEP-2020 implantation, with faculty members and student. It is also discussed in the meeting that Faij Uddin Ahmed asst. professor of philosophy department and Shahidul Islam Asst. professor of Political Science department would be resource persons for the program.

Resolution n o2.

In the meeting it is resolved to purchase more water purifier for the students.

Resolution no 3.

In the meeting a resolution has been taken to conduct one day training program on "Administration and online Automation on 15-07-2023.

Resolution no 4.

In the meeting a resolution has been taken that IQAC of Katahguri College would conduct an induction program for the batch 2023-2024.

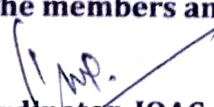
Resolution no 5.

In the meeting it is resolved that IQAC Katahguri College would ask college authority to facilitate some class room with ICT enabled and smart classroom. It is also decided to purchase two digital board for smart class.


Resolution no 6.

In the meeting a resolution has been taken to organize online one week faculty development program in association with Electronics and ICT Academy IIT Guwahati, Assam. In the meeting it is also decided that faculty members must take part in the program.

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


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Katahguri College

Coordinator, IQAC
Katahguri College


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