MOIRABARI COLLEGE



CRITERIA 6: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.5: Internal Quality Assurance System

6.5.2: Minute of IQAC meetings

Moirabari College
Morigaon-782126
Assam

Submitted to

The NAAC for 3rd cycle of Assessment and Accreditation

Meeting Steering Committee
Date - 22nd Sept/18
Venue: IQAC Chamber
Time 1 PM

Agenda -
1. President Chair
2. Purpose of the meeting
3. Read out the previous proceding
4. Regarding departmental activities
5. Others.
6. President Speech

Signature. -
1.
2. Dalit Dir A O
3. Shamsuddin Hazarika
4. Rehana Ahmed.
5. Chandra Pegu
6. Jaiz uddin Ahmed.

The meeting has passed the following resolutions -

1. The meeting resolved that the Convenor of Alumni Association & Guardian Forum of Moirabari College asked to organised the alumni meet as well as Guardian meet as soon as possible.

2. The meeting resolved that the feed back report should collect from the student by the teachers atleast one in a semester.

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3. The meeting ~~rato~~ resolved that after collection of Feedback form from students its should be placed to the Academic Advisory Committee for analysing and necessary steps for this.

After a fruitful discussion and remarks of the president the meeting come to an end.

Chairman
IQAC

Co-ordinator
Jaliludin Ad.
IQAC
Co-ordinator
IQAC, Moirabari College

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Meeting of Steering Com. IQAC
Date: 21/12/18
Venue:- IQAC Chamber
Time: 10. AM.

Agenda-

1. President Chair
2. Purpose of the meeting
3. Regarding AQAR
4. Regarding activities of different cells.
5. DCA Course,
6. Others
7. President Speech

Signature:-

1. Samsuddin Ahmed — 21/12/18
2. Sofiqul Islam — 21.12.18
3. Rehana Ahmed — 21/12/18
4. Arif Hel[illegible] — 21st Dec/18
5. Dalil [illegible] A.O.

The principal Moirabari College has presided the meeting and the house has passed following resolutions.

1. The meeting resolved that the specific AQAR should submit in due time and asked to steering committee's members for helping hand to the coordinator, IQAC for preparing the report.

2. The meeting resolved that the all conveners of the various cells & committees should submit their annual report to the co-ordinator, IQAC on or before 26th Dec/18.

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3. It is resolved that the existing computer course (DCA) is to be continued.

The meetings came to end with the speech of Chairperson Dr. Samsuddin Ahmed.

Chairperson. IQAC

Dalil Uddin Ad
Co-ordinator
IQAC

Co-ordinator
IQAC, Moirabari College

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Meeting - IQAC

Steering Committee, Convenors with members of the different cells.

Date:- 19/2/19

Time:- 1.30 PM

Agenda:-

1. President Chair
2. Purpose of the meeting
3. Regarding AQAR, 2017-18
4. Regarding App college APP (E-campus system) NIRF, ISO certificate etc.
5. Activities & Future plan of different Cells & committees
7. Formation of Report writing cells.
7. Others
8. President Speech

Signature:

1. Samsuddin Ahmed 19.2.19 (Chairman)
2. Dalil [illegible] Ahmed (co-ordinator)
3. Md. Mehdul Islam
4. Mainul Haque Khan
5. Halima Khatun.
6. Abdul Latif Amany
7. Abdul Aziz Akand.
8. Swaiparna Kr. Barnik.
9. Shamsuddin Mazumder.
10. Shahidul Islam Kaan
11. Jaiz uddin Ahmed.
12. Rehana Ahmed.
13. Mala Mani Kalita
14. [illegible]
15. Chandini Pegu
16. Mofidul Islam
17. Abdul Mannan Ahmed
18. Tawhid Ahmed
19. Sadiqul Islam
20. Sofiqul Islam
21. Angshuman Das.

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22. Md Abdul Rahman

Today's meeting was presided over by the Principal Dr. Samsuddin Ahmed, Moirabari College. The following resolutions were taken unanimously in the meeting.

Reso. No. 1. It is resolved that a joint meeting of IQAC Steering Committe along with Convenors of various Cells & Committees within the respective months will be held once in three months.

Reso. No. 2. It is resolved that necessary steps too are to be taken for college digitalization as well as E-campus under the making of Moirabari College App.

Reso. No 3. It is resolved that Dr. Rehena Ahmed (dept. of Economics) has been given the charge of all necessary functions related to NIRF.

Reso. No 4. It is resolved that the co-ordinator, IQAC Badiuddin Ahmed has been given the charge of all necessary activities related to ISO Certificate of Moirabari college.

Reso. No 5. It is resolved that Convenors of Alumni and Guardian Forum are given the charge to Convened atleast (1) one meeting of their respective forum.

Reso. No. 6. It is resolved that a Report-Writting Cell of AQAR is to be formed with the following members- 1) Dr. Rehena Ahmed (dept. of Economics) 2) Chandini Pegu (dept. of Pol. Science) & 3) Purabi Kalita (dept. of Assamese)

The meeting came to an end with the fruitful Speech of Dr. Samsuddin Ahmed, Principal Moirabari College.

Chairperson
IQAC

Co-ordinator
IQAC

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Meeting - IQAC

Steering Committee & Convenors with members of the different Cells & committee

Date:- 25/6/19

Time:- 1. P.M.

Room NO. 10.

Agenda -

1. President chair
2. Purpose of the meeting
3. Readout the previous proceeding
4. Regarding Future plan
5. Activities of the different cells
6. Others
7. President Speech

Signature —

1. Samsuddin Ahmed 25/6/19
2. Angshuman Dr (Ac Deptt) 28/6/2019
3. Rehana Ahmed.
4. [illegible]
5. Halima Khatun.
6. [illegible]
7. [illegible]
8. Jahirul Haenan
9. Md. Afzarul Islam
10. Abul HUSSain 25/6/19
11. Morgina Begum. 25/6/19
12. Rehana Jesm
13. Mala Moni Kalita
14. Bikashita Kalita
15. Md. Sofiqul Islam
16. Jahanara Begum.
17. Azad Salim.
18. Mofidul Islam
19.
20. Mainul Islam
21. Rofiqul Islam

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22. Sadiqur Rahman
23. Mustafa Ahmed.
24. Mojnul H. Khan
25. Abdul Zalif Ansary
26. Mehfin Tabassum
27. Md. Abdul Mannan
28. Abdul Aziz Alam
29. Ashik Ullal.
30. Jakaria Alam
31. Shahidul Islam Khan
32. Dalil Din A. (IQAC, Co-ordinator)

Today's meeting was presided over by the principal of our college. The following resolutions were adopted unanimously.

Reso. No. 1. It is resolved that the co-ordinator is hereby authorised to manage the intercollege direct Teaching Learning process by exchanging Teachers among the neighbouring colleges.

Reso. No. 2. It is resolved that a merit Scholarship System may be introduced in the College for every academic Session and further resolved to authorised the co-ordinator for intimation to G.B in regarding the proposed merit scholarship.

Approved

Chairperson
IQAC

Co-ordinator, IQAC

Steering Committee Meet-
IQAC, Moirabari College
Moirabari.
Date:- 18/2/2020
Venue:- IQAC, office
Time:- 1 PM.

Agenda-

1) President-Chair
2) Purpose of the meeting
3) Regarding AQAR for the Session 2018-19
4) ~~Re~~ Regarding "EK bharat Shreshtha Bharat" Scheme.
5) Regarding Job fair in collaboration with down town University, Ghy
6) Ot-rs
7) Concluding Speech by the President.

Signature:

1. S. Ahmed 18/02/20
2. [illegible] Co-ordinator, IQAC
3.
4. Abdul Latif Anwary 18/02/20
5. Shamsuddin Mazumder
6. Rekha Ahmed.
7. Md. Bahrarul Islam.
8. Chandini Pegu 18/02/20
9. [illegible]
10. Md. Sofiqul Islam

Today's meeting was Presided over by Incharge Principal. The following resolutions were taken unanimously.

1. It is resolved that a special joint meeting of the convenors of different cells & committees alongwith member of the Steering committee of the IQAC will be convened on 27th Feb/20.

2. It is resolved that a proxy may be

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Placed to the college authority for appointing a Part time/contactual/guest teacher in placed of Co-ordinator, IQAC for managing the direct teaching learning process of the department.

Reso. 3. A resolution was taken by the meeting of the day that the following members of teaching staff are hereby authorised jointly for publishing a Wallmagazine in connection with EK bharat Shreshta Bharat Abhijan. Name of the Members. 1. Prof. Tania Das & 2. Prof. Tulsi Nath.

Reso. 4. Today's meeting resolved that Prof. Rehena Ahmed & Prof. Fajruddin Ahmed are hereby authorised to organise a Quiz Competion among the students shortly in regarding EK Bharat Shreshta Bharat Abhijan.

The meeting came to an end with the fruitful Speech of the Chairperson, IQAC.

Approved

Chairperson,
IQAC.

Co-ordinator
IQAC,

A Special Meeting
Steering com. & convenors of the different cells & com.
Date: 27/2/20
Time:- 1.PM
Venue:- IQAC Chamber.

IQAC

Agenda.

1. President chair
2. Purpose of the meeting
3. Readout the previous proceeding
4. Regarding Report of the different cells & com.
5. Regarding AQAR 2018/19
6. Regarding Teachers exchange programme.
7. Regarding NAAC Sponsored seminar
8. Regarding Women empowerment Programe.
9. Others
10. Concluding speech by the President

Signature:-

1. Samsuddin Ahmed — 27/02/2020
2. Dalil Din A.D. — [signature]
3. Morgia Begum. — [signature] 27/02/2020
4. Jahanara Begum — [signature] 27/02/2020
5. Rehana, Ahmed — [signature] 27/02/2020
6. Halima Khatun — [signature] 27-2-20
7. Md. Sofiqul Islam — [signature] 27.2.20
8. Abdul Aziz Ahmed — [signature] 27-2-20
9. [illegible] — [signature] 27/2/2020
10. Chandini Begum — [signature] 27/02/20
11. Angshuman Das — [signature] 27/2/20
12. Md. Baharul Islam. — [signature] 27/02/20
13. Sohrab Ahmed
14. [illegible]
15. Dr. Abdul Latif Ansary — [signature] 27/02/2020
16. Dr. Ajeedur Rahman Mollah — [signature] 27-2-20

Today's meeting was presided over by the principal. The following resolutions were taken unanimously.

1st - It is resolved that this academic year will be observed as Women empowerment.

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year. In relation of this year International Women's day would be observed on 8th March 2020.

2nd → It is resolved that minimum two meetings in a year should be held by re-constituting Gaurdian Forum & Alumni.

3rd - It is resolved that after Submission of AQAR 2018/19 in the last week of the March/2020, a general meeting will be Convened.

The meeting came to an end with the fruitful Speech of the Chairperson, IQAC

Chairperson
IQAC, Moirabari College

Co-ordinator, IQAC
Moirabari College

Co-ordinator
IQAC, Moirabari College

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A joint meeting IQAC steering com. Teaching staff & different cells & com. 119

Date:- 9/1/2021

Venue:- Exam. Controll Room

Time:- 1 PM

Agenda-

1. President chair
2. Purpose of the meeting.
3. Proceeding of the last meeting
4. Regarding annual Report 2018/19
5. Regarding annual Report writing for the Session 2019/20
6. Regarding activities of the different Cells & Committees
7. Regarding Teachers exchange programme.
8. Regarding SSS & course out-come.
9. Others. (women empowerment, Seminar etc)

Signature :-

1.
2. [illegible]
3. [illegible]
4. Zahirul Islam
5. Shamsuddin Mazumder
6. Maidul Islam
7. Abdul Mannan Ahmed.
8. Joynal Abdin.
9. Moinul Hoque Khan
10. Rehana Ahmed
11. Abdul Latif Ansary
12. Shahidul Islam Khan
13. Morgina Begum
14. Rehana Jesmin

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15. Md. Sofiqul Islam
16. Azad Salim
17. Jahirul Hachan
18. Dr. Anisur Rahman Mollah
19. Dalil — din A — d.

Today's meeting was presided over by the Principal (I/c) Mr. Baharul Islam. The following resolutions were taken unanimously.

1. It is resolved that the feedback forms of students, teachers and employees of the college are to be supplied to the respective Head of the department.

2. It is resolved that a workshop on the topic "Intellectual Property Rights" should be convened by the IQAC, Moirabari College in ~~Asso~~ association with Gyan Vigyan Samiti, Moirabari within a short period of time as possible.

3. It is resolved that the earlier ~~co~~ various cells & committee of different disciplines are to be dissolved and new cells are ~~[illegible]~~ formed with the following convenors. It is also noted that new members of the cells are to be selected by the respective convenors by convening meeting.

Name of the Convenor	Name of the Cells (As per Criterion)
~~M. Curricular Aspect~~	~~Moinul Hoque Khan~~
1. Prof. Moinul Hoque Khan	1. Curricular Aspect
2. Prof. Sofiqul Islam	2. Teaching, Learning & evaluation.
3. Dr. A.L. Ansary.	3. Research, Innovation & Extension.
4. Dr. A.R. Mollah	4. Infrastructure & Learning Resources

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5. Dr. Maidul Islam — 5. Student support & Progression.

6. Prof. Baharul Islam — 6. Governance, Leadership & Management.

7. Prof. Shamsuddin Mozumder — 7. Institutional values & Best practices.

4. It is resolved that the college authority is requested to provide minimum facilities to respective Cells for their smooth functioning.

5. It is resolved that the next joint meeting (Teaching & Evaluation) of IQAC is to be convened in the 2nd week of February/2021.

6. It is resolved that the Report writing Cells of the AQAR constituted as follows :-

1. Dr. Rehena Ahmed. Dept. of Economics
2. Prof. Safiqul Islam. Dept. of English
3. Prof. Morgina Begum. Dept. of Education
4. Prof. Chandini Puge. Dept. of Pol. Science.

After a fruitful discussion & fruitful speech of the president; the meeting came to an end.

Chairperson
IQAC, Moirabari College.

Co-ordinator
IQAC, Moirabari College

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Joint Meeting
IQAC Steering Committee, Teaching & Non Teaching Staff.
Date: 11/02/2021
Time - 1.00 PM
Venue:- Examination Control Room.

Agenda:-

1. President's Chair
2. Purpose of the meeting
3. Proceeding of the last meeting.
4. Regarding formation of the different Cells & committees.
5. Regarding future plan of the different cells
6. Regarding Teachers Exchange Programme
7. Regarding IPR Workshop
8. Others (SSS, Feedback etc)
9. Concluding President Speech.

Signature —

1. Samsuddin Ahmed 11/02/21
2. Amirul Hoque
3. Md Abdul Mannan
4. Moinul Hoque Khan
5. Jaizuddin Ahmed
6. Abdul Mannan Ahmed.
7. Shamsuddin Mazumder
8. Joynal Abdin.
9. Abdul Latif Ansary
10. Abdul Gorri
11. Mehidul Islam
12. Swapnan Kr. Barrik.
13. Dr. Anisadur Rahman Mollah.
14. Muhammad Afzal
15. Jahanara Begum.
16. Rehana Ahmed.
17. Rehana Tesmi
18. Morgina Begum.
19. Sadiqul Islam
20. Shahidul Islam Khan
21. Abdul Aziz Akand.

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22. Sohrab Ahmed
23. Md. Baharul Islam
24. [illegible]
25. Mala Moni Kalita
26. Chandini Pegu
27. Umesh Roy
28. Jalal Uddin
29. Rofiqul Islam
30. Sofiqul Islam
31. [illegible]
32. [illegible]

Today's Meeting was presided over by the Principal. The following resolutions were taken unanimously.

Reso. No. 1: It is resolved that the Seven no. of cells are to be constituted with the following members for smooth functioning of their activities.

1. Curricular Aspect-
   Convenor- Prof. M.H. Khan
   Members- Prof. Hannan Ahmed.
   Prof. Azad Salim.
   ~~Umesh Roy~~
   Dr. A.R. Mollah
   Jahirul Haque, Umesh Roy.

2. Teaching, learning & Evaluation
   Convenor- Dr. Reema Ahmed.
   Members- Prof. S.K. Banik.
   Prof. Sofiqul Islam
   Prof. Morgina Begum
   Prof. Chandini Pegu
   Prof. Purabi Kalita.
   Rofiqul Islam (Com) Touhid Ahmed.

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3. Research, Innovation & Extension

Convenor - Dr. A. L. Ansary

Members - Dr. A. Das
Abdul Aziz Akand
Prof. Abdul Goni
Rezashan Pahlavi, Goni Mollick.

4. Infrastructure & Learning Resource.

Convenor - Dr. A. R. Mollah

Members - Prof. S. I. Khan
Prof. Rofiqul Islam
Abdul Aziz Akand
Prof. M. M. Khan
Ungalidul Islam, Mustufa Ahmed.

5. Student Support & Progression

Convenor - Dr. Maidul Islam
Prof. Baharul Islam
Prof. S. Mazumdar
Dr. Rehena Ahmed
Afjarul Islam
Bikashita Kalita
P. Modak, Mojibur Rahman. (UM)

6. Governance, Leadership & Management -

Convenor - Prof. Taizuddin Ahmed

Members - Prof. Baharul Islam.
Prof. Rehana Yasmin
Prof. Mofidul Islam
Prof. Malamoni Kalita
Prof. Sadiqul Islam.

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7. Institutional values & Best practice :-

Convenor - Prof. Shamsuddin Majumdar
Members - Dr. Rehana Ahmed.
Prof. Sofiqul Islam
Prof. Adajul Mannan
Prof. Saiful Islam
Prof. Morgina Begum
Prof. Rehana Yeshmin
Dr. Mainul Islam.

Reso. No. 2. It is resolved that the Teachers Exchange Programme is to be arranged department-wise by the exchange of teachers from near by Colleges.

Reso. No. 3. It is resolved that IPR Workshop is to be convened after the assembly election as per as possible.

After fruitful discussion and fruitful Speech of the president the meeting came to an end.

11/02/21

Chairperson
IQAC.

Co-ordinator
IQAC.

Co-ordinator
IQAC, Motrabari College

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Meeting – IQAC
Steering com, Teaching - Non Teaching Staff, Different cells.
Date: 22/12/21
Time: 12 Noon Venue Exam. Control Room.

Agenda -

1. President's Chair
2. Purpose of the meeting
3. Proceeding of the last meeting
4. Regarding Annual Report writting, 2019-20 & 2020-21
5. Regarding Future plan
6. Regarding orientation – (E-Learning) Workshop for Teaching - Nonteaching Staff
7. Others
8. President Speech -

Signature :-

1. Samsuddin Ahmed 22/12/021
2. Dalil Din A.
3. Angshuman Dn 22/12/21
4. Nazigul Islam
5. Abdul Goni 22/12/21
6. Abdul Mannan Ahmed
7. [illegible] 22/12/21
8. Rehana Jesmin
9. Rehana Ahmed.
10. Abdul Latif Ansary 22-12-21
11. Mehdul Islam
12. Md. Sofiqul Islam
13. Shamsuddin Mazumdar
14. Morgina Begum.
15. Abdul Aziz Ahmed.
16. Shaima Pahmida
17. Bikashita Kalita.
18. Muzahid Hussain
19. Jaiz Uddin Ahmed.
20. Shahidul Islam Khan
21. Azad Salim
22. Rofiqul Islam 22/12/21

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(24)

Today's meeting was presided over by the Principal. The following resolutions were taken unanimously.

Reso. No. 1. It is resolved that a workshop on IPR would be convened by Prof. Rehana Ahmed & Abdul Goni which was postponed on account of Covid pandemic situation. This workshop is to be organised as early as possible.

Reso. No. 2. It is resolved that the HOD of various departments should take necessary steps for the continution of Teachers Exchange programme in their respective departments.

Reso. No. 3. It is resolved that the following Teachers names are to be given the charge in order to adopt a village selecting an area near by the college. a) Prof. S. U. Mazumdar b) Dr. Rehana Ahmed, c) Prof. Sofiqul Islam d) Dr. Maidul Islam. This programme should be made successful in co-operation of N.S.S. unit, Moirabari College.

Reso. No. 4. It is resolved that the convenors of the respective cells are given the charge to complete the AQAR 2019-2020 on or before 31st December 2021.

Reso. No. 5. It is resolved that the necessary steps are to be taken for the more upliftment of Knitting cutting centre in our college.

Reso. No. 6. It is resolved that an E-learning workshop should be organised on or before 10th Jan/2022.

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Reso. No. 7. It is resolved that best student of the year from each department are to be rewarded as observed last year.

Approved

03/01/22

Chairperson
IQAC

Co-ordinator
IQAC

Co ordinator
Govt. Motiaban College

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A Joint Meeting (Urgent)
IQAC
Steering Committee & Different Cells/Teaching-Non Teaching Staff
Date:- 3/1/22
Time:- 11:30 AM.
Venue:- Examination Control Room.

Agenda-

1. President's Chair
2. Purpose of the meeting
3. Proceeding of the last meeting.
4. Regarding Submitted AQAR 2019-20
5. Regarding Report Writing of 2020-21
6. Others.

Signatures:-

1. Samsuddin Ahmed 03/02/22
2. Md. Baharul Islam.
3. Shamsuddin Hazumder
4. Maidul Islam
5. Md. Sofiqul Islam
6. Swapan Kr. Barak
7. [illegible]
8. Abdul Asis Allam
9. Rezza Shah Pahlavi
10. Muzahid Hussain
11. Ala Uddin Sisty
12. Abdul Goni
13. Rehana Jessin
14. Morgina Begum
15. Rehana Ahmed.
16. Abdul Latif Ansary
17. Sadiqul Islam.
18. Abdul Mannan Ahmed
19. Probin Modak.
20. Rofiqul Islam
21. [illegible]
22. Mehfin Tabassum
23. Md. Afzarul Islam

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24. Slaima Pahmida
25. Umesh Ch. Roy
26. Shahidul Islam Khan
27. Dr. Anichur Rahman Mollah
28. Moinul Haque Khan
29. Md. Shamsudin Mazumdar

Today's meeting was presided over by the principal of the college. The following resolutions were taken unanimously.

Reso. No 1. It was is resolved that Dr. Renana Ahmed selected appointed as a Asstt. Coordinator of the IQAC

Reso. No. 2. It is resolved that self financing course in the college is needed to be open shortly.

Reso. No. 3. It is resolved the a 'Music School namely 'Swargam' is to be opened in the college. Junior Asstt. Mr. Umesh Roy has been given the charge to make all kinds of arrangements for the opening of the Music School.

With the fruitfull speech of the chair person the meeting came to an end.

19/05/022
Chair Person
IQAC

Co-ordinator
IQAC
Co-ordinator
IQAC, Nawabari College

IQAC, Moirabari College
Date:- 19/5/22, Time:- 1 PM.
Venue:- Exam. Control Room.

Agenda:-

1. President's Chair
2. Purpose of the meeting
3. Proceeding of the last meeting
4. Regarding Submitted AQAR 2020-21
5. Regarding MoU
6. Regarding Mentoring
7. Regarding Future Plan
8. Others.

Signatures

1. Samsuddin Ahmed
2. Md. Sofiqul Islam
3. Md. Bahadul Islam.
4. [illegible]
5. Abdul Mannan Ahmed.
6. Abdul Goni
7. Mala Moni Kalita
8. Jaiz uddin Ahmed.
9. Abdul Aziz Ansari.
10. Mafi'dul Islam.
11. Sadiqul Islam
12. Mainul Hoque
13. Reza Shah Pahlavi
14. Moinul Haque Khan
15. Rehana Ahmed.
16. Morgina Begum.
17. Rehana Jesmin
18. Abdul Latif Asary
19. Shahidul Islam Kha.
20. Azad Salim.
21. Rofiqul Islam.
22. Md. Shamsuddin Mazumder

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23. Joynal Abdin
24. Bikashita Kalita
25. Slaima Pahmida
26. Mehfin Tabassum
27. Ala Uddin Sisty
28. Dr. Aaidur Rahman Mollah.

Today's meeting was presided over by the Chairperson Principal of the College. The following resolutions were taken unanimously.

Reso. No. 1. It is resolved that Dr. Rehana Ahmed was given the charge of Asstt. Co-ordinator, IQAC in the last meeting. As per the last revised guidelines for formation of IQAC, there is no provision for an Asstt. Co-ordinator. Hence the house resolved that the earlier resolution taken in favour Dr. Rehana Ahmed should be withdrawn.

Reso. No. 2. It is resolved that A MOU is to be signed by Moirabari College with ICT Academy, Tamilnadu in May, 2022. Few workshops, seminars, webinars & FDP programmes would be conducted with ICT Academy's collaboration.

Reso No. 3. It is resolved that all the departments of the College should create their respectived Alumni data base.

With the fruitful speech of the chairperson the meeting came to an end.

19/05/022

Chairperson
IQAC.

Dalil-din Ahmed.
Co-ordinator
IQAC
Co-ordinator
Moirabari College

IQAC
Emergent Meeting
Moirabari College
Date:- 9/6/22 Time:- 2 PM, Venue: Exam. Control Room

Agenda.

1. President's Chair
2. Purpose of the meeting
3. Proceeding of the last meeting
4. Regarding Mentoring
5. Formation of language club
~~6. [illegible]~~
6. Regarding joining in Red Ribbon club.
7. Others.

Signatures:-

1. Samsuddin Ahmed 09/06/022
2. Dalil Din A.O.
3. Md. Baharul Islam.
4. Angshuman Dh.
5. Abdul Mannan Ahmed
6. Sadiqul Islam
7. Morgia Begum
8. Rohana Begum
9. [illegible] Barik.
10. Dr. Anichur Rahman Mollah.
11. Jaiz uddin Ahmed.
12. Mandul Islam
13. Abdul Latif Aroony 9/06/22
14. Sofiqul Islam
15. Shamsuddin Mozumder

Today's meeting was presided over by the Principal of the College. The following resolutions were taken unanimously -

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Reso. No 1 It is resolved that Student Monitoring groups having equal number of students from all semesters are to be formed and each teacher is to be given the charge for Monitoring the respective group of students.

Reso. No. 2. It is resolved to send a proposal for the opening of language Lab is to be placed to the Hon'ble GB of Moirabari college

Reso. No. 3 - It is resolved that a Language Club is to be formed with the following members.

Chairperson. Md. Sofiqul Islam (Asso. Prof. Dept. of Eng)
Secretary - Md. Afzalur Rahman (Asst. Prof. Dept. of Assamese)

Members - H o D, English
H o D, Hindi
H o D, Assamese
H o D, Arabic

Reso. No. 4 - It is resolved that Programme Officer of NSS, Moirabari College is to be given the charge for joining Red Ribbon Club.

With the fruitful speech of the President of the meeting, the meeting came to an end.

09/06/22

Chairperson
IQAC
Moirabari College.

Co-ordinator
IQAC,
Moirabari College

Co-ordinator
IQAC, Moirabari College

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1)

Joint Meeting, IQAC
(Steering committee & convenors and members of the different cells)
Moirabari college. Date:- 28/10/22
Venue:- Examination Controll Room. Time:- 1.15 PM.

Agenda—

1. President Chair.
2. Purpose of the meeting.
3. Proceeding of the last meeting.
4. Regarding progress on the recommendation provided by the last NAAC peer team.
5. Regarding evaluation of different cells.
6. Regarding future plan
7. Others.
8. President Speech.

Signatures:—

1. Jamal uddin Ahmed. 28/10/22
2. Samsuddin Ahmed 28/10/22
3. Dalil Din A.O.
4. Shamsuddin Mamundar
5. Angshuman Jha.
6. Swapan Kr. Barrak,
7. Azad Salim.
8. Shahidul Islam Khan.
9. Abdul Latif Ansary
10. Rehana Jesmi
11. Moinul H. Khan
12. Abdul Mannan Ahmed.
13. Jaiz uddin Ahmed.
14. Mala Mani Kalita
15. Rehana Ahmed.
16. Rezza Shah Pahlavi.
17. Pofiqul Islam.
18. Maidul Islam
19. Dr. Aaidur Rahman Mollah

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20. Abida Sultana
21. Bikashita Kalita
22. Mehjin Tabassum
23. Sharmin Ara Rahman
24. Monircam Engleng
25. Abdul Goni
26. Nargina Begum
27. Mahsofiqul Islam

After a fruitful discussion, presence of the above members, the following resolutions are adopted unanimously. Hon'ble the GB President Mr. Jamal Uddin Ahmed was present this meeting.

Reso. No 1. It is resolved that the Principal will take the initiative in establishing a language lab on the Administrative building's second floor (next to the Education Lab)

Reso. No. 2. It is resolved that the Principal will take the initiative for the opening the Certificate and Vocational programmes as soon as possible.

Reso. No. 3. It is resolved that Prof. Sadiqul Islam will take charge of the effort for publishing the College newsletter.

Reso. No. 4. It is resolved that the Principal of the college would take the initiative in re-opening the Kitchen garden for the upcoming Session in College premises.

Reso. No. 5. It is resolved that the college authority has to supply the Grade IV employees Uniform.

With fruitful speech of the president the meeting came to an end.

Co-ordinator
IQAC
Mohabari College

Chairperson
IQAC.

Co-ordinator
IQAC

Meeting on Different Cells.
IQAC Date - 22/3/23
Time: 1.30 PM. Moirabari College, Venue Room No. 33

Agenda -
1. President Chair
2. Purpose of the meeting & Proceeding of the last meeting
3. Regarding Progress & Future plan of different Cells.
4. others
5. President Concon Speech & dissolution of the meeting.

Signatures —
1. [signature] (Principal Cum chair person)
2. [signature] 22/03/023 (Invitee member)
3. Dalil Din AD. (Co-ordinator, IQAC)
4. Dr. Aziadur Rahman Mollah (Convenor, Infrastructure & learning Resource)
5. Dr. Mandal Islam (Convenor, Student Support & Progression Cell)
6. Abdul Aziz Akhan Librarian
7. Jaiz uddin Ahmed. (Convenor Governance Leadership and Management cell)
8. Meinul Ali Khan (Con. Curricular Aspect)
9. Dr. Abdul Latif Anwar (Con. (Research, Innovation & Extension Cell)
10. Rehana Ahmed (Convenor, Teaching, learning & Evaluation cell)

A fruit discussion with the various Convenor of the different cell, the following resolutions are adopted unanimously. The meeting was presided over the newly appointed principal Dr. Riazul Hoque.

Reso. No. 1. It is resolved that by April 2023, every department faculty member will use ICT in their classes.

Reso. No. 2 — It is resolved that the student Support and Progression cell would set up a 15 days Civil Service Coaching Programme as soon as possible.

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Reso. No. 3. It is resolved that the college authority has to provide the following catagories of awards to the students in every year.

a) Best Student -- Sponsored By Dr. A. Das
b) Best Player (Male) - Sponsored By Principal Dr. Riazul Hoque.
c) Best player (Female) Sponsored By Prof. A. R. Mollah
d) Best Reader - Sponsored By Lib. A. Aziz
e) Best attendance. Sponsored By Dr. Haidul Islam.
f) Best Book Review -
1st - Rs. 500/-
2nd Rs. 300/-
3rd - Rs. 200/-

Mentioned that Award will be Provided as an Cash Rs. 1000/- with memento. (one thousand one)

Reso. No. 4. It is ~~resol~~ resolved that a Planning Board will be formed with the following members of the teaching Staff.

Prof. Taizuddin Ahmed (Convenor)
" Rehana Jesmin. Member
" Malamoni Kalita. "

Reso. No. 5. It is resolved that an academic Calendar Committe will be formed with following members.

Prof. Baharul Islam (Convenor)
Prof. S. K. Banik (member)
Prof. Morgina Begum "
Juhab Hassan Office Assistant.

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Reso. No. 4. It is resolved that Prof. M.H. Khan will develop a student feedback form for the next academic year.

Reso. No 5. It is resolved that the Stress Management Cell constituted as follows

Prof. S. I. Khan (Convenor)
Dr. A. Das (Member)
Prof. Taizuddin Ahmed (Member)
Prof. Afzarul Islam (Member)

Reso. No. 6. It is resolved that the PTA Cell constituted as follows -

Dr. Mainul Islam (Convenor)
Prof. Sadrul Islam (Member)
Prof. Azad Salim (")
Prof. Reza Shahpakhri (")

With a fruitful Speech of the chairperson IQAC, the meeting came to an end.

Chairperson
IQAC

Co-ordinator
IQAC

Co-ordinator
IQAC
Moirabari College

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Meeting, IQAC

Steering committee, convenors with members of the different cells.

Venue: Exam. Control Room Date:- 17/5/23, Time:- 1.30 PM.

Agenda-

1. President's chair
2. Purpose of the meeting
3. Proceeding of the last meeting.
4. Regarding submitted AQAR 2021-22
5. Regarding opening of Certificate Courses.
6. Regarding SSR
7. Regarding Future Plan
8. Others.
9. President Speech.

Signature:-

1. [signature] 17/5/23
2. Meridul Islam
3. Dr. Abdul Latif Ansary
4. Shahidul Islam Khan
5. Mala Moni Kalita
6. [signature]
7. Shamsuddin Mozumder
8. Abdul Aziz Akan
9. Md. Sofiqul Islam
10. Md. Bahadul Islam
11. Rezzu Shah Pahlavi
12. Dr. Aaichur Rahman Mollah
13. Moinul H. Khan
14. Sadiqul Islam
12. Dr. Abdul Hannan Ahmed
13. Abdul Goni
14. Mahzuba Nahar
15. Bikashita Kalita.
16. Hafizur Rahman Faraci
17. Nazmin Faroki
18. Saddam Hussain

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19. Moniram Engleng
20. Abida Sultana
Shamim Ara Rahman
21. Zahirul Islam Mukti (Member, Steering Comm, IQAC)
22 Amiral Hoda (" " " ")
23. Dalil Uddin Ahmed. Co-ordinator IQAC.

2 After fruitful discussion the following resolutions are adopted unanimously.

Reso. No. 1. It is resolved that Best Student of the year and Best attendance for the year may be awarded from the College.

Reso. No. 2. It is resolved Construction for language lab may be Started as early as possible.

Reso. No. 3. It is resolved that Kitchen Garden will re-continued.

Reso. No. 4. It is resolved that the college foundation day should be Clebrate on 14th August/2023.

Reso. No. It is resolved that Co-operation may be required from the all Stakeholders for Prepartion ~~of SSR~~ and uploading the SSR.

With a fruitful Speech of the Chairperson the meeting came to an end.

Chairperson
IQAC

Co-ordinator
IQAC

Co-ordinator
IQAC
Mahabari College

Emergent Meeting
IQAC
Steering Com., Convenors & Members of the different Cells.

Venue:- Examination Controll Room.
Time: 3 PM Date:- 2/8/23

Agenda:-
1. President's Chair
2. Purpose of the meeting
3. Regarding FYUGP (NEP-2020)
3. Regarding IIQ
4. Others
5. President Speech.

Signature:-
1- Riazul Hoque (Chairperson, IQAC)
2. Azad Salim
3. Md Sofiqul Islam
4. Shamsuddin Mazumder
5- Md. Bahasul Islam.
6. Dr. Mehdul Islam
7. Dr. A. L. Ansary
8. Mainul H. Khan
9. Jaiz uddin Ahmed.
10. Mala Moni Kalita
11 [illegible]
12. Dr. Aziz Rahman Mollah
13. Rezza Shah Pahlavi
14 Mahzun Nahar
15. Shanmin Ara Rahman
16. Abida Sultana
17. Md. Afzarul Islam
18. Nazmin Faroki
19. Shaema Fahmida
20. Bikashita Kalita.
21. Hazisur Rahman Faraj
22. Sabikun Nahar.
23. Joynal Abdin

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24. Monisam Engleng
25. Saddam Hussain
26. Chandini Pegu
27. Mergina Begum
28. Rehana Jesmi
29. Rehana Ahmed
30. [illegible] Bamix.
31. Sameer Barwah
32. Salil Din Ahmed. (Co-ordinator, IQAC)

After fruitful dissension of the house the following resolutions are adopted unanimously.

Reso. No. 1 - It is resolved that an workshop should be organised for the proper implementation of NEP 2020.

Reso No. 2. It is resolved that the IIQ must be submitted by August/2023 and Co-ordinator has entrusted the authority to do needful action.

With a fruitful speech of the Chairperson, IQAC, the meeting came to an end.

Chairperson
IQAC

Co-ordinator
IQAC

Co-ordinator
IQAC
Molrabari College

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MOIRABARI COLLEGE, MOIRABARI, MORIGAON:: ASSAM
Activities Report of IQAC

1. Name of the Cell: **IQAC**
2. Year of Formation: 2003
3. Members of the **IQAC**

IQAC STEERING COMMITTEE

Sl. No	Name	Designation	Portfolio
1	Dr. Riazul Hoque	Principal	Chairperson
2	Dalil Uddin Ahmed	Asso. Prof. & HoD, Economics	Co-ordinator
3	Dr. Rofiqul Islam	Superintendent, L.M.H	Member
4	Local BDO	Block Dev. Officer	Member
5	S. U. Mazumder	Asso. Prof.History	Member
6	Dr. Abdul Latif Ansary	Asso. Prof. Arabic	Member
7	Sofiqul Islam	Asso. Prof. English	Member
8	Sadiqul Islam	Asso. Prof. English	Member
9	Dr. Rehana Ahmed	Asso. Prof. Economics	Member
10	Prof. Pradip Phukan	Prof, GU	Member
11	Aminul Huda	Social worker	Member
12	Jahirul Islam Mukter	Social worker	Member
13	Sorhab Ali	Industrialist	Member

4.

Plan of Action for the Academic Session: 2017-2018

- Opening of Science Stream
- CCTV installation in the Examination Hall
- Introduction of D.EL.ED. Course
- GST Registration
- Introduction of M.A. in Assamese and Arabic

Action taken Report

The IQAC of the College fulfilled most of the plans of Action (Year wise) for the all round development of the college

- Opening of Science Stream is under progress
- CCTV installation in the Examination Hall is completed
- Proposal for Introduction of M.A. in Assamese and Arabic has been submitted to Gauhati University
- D.EL.ED. Course has been introduced
- GST Registration is completed

Plan of Action for the Academic Session: 2018-2019

- Opening of college App
- Reservation for Trans gender (Special facilities)
- Opening a permanent 'Mental Health Counselling Centre'

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- Construction of Boys' common Room
- Construction of Seminar cum Computer Lab.
- Construction of Boys' Hostel

Action taken Report

The IQAC of the College fulfilled most of the plans of Action (Year wise) for the all round development of the college.

- College App Opened
- Reservation and Special facilities for Trans gender Provided
- Permanent Mental Health Counselling Centre Opened
- Construction of Boys' common Room is under progress
- Construction of Seminar cum Computer Lab. is under progress
- Construction of Boys' Hostel is under progress

Plan of Action for the Academic Session: 2019-2020

- Purchase Books for Library
- To observe this Year as **"Nari Borsha"**
- To take active initiative under **"Satcha Bharat Abhayan"**
- To Conduct Tutorial classes for slow learners
- Renovation of Academic and Administrative Building
- To open Coaching centre for competitive Exam.
- To introduce NCC
- Renovation of Boundary Wall
- To conduct Faculty and student exchange programme among Rural Colleges

Action taken Report

The IQAC of the College fulfilled most of the plans of Action (Year wise) for the all round development of the college.

- Books purchased for Library
- **"Nari Borsha"** observed
- **"Satcha Bharat Abhayan"** observed
- Conducted Tutorial classes for slow learners
- Renovation of Academic and Administrative Building completed
- Coaching centre for competitive Exam introduced
- Introduction of NCC is under progress
- Renovation of Boundary Wall completed
- Faculty and student exchange programme among Rural Colleges are under practice

Plan of Action for the Academic Session: 2020-2021

- To conduct Online classes
- Mentoring students one to one by Telephone
- Earth filling in the College campus
- Beautification of college campus
- To Purchase Books for Library

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Action taken Report

The IQAC of the College fulfilled most of the plans of Action (Year wise) for the all round development of the college.

- Online classes conducted
- Mentoring done for the students one to one by Telephone
- Earth filling in the College campus completed
- Beautification of college campus is going on
- Books Purchased for Library

Plan of Action for the Academic Session: 2021-2022

- Construction of Ramp for Physically abled person
- Cleaning of College Pond and Fencing the Pond
- To organize various sports among the colleges of Morigaon District
- Renovation of College Canteen
- To organize Book Fair in the College campus every year
- To conduct social responsibility and outreached programme

Action taken Report

The IQAC of the College fulfilled most of the plans of Action (Year wise) for the all round development of the college.

- Construction of Ramp for Physically abled person completed
- Cleaning and Fencing the College Pond completed
- Sports among the colleges of Morigaon District organized
- Renovation of College Canteen completed
- Organized Book Fair in the College campus
- Conducted social responsibility and outreached programme

Plan of Action for the Academic Session: 2022-2023

- To organize Volley Ball and Kabaddi Coaching by professional Coach
- To prepare a Kitchen Garden within the College campus
- To organize Training in Food processing like making **Pickle, Jam and Jelly**
- To organize Training in Weaving **"Mekhala Chador and Gamucha (Napkin)"**
- To Construct Foot Path
- Beautification of college campus
- To introduce **KKHSOU** Study centre
- Various Certificate courses are to be introduce

Action taken Report

The IQAC of the College fulfilled most of the plans of Action (Year wise) for the all round development of the college.

- Volley Ball and Kabaddi Coaching by professional Coach is under progress
- Kitchen Garden in the College campus is completed
- Food processing like making **Pickle, Jam & Jelly** is under progress
- Training in Weaving **"Mekhala Chador and Gamucha (Napkin)"** is under progress
- Construction of Foot Path completed

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- Beautification of college campus is going on
- KKHSOU Study centre introduced
- 15 Certificate courses are introduced

Full Signature of coordinator
IQAC, Moirabari College

Co-ordinator
IQAC
Moirabari College

Countersigned by
Principal/ Chair person, IQAC
Moirabari College
Moirabari
Morigaon:: Assam

Principal
MOIRABARI COLLEGE
Moirabari,Morigaon,Assam

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