

Meeting of the IQAC Steering Committee

7th June, 2019

Venue: NAAC Room

Members:

1. Dr. Thepfulvie Pieru (Coordinator)
2. Mr. Rallo Patton
3. Mr. Wetshete Thopi
4. Dr. Bendangsenla

Meeting Minutes:

1. IQAC will extend all possible help in implementation of the revised syllabus from the next academic session.
2. It was decided that SWOC analysis would be conducted along with the Academic Deans, Controller of Exams, HODs and Dean of Students. Further discussion on this matter will be held with the Principal and Vice-Principal.
3. As entrusted by the College authority, the IQAC Steering Committee (SC) would be overseeing the UGC Peer Team visit to the college on 26th and 27th July. Along with the SC members, the following members would be requested to help the SC: Dr. Moienla (Botany dept.), Ms. Among (Geology dept.).
4. A workshop/seminar on Examination related matter would be conducted in collaboration with the Examination department.

Recorded by Mr. Rallo Patton



(Dr. Thepfulvie Pieru)
IQAC Coordinator



Principal
Patkar Christian College
Chutlukedima - Solbikema

IQAC Steering Committee and Academic Affairs Committee Meeting

Dated: 25th March, 2020

Meeting Minutes:

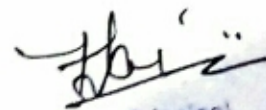
1. In view of the unprecedented COVID- 19 pandemic situation, the members felt the need to immediately shift to Online Classes. In this regard, it was decided that the IQAC would take up the matter to set up ICT enabled classrooms to the higher authority of the college. This is necessitated because the teachers are using their own facilities at the moment. Once the classrooms are set up, and when the situation is under control, teachers could be called back to the campus to conduct the online classes from the designated classrooms.
2. For arrangement of the ICT enabled classrooms, the Deans in coordination with the Vice- Principal may be requested to oversee the work.
3. It was decided that an online Faculty Development Programme on online teaching and evaluation would be conducted for the faculty. I/C: Dr. Phongshak (English Dept.)
4. To ensure syllabus coverage for the ongoing session, the Academic Deans may be requested by the college authority to oversee that the faculty are in constant touch with the students and give all possible support.

Recorded by Dr. Renchumi Kikon Kuotsu



(Dr. Thepfulilie Pieru)

IQAC Coordinator



Principal
Mankai Christian College
S. P. Mankai
S. P. Mankai : S. P. Mankai

Meeting of the IQAC Steering Committee

Dated: 13/6/2020

Meeting Minutes:

1. The house deliberated on the need to accommodate the employees and children of the college who are returning back to the campus. Since the college already has a Quarantine Centre managed by the State Government, it was decided that the IQAC would approach the college to host the employees and their families too.
2. The Committee appreciated the Local PAC- 19 (Patkai Against COVID- 19) under the leadership of Ms. Angel Sonari (Vice-Principal) and decided to request the team to take care of the arrangements if the College agrees to host the faculty and staff and their families.
3. The House decided to request the Department of Zoology to continue with the production and distribution of hand sanitizers as part of the college social responsibility and extension activities.



Dr. RENCHUMI KIKON KUOTSU
IQAC Coordinator



Principal
Patkai Christian College
Chumoukedima, Geithekeni

Minutes of the IQAC Steering Committee Meeting

Date: 30-09-20

Time: 1:00pm

Chairperson: Dr.Renchumi Kikon Kuotsu, Co-Ordinator IQAC

Members Present:

1. Dr.Thepfüvilie Pierü, Principal
2. Ms.Angel Sonari, Vice-Principal
3. Dr.Renchumi Kikon Kuotsu, Co-ordinator, IQAC
4. Dr.Reingamla Tetso, Member, IQAC
5. Akangsenla, Member, IQAC

Agendas:

1. To prepare the Annual Quality Assurance Report (AQAR) of the college.
 - 1.1 To collect all necessary data for AQAR and SSR for the years 2016-2020.
 - 1.2 Cross-check all data collected thus far.
 - 1.3 Collect student data from the Department of Examinations.
 - 1.4 Update faculty profile.

It was unanimously decided to upload all necessary data by the end of October.

2. Review of recommendations for quality enhancement of the Institution.
3. Review of achievements of the Institution from 2016-2020.
4. Setting up of a Women's Cell at the earliest.
5. Installation of Bio-Metric machine in the Admin Block and installation of CCTV in the main gate.
6. Convert the hostel dining hall into Dining-cum-Study Hall.
7. To visit the Hostel Kitchen for renovation.

Recorded by Ms. Akangsenla

Secretary, IQAC



Dr. Renchumi Kikon Kuotsu

Co-ordinator, IQAC



Principal
Palka Christian College
Chumoukuma, Saurakuma

Minutes of the IQAC Steering Committee Meeting

Date: 07-10-20

Members Present:

Time: 11 am

1. Dr.Thepfüvilie Pierü, Principal
2. Ms.Angel Sonari, Vice-Principal
3. Dr.Renchumi Kikon Kuotsu, Co-ordinator, IQAC
4. Dr.Reingamla Tetso, Member, IQAC
5. Akangsenla, Member & Secretary, IQAC


Meeting Minutes:

1. Re-constitution of the IQAC members:

It was decided to re-constitute the IQAC members following the revised guidelines laid down by the NAAC on February 2020.

2. Review of the existing cells in the college:

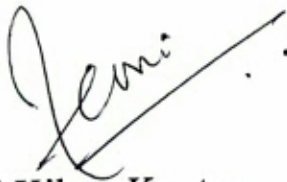
- To appoint another NSS in-charge along with the existing member
- To appoint one more member as Sports in- charge
- To reconstitute the Career Guidance Cell
- To appoint one more member for Personal Counselling Cell
- To revive the Red Cross Club
- To revive the Red Ribbon Club
- To start a Gender Champion Club/Women Cell
- New appointment of YI teacher-in-charge
- New appointment for IPR Co-Ordinator
- New Editor for Patkai Multi-disciplinary Journal
- New appointment with the existing teacher- in-charge for counselling cell and sports
- To reconstitute the Research Committe


Principal
Patkai Christian College
Patkai Bazar, Dibrugarh

3. Webinars/Workshops/Training Programmes

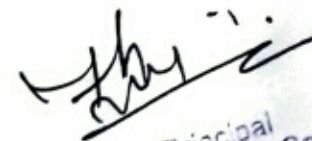
- i. To conduct Webinar on NEP 2020. I/C HoD, Education Department
- ii. To observe World Press Day by organising a webinar. I/C HoD, Department of Multimedia and Mass Communications
- iii. To conduct training Programme/s on income generating activities. I/C Academic Dean, Science

Recorded by Ms. Akangsenla



Dr. Renchumi Kikon Kuotsu

Co-ordinator, IQAC



Principal
Patkai Christian College
Chumoukedima : Saithekema

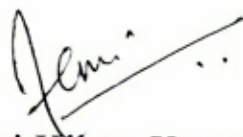
IQAC Steering Committee Meeting with the Senatus

Dated: 7/12/2020

Venue: College Conference Hall

Meeting Minutes:

1. It was decided that all data for SSR will be collected through the HoDs by IQAC email supported by documentary evidence.
2. The entrusted Dr. Dakter, Dr. Sanjib, Ms. Husatulu and Mr. Zingrin for the SSS report preparation
3. Reports of Remedial classes conducted by the departments are to be submitted to the IQAC Steering Committee.
4. The statistics for graduating students going for higher studies during the academic year are to be collected and submitted at the earliest.
5. PhD Certificates of department faculty to be collected and submitted at the earliest.



Dr. Renchumi Kikon Kuotsu

IQAC Coordinator



Principal
Palkar Christian College
Crundakudma, Solihkama

Dated: 7/12/ 2020

Time: 12.30 pm

Venue: College Conference Hall

IQAC Meeting Minutes

Madam Akangsenla, the chairperson of the day welcomed the members and invited Dr. Vivee for the invocation prayer.

The chairperson gave time for short speeches to the Principal, Vice Principal and Controller of Examinations.

1. Dr. Thepfüvilie Pierü the Principal, in his opening remark opined the importance of having regular faculty meetings; however, he regretted that it wasn't possible this time due to the prevailing pandemic situation. He generously lauded the tireless effort of the exam section headed by Mr. Samuel controller of examinations for the smooth conduct of examinations with all preparedness. He also expressed satisfaction and appreciated the contribution of all the faculties in the entire academic exercise during these hard times.

He observed that, in view of the NAAC's fourth assessment due in the month of January 2021, the college has much to do. He pointed out that the college has made much progress vertically, however, horizontal growth was not much visible.

He stressed on the importance of keeping data available so as to enable the assessment team easy access to all information of for a good assessment. He concluded with a request to all the faculties to continue working hard and be at their toes in realizing the goal of the college.

2. Miss Angel, the Vice Principal, addressing the members started her speech in a positive note, inviting the members to join her in clapping for ourselves for the exceptionally good works done. She then, straight away highlighted the challenges ahead for NAAC report preparation during this fourth cycle of assessment. The New challenge is that, reports have to be uploaded online after which the NAAC team could call up anyone to verify facts and information provided in the report.

The HODs are alerted of the importance of being prepared with PowerPoint presentations of the departmental activities. Minute records of all activities are expected to be kept with proof in the form of pictures, videos and other means of documentations. Inter as well as intra class/department programmes and competitions (reports) may also be authentically kept for reporting purpose.

She concluded with a note of sincere appreciation to the three members deeply involved in the exercise of this herculean task of NAAC report preparation.

3. Mr. Samuel, the Controller of Examination, taking the podium in all seriousness unwrapped the positivity box and gifted everyone a positive vibe each. He underlined the dawn of a new era with lots of energy and promising results. An ambiance filled by highly committed, young, dynamic and dedicated manpower is what the college possessed was his remarked. He emphasized in making our college an outstanding college and to be a model for all others. He expressed his feeling of pride and contentment serving Patkai Christian College, given the many opportunities to be leaders and decision makers.

He was of the opinion that the UGC, NAAC assessments can help the college in realizing its goal of attaining a College of Excellence and further said that the college should target an assessment point of 3.50 in this assessment. However, everyone needs to be relentless in contributing towards this end he suggests.

He also recalled some of the past mistakes and pointed out the need to properly orient patkaians, so as to avoid certain unwanted scenes in the presence of our visiting guest.

Dr. Renchumi Co-coordinator IQAC, took the stage and thanked the three speakers for their words of encouragement and assistance at all times.

She gave a sneak peek of the NAAC assessment report to the members. She also highlighted the status of the work done so far by the team. It was informed that the department evaluation report formats to the HODs, which was later received backed with many very important and informative reports from them.

It was brought to the knowledge of the members that, four reports for UGC NAAC assessment are still in the preparation stage and due for uploading.

A note worthy clarification, that all the 16 HODs are members of the IQAC members by default was made known to the members.

Besides, she presented very detailed preparatory works requiring involvement of various individuals, departments and sections to be taken up right away in the presence of special invitees like general section, accounts section, and computer section among others.

It was decided that all task assigned in view of the NAAC report should be submitted latest by the 30th December 2020. She further informed the house that some special letters are awaiting few selected individuals to assist the NAAC report writing.

The members were treated with refreshment prepared by Dr. Reingamla.

Finally, with a note of thanks from the chairperson the meeting concluded.

Recorder:

Dr. K. Timothy Langwangbe
Asst. Professor.
Patkai Christian College (Autonomous)



(Dr. RENCHUMI KIKON KUOTSU)

IQAC Coordinator



Principal
Patkai Christian College
Chunoukedima : Soithekema