



# PATKAI CHRISTIAN COLLEGE (AUTONOMOUS)

Chümoukedima-Seithekema, B.P.O. Patkai- 797103, Dimapur, Nagaland

Affiliated to the Nagaland University

Recognised by UGC under 2F & 12B of the UGC Act 1956 in 1988

NAAC Re-accreditation: 'A' Grade

A College with Potential for Excellence // A Post-Graduate College

Reference No:

Date: 24.06.2022

## Meeting of the IQAC with the *Senatus* for SSR Preparation (Department Evaluative Report)

Date: June 24, 2022

Time: 10:00 AM

Venue: IQAC Room

Members Attended:

1. All the Head of Departments/Representatives (Attendance Sheet Attached)

Meeting Agenda:

1. SSR Preparation (Department Evaluative Report)

Meeting Minutes and Resolutions:

Delegation of Responsibilities and Compilation of Data:

The house discussed the need for a systematic approach to collect data for NAAC Assessment and other purposes. It was agreed upon that responsibilities for the seven criteria of the NAAC Assessment should be shared the faculty members along with the steering committee members.

It was also agreed upon that responsibilities for the collection and department evaluative report of the NAAC Assessment should be completed at the earliest by the Head of Departments.

**Dr. Benchumi K. Koutsu,**

**IQAC Coordinator**

**Patkai Christian College (Autonomous)**



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Reference No:

Date: 22.06.2022

**Minutes of the Internal Quality Assurance Cell (IQAC) Steering Committee Meeting**

Date: June 22, 2022 Time: 10:00 AM Venue: IQAC Room

Members Attended:

1. Dr. Thepfulilie Pieru (Principal),
2. Dr. Renchumi (IQAC Coordinator)
3. Dean of Music
4. Dean Of Sciences
5. OSD
6. Mr. Sopei Joel Rungsung, College Website Incharge
7. Dr. Koweteu Sakhamo,
8. Assistant Exam Controller
9. Mr. Somingam, Office Assistant
10. Mrs. Amongla, Office Head Assistant

Meeting Agenda:

1. NAAC DVV Process
2. Any Other

Meeting Proceedings and Resolutions:

1. The IQAC Coordinator briefed the members about the NAAC DVV Process which is of priority to the College.
2. The members analysed on the requirements/data to be collected and sent to NAAC.
3. The Principal requested all the members to give their utmost cooperation for fulfilment of the NAAC requirement.

**Dr. Renchumi K. Koutsu,**

**IQAC Coordinator**

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Reference No:

Date: 04.02.2022

## Meeting of the IQAC Steering Committee

Date: 04/02/2022

Place: IQAC Room

Chairperson: Dr. Renchumi Kikon Kuotsu, Coordinator

### Members Present:

Dr. Renchumi Kikon Kuotsu, Co-ordinator, IQAC

Reingamla Tetso, Member

Mr. Milan Singha, Member

Mr. Sopei Joel Rungsung, College Website Incharge

### Decisions:

1. Website Incharge

SSR: Mr. Milan Singha

AQAR: Mr. Sopei Joel Rungsung

2. Feedback Analysis: I/C: Dr. Reingamla Tetso

Mr. Nazim Ahmed

3. To arrange for a meeting with the Principal and Vice Principal for SSR related activities.

  
Dr. Renchumi K. Koutsu,

**IQAC Coordinator**

**Patkai Christian College (Autonomous)**



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Reference No:

Date: 23.01.2021

## Meeting of the IQAC Steering Committee

Dated: 23/1/2021 Venue: Social Science Conference Hall

Members Present:

1. Dr. Renchumi Kikon Kuotsu, IQAC Coordinator
2. Dr. Ringamla Tetso, Dean of Science and Member
3. Ms. Akangsenla, HoD English Department and Member
4. Mr. Milan Kumar Singha, HoD Computer Science Department and Member
5. Mr. Sopei Rungsum, Faculty of Mass Communications and Member

### **Meeting Minutes:**

1. College Website:

It was decided that the Principal would be requested to make arrangements for updating the College website.

2. Preparation of SSR:

The house decided that the Head of all academic departments will be involved in the data collection for the Self Study Report.

3. AQAR 2019 — 2020: The IQAC will proceed with the finalisation of the AQAR 2019 — 2020 to be submitted at the earliest.

- 4, Exemption of the IQAC coordinator from the class for Report preparation:

The submission of SSR to NAAC is overdue. In this regard, it was decided that the Principal would be approached for exemption of all classes for the IQAC Coordinator. In addition, the Principal would be requested to assign one class only in a day to one member of the IQAC Steering Committee.

5. Geotagged Photographs for SSR Incharges: (i) Mr. Rojen Wahangbam, Faculty of Mass Communications (ii) Mr. Sopei Rungsum, Faculty of Mass Communications and Member (iii) Dr. Ringamla Tetso, Dean of Science and Member

  
Dr. Renchumi K. Koutsu,

**IQAC Coordinator**

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Reference No:

Date: 21.01.2022

## IQAC Steering Committee and HoDs Meeting

Date - January 21, 2022

Venue - Conference Room, New Campus

Dr. Renchumi K. Koutsu, IQAC Coordinator and Dean of Social Sciences, chaired the meeting and briefed on the status of the NAAC assessment of Patkai Christian College which has been pending for some time now.

All accredited colleges have to submit two reports to the National Assessment and Accreditation Council (NAAC) - the Annual Quality Assurance Report (AQAR) and Self Study Report (SSR). The IQAC Coordinator highlighted that the college has to submit AQAR data from June 2020 to December 2021 and the last date for submitting the same is March 31. The SSR, which is submitted every 5 years, is almost ready, except for reports from the administrative departments, she said.

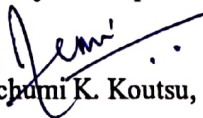
Dr. Renchumi highlighted some of the metrics in the AQAR and sought the cooperation of the departmental representatives in providing data on time. She also impressed upon the members the importance of proper documentation including photographs of all activities being conducted.

One faculty member each from School of Science, Social Sciences and Music were proposed to collect data from each school - Dr. Imlisunep Changkery from Social Sciences, Dr. Koweteu Sakhamo from Science and Zingrin Shishak from Music, were tasked with collecting the data from each school. The last date for submission to the in-charge is February 10. The last date for the in-charges to submit the same to the IQAC is February 20.

A committee to come up with a questionnaire for the Student Satisfaction Survey (SSS) was instituted during the meeting. The committee members are - Dakter Esse, Husatolu Neikha, Sanjeeb Kumar and Zingrin Shishak. The last date for the committee to come up with the questionnaire is March 31.

Altogether, 22 members including the principal, deans and departmental representatives attended the meeting.

Recorded by Mr. Sopei Rungsung, Faculty and IQAC Steering Committee Member

  
Dr. Renchumi K. Koutsu,



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## ATTENDANCE SHEET

21/01/22

Name	Dept.	Signature
Amey Angani	Botany	Amey 21/01
BENDAHSENKAH	CHEMISTRY	[Signature] 21/1/22
Jombisunep Changkong	ECONOMICS	[Signature]
Zakin Alam	COMMERCE	[Signature] 21/1/22
Rnokencino Z.	Political Science	[Signature]
Opangtula Imsong	History	[Signature]
Neilevond	Edn	[Signature]
Renchumi	DQAC Co-ordinator	[Signature]
ZINGRIN	MUSIC	[Signature]
VIVEE PESEYE	MUSIC	Vivee Peseye 21/1/22
Kowte-u	Geology	[Signature]
DR. Kingaula	Botany	[Signature]
Zulucenda	English	[Signature]
Nulu	CS & IT	[Signature]
Panchaman	Physics	[Signature]
HUVUZO Thingo	Environmental Science	[Signature]
SUBHASIT ROY	Mathematics	Subhasit Roy 21/01/22
WAKENYBAM ROSEAN	MASS COMMUNICATION	[Signature] 21/01/22
Dr. Sumitab K. Ray	Zoology	[Signature]
inhow Tungce	Phed.	[Signature]

[Signature]



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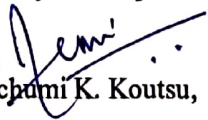
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Reference No:

Date: 10.12.2021

## Meeting of the IQAC Steering Committee

Dated: 10/12/2021

Venue: Social Sciences Dean's Office

Members Present:

1. Dr. Renchumi Kikon Kuotsu, IQAC Coordinator
2. Dr. Ringamla Tetso, Dean of Science and Member
3. Mr. Milan Kumar Singha, HoD Computer Science Department and Member
5. Mr. Sopei Rungsung, Faculty of Mass Communications and Member

Meeting Minutes:

1. The house divided the workload of the SSR preparation as:
  - (i) Finalisation of Data collection and Scanning: Dr. Reingamla Tetso
  - (ii) Uploading the documents on the college website: Mr. Milan Kumar Singha
  - (iii) Uploading photographs, documents and providing Links: Mr. Sopei Rungsung
2. The task to prepare the report on Student Support was assigned to the Dean of Students

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**IQAC Coordinator**

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Reference No:

Date: 21.04.2021

## Meeting of the IQAC Steering Committee

Dated: 21/4/2021

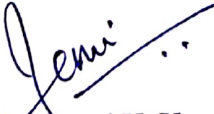
Venue: Social Sciences Dean's Office

### Members Present:

1. Dr. Renchumi Kikon Kuotsu, IQAC Coordinator
2. Dr. Ringamla Tetso, Dean of Science and Member
3. Ms. Akangsenla, HoD English Department and Member
4. Mr. Milan Kumar Singha, HoD Computer Science Department and Member
5. Mr. Sopei Rungsung, Faculty of Mass Communications and Member

### Meeting Minutes:

1. It was decided that departments would be encouraged to organise webinars.
2. The house decided to have one programme on Legal Rights of women and girls in collaboration with the Women Cell of the college.
3. To speed up the work related to SSR preparation, the house decided to meet every Thursday at 2 pm.

  
**Dr. Renchumi K. Koutsu,**  
IQAC Coordinator  
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Meeting of the Senatus for  
SSR Preparation (Department Evaluation Report)

Date: 24/4/2022  
Place: Social Science  
Conference Room

Members/HODs Present (with signature)

1. Neilerand Vipin -
2. Ruokoninw (PSc) -
3. Husatoh (Commerce)
4. SAZOND SIBO (ENGLISH)
5. BENDAHISEMLAN (CHEMISTRY)
6. Manini   
Gritche (Geology)  
on behalf of HOD
7. Mhab Tungu Philosophy
8. Dpanglala Imsony History
9. Imlisuney Changkery Economics
10. HUNZO THINGO (EVS)
11. Panchanan Makhin (Physics)
12. SUBHAJIT ROY (Mathematics)
13. Dr. Sanjeeb Kr. Dey Baidya (Zoology)
14. Dr. Kingamba Letso (Botany) -   
Dean of Science
15. Dr. Dakter Esse (Mass Communication) -
16. Mr. Milan (Computer Science) -

21/4/2022  
(Mr. Renchumi Kilon Kemtan)



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Date: 20/1/2022

## Composition of the IQAC

Chairperson: Principal (Head of the Institution)

1. Teachers to represent all levels:
  - (i) Dr. Vivee Peseye, Dean of Music
  - (ii) Dr. Reingamla Tetso, Dean of Sciences
  - (iii) Dr. Sanjeeb Kumar, Senior Asst. Prof.
  - (iv) Mr. Mhao Tungoe, Senior Asst. Prof.
  - (v) Dr. Thokcham Devala Devi, Senior Asst. Prof.
  - (vi) Ms. Zulusenla, Senior Asst. Prof.
  - (vii) Ms. Hüsatölü Neikha, Senior Asst. Prof.
  - (viii) Dr. Dakter Esse, Asst. Prof.
2. One Member from the Management: Vice-Principal
3. Few Senior Administrative Officers:
  - (i) OSD
  - (ii) Accounts Officer
  - (iii) Dean of Students
  - (iv) Librarian
4. One nominee from local society: Mr. Razouvotuo Chatsu, President, Angami Public Organisation
5. One nominee from Students: Mr. Keyitilung N dang MA 4th Semester, Political Science dept.
6. One nominee from Alumni: Ms. Losa Kaisii, Senior Asst. Prof.
7. One nominee from employers: Dr. Kevingulie Khro, Treasurer, Board of Trustees
8. One nominee from industrialists: Dr. Sedevi Angami, CIHSR
9. One nominee from stakeholders: Ms. Neilevono Vupru
10. One of the senior teachers as the coordinator of the IQAC: Dr. RENCHUMI KIKON KUOTSU

NB: All Heads of Academic Departments are members of the IQAC.

Dr. Thepfüvilie Pieru,

Principal, PCC