


**AGENDA OF THE IQAC MEETING  
NORTH LAKHIMPUR COLLEGE  
(AUTONOMOUS)  
DATE: 25-11-2022**

1. The Chairperson takes seat
2. Proceedings of last IQAC meeting: Approval and Discussion
3. Objectives of the meeting (to be explained by the IQAC coordinator)
4. Discussion on the next NAAC visit initiatives
5. Progress of activities of sub-committees
6. Any other academic matter
7. Declaration of the end of the meeting

*Rajesh Parajuli.*  
**COORDINATOR  
IQAC  
North Lakhimpur Colleg  
(Autonomous)**

  
**(Dr. B.C. Chetia)  
Principal  
North Lakhimpur College  
(Autonomous)  
*Principal*  
North Lakhimpur College  
(Autonomous)  
Lakhimpur, Assam**

**PROCEEDINGS OF THE IQAC MEETING (ONLINE)**  
**NORTH LAKHIMPUR COLLEGE**  
**(AUTONOMOUS)**  
**DATE: 25-11-2022**

A meeting of the IQAC of North Lakhimpur College (Autonomous) is held today on the 25<sup>th</sup> November 2022. Dr. Raghab Parajuli, the coordinator of IQAC requests the Principal to conduct the affairs of the meeting as the Chairperson of the Cell. The Principal takes the chair and greeted all the members requesting their cooperation for smooth conduct of business. The coordinator hands the agenda of the meeting over to him. The chairperson asked the coordinator to explain the objectives of convening the meeting.

The coordinator explains the objective of calling the meeting that the meeting mainly aims to discuss the various contemporary academic issues.

**Issue No-1:** The coordinator reads out the proceedings of the last meeting of the IQAC for discussion and approval of the Cell. He also presents the report of the action taken over the recommendations and resolutions of the last meeting. The meeting duly discusses the proceedings and the actions taken and decided to accept them unanimously.

**Resolution No-1:** All the proceedings and the actions taken over the resolutions of the last meeting approved and accepted unanimously.

**Issue No-2:** Progress of the NAAC related activities of the sub-committees constituted.

**Resolution-2:** Resolved to conduct NAAC orientation/training programmes for the smooth functioning of the activities.

**Issue No-3:** Status of the BoS meetings of Departments and NEP implementation.

**Resolution-3:** Requesting all the remaining Departments to do the needful for organizing BoS meetings.

**Issue No-4:** Necessity of a Lecture Capturing Room

**Resolution:** Resolved to do request the authority to do the needful for setting up a Lecture Capturing room so that so are benefitted during the skill-based training courses after NEP implementation.

**Issue No -5:** Organizing Parent-Teacher and Alumni Meets by the Departments

**Resolution:** Resolved to request all the Departments to organize alumni meetings as well as Parent-Teacher meetings in their respective Departments. Departments would also take feedback from the stakeholders during the meetings.


**Issue No-6:** To Prepare an Institutional Development Plan for the College for at least five years duration.

**Resolution:** Resolved to request the College authority to do the needful for preparing a new institutional development plan by constituting a sub-committee with a senior teacher, as the co-ordinator of the sub-committee.

**Issue No-7:** To develop an institutional ERP either in-house or to purchase it from agencies.

**Resolution:** IQAC will formally intimate the matter to the authority for necessary action.


*Rajesh Parajuli.*  
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IQAC  
North Lakhimpur Colleg  
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Lakhimpur, Assam**

## REPORT OF ACTION ON THE RESOLUTIONS OF THE IQAC MEETING HELD ON 25-11-2022

1. IQAC conducted a series of training programmes for the members of the NAAC sub-committees to help them to understand the work to be done. Sri Rupam Gogoi and Dr. Raghav Parajuli gave the faculty training after being formally trained by the HRDC, Gauhati University.
2. Requested all the remaining Departments to do the needful for organizing BoS meetings for the successful implementation of NEP 2020 from the next academic session.
3. The authority was informed about the necessity of a lecture capturing room after the implementation of NEP 2020 and had assured us to do the needful.
4. All the Departments have started organizing Parent-Teacher Meetings as well as alumni meetings. They have also collected feedback from the stakeholders.
5. A sub-committee was formed for the preparation of IDP with Dr. Mrs. Kakali Bhuyan as the co Ordinator of the Committee.
6. The college authority had entrusted the responsibility of exploring the right ERP for our institution to Dr. Litul Bakatial, Deputy Controller of Examinations.

*Raghav Parajuli.*  
**COORDINATOR  
IQAC  
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Principal  
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Lakhimpur, Assam**

MEMBERS PRESENT IN THE IQAC MEETING (ONLINE)  
NORTH LAKHIMPUR COLLEGE  
(AUTONOMOUS)  
DATE: 25-11-2022

1. Dr. Biman Chandra Chetia, Chairperson, IQAC
2. Dr. Raghab Parajuli, Co Ordinator, IQAC
3. Sri Ranjan Kumar Borah, Vice Principal (Administrative)
4. Dr. Chow Chandra Mantche, Controller of Examinations
5. Dr. Mrs. Kakali Bhuyan
6. Dr. Tarun Chandra Taid
7. Dr. Binda Sah
8. Dr. Chuchengfa Gogoi
9. Sri Nabajyoti Borah, Head Assistant, Nominee from Employer
10. Dr. Diganta Kalita (Stats)
11. Dr. Bornali Borah
12. Dr. Buddhadev Basumatary
13. Sri Dibyajyoti Hazarika
14. Sri Atanu Gogoi
15. Dr. Bhabajit Bhuyan, Member Secretary, Academic Council
16. Ms. Nizara Gogoi, Librarian
17. Sri Ranjit Paul, I/C, IT Facilities

*Raghab Parajuli.*  
**COORDINATOR**  
**IQAC**  
**North Lakhimpur Colleg**  
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*B.C. Chetia*  
**(Dr. B.C. Chetia)**  
**Principal**  
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