

**AGENDA OF THE IQAC MEETING (ONLINE)**  
**NORTH LAKHIMPUR COLLEGE**  
**(AUTONOMOUS)**  
**DATE: 08-10-2020**

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. Autonomous Review Preparations and post Covid measures to be taken for the betterment of academic environment.
5. Declaration of the end of the meeting

**PROCEEDINGS OF THE IQAC MEETING (ONLINE)**  
**NORTH LAKHIMPUR COLLEGE**  
**(AUTONOMOUS)**  
**DATE: 08-10-2020**

A meeting of the IQAC of North Lakhimpur College (Autonomous) is held today on the 8<sup>th</sup> October, 2020 in the online mode in the Google Meet Platform. Dr. R.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 the 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 is being invited to discuss the preparations for the forthcoming Autonomous Review visit of the UGC team also to discuss the post Covid action plans of the institution for improving the overall academic environment of the institution.

**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:** To discuss all the issues underlying the preparation of the forthcoming autonomous review visit. A number of resolutions taken as a part of the autonomous review preparations which include

**Resolution No-2:**

i) Resolved to entrust the responsibility to the same committee which was prepared during the IQAC meeting held on 22/10/2019. Autonomous review coordination committee consisted of Dr. Bhabajit Bhuyan, member coordinator, Dr. Kakali Bhuyan, Dr. Tarun Ch. Taid, Dr. Chuchengfa Gogoi, and Sri Ranjit Paul as members.

ii) Resolved to collect data till 2018 from IQAC and the recent data of the year 2019-20 will be collected from the faculty members/administrative office.

iii) Member co ordinator will prepare the report in the format as available in the UGC website and the necessary data (soft and hard) will be collected by the committee in collaboration with the IQAC.

iv) Resolved that all other sub committees will be formed by the Principal, North Lakhimpur College in consultation with the core Committee. Other committees will include reception committee, felicitation committee, college beautification committee, food committee.

v) Resolved to inform each Department to prepare a presentation highlighting their facilities and achievements.

vi) Resolved to inform NCC, NSS, Hostels, Library, Office of the Controller of Examination, Administrative Office to do necessary arrangements for the interaction with the members of the UGC Autonomous Review Team with a power point presentation.

**Issue No-3:** Examination process in the post Covid period.

**Resolution:** Resolved to direct authority to conduct final semester examinations both in the online and offline mode. Also resolved to constitute an examination cell and to incorporate a system in our college portal which will facilitate online examination process to be conducted smoothly.

## REPORT OF ACTION ON THE RESOLUTIONS OF THE IQAC MEETING HELD ON 08-10-2020

1. The Committee took the responsibility and constituted various sub committees for the Autonomous Review visit.
2. The draft report was prepared by the core team, records upto 2018 were provided by the IQAC and very recent data were collected from the stake holders by the team members.
3. All Departments prepared their presentations highlighting their facilities and achievements.
4. Final Semester Examinations were conducted both in the online and offline mode.
5. College has developed a specialized facility in the college portal for conducting the online examinations.

**MEMBERS PRESENT IN THE IQAC MEETING (ONLINE)**  
**NORTH LAKHIMPUR COLLEGE**  
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Members present in the online meeting

1. Dr. Biman Chandra Chetia, Chairperson, IQAC
2. Dr. Raghav Parajuli, Co ordinator, IQAC
3. Dr. Dudumoni Bhuyan, Vice Principal
4. Dr. Pradip Mitra, CoE
5. Dr. Atanu Gogoi, Ex Office Co ordinator
6. Dr. Bhabajit Bhuyan, Member Secretary, Academic Council
7. Dr. Bornali Borah, Member
8. Sri Dibyajyoti Hazarika, Member
9. Mrs. Nizara Gogoi, Librarian
10. Dr. Rupa Phukan, Member
11. Dr. Buddhadev Basumatary, Member
12. Sri Ranjit Paul, Member
13. Sri Diganta Hatiboruah, Member
14. Dr. Diganta Kalita, Member
15. Miss Deepanjali Borah, Student Representative, NLCSU

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

*bl*  
**Principal**  
**North Lakhimpur College**  
**(Autonomous)**  
**Lakhimpur, Assam**