

**AGENDA OF THE IQAC MEETING  
NORTH LAKHIMPUR COLLEGE  
(AUTONOMOUS)  
DATE: 22-10-2019**

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 issues like
  - i) Academic Audit: Constitution of sub committee
  - ii) 2017-18 AQAR : Discussion and Approval
5. Miscellaneous
6. Declaration of the end of the meeting

**PROCEEDINGS OF THE IQAC MEETING**  
**NORTH LAKHIMPUR COLLEGE**  
**(AUTONOMOUS)**  
**DATE: 22-10-2019**

A meeting of the IQAC of North Lakhimpur College (Autonomous) is held today on the 22<sup>nd</sup> October, 2019. 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 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 objectives of calling the meeting that it is the second meeting of the co ordinator as convener and the meeting mainly aims to discuss about of the constitution of cell for conducting academic audit and to discuss the future action plan cum role of IQAC 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 carry out academic audit on the eve of the autonomous review.

**Resolution No-2:** Two committees are constituted each for academic audit and autonomous review preparations. Convener of the academic audit committee will be the IQAC co ordinator himself followed by Sri Atanu Gogoi, Dibyajyoti Hazarika, Dr. Bornali Borah, Dr. Buddhadev Basumatary as members. Autonomous review coordination committee will be consisting of Sri Rupam Gogoi, member coordinator with Dr. Bhabajit Bhuyan, Dr. Kakali Bhuyan, Dr. Tarun Ch. Taid, Dr. Chuchengfa Gogoi, Sri Ranjit Paul.

**Issue No-3:** To develop a proper mechanism for the record keeping of the various cultural and sports related events of the students.

**Resolution No-3:** To suggest the authority for assigning a professor in charge of student affairs which will keep all student related (cultural and sports) records in hard and soft copies.

**Issue No-4:** Purchasing of the antiplagiarism software in the college.

**Resolution No-4:** To inform research council to expedite the software purchasing process.

**Issue No-5:** Initiative should be taken for the promotion of consultancy services.

**Resolution No-5:** To approach the authority for the formation of a consultancy cell with 4/5 members and all HOD's who will explore the possibilities of different consultancy services in the college viz. in sericulture, fish breeding, spoken English, sports training programmes, agriculture, Ethno-Botany.

**Issue No-6:** Initiative should be taken to promote activities related to the intellectual property rights.

**Resolution No-6:** To approach the research council and the IPR cell to take collaborative awareness programmes on intellectual property rights.


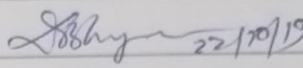
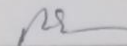
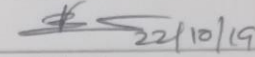
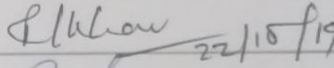
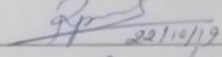
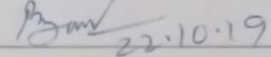
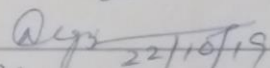
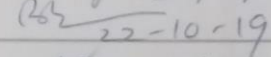
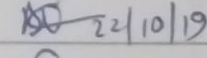

**Issue No-7:** Uploading the AQAR report in the college website

**Resolution No-7:** Being the first AQAR report by the new IQAC team, the meeting views for the pre submission scrutiny of the report by Dr. Bhabajit Bhuyan and Atanu Googi, the preceding co ordinators of the IQAC.

Members present in the  
ISAC meeting :

Dated - 22/10/2019

Venue - Board room

<u>Members</u>	<u>Signature</u>
1) Bima ch. chika	
2) Zuduanoni Bhnyan	 22/10/19
3) Ruyks Puyti	
4)	
5) Kamala Kante Bosi	 22/10/19
6) Rupa Phukan	 22/10/19
7) Ronyit Paul	 22/10/19
8) Budhaker Basumatary	 22.10.19
9) Nizasa Gogo	 22/10/19
10) Bolnah Bolah	 22-10-19
11) Bhabajit Bhnyan	 22/10/19
12) Pradya K. Mifna	 22/10/19

## REPORT OF ACTION ON THE RESOLUTIONS OF THE IQAC MEETING HELD ON 22-10-2019

1. Academic audit done successfully.
2. Research council is communicated for doing necessary arrangement for the purchase of antiplagiarism software and the council has already started the process.
3. As a mean for the promotion of consultancy services, all possibilities are being explored and recently we have got some opportunities of offering some sort of consultancy services in MoU's signed with the Department of Social welfare, Govt of Assam, and Aaranyak, an international NGO dealing with the conservation and welfare of wildlife.
4. The co ordinator IPR cell has already been communicated for taking initiative for organizing workshop/seminar related to intellectual property rights and the IPR cell is according taking initiatives to organize related activities in collaboration with the research council, North Lakhimpur College.
5. The 2017-18 AQAR has been uploaded in the college website, although the same could not be submitted to NAAC since the period belonged to the A&A period, so the online AQAR submission portal was being deactivated for our College.
6. Annual report of Dibrugarh University submitted on 10<sup>th</sup> February 2020.

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

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