

**AGENDA, MINUTES AND ACTION TAKEN
REPORTS OF MEETING OF IQAC
NAGAON GNDG COMMERCE COLLEGE
(FROM 2017 TO 2021)**

AGENDA AND MINUTES OF 1ST MEETING OF IQAC

The first meeting of IQAC was held on 18/02/2017 at 12.30 pm in Conference Hall of administrative block.

Agenda of the meeting:

1. Taking chair by the chairperson
2. Objective of the meeting
3. Reading and passing the proceedings of last IQAC Meeting
4. Discussion about grade certificate received by the college from NAAC
5. Discussion about IQAC future plans and
6. Any other matters

Members Present

1. Dr S.R Mahanta - Principal & Chairman, IQAC
2. Sri PK Hazarika - Vice-Principal and senior administrative official of IQAC
3. Dr. S. K. Pandey - Co-ordinator, IQAC
4. Dr PKD Purkayastha - Member
5. Sri M. Mahanta - Member
6. Sri Prafulla Saikia - Member .

Minutes of the meeting:

Item 1: Dr. S. K. Pandey Co-ordinator of IQAC proposes Principal Dr. S. R. Mahanta to take the chair of chairperson for organising the IQAC meeting.

Item 2: Objectives of the meeting stated by Dr. S. K. Pandey. Objective is to discuss about grade certificate received by the college from NAAC and what will be plan of IQAC for the coming session. Principal explains the various criteria wise marks of our college in the previous assessment of NAAC.

*To Minth Ray
Pl upload the
documents in the
web page*
[Signature]
2-3-17

Item 3: The following decisions were taken in the meeting:

1. The decisions of the IQAC meeting should be up-loaded in the college website.
2. The IT sector of the college should be developed by incorporating few projectors in the class-room.
3. Proper steps should be taken for providing consultancy services.
4. Faculty members should take initiative for major project other than ugc also.
5. Faculty members may prepare a future plan and submit to the principal which will be discussed in the governing body meeting also.
6. Principal discussed the various plan and estimates to be taken by the college after getting fund from RUSA and was accepted by IQAC.

The meeting ended with a vote of thanks by the Dr. S. K. Pandey - Co-ordinator, IQAC.

Minutes prepared by

Dr. S. K. Pandey

Co-ordinator, IQAC

Minutes Approved by



Chairman, IQAC

**PRINCIPAL
NAGAON GNDG
COMMERCE COLLEGE
NAGAON :ASSAM**