

Proceedings of IQAC meeting held on 09.10.2021

Members present :

Sl. No.	Name	Designation	Signature
1.	Dr. Manoshikha Baruah	Chairperson	<i>Manoshikha Baruah</i>
2.	Sri Alok Goswami	Employer member	<i>Alok Goswami</i>
3.	Dr. Swapna Neog	G.B. member	<i>Swapna Neog</i>
4.	Sri Debobrata Sarma	Sr. Advocate, member of local community	<i>Debobrata Sarma</i>
5.	Prof. Jogen Ch. Kalita	Stakeholder	
6.	Sri Bhaskar Borah	ACS, member as senior administrative officer	
7.	Sri Jahnvi Das	Staff member	<i>Jahnvi Das</i>
8.	Dr. Sewali Borah	Coordinator	<i>Sewali Borah</i>
9.	Sri Mitali Devi	Staff member	<i>Mitali Devi</i>
10.	Sri Bandana Sabhapandit	Staff member	<i>Bandana Sabhapandit</i>
11.	Mehjebeen Hussain	Asst. coordinator	<i>Mehjebeen Hussain</i>
12.	Sri Samar Dev	Office member	<i>Samar Dev</i>
13.	Sri Dilip Saikia	Office member	<i>Dilip Saikia</i>
14.	Sri Puspendra Rajkhowa	Industrialist	
15.	Sri Lipika Hazarika	Alumni member	<i>Lipika Hazarika</i>
16.	Sri Chiranjib Saikia	Student member	<i>Chiranjib Saikia</i>

Sewali Borah

Dr. Sewali Borah
Coordinator, IQAC
College of Education,

Manoshikha Baruah

Dr. Manoshikha Baruah
Chairperson, IQAC
College of Education, Nagaon

Proceedings of the IQAC meeting held on 09.10.2021

IQAC coordinator welcomed all the members and briefed about the agenda of the meeting and requested the Principal to Chair the meeting. The meeting held on 09.10.2021 at 11.00 a.m.in IQAC.

The minutes of the meeting are as follows:-

Agenda 1: Regarding minutes of the last meeting and the implementations.

Resolution : IQAC coordinator said on the different activities held as per resolutions of the last meeting.

- In case of drop out college authority contact with the three students of M.Ed. and it is found that they were not provided NOC by the concerned authority to attend classes regularly.

Agenda 2 : Regarding adoption of a high school for quality guidance.

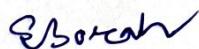
Resolution : College of Education, Nagaon is taking initiative in providing quality guidance in different schools. Meeting discussed on the matter and prepared for adaptation of a new school for the purpose. After due discussion and different suggestions from the members presented in the meeting, it is decided that "Modern Jatiyo Vidyalay" a private high school will be taken for adaptation. Coordinator is authorised to take necessary action as soon as possible.

Agenda 3: Regarding programme of SWO.

Resolution : With the objective of students' all round development, College of Education, Nagaon is organizing workshop to prepare any item from Socially Useful Productive Work since 2016 under SWO. As a part of it, meeting decided to organize 'Bamboo Work' for the B.Ed. 2nd year students during the month of December, 2021.

Agenda 4: Regarding a training programme on "Online Teaching".

Resolution : Due to the lockdown, classes were organized for both M.Ed. and B.Ed. through online mood. Meeting discussed on the agenda. Meeting agreed that for perfect online presentation of subject matter training is essential. Meeting decided that ICT faculty of the college will organize a training programme on 'online teaching' as soon as possible.


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Agenda 5: Regarding fixation of the next meeting.

Resolution: Meeting decided to hold the next meeting on March, 2022.

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Baruah

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Proceedings of IQAC meeting held on 10.03.2022

Members present :

Sl. No.	Name	Designation	Signature
1.	Dr. Manoshikha Baruah	Chairperson	Baruah
2.	Sri Alok Goswami	Employer member	Alok Goswami
3.	Dr. Swapna Neog	G.B. member	Swapna Neog
4.	Sri Debobrata Sarma	Sr. Advocate, member of local community	Debobrata Sarma
5.	Prof. Jogen Ch. Kalita	Stakeholder	
6.	Sri Bhaskar Borah	ACS, member as senior administrative officer	
7.	Sri Jahnvi Das	Staff member	Jahnvi Das
8.	Dr. Sewali Borah	Coordinator	Sewali Borah
9.	Sri Mitali Devi	Staff member	Mitali Devi
10.	Sri Bandana Sabhapandit	Staff member	Bandana Sabhapandit
11.	Mehjebeen Hussain	Asst. coordinator	Mehjebeen Hussain
12.	Sri Samar Dev	Office member	Samar Dev
13.	Sri Dilip Saikia	Office member	Dilip Saikia
14.	Sri Puspendra Rajkhowa	Industrialist	
15.	Sri Chiranjib Saikia	Student member	
16.	Sri Jyotismita Borah	Student member	Jyotismita Borah
17.	Sri Principtya Phukan	Alumni member	Principtya Phukan

S Borah

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College of Education, Nagaon

Baruah
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Chairperson, IQAC
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Proceedings of the IQAC meeting held on 10.03.2022

IQAC coordinator welcomed all the members and briefed about the agenda of the meeting and requested the Principal to Chair the meeting. The meeting held on 10.03.2022 at 11.00 a.m. in IQAC.

The minutes of the meeting are as follows:-

Agenda 1: Regarding minutes of the last meeting and the implementations.

Resolution: Coordinator explained on different activities organized by IQAC.

- Modern Jatiya Vidyaloya is adopted as sister institution from 12th November, 2021.
- Workshop on 'Bamboo Work' SWO was done by inviting Sri Premeshwar Das as resource person on December 14,15,16- 2021. Number of participant 100.
- ICT faculty Sri Surajit Nath arranged a training programme for the faculties of the college on 'online teaching' on 24.12.2021. Number of participant 15.

Agenda 2 : Regarding hand written magazine.


Resolution : Meeting discussed on the matter of publication of hand written version of wall magazine. It a good initiative to preserve in form of hand written magazine of the quality thoughts of B.Ed. students that were reflected in college wall magazine. Meeting agreed to do needful regarding the matter immediately.

Agenda 3: Regarding 'pre Rangali Bihu celebration'.

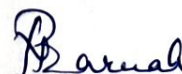
Resolution: Meeting discussed on the matter of pre Rangali Bihu celebration in the college for the first time. After due discussion meeting decided that Mausumi Dutta will remain as in-charge of the program. As per suggestion of Sri Sahajananda Ojah meeting again decided to invite Mr. Debabrata Sarmah, Senior Advocate of Nagaon Bar as a special guest to be felicitated in the occasion.

Agenda 4: Regarding Community service.

Resolution: Meeting discussed on the matter and decided to organize some workshop on 'Gender Inequalities' in different secondary level schools of the Nagaon town. College of



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Education, Nagaon has been organizing awareness programme on 'Gender Inequality' since 2017. Meeting decided to organize awareness programme on gender inequality in this session too in different secondary schools of Nagaon District in the month of April and May, 2021. As per the discussion following secondary level schools were selected.

1. Morikolong High School
2. Dimaruguri High School.
3. Urban Govt, High School.
4. Ratna Kanta Borkakati High School

Agenda 5 : Regarding workshop on "Lesson planning".

Resolution: Meeting discussed on the matter and decided to organize a workshop on lesson plan preparation. Most of the members agreed that along with the college faculties the teachers of some secondary schools of Nagaon town will be invited for participation in the workshop. Prof. Jagat Swargiary is fixed as resource person for the programme.

Agenda 6: Regarding invitation of External Expert for the purpose of NAAC preparation.

Resolution : All the members present in the meeting expressed that an expert team should be invited for monitoring the works of the college relating to the NAAC purpose. After due discussion it is decided that Prof. Jogen Ch. Kalita, NAAC monitoring officer, Govt. of Assam and Prof. Hem Hazarika, former member NAAC peer team will be invited as soon as possible.

Agenda 7 : Regarding Result Analysis of B.Ed. session 2021.

Resolution : Result analysis is done by the Academic Committee. Result declared by Gauhati University on 18.01.2021 and the result of the session 2020-2021 is as follows –

	Male	Female	Total
Appeared	17	82	99
Passed	17	82	99
1 st class	17	82	99

Pass percentage 100%

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Agenda 8: Regarding organization of Awareness programme on gender

Resolution : Meeting decided to organize awareness programme on gender in the month of April and May 2022.

Agenda 9 : Regarding Academic Calendar.

Resolution: Academic Committee is authorized to prepare Academic Calendar for the session 2022-2023.

Agenda 10 : Regarding date for the next meeting.

Resolution: The date for the next meeting will be on May, 2022

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Baruah
Dr. Manoshikha Baruah
Chairperson, IQAC
College of Education, Nagaon

Proceedings of IQAC meeting held on 27.05.2022

Members present :

Sl. No.	Name	Designation	Signature
1.	Dr. Manoshikha Baruah	Chairperson	<i>Manoshikha Baruah</i>
2.	Sri Alok Goswami	Employer member	<i>Alok Goswami</i>
3.	Dr. Swapna Neog	G.B. member	<i>Swapna Neog</i>
4.	Sri Debobrata Sarma	Sr. Advocate, member of local community	<i>Debobrata Sarma</i>
5.	Prof. Jogen Ch. Kalita	Stakeholder	
6.	Sri Bhaskar Borah	ACS, member as senior administrative officer	
7.	Sri Jahnvi Das	Staff member	<i>Jahnvi Das</i>
8.	Dr. Sewali Borah	Coordinator	<i>Sewali Borah</i>
9.	Sri Mitali Devi	Staff member	<i>Mitali Devi</i>
10.	Sri Bandana Sabhapandit	Staff member	<i>Bandana Sabhapandit</i>
11.	Mehjebeen Hussain	Asst. coordinator	<i>Mehjebeen Hussain</i>
12.	Sri Samar Dev	Office member	<i>Samar Dev</i>
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16.	Sri Jyotismita Borah	Student member	<i>Jyotismita Borah</i>
17.	Sri Princi priya Phukan	Alumni Member	<i>Principriya Phukan</i>

S Borah

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Chairperson, IQAC
College of Education, Nagaon

Proceedings of the IQAC meeting held on 27.05.2022

IQAC coordinator welcomed all the members and briefed about the agenda of the meeting and requested the Principal to Chair the meeting. The meeting held on 27.05.2022 at 11.00 a.m. in IQAC.

The minutes of the meeting are as follows:-

Agenda 1: Regarding minutes of the previous meeting and implementations.

Resolution: Coordinator explained on the different activities held as per the decision of last meeting.

- 'Pre Rongali Bihu celebration' is organized in the college on 09.04.2022 for the first time. The programme was graceful with the presence of Sri Debobrata Samarh, Senior Advocate, Nagaon Bar. All the teaching and non-teaching staff and the students of B.Ed. and M.Ed. were participated in the programme. Number of participant 150.
- Workshop on 'lesson planning' was held successfully in the guidance of Dr. Lawunu Bordoloi, Faculty Sikhakh Prashikhak Mahavidyalaya, instead of Prof. Jagat Swargiarry Prof. Department of Education, Gauhati University on 02.02.2022. Number of participant 100.
- Awareness programmes on 'gender inequality' were very effective for the new generation of the society in the month of April and May, 2022. Number of participant 100.
- Food materials and drinking water distributed among the flood victims in a Flood relief camp in Haiborgaon Girls School on 24.05.22. Number of participant 25.
- Preservation of the wall magazine in hand written version by the B.Ed. 1st year students on 23.04.2022. Name of the magazine is "**Tabaswam**" of the session 2021-22. It a good initiative to preserve in form of hand written magazine of the quality thoughts of B.Ed. students that were reflected in college wall magazine. Number of participant 20.
- Community service organized by M.Ed. Students in the neighbouring market area of the college on 25.02.2022. Total participant were 30.

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- A discussion programme was held on NAAC preparation in the presence of all faculty members, office staff and expert invitees Prof. J.C. Kalita and Prof. Hem Hazarika on 18 march, 2022. Number of participant 50.
- Academic calendar prepared on 13.05.22

Agenda 2 : Regarding celebration of world environment day.

Resolution : Meeting decided to organise World Environment Day with different activities in the month June, 2021.

Agenda 2: Regarding different activities of different committees.

Resolution : Following activities were conducted by the different committees -

1. Committee for Curricular aspect -

1. 2nd Terminal Examination B.Ed 2nd year – 15th June to 30th June
2. Celebration of Yoga Divas – 21st June
3. Celebration of Independence Day - 15th August
4. B.Ed 2nd year final examination- 16th Sept to 29th September
5. Workshop on Mythical thinking in contemporary life - 1st December
6. Three days workshop on Bamboo Craft B.Ed 2nd year – 14th Dec. to 16th December
7. Observation of National Youth Day- 12th January 2022
8. B.Ed 2nd year Unit Test 2022 – 3rd January to 11th January
9. Observation of Silpi Divas - 17th January
10. Celebration of Republic Day - 26th January
11. Celebration of Saraswati Puja- 5th February
12. Freshman Social - 25th and 26th February
13. M.Ed 1st year orientation programme- 3rd March
14. B.Ed 1st year Unit Test – 1st March to 6th March
15. College Week - 9th March to 12th March
16. Micro-Teaching B.Ed 1st year – 25th April to 30th April
17. Demonstration class B.Ed 1st year 6th May
18. Practice Teaching B.Ed 1st year – 9th May to 10th June
19. Internship Orientation Programme B.Ed. 2nd Year- 18th January, 2022.

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Committee for teaching-learning and evaluation -

1. Workshop on Mathematics Teaching on 10/11/2021.
2. Workshop on how to teach grammar in lower secondary level in secondary schools on 17/12/2021.
3. Workshop on Art and Craft on 13/04/2022.
4. Workshop on dramatization in teaching on 10/05/2022.

3. Committee for research, innovations and extension -

1. Workshop on library use for research work on 29/11/2021.
2. Workshop on Plagiarism test on 07/05/2022.
3. Awareness programme on Menstrual Health and Hygiene on 20/05/2022.
4. Workshop on Yoga and Meditation in Ratna Kanta High School on 23/04/2022.

5. Committee for student support and progression –

1. Workshop on Meditation, Yoga and Breathing on 13/12/2021.
2. Workshop on Yoga on 05/02/2022.
3. Maintaining College Garden.

4. Committee for governance, leadership and management-

1. Professional development profession for teaching & non- teaching staff on TCT regarding online registration and to open account on different search engine, apps & websites on 10/09/2021.
2. Professional development programme for B.Ed. 1st and 2nd year students on professional ethics on 13/12/2021.
3. Professional development programme M.Ed. 1st and 2nd year students on the recent acts, rules and regulation related to education department, Assam on 02/02/2022.

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Committee for institutional values and best practice-

Best Practices of the college -

- Three days workshop on Bamboo Craft.
- Pre Rangali Bihu celebration.

6. Committee for library management -

1. Purchasing of journals
2. A handwritten magazine was prepared with active participation of students.

7. Grow –green Committee -

Plantation of Neem and Areca Palm

Maintaining Green cover of the college campus

Ensuring plastic free campus

Maintaining eco-friendly campus

Awareness programme on “Save Earth Love Earth”.

Agenda 5 : Regarding date of the next meeting.

Resolution: It was decided that the next meeting will be held on September, 2022.

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