



**INTERNAL QUALITY ASSURANCE CELL  
PRAGJYOTISH COLLEGE**

ESTD: 1954, NAAC ACCREDITED - CMA-IV, 2010-16, 2011-16, 2013-16, 2014-16, 2015-16, 2016-17, 2017-18, 2019-20, RECOGNISED UNDER SECTIONS 20, AND 12B

Gurwahati - 781009, Assam, India

<https://pragjyotishcollege.ac.in/>

Dr. Namita Das  
Co-ordinator

Dated Santipur, the 5<sup>th</sup> September, 2023

**NOTICE**

A meeting of the IQAC Core Committee will be held on 7<sup>th</sup> September 2023 to discuss about plans for the new academic session 2023-24. All members are requested to attend the meeting as scheduled below:

Date: 07.09.2023

Time: 03.00 p.m.

Venue: IQAC office

Dr. Namita Das  
Coordinator, IQAC.

Members Present :

- |   |                          |
|---|--------------------------|
| 1) Shampa Chandhury   | Shchndhy 7/09/2023       |
| 2. Namita Das   | Das 7/9/2023             |
| 3. Preanita Goswami   | Psw 7/9/23               |
| 4. Niva Deka  | NDeva 7/9/23             |
| 5. Anjali Devi  | Adi 07/09/23             |
| 6. Krishna Das  | @                        |
| 7. Unindajyoti Chandhury  | H.                       |
| 8. Samrat Dey   | SDeu                     |
| 9. Prady Ch Kalita  | PrCh                     |
| 10. Biswajyoti Dew Mohanta  | BDeu                     |
| 11. Janti Kalita  | Janti K (Student-member) |
| 12. Gargee Sharma   | M 7/9/23                 |
| 13. Sangeeta Das  | SDeu 7/9/23              |
| 14. Anil Kumar Pradhan  | Pradha 7/9/23            |
| 15. Manjit K. Mondal  | M 7/9/23                 |
| 16. <u>Prady Ch Kalita (Chairman, P.C.C.U., Student Representative)</u> | Prady Ch Kalita 7/9/23   |

The meeting was held today to discuss the ~~academic~~ plans for the new academic session 2023-24. The meeting was attended by core committee members and a student member.

The following resolutions were taken in the meeting —

*IPAC : PLAN OF ACTION*  
**The following resolutions were taken in today's meeting:**

7.09.2023

1. Subject Related activity to be carried out by departments towards Institutional social responsibility with special emphasis on adopted villages and fringe areas.
2. Learning Management System (LMS) facility in the ERP to be utilised by maximum faculties and ERP meeting to be organised before 15<sup>th</sup> Sept'23 for resolving problems related to it with Principal.
3. Intuitional MoU with Industries with the concerned department be the nodal department.
4. Analysis of feedback.
5. Representation of student members in official meetings of various committees and holding regular meeting & activities for 2023-24 by the committees.
6. Submission of AQAR 2022-23 by 10<sup>th</sup> Oct, 2023.
7. Collection of filled up AQAR 2022-23 by 18<sup>th</sup> Sept, 2023 from Department, Office, Library.
8. AQAR sub-committees to finalize the AQAR by 30<sup>th</sup> Sept 2023.
9. Format for Grievance Redressal Form to include Sexual Harassment, Anti-ragging matters and others. Grievance to be addressed to the Convenor of the Grievance Redressal Cell.
10. Class routine for even semester (Session 23-24) to be prepared towards the end of odd semester.
11. Publication by individual teachers in edited volume. And all department to bring out edited volume.
12. New Add on course for 2023-24 to be devised by Department within December 2023, so that the add on courses can be started from the even semester.
13. Departments are requested to distribute the certificate of Add on courses already completed by 31<sup>st</sup> August 2022-23 in soft copy and maintain the same in the respective departmental system.
14. MoU activities to be boosted up. Lapsed MoU should be activated.
15. A committee for looking after the MoU's to be formed with the following members:
  - Dr. Manjit Kumar Mazumdar (Convenor)
  - Dr. Saitanya Kumar Bharadwaj (Member)
  - Dr. Bhrigu Kumar Nath (Member)
  - Pankhi Senapati (Member)

16. MoU's with NGO's to be signed as suggested by Student member.

*Das*  
7.09.2023