

# Internal Quality Assurance Cell

**Silapathar College, Silapathar**

Mobile. No. 9101821277/9707601641

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [rajupegu.2014@gmail.com](mailto:rajupegu.2014@gmail.com)

## **Meeting No. 03**

**Minutes of the IQAC meeting held on February 03, 2020 at 12.00 noon in the chamber of Principal,**

**Silapathar College.**

## **Agenda:**

1. Termination of North East Web Solutions and quotations to be invited for service provider of Software Designing and Development.
2. Review of Academic Results and Action Plan for improvement for the session 2020-2021.
3. Any other matter with due permission from the chair.

## **Members Present:**

Sl No.	Name	Designation
1	Dr. Lakhinath Pegu	Principal cum Chairperson
2	Raju Pegu	Coordinator
3	Dr. Jai Ram Jha	Faculty Representative
4	Lalit Ch. Doley	Senior Administrative Office
5	Mr. Siva Nath Pait	Faculty Representative
6	Dr. Abdul Mutalib	Faculty Representative
7	Braja Nath Baruah	Management Representative
8	Dinesh Ch. Pegu	Alumni Representative
9	A.J Rymonds	Community Representative
10	Kamal Jain	Community Representative
11	Bhugeswar Doley	Student Representative

A meeting was convened at the office of the Principal at 11. A.M to discuss the agenda as stated above.

**Agenda 01: Termination of North East Web Solutions and quotations to be invited for service provider of Software Designing and Development.**

The IQAC coordinator informed the house that the North East Web Solutions the service provider of college website fails to provide their service diligently. The College also needs to upgrade the software of the College Website.

**Resolutions No. 01:** Resolved to terminate the contract of North East Web Solutions and quotations to be invited from the Service Provider for designing of College Website.

**Agenda 02: Review of Academic Results and Action Plan for improvement for 2020-21**

The coordinator elaborated the academic results of 2018-2019 which is not satisfactory. As such the honorable members decided to review the academic results and prepared for road map:

- The focus will be on improvement of attendance.
- The weak students are to be identified on the basis of insem examination marks and counsel them for the difficulties encountered.
- Encourage the students to improve their grades so that the quality results may improve.
- Regular unit test to be conducted.

**Resolution No. 02:** Resolved to issue notification to all the HODs regarding poor academic result of the student and necessary action to be taken thereof.

As no matter was discussed under agenda no. 03 so the meeting concluded with thanks from the chair.

  
**IQAC, COORDINATOR  
SILAPATHAR COLLEGE**

  
**Principal  
Silapathar College  
Silapathar**

