

**Internal Quality Assurance Cell**  
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**The Minutes of the First Meeting of Internal Quality Assurance Cell (IQAC)**

**Date: 15/07/2020**

**Venue: Principal's Chamber**

**Time: 11. 00 A.M**

The IQAC meeting was held on 15/07/2020 under the chairmanship of Dr. Lakhinath Pegu, Principal cum Chairperson of the IQAC through online mode at 3. 00 P.M. The following teachers attended the meeting.

Sl No.	Name	Designation
1	Dr. Lakhinath Pegu	Principal cum Chairperson
2	Raju Pegu, Assistant Professor Department of English	Coordinator
3	Dr. Jai Ram Jha, Associate Professor Department of English	Faculty Representative
4.	Mr. Leela Ram Newar Associate Professor Department of Economics	Faculty Representative
5.	Mr. Siva Nath Pait Assistant Professor Department of History	Faculty Representative
4	Dr. Abdul Mutalib, Assistant Professor Department of Sociology	Faculty Representative
5	Lalit Ch. Doley, Associate Professor cum Vice -Principal	Senior Administrative Officer
6.	Mr. Nabin Ch. Kardong Associate Professor Department of Political Science	Senior Administrative Officer
6	Braja Nath Baruah	Management Representative
7	Dinesh Ch. Pegu	Alumni Representative
8.	Dr. Malaya Gogoi	HOD & Assistant Professor Department of Philosophy
9.	Mr. Tosheswar Gogoi	HOD & Assistant Professor Department of Philosophy
10.	Mrs. Tultul Phukan	HOD & Assistant Professor Department of Assamese
11.	Mrs. Anima Doley	HOD & Assistant Professor Department of Education
12.	Dr. Nabanita Baruah	Assistant Professor Department of Sociology
13.	Mrs. Anindita Chakravarty	Assistant Professor Department of Economics
14.	Dr. Lal Hirlmoi Hranghal	Assistant Professor Department of History

15.	Mrs. Minu Lota Newar	Assistant Professor Department of Education
16.	Dr. Abdul Mutalib	Assistant Professor Department of Sociology
17.	Mr. Pranjal Das	Assistant Professor Department of Assamese.

A meeting with Heads of Departments along with the coordinator, IQAC and Principal was held on 15/07/2020. At the outset the Chairman welcomed all to the meeting of IQAC and appraised the following items to be discussed.

1. Interaction with Heads of Departments for organizing National Webinar.
2. College Website updation-NAAC requirements
3. Any other matter with due permission of the chair.
4. Dissolution of the meeting.

**Agenda No. 01: Interaction with Heads of Departments for organizing National Webinar.**

Dr. L.N Pegu, Principal cum Chairperson stated that there was urgent need of organizing Webinar as part of the academic activities of the college. He informed that the college has not organized any activities in the last year due to COVID-19. As the seminar is not possible due to current Pandemic situation so he suggested that every department namely- Assamese, Economics, English, Education, Philosophy, History, Sociology and Political Science should organize Webinar in collaboration with IQAC of the College for the greater interest of the College. All Heads of Departments accepted the proposal of Dr. L. N Pegu, Principal and Mr. Raju Pegu, Coordinator IQAC for organizing Webinar.

**Resolution No. 01**

Resolved unanimously that National webinar be organized by every department in the month of August, 2020.

**Agenda No. 02: College Website updation-NAAC requirements.**

College Website updation is in progress; however certain requirements as per NAAC guidelines including Vision, Mission etc need to be added.

**IQAC Decision-** Dr. L.N Pegu, Principal suggested on the need to capture and upload all College activities which need to be showcased through the website. He also requested all teachers to contribute research as well departmental activities as part of NAAC requirements and submit the same to the Coordinator IQAC.

**Resolution No. 02:**

Resolved to form a committee to examine website updation and uploading issues with the following members.

1. Mr. Raju Pegu, Assistant Professor & IQAC coordinator.
2. Mr. Siva Nath Pait, Assistant Professor
3. Dr. Abdul Mutalib, Assistant Professor.
4. Mr. Pabitra Konwar, Computer Assistant

As no matter was discussed under agenda 3 so the meeting ended with vote of thanks from the Coordinator IQAC.

  
IQAC, COORDINATOR  
SILAPATHAR COLLEGE



  
Principal  
Silapathar College  
Silapathar