

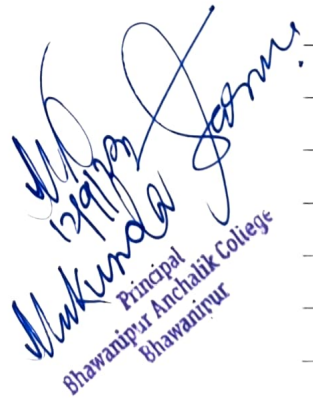
**IQAC Meeting, Session 2023-2024, Bhawanipur Anchalik College,
Bhawanipur, Bajali, Assam, PIN: 781352
Meeting No.-01, Session: 2023-2024**

Agenda Items of IQAC Meeting of 12th September (Tuesday), Time: 2-30-P.M

1. Assumption of Chair by the Chairman and Placement of the items of Agenda
2. Purpose of the meeting- by IQAC co-ordinator.
3. Approval of the proceedings of the last meeting.
4. Discussion on Cycle-3 Assessment and Accreditation.
5. Final preparation of all Cells/Department/Library and Non-Teaching staff..
6. Miscellaneous.

Signature of the member Present in the meeting:

- ①
- ② Abdus Salam 12-09-2023
- ③ Raju Kumar Das 12/09/2023
- ④ Mobarak Hossain 12/09/23
- ⑤ Dilip K. Deka 12/09/23
- ⑥ Manass Kumar Chakrabarty 12/09/23
7. Malay Kalita
8. Aparna Deka. 12.09.23.
9. Dr. Khitod-Sankar Das 12/09/23
10. Ragam Matsumdar, 12.09.23
11. Dr. Priyanka Batim Baruah, 12/09/23
12. Khitod Kalita 12/09/23
13. Nivek Baruah Thapa 12/09/2023
14. Jishnakhi Swargiali 12/09/2023
15. Priyanka Kalita 12-09-2023
16. Sumitra Bhattacharjee 12-09-23
17. Aliyam Das 12/09/23
18. Bitumoni Das. 12/09/23.
19. Anannya Saha 12/09/23.
20. Nayan Kalita
21. Abh.lesh Ghosh Baruah
22. Dr. Daspan Bhattacharjee 12-09-23
23. Dr. Rajkamal Kakoti 12-09-2023


12/09/23
Mukunda Jany
Principal
Bhawanipur Anchalik College
Bhawanipur

Quorum:

The quorum is formed with partaking of the required number of members present in the meeting.

As per the normal appeal of the IBAC Coordinator the chairman of the IBAC Dr Mukunda Sarma, honourable principal of the college assumes the chair of the meeting of 12th September 2023, Tuesday, time: 2-30 P.M. Thanking the august house, the chairman wages the coordinator, Dr Samiran Sarma to brief about the resolutions of the former meeting i.e. the meeting held on 27th July 2023, Thursday, time: 11-00 AM and highlight the core issues to be discussed in the meeting of 12th September 2023, Tuesday.

Agenda No-04 Discussion on cycle-3 assessment and accreditation.

The IBAC Coordinator informed the house that the Self Study Report of the college for cycle-3 assessment and accreditation was timely submitted to NAAC and the IBAC of the college also cleared the DVV process. He also informed that the SSR of the college has passed the pre-qualifier stage. He pointed out to the house the quantitative metrics in which the institution scored very poor, average and good performance.

After hearing the IBAC coordinator the house unanimously resolved as:

Resolution No-01

The members present in the meeting made a threadbare discussion on the status of SSR submitted to NAAC and it is unanimously resolved that the institution will go for peer team visit stage irrespective of the result of the assessment and accreditation. The house also resolved that all the departments/Cells/Teaching and non-teaching staff should face the peer team visit on qualitative metrics with good preparation so that the institution can score good performance in the qualitative metrics.

Agenda No 05: Final preparation of all cells/Department/Library and Non-teaching Staff:

The IQAC coordinator requested the coordinators of all cells, faculty members and HoDs, Library and non teaching staff that the institution will get hardly one month for final peer team visit to the institution. He requested all the stakeholders to make their final preparations in this regard.

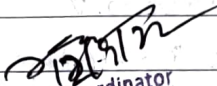
Resolution No-02

After hearing the plea of IQAC Coordinator the house unanimously resolved to go for final preparation for NAAC assessment and accreditation.

The house appealed the stakeholders of the institution to be finally ready for assessment and accreditation and peer team visit to the institution.

The meeting ends with a vote of thanks by the IQAC coordinator of the college.


Principal
Bhawanipur Anchalik College
Bhawanipur


Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur

IQAC Meeting with Teaching and Non-Teaching Staff,
Session 2023-2024, Meeting No.-02
Bhawanipur Anchalik College, Bhawanipur, Barpeta, Assam, PIN: 781352

Date: 11-10-2023

Time: 3-00 P.M.

Agenda of the Meeting:

1. Assumption of Chair by the Chairman and Placement of the items of Agenda.
2. Purpose of the meeting- by IQAC co-ordinator.
3. Approval of the proceedings of the last meeting.
4. Discussion on NAAC Peer Team Visit on 6th and 7th ^{November} ~~October~~ 2023.
5. Views of HoDs regarding preparation of their Departments.
6. Miscellaneous.

Members of the IQAC

- | | |
|---|--|
| <p>1. <i>Mukunda Jarma</i> <i>11/10/23</i>
Principal
Bhawanipur Anchalik College
Bhawanipur
11/10/2023</p> <p>2. <i>Rajee Kumar Das</i> <i>11/10/2023</i></p> <p>3. <i>Animesh Deka</i></p> <p>4. <i>Rajee Kalita</i></p> <p>5. <i>Abdus Sattar Choudhury</i></p> <p>6. <i>Motarak Hossain</i></p> <p>7. <i>Priyanka Kalita</i></p> <p>8. <i>Sumitra Bhattarai</i></p> <p>9. <i>Vivek Baruah Thapa</i></p> <p>10. <i>Sanghamitra Dev Ray</i> <i>11-10-2023</i></p> <p>11. <i>Abhishek Sharma Baruah</i> <i>11/10/23</i></p> <p>12. <i>Badruz Zaman Khan</i> <i>11/10/23</i></p> <p>13. <i>Dr. Ramjan Ali Ahmed</i></p> <p>14. <i>Khiron Kalita</i></p> <p>15. <i>Abhijit Bora</i></p> <p>16. <i>Opama Deka</i> <i>11.10.2023</i></p> <p>17. <i>Teushnakhi Suarjari</i> <i>11-10-2023</i></p> <p>18. <i>Dr. Khiron Sankar Das</i> <i>11/10/23</i></p> <p>19. <i>Priyanka Pratim Baruah</i> <i>11/10/23</i></p> | <p>20. <i>Dr. Durgam Bhattacharjee</i> <i>11/10/23</i></p> <p>21. <i>Dr. Rajkamal Kalita</i> <i>11/10/23</i></p> <p>22. <i>Dr. H. Rahman</i> <i>11/10/23</i></p> <p>23. <i>Rupam Marumdar</i></p> <p>24. <i>Shirgi Patra</i> <i>11/10/23</i></p> <p>25. <i>Niva Choudhary</i></p> <p>26. <i>Violina Patowary</i> <i>11/10/23</i></p> <p>27. <i>Himangshu Das</i> <i>11/10/23</i></p> <p>28. <i>Minati Islam</i></p> <p>29. <i>Nayan Kalita</i> <i>11/10/23</i></p> <p>30. <i>Mami Das</i> <i>11/10/23</i></p> <p>31. <i>Nabajyoti Uxin</i></p> |
|---|--|

Quorum

The quorum is formed with the partaking of the required number of members present in the meeting.

As per formal appeal of the IBAC coordinator the chairman of the IBAC Dr Mukunda Sarma, Principal of the college assumes the chair of the meeting of 11th October, 2023, ~~Tuesday~~ Wednesday, time-3-00 P.M. Thanking the august house, the chairman urges the Coordinator, Dr Samiran Sarma to brief about the resolutions of the former meeting, i.e. the meeting held on 12th September 2023, Tuesday, time 2-30 P.M. and highlight the core issues to be discussed in the meeting of 11th October 2023, Wednesday, time-3-00 P.M.

The meeting unanimously approves the resolutions of the meeting held on 12th September 2023, Tuesday, time-2-30 P.M. and granted permission to carry on the agenda of the meeting held on 11th October, 2023, Wednesday time-3-00 P.M.

Agenda No-04: Discussion on NAAC peer team visit on 6th and 7th November 2023.

The IBAC coordinator informed the house that NAAC has fixed the peer team visit date on 6th and 7th November 2023. The institution has received a mail from NAAC in this regard on 10th October 2023 and

the institution has hardly 25 days in hand for final preparation for assessment and accreditation.

After hearing the IBAC coordinator the house took the resolution as:

Resolution No-01

It is unanimously resolved that the IBAC coordinator with consultation with senior teachers and honourable Principal of the college will go for final preparation for peer team visit. The coordinator is entrusted to form different committee with the members of teaching and non-teaching staff of the college for smooth conduct of the peer team visit to the institution.

Agenda No-05: Views of HODs regarding Preparation of their Departments:

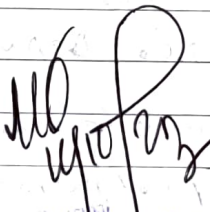
The IBAC coordinator requested the HODs of all the departments to express their views regarding their preparation for peer team visit. He also urged that all the Departments and cells should prepare powerpoint presentation of their Department/cells for presentation during the peer team visit.

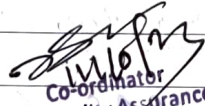
All HODs and coordinator of cell informed the house that they are fully ready for final peer team visit and they agree upon the views of the coordinator on preparing the powerpoint presentation of their department/cells.

Resolution No-02

After hearing the IQAC coordinator HODs and cell coordinators the house expressed their satisfaction over their preparation for NAAC assessment and accreditation and peer team visit on 6th and 7th November 2023. It is unanimously resolved that the final assessment and accreditation of the institution in the form of peer team visit must be completed successfully for which all the department/cells will give their full effort.

The meeting ends with a vote of thanks by the IQAC coordinator of the college.


Principal
Bhawanipur Anchalik College
Bhawanipur


Co-ordinator
Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur.

IQAC Meeting with Teaching and Non-Teaching Staff

Session – 2023-24, Meeting No. – 03

Bhawanipur Anchalik College, Bhawanipur, Barpeta, Assam, PIN : 781352

Date – 23/02/2024

Time – 2.00 P.M.

Agenda of Meeting:

1. Assumption of chair by the chairperson and placement of the items on the agenda.
2. Purpose of the meeting by the IQAC coordinator.
3. Discussion on the next assessment cycle and plans to adhere to the probable new NAAC assessment criteria.
4. Discussion session on point 3 above.
5. Miscellaneous.

Signature of the members present in the meeting:

1. Samiran Sarma 23/2/24
2. Abdus Salam 23-2-24
3. Dilip K. Deka
4. Dr. Rajon Ali Ahmed
5. Anapeshan
6. Malay Kalita
7. Priyanka Pratim Baruah 23/2/24
8. Khinod Kalita 23/2/24
9. Dr. Khinod Sankar Das 23/02/24
10. Dr. Rajkumar Keholi 23/02/24
11. Dr. Darpan Bhattacharjee 23/02/24
12. Dr. Vivek Baruah Thapa - vthapa 23/02/24
13. Dr. Hafizul Rehman 23/02/24
14. Rajan Marjumdaz, 23/02/24
15. Badruz Zaman 23/02/24
16. Raju Kumar Das 23/02/2024
17. Mobarak Hussain 23/2/24

Principal
Bhawanipur Anchalik College
Bhawanipur, Bajali (Assam)

18. Shiny Lata 23/2/24
19. Shree Satar Choudhury
20. Nidhi Jaiswal
21. Abhishek Sharma Banna
22. Gargeshwar Kalita 23/2/2024
23. Niva Choudhury 23/2/2024
24. Smita Rakha 24/02/24
25. Priyanka Kalita 23-2-2024
26. Manvi Qal 24/02/2024
27. Sumitra Bhattnai 23/02/2024
28. Trishuakhi Swargiani 23.02.24
29. Aparna Deka 23.02.2024
30. Himangshu Das
31. Devajit Patgiri
32. Minoti Talukder
32. Maheswar Das

33 Nabin K. Borthakur

Quorum:

The quorum is formed with the participation of the required number of members present in the meeting. After the formal appeal of the IQAC Coordinator, the chairperson of the meeting, Dr. Mukunda Sarna, honourable principal of the college, assumes the chair of the meeting at 2.15 p.m. on February 23, 2024. Thanking the august house, the chairman urges the coordinator to brief the house on the issues to be discussed in the meeting.

Agenda No. 03 & 04: Discussion on the next assessment cycle and plans to adhere to the probable new NAAC assessment criteria & an open discussion session on the same.

The IQAC Coordinator informed the house about the next NAAC assessment cycle and the probable changes in the accreditation process. A few Power Point slides on the same have been presented by the coordinator. He informed the house that NAAC accreditation from now on will be binary-based, unlike the ongoing accreditation process. He highlighted the major changes in the forthcoming process to receive funds from government agencies like PM USHA. Accordingly, the institution should be either NAAC-accredited or should be in the NIRF ranking as per the specified criteria. The coordinator informs the august house about the preparedness

of the IQAC to participate in the upcoming NIRF ranking. He requests that the teaching and non-teaching members of the college submit the required data whenever the portal of NIRF is open for the application process. He further informs the house that a few new subcommittees will be formed once the new guidelines for NAAC assessments are available. Also, a data format is to be prepared according to the new assessment criteria, semester wise and department wise compiling the new assessment criteria. The coordinator informs the house about the one nation one portal plan of UAC and highlights the use of the semester-wise database for self-evaluation.

Continuing the discussion on the agenda, the honourable principal dwells on the issue of the active involvement of the college fraternity according to the changing scenario of the assessment process. He reiterated the need of the house to incorporate the changes and be prepared for the coming NAAC cycle. Also, the honourable chairperson drew the attention of the august house regarding the new criteria for receiving the funds.

Resolution no. 03 & 04:

After hearing from the coordinator and chairperson, the house is open for discussion. Heads from different departments and other faculty members gave their valuable suggestions and expressed their curiosity about the upcoming assessment criteria. They assured

their cooperation in all aspects to the august house so that we can achieve a positive NAAC accreditation.

The meeting ends with a vote of thanks from the chairperson, the honourable principal of the college.

Principal
Bhawanipur Anchalik College
Bhawanipur, Bajali (Assam)

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23/02/24

Jaume

24/02/24
23/02/24
IAAC Coordinator

"Talk on 'Outcome - Based Education (OBE) as per NEP, 2020."

Date:- 06/04/2024

Time:- 9 AM to 11 AM

Today, i.e 6th of April, 2024 a talk on "Outcome Based Education (OBE)" is organized by IQAC, Bhawanipur Anchalik College at 9 AM. Mr. Akashdeep Goswami Deputy Controller of Examination, Gauhati University has been the distinguished resource person for the talk. He delivered his talk on the topic "Outcome Based Education as per National Education policy, 2020". The talk is being attended by the Honorable principal, vice principal and all the faculty members of the college.

List of participants

1. ~~Goswami~~ ^{06/04/24} (Resource Person)
2. Manas Kumar Chakraborty. 06/04/24
3. ~~Kalish~~ ^{06/04/24}
4. Daspan Bhattacharya 06/04/24
5. Rajkamal Kalita 06/04/24
6. Priyanka Pratham Baruah 06/04/24
7. Anannya Saha. 06/04/24.
8. Aliyam Das 06/04/24
9. Jayanta Sarkar 06/04/24
10. Shilpa Kalita 06/04/24
11. Nayan Kalita 06/04/24
12. Bitumoni Das. 06/04/24.
13. Deleemari Das. 06-04-24.
14. Vivek Baruah Thapa - ~~vbthapa~~ ^{06/04/24}
15. Badray Raman ~~raan~~ ^{06/04/24}

16. Chiraj Patra 06/4/24
17. Animesh K. Datta
18. Ramjan Ali Ahmed
19. Garganwar Kalita
20. Abhishek Sengupta
21. Mokaraj Hemant
22. Abhis Satter Choudhury
23. Samir Sen
24. Nabin K. Patra
25. Ashmita Bora
26. Aparna Deka
27. Mami Das 06/04/2024
28. Krishnakshi Sengupta 06/4/24
29. Khirad Santan Das 06/4/24
30. Priyanka Kalita 06-4-24
31. Smita Rakha. 06/04/24
32. Rugam Majumdar, 06/04/24
33. Dr. Hafizur Rahman 06/04/24
34. Sumitra Bhattacharya 06/04/2024

Meeting Number- 04, 10/05/2024

Meeting with Teaching & Non-Teaching Members of the College Regarding the upcoming Inspection of DHE. (Ecf no: 47404/2)

Date: 10/05/2024

Time: 12.00. P.M.

Today, i.e. 10th May, 2024, a meeting ~~was~~ is organized by the IQAC of Bhawanipara Archalik College regarding the upcoming inspection of the Directorate of Higher Education, Kahilipara, Assam, ~~also~~ and other issues like latest Academic Audit Report, Attendance criteria for the upcoming session, latest NAAC Recommendations etc. This meeting is being attended by the faculty members and non-teaching members of the college.

List of members present:

1. Munas Km Chakrabarty, 10/5/24
- 2.
3. Nabin Kr. Bokherol ~~of~~
4. Animesh Choudhury
5. Mobarak Hossain 10/5/24
6. Abdul Sattar Choudhury 10/5/24
7. Dilip Kr. Deka. 10/5/24
8. Malay Kalita
9. Samiran Sam
10. Priyanka Pratim Baruah 10.05.24.
11. Abdul Gafur 10/05/2024
12. Vivek Baruah Thapa - ~~16~~ Thapa 10/5/24
13. Abhijit Bara
14. Parman Bhattacharya 10/5/24.

15. Khirad Kalita 10/05/24
16. Rakamel Lalit 10/05/24
17. Pushpakhi Swargan 10/05/24
18. Aparna Deka 10.05.2024
19. Sanghamitra Dev Ray 10/05/2024
20. Priyanka Kalita 10-05/2024
21. Meenoti Inukdan 10-05/2024
22. Himangshu Das 10/05/2024
23. Gokul Das 10/05/2024
24. Abhilash Sharma Bonua 10/05/24
25. Rafiqur Rahman 10/05/2024
26. Niva Chowdhury 10/05/2024
27. Vistina Patowary 10/05/2024
28. Khirad Santer Das 10/05/24
29. Mammi Das 10/05/24
30. Gargeshwar Kalita 10/05/24
31. Dulemari Das 10-05-2024
32. Badruz Zaman Khan 10/05/24
33. Ramjan Ali Ahmed
34. Rugam Nasumdar, 10/05/24
35. Smriti Rakhe. 10.5.24
36. Dr. Sumitra Bhattacharai 10.5.24



Internal Quality Assurance Cell
Bhawanipur Anchalik College
Bhawanipur, Barpeta, Assam-781352, India

Date: 11.05.2024

Memo No. BAC/IQAC/2024/007

Minutes of the Meeting (Meeting 04)

Date: 10.05.2024

Time: 12.00 P.M

Venue: Seminar Hall (Indoor Stadium)

Chairperson: Principal (i/c)

Agenda of the Meeting:

1. Discussion on the letter received from DHE regarding the inspection (Ref No: 4744044/2, Dated: April 21, 2024).
2. Discussion on the Academic and Administrative Audit Report.
3. Discussion on the latest NAAC Cycle Recommendations.
4. Attendance related issues for the upcoming session.
5. Miscellaneous.

A meeting of the IQAC was held on May 10 2024 at 12.00 P.M. in the Seminar Hall of the college. All teaching and non-teaching members of the college attended the meeting, which was presided over by the Principal (i/c), Mr. Manas Kumar Chakrabarty. The meeting was called to discuss the Agenda mentioned above. The list of the members along with signatures has been attached at the bottom of the document.

Decisions and Actions taken in the Meeting:

Sl. No	Agenda	Criteria	Resolution
1	1	Status of Roster approval and Roster endorsement	The chairperson informed the house that all matters related to the Roster have been updated.
2	1	SAMARTH SAMARTH HR Module, whether all employees are on boarded or not? Preparedness of Admission through SAMARTH for 24-25 Academic Session	All employees are boarded as per the guidelines issued from time to time. Further, the Chairperson instructed all employees to regularly update their SAMARTH profiles and asked the Samarth Coordination and Admission Committee to have a look on it. The chairperson informed the house that the Samarth Coordination and Admission Committee is regularly monitoring the admission process and has already issued notifications related to the SAMARTH registration.



3	1	Financial Matters Utilization of funds received for fee waiver Any fund received under SOPD/RUSA Inspection of any ongoing project under SOPD, RUSA or from any other source of fund Requirement of any infrastructure to be included in priority in the next financial year Inspection of last audit report by local audit	The Chairperson instructed the accounts section of the college to submit a report on it and be prepared for the inspection. The Chairperson instructed the RUSA Coordinator of the college to submit a report on it and be prepared for the inspection. As there are no ongoing projects under RUSA, this matter was not discussed in the house. The Chairperson emphasized the need for a proper building allotted for carrying out the academic activities of the recently started science stream. The Chairperson instructed the Accountant to submit the last audited report which is duly approved by the Governing Body of the college.
4	1	Procurement Related Issues GeM registration done or not? Whether procurement is done through GeM	The Chairperson informed the house about the registration of the college in the GeM portal has been completed with primary User ID-hod1.bhaac.as@gembuyer.in. However, he informed that no procurement has been done so far. In event of further procurement of the items listed on GeM, the college will try to go according to the GeM method.
5	1 & 3	NAAC NAAC grading Preparedness for NAAC grading if it is due Implementation of NAAC recommendation of last cycle	The house discussed about the last NAAC assessment and related pros and cons. Under the supervision of the chairperson, the recommendations related to the last NAAC assessment were discussed. The points, along with the resolution of their implementation, are listed below: 1. As discussed in the earlier meeting of the Academic Monitoring Committee, add-on courses will be started in the upcoming session. Each department has been instructed to add at least one add-on course.



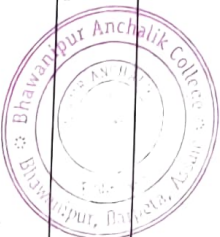
2. To improve the communication skills and computer literacy of the students, the house decided to add similar courses under the supervision of the SWAYAM committee (to be formed). Also, he instructed the departments to conduct at least two ICT classes per week.
3. The Chairperson instructed the Library Advisory Committee to place the list of books/magazines required for the competitive exams in consultation with the Career Counselling Cell. Also, the Chairperson requested that the coordinator of the Career Counselling Cell to popularize the importance of competitive exams and the strategy to prepare for them. Also the house agreed to purchase books related to the newly functioning science stream.
4. To restructure the procedure of the admission process, the chairperson informed the house that an account in the name of the college in HDFC Bank has already been initiated, and from the upcoming session, the fee related to the admission will be collected from the students in the HDFC portal, which will be linked to the existing admission portal of the college.
5. To begin some postgraduate programs, the chairperson asked the possible departments to get ready once the affiliation of the college comes under the BU.
6. The chairperson expressed his interest in beginning some programs related to computer study, like the Diploma in Computer Application (DCA) and the Post Graduate Diploma in Computer Application (PGDCA).
7. The newly constituted IT Cell of the college is being instructed by the Chairperson to begin a survey on the requirement to boost the ICT education of the college. The IT Cell is expected to submit a report in this regard shortly.
8. The chairperson appealed to the House to get the opinions of the alumni in consultation with the government-registered alumni body of the college regarding their plans for the development of the college.



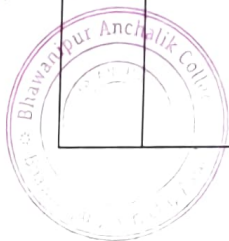
			<p>9. The Chairperson appealed to the Career Counselling Cell to begin orientation programs related to preparation for the civil service examinations.</p> <p>10. The chairperson informed the House that the process of applying for a NCC unit is already in the pipeline.</p>
6	1	<p>GER Related Issues</p> <p>Current enrolment</p> <p>Intake capacity</p> <p>Gap between intake capacity and actual enrolment, if any. Steps required to be taken to reduce the gap and enhance GER</p> <p>Plan for starting new stream/certificate courses/new subject specially as per the requirement of upcoming Semiconductor industry</p> <p>Career counselling activities</p> <p>Community engagement of the college</p> <p>MoUs with industries and its implementation</p> <p>Any best practices by the college</p>	<p>1153 (Undergraduate)</p> <p>1740 (Undergraduate)</p> <p>587</p> <p>The Chairperson requested all concerned coordinators to submit data after the meeting and to prepare the presentations. A few points discussed in this regard are given below:</p> <ol style="list-style-type: none"> 1. To enhance the GER in the departments having less enrollment, faculties to visited nearby schools. 2. To begin new certificate courses, departments, etc., after receiving the course lists from the departments, the college plans to contact BU in this regard. 3. Course on Semiconductor possible after 4th semester, meanwhile, a basic course on it may be feasible 4. Gear up career counselling activities. 5. Gear up outreach activities in collaboration with the NSS cell and act on some major social issues like child marriage, female literacy, self employment, etc. 6. Best practices by the college may include – green championship, adopted villages, initiative by Botany department for cultivation in the adopted villages, fishery initiative by the zoology department, scientific methods of milk production in the society in collaboration with the Krishi Vigyan Centre, etc. 7. To collaborate with various NGOs working in Lower Assam's rural areas
7	1	<p>Court Matters</p> <p>Court cases, if any and status</p>	<p>As informed by the Chairperson, currently three court cases are going on in the Gauhati High Court.</p>
8	1	Administrative and	



		<p>4. Dr. Birendra Kumar Chakrabarty, GU Nominee (Nov 19, 2024)</p> <p>5. Local MLA (Bhawanipur LAC), Special Invitee Member (Permanent)</p> <p>6. Mr. Abdul Gofur, Teacher Member (Feb 18, 2024)</p> <p>7. Mr. Abdus Sattar Choudhury, Teacher Member (Feb 18, 2024)</p> <p>8. Librarian, Ex-Officio Member (Permanent)</p> <p>9. Mr. Daniram Kalita, Guardian Member (May 09, 2026)</p> <p>10. Mr. Haidar Ali Ahmed, Guardian Member (May 09, 2026)</p> <p>11. Ms. Pranita Uzir, Guardian Nominee (Woman) (Aug 10, 2024)</p>
	Whether the ICC is functional	The Internal Complaint Cell is currently functional under the leadership of Dr. Niva Choudhury.
	Biometric device for attendance is installed or not?	The biometric attendance device for attendance is currently installed and functioning.
	Master time-table, as per equitable workload distribution	Mater time-table with workload will be submitted by the Academic Monitoring Committee.
	Functioning of the Academic Monitoring Committee	Academic Monitoring Committee is functional with regular meetings in 45 days. The minutes of the first meeting has already been sent to the DHE.
	Do you have functioning Digital Learning centre?	Yes, there are around 12 classes with ICT enabled facilities. The IT Cell has been instructed to get functioning details of the classrooms.
	Functioning of Digital Learning Cell Coordinators' plan for implementation of MOOCs	The registration process for the digital learning cell of the college is currently going on as per the norms laid out by SWAYAM. Mr. Abhijit Bora, Assistant Professor, Department of Mathematics, is nominated as the Local Chapter by the



		<p>Do you have functioning Anti-Ragging Cell?</p> <p>Do you have an Incubation Centre?</p> <p>Latest Administrative Audit Report</p> <p>Latest Academic Audit Report</p> <p>Latest Green Audit Report</p>	<p>college to look after the courses under MOOCs.</p> <p>Yes. The Anti-Ragging Cell is currently functioning under the leadership of Dr. Niva Choudhury. The Coordinator of the cell is the Vice-Principal of the college, which is currently vacant.</p> <p>No, to be prepared with the help of the respective departments of the college. Diary, Mushroom, Sericulture, Fishery, etc. may be initiated in the college for trial. And if it works, the same may be planned in large scale.</p> <p>The college does not have latest administrative audit report</p> <p>The audit has been completed and updated.</p> <p>The audit has been completed and updated.</p>
9	2	Discussions on the Academic Audit Report	The discussion on the latest Academic Audit Report was discussed and the need to improve it in the coming days was highly prioritized. The improvements needed in the report are more or less the same as discussed above.
10	4	Attendance related issues for the upcoming session	The house discussed the issue of the attendance of students seriously and decided to mark the attendance digitally at the end of the day from the upcoming session. The House also decided to intimate the attendance percent to the students at the end of every month. If required, the college may contact the parents with low attendance in due time in order to match the attendance of the students as per the university's regulations.



Minutes of the Meeting

BAC/IQAC/2024/007

The meeting was ended by thanking everyone for their active participation and contributions to the discussion.

Chakrabarty. 11/05/2024.

Manas Kumar Chakrabarty
(Principal, i/c)
Bhawanipur Anchalik College

Nabin Kumar Pokhrel
11.05.24

Nabin Kumar Pokhrel
(IQAC Coordinator)
Bhawanipur Anchalik College

Principal i/c
Bhawanipur Anchalik College
Bhawanipur

