



INTERNAL QUALITY ASSURANCE CELL
GUWAHATI COLLEGE
BAMUNIMAIDAM, GUWAHATI -781021

Ref No.:

Date :

IQAC Report summary

IQAC Minutes and Action taken

2017	Date	Stack holders	Members	Minutes	Action taken
	20/04/2017	IQAC, Expert members	11	Inclusion of New External members.	Dr. Sunil Saikia and Dr. Priyabrata Lahkar has been selected as External expert of the IQAC committee.
	20/04/2017	IQAC, Expert members	11	A National Seminar will be organized.	Decision is taken to organize a National Seminar in collaboration with UNESCO. On 20 and 21 May in a national seminar was held in collaboration with UNESCO on the topic Human rights and Global challenges.
	24/08/17	IQAC committee	8	Initiate Academic audit.	An Academic audit was held on 23 and 24 March.
	25/08/17	IQAC committee	8	To organize Meet the Principal programme.	On 31/08/17 Meet the Principal programme was held.



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2018	06/03/18	IQAC committee	8	Preparation of Academic audit.	An Academic audit was held on 23 and 24 March, 2018.
	24/09/18	IQAC and Criteria II members	10	New policy for Mentor-Mentee programme.	Policy is published in College website.
	24/09/18	IQAC and Criteria II members	10	College result will be analyzed and published.	College result was analyzed and published in website.
	25/09/18	IQAC and Criteria III members	8	A national seminar will be organized.	A seven days national level workshop was held on research Methodology from 7 June to 13 June, 2019.
	25/09/18	IQAC and Criteria III members	8	Document on research paper.	Document cell has documented all the research paper published by the faculties.
	26/09/18	IQAC and Criteria I members	6	Certificate courses on different subjects.	A certificate course on Human Rights from Political science deptt for three months.
	26/09/18	IQAC and Criteria I members	6	Yoga training will be organized.	The International Yoga day was celebrated.
	26/09/18	IQAC and Criteria V members	7	Decided to form Alumni Association.	All the department have newly formed their Alumni association.
	27/09/18	IQAC and Criteria VII members	7	Facilities will be monitored. Security system will be increased.	All the facilities were monitored and New Security personnel were appointed.
	27/09/18	IQAC and Criteria IV members	6	College budget will be timely prepared. Books for library will be	College budget was timely prepared. Books for library were



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				purchased.	purchased.
	28/09/18	IQAC and Criteria VI members	7	Initiative for Faculty promotion.	All the necessary documents have been placed in DHE.
	17/12/2018	Old IQAC committee	13	Constitution of New IQAC Committee.	New IQAC committee has been formed.
	18/12/2018	New IQAC committee	9	1. Uploading of AQAR 2. Analysis of Old Peer Team Visit.	AQAR has been uploaded. Old Peer team visit has been discussed and decided to fulfill the points.
2019	03/05/19	IQAC	11	To discuss the workshop on CBCS on 8 th May.	The workshop was held On 8 May and Prof Nishar Ahmed was the resource person.
	17/05/19	IQAC and All VII criteria members	50	Progression on 3 rd cycle.	The parameters has been discussed and prepared for the 3 rd cycle.
	12/09/19	IQAC	8	Progression on 3 rd cycle.	The parameters has been discussed and prepared for the 3 rd cycle.
	19/10/19	Core committee and conveners	15	Progression on 3 rd cycle.	The parameters has been discussed and prepared for the 3 rd cycle.
	21/10/19	IQAC	8	To print Handbook and to collect Feedback for criteria I.	Handbook was published in the website. Feedback was collected from students.
2020	05/02/20	IQAC	8	To discuss the submission of AQAR of 2017-2018 And 2018-2019.	AQAR of 2017-2018 And 2018-2019 submitted.
	13/11/20	IQAC	21	To discuss the submission	AQAR of 2018-19 and



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				of AQAR of 2018-2019 And 2019-2020.	2019-2020 uploaded.
	27/11/20	IQAC and New Faculty members	11	To introduce the NAAC criteria to new members	All New Faculty members are included in seven criteria.
2021	22/03/21	IQAC	6	During the Pandemic situation to discuss the progression for the 3 rd cycle.	After election duty, a staff meeting was held and discussed.
	22/09/21	IQAC and all conveners	13	To discuss the progression for the 3 rd cycle.	Discussed various matters.
	25/10/21	IQAC and all conveners and assistant conveners	17	To discuss the uploading of AQAR 2020-21	AQAR of 2020-21 has been uploaded.
	22/11/21	IQAC and all conveners and assistant conveners	15	To compile the data of AQAR.	AQAR of 2020-21 has been uploaded
	01/11/21	IQAC with Criteria I	8	Feedback will be collected via online mode.	Feedback was collected via online mode through Google form.
	01/11/21	IQAC with Criteria II	8	To collect data from office and MIS updating.	MIS activated.
	01/11/21	IQAC with Criteria III	9	Soft copy allocation to the deptt to collect data.	Data has been collected.
	01/11/21	IQAC with Criteria IV	8	The computer lab to be made functional and open for students.	The computer lab made functional and opened for students.
	02/11/21	IQAC with Criteria V	10	Formation of Alumni association.	College Alumni association has been formed on 09/04/22.
	02/11/21	IQAC with Criteria VI	8	All the points of AQAR have been discussed.	AQAR of 2020-21 has been uploaded
	02/11/21	IQAC with Criteria VII	10	To approach the college authority for providing few more facilities.	Some facilities like waste management have been provided.



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2022	11/02/22	IQAC	6	Approval of AQAR 20-21	AQAR 2020-21 approved by NAAC.
	14/02/22	IQAC and HOD	16	Mentoring system will be systematic and uniform.	All deptt have systematic and uniform Mentoring under one policy.
	17/02/22	IQAC	6	Felicitation programme should be encouraged.	Dr. Manuj Kumar Sarma was felicitated after awarding Ph.D.
	10/03/22	IQAC	6	To upgrade the College website.	The process is going on.
	12/03/22	IQAC and Criteria I & II members	17	To discuss the progress of SSR.	SSR format again distributed to make them aware of the modification made by NAAC.
	14/03/22	IQAC and All faculty members	25	To discuss the progress of SSR.	SSR format again distributed to make them aware of the modification made by NAAC.
	06/05/22	IQAC	7	To discuss the tentative date for submission of IIQA.	IIQA may be submitted in the last part of MAY,22

Coordinator
IQAC, GUWAHATI COLLEGE
GUWAHATI, ASSAM

(Dr. Arati Bairagee)

Coordinator,IQAC