

## MINUTES OF IQAC MEETING HELD ON 5-12-2020

An IQAC meeting was held on 5<sup>th</sup> December, 2020 at room no. '1' of arts block of MDKG college, Dibrugarh to discuss about the different issues of teaching, learning and evaluation of Annual Quality Assurance Report(AQAR). At the very outset, Dr. Utpal Sut IQAC coordinator extended his warm welcome to the all members of the meeting and stated the objective of holding the meeting and handed over the agenda to Dr. Nibedita Phukan, Prinicpal of MDKG college. Dr. Sut requested the Principal Madam to chair the meeting. Dr. N. Phukan accepted the request and chaired the meeting. As per agenda Dr. Phukan asked Mr Dipankar Sarmah one of the core committee members of IQAC of MDKG college to present the criteria of teaching, learning and evaluation. Mr Sarmah presented the criteria with power point and the member of the meeting elaborately discussed the different issues of teaching ,learning and evaluation.

**ITEM NO (1): Students enrollment and profile:** members discussed about student admission, sanctioned seats of the college, seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, as per government reservation policy).

**ITEM NO (2): Catering to student diversity:** Members discuss about the assessment levels of students and organization of special programmes for advanced learners and slow learners and students full time teacher ratio.

**ITEM NO (3): Teaching- learning process:** Members discuss about student centric learning method such as experimental learning participative learning and problems of solving methodologies for enhancing learning experiences. Members also discussed about the use of ICT for teaching learning process, Mentor- Mentee process for academic and other related issues. All the members stressed on the implementation of Mentor- Mentee system in a systematic way.

**ITEM NO (4): Teacher profile and Quality:** Members discussed about status of full-time teaches against sanctioned posts, fulltime teachers against sanctioned posts, full time teachers with Ph.D, Years of teaching experience of full time teachers.

**ITEM NO (5): Evaluation Process and reforms:** Members discussed about the transparency in internal assessment mechanism and mechanism to deal with grievances related to internal assessment. The members stressed on transparent, time bound and efficient mechanism to show the grievances related to assessment.


**ITEM NO (6): Students performance and outcome:** Members of the meeting discussed about awareness of programme outcome and course outcomes. Members also discussed about pass percentage of students in the academic years of 2019-20.


**ITEM NO (7): Students satisfaction survey:** Members discussed about the conduct of students satisfaction survey and framing a questionnaire for the survey and pasting of link to the college website. The members were in opinion of conducting the students satisfaction survey by IQAC in Consultation with committee on teaching, Learning and evaluation.

**RESOLUTION:**

1. Resolved that remedial classes be conducted for the slow learners.
2. Resolved that students satisfaction survey be conducted by the IQAC in consultation with committee on teaching, learning and evaluation.

The meeting ended with vote of thanks from the chair.

  
Dr. Utpal Sut  
IQAC Coordinator  
MDKG College, Dibrugarh  
Co-ordinator  
IQAC  
MDKG College  
Dibrugarh

  
Dr. Nibedita Phukan  
Principal and Chairperson of IQAC  
MDKG College, Dibrugarh  
*Principal*  
Manohari Devi Kanoi Girls' College  
DIBRUGARH




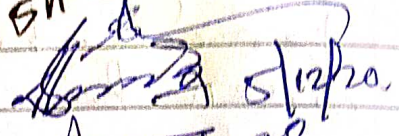
ISAC meeting with Coordinator & members of Teaching, Learning and Evaluation committee, person engaged in prospectus preparation and admission procedures, all HODs, Coordinators & members of Grievances Redressal cell.

(1). Discussion on how to fill up the teaching, learning and evaluation criterion in new AQAR format.

Members present:

- |                           |           |                             |
|---------------------------|-----------|-----------------------------|
| 1. Nibedita Akhara        |           | AKhara 5/12/2020            |
| 2. Ujjwal Surt            |           | Ujjwal 5/12/2020            |
| 3. Dipankar Sarmah        |           | Dipankar 5/12/2020          |
| 4. Ujjwal Goswami         |           | Ujjwal 5-12-2020            |
| 5. Namashi Sharma         |           | Namashi                     |
| 6. Manisha R. Lariang     |           | Manisha 5/12/2020           |
| 7. Mitali Sonowal         |           | Mitali 5/12/2020            |
| 8. Somrita Goswami        |           | Somrita 5/12/2020           |
| 9. Mandira Bhatnagar Saha |           | Mandira                     |
| 10. Sanghamitra Sainik    | 5/12/2020 | S. Sainik 5/12/20           |
| 11. Adity Sainik          |           | Adity 5/12/20               |
| 12. Purnita Phukan        |           | P. Phukan 5/12/20           |
| 13. Manjuri Borge         |           | Manjuri 5/12/20             |
| 14. Rimpi Sarmah          |           | Rimpi Sarmah 5/12/2020      |
| 15. Pally Sarker          |           | Pally Sarker 5/12/2020      |
| 16. Indira Sainik         |           | Indira 5/12/2020            |
| 17. Bonani Sainik         |           | Bonani 5/12/2020            |
| 18. Rupjati Das           |           | Rupjati 5/12/2020           |
| 19. Manishu Borthakur     |           | Manishu 5/12/20             |
| 20. M. Mon Mon Sarmah     |           | M. Mon Mon Sarmah 5/12/2020 |
| 21. Arjun                 |           | Arjun 5/12/2020             |

- 22. ~~22~~ Anirban Singha
- 23. Dr. Shekhar Pradyakha.
- 24. Shrawan Chakrabarti
- 25. Joseph Das
- 26. Malina Bahumetery

  
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