



OFFICE OF THE
INTERNAL QUALITY ASSURANCE CELL

KOKRAJHAR GOVT. COLLEGE

P.O.- Kokrajhar

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From,
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Plan of action chalked out by the IQAC in the beginning of the Academic year 2020-21 towards Quality Enhancement and the outcome achieved by the end of the Academic year:

Sl. No.	Date	Resolution Taken	Action Taken
1	29-08-2020	<p>1. The meeting felt the need to accelerate the speed of preparation of SSR caused by lockdown imposed due to COVID-19 pandemic. Therefore, it is resolved to work in teamwise maintaining social distancing.</p> <p>2. The house resolved to acquire/purchase one laptop and one desktop for IQAC for convenient operation of the cell.</p> <p>3. The house resolved to appoint system administrator to look after the college website and e-governance site which was earlier outsourced, keeping in view the problems it encountered.</p>	<p>1. SSR Draft committee has been formed.</p> <p>2. Three high speed desktops and one laptop have been purchased.</p> <p>3. Contractual System Administrator has been appointed to look after website and MIS.</p>
2	14-09-2020	<p>1. The meeting expressed its concern and view on the progress of SSR preparation and felt that the committee must work as fast as possible to compensate the slow progress which occurred due to nationwide lockdown due to COVID-19.</p>	<p>1. SSR Draft committee has been instructed.</p>
3	<u>06-11-2020</u>	<p>1. Resolved unanimously that departments of the college should be given a lump-sum money for maintenance and upliftment of the departments.</p> <p>2. It is resolved that the Principal of the college is requested to take necessary action to fix the amount with the head of departments and grant the grant the amount as soon as possible.</p>	<p>Principal has released the amount requested by the head of departments and granted the amount.</p>

4	23-11-2020	<p>1. Resolved unanimously that there shall be regular general meeting with all the HODs, Faculty members and various Cells on a every Saturday and Executive meeting of IQAC on every Thursday for the time being up-to December 2020.</p> <p>2. It is resolved that mentor committee will be formed in the next general meeting i.e. 28/11/2020 (Saturday).</p>	<p>1. Regular general meeting with all the HODs, Faculty members and various Cells are held as and when required.</p> <p>2. Departmental Mentor committees have been formed and being supervised by respective departments.</p>
5	26-11-2020	<p>1. As per AQAR report already submitted to the NAAC, UGC, all the information to be entered in the SSR to be prepared.</p> <p>2. It is resolved that the data of full-time teacher to be clearly mentioned and enter their publications too.</p> <p>3. It is resolved that the articles published other than Peer reviewed and UGC Journals to be entered in the publications and Journal Committee.</p> <p>4. A mentor to be appointed for overall development of the college.</p>	<p>1. SSR Draft committee has been instructed to prepare the SSR as per AQAR report already submitted to the NAAC, UGC.</p> <p>2. The data of full-time teacher is clearly mentioned on the website.</p> <p>3. All the articles published including other than Peer reviewed and UGC Journals have been displayed on the website and included in the SSR draft.</p> <p>4. Prof. NS Dharmadhikari, has been appointed as the mentor for overall development of the college.</p>
6	28-11-2020	<p>1. It is resolved that online workshop on NAAC related activities will be organised and the responsibility of organising the said event be entrusted to already existing committee formed for webinars is formed for result analysis for the session 2019-20.</p> <p>3. A committee for result analysis was constituted comprising of the following members: Convenor : Ms. Smritimayee Sharma Members : Mr. Pranjal Kr. Roy, Ms. Jaba Rani Narzary</p>	<p>1. Online workshop on NAAC related activities have been organised by webinar committee</p> <p>3. Result analysis has been done by Ms. Smritimayee Sharma, Mr. Pranjal Kr. Roy and Ms. Jaba Rani Narzary</p>
7	03-12-2020	<p>1. It is resolved unanimously that the topic for forthcoming webinar for the purpose of NAAC Peer team visit is fixed as “Quality Enhancement of Institution with reference to NAAC parameters”.</p> <p>2. The house request hon’ble Coordinator, IQAC to communicate with the office of NAAC to enquire whether the new format to be used for the preparation of SSR/AQAR.</p>	<p>1. A webinar on “Quality Enhancement of Institution with reference to NAAC parameters” has been conducted.</p> <p>2. After due research and consultation with Institutional Mentor, Coordinator, IQAC has confirmed the need of use of the new format for the preparation of SSR/AQAR.</p>

		<p>3. It is resolved unanimously that those publications/ Research papers without having DOI are to be included in the category of chapters of Books/ Articles in magazines etc. The same has been entrusted to Dr. A Phukon who is looking after the subject.</p>	<p>3. Publications/ Research papers without having DOI are included in the category of chapters of Books/ Articles in magazines etc. in the Draft SSR.</p>
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