

Minutes of the IQAC meeting held on the 14th Feb, 2019 at 11.00AM

Agenda

1. Reading of the minutes of the last meeting
2. Inspection from NEHU
3. Meetings with HOD's and College Committees.
4. Cleaning Drive
5. Feedback from stakeholders
6. AQAR Draft Committee
7. Other Matters.

The meeting started with a welcome note from the Chair.

1. The minutes of the last meeting was read and confirmed.
2. The house was informed about the upcoming inspection from the Inspection team of the North-Eastern Hill University for the temporary affiliation of the Statistics and Sociology Departments.


The respective Heads of Departments to follow up and do the needful.


3. It was resolved that a meeting to be conducted by the Principal and Coordinator with the HOD's to discuss and review the status of the academic and co-curricular activities. It was also resolved that faculties of each department to lay more emphasis on the Students Adoption Program. It was suggested that the Departments to take initiatives to meet the Parents/ guardians of the Final Year Student to discuss the academic and non-academic activities of the students.

The house was also of the opinion that the Principal and Coordinator meet the different committees of the college to discuss the activities to be taken up for the academic year.

4. It was resolved that a cleaning drive to be organized by the College on the first week of April, 2019. Details to be chalked out by Cleanliness Committee.
5. It was resolved that feedback on the facilities provided by the College including the teaching-learning methodology to be obtained from the students and other stakeholders.
6. A Committee was constituted for the Preparation and submission of the AQAR for the session.
7. Other matters
 - a. It was suggested that the college may take initiative to encourage faculty members to take up minor projects. The Authority may study the feasibility of allocating a sizeable budget for the same.
 - b. It was resolved that a faculty development program for the teachers to be conducted and the Coordinator to chalk out the dates and the detailed program.
 - c. Preparation of the Academic Calendar.

The meeting ended with a vote of thanks from the chair.


Principal
Sankardev College
Shillong.


Co-ordinator
Internal Quality Assurance Cell (IQAC)
Sankardev College, Shillong.