

Extended Meeting of IQAC
Silapathar Town College
Silapathar, Dhemaji
Date: 18-06-2022



Venue: Conference Hall, Silapathar Town College

Agenda:-

1. Chairing of the Chairperson
2. Objectives of the meeting (Co-ordinator, IQAC)
3. Felicitation Ceremony.
4. Discuss on Submission of Academic and Administrative Audit.
5. Address from the invited Auditor/Academician of AAA.
6. Queries from the teachers
7. Conclusion by the chairperson and end of the meeting.

Description of the agendas

A meeting of IQAC has been convened on 18-06-2022 at 10.30 AM onwards in the college Conference Hall under the chairmanship of Dr. Dibya Doley, Principal in-charge of the college for submission of Academic and Administrative Audit.

The Objectives of the meeting has been delivered by Dr. Dandiram Pegu, Co-ordinator, IQAC where he introduces Dr. Chaytanya Bora, Principal, Tinsukia Commerce College cum AAA Auditor/Academician and he informed that today we have a programme of submission of Academic and Administrative Audit as a pre-requisite work for NAAC accreditation. As we have invited Dr. Chaytanya Bora Sir, Academician to Evaluate AAA of our college and in response to our invitation is attending here today's programme and requested to Mrs. Geetanjali Doley, Co-ordinator, Women Cell of the college to felicitated Dr. Chaytanya Bora Sir with a Traditional Mising Dress and Bonquet.

Moving on to the agenda three before going to submission of AAA Co-ordinator of IQAC presented a PowerPoint Presentation for the knowledge of AAA of the college and conveyed to discuss all information and data submitted by various departments of the college. After Presenting this Presentation, Co-ordinator of IQAC submitted AAA in the hand of Dr. C.Bora sir. After that Dr. C. Bora Sir addresses few words prepare the gathering and the advices some points to be included in the AAA to make it more effective and fruitful.

Approved
(13)
Principal i/c
Silapathar Town College
Date.....

Moving on the next agenda some doubt and queries ask by the teachers for the better understanding of the different criteria of NAAC assessment. At the end the chairmen of the meeting appreciated all the teachers present for participating the meeting and declare the meeting a sin-a-die.

Members of the present

1. Dr. Dibya Doley, Principal i/c
2. Dr. Dandiram Pegu, Co-ordinator, IQAC.
3. Krishna Kanta Phukan
4. Ranjit pait
5. Lakhi Nath Pegu
6. Dr. Hem Chandra Chamuah.
7. Mukesh Doley
8. Geetanjali Doley
9. Dip Jyoti Gogoi
10. Debajit Sonowal
11. Saradi Konwar
12. Dr. Polyshree Pegu
13. Jugananda Gogoi
14. Dr. Swaroop Taid
15. Archana Kuli
16. Bikash Saikia
17. Momi Bharali
18. Niru Hazarika, etc.



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Principal i/c
Silapathar Town College
Date.....

Extended Meeting of IQAC

Silapathar Town College

Silapathar, Dhemaji

Date: 29-05-2022

Venue: Conference Hall, Silapathar Town College

Agenda:-

1. Chairing of the chairperson
2. Objective of the meeting (IQAC, Co-ordinator)
3. Discuss to take decision on timely and systematic work plan on action required for NAAC inspection.
4. Briefing by the co-ordinator, IQAC about the development and ideas given by the Director of RUSA to realise the urgency of the situation.
5. Discuss about policy of working for progress of specific departments and various sub committee of IQAC
6. To discuss about action to be taken on priority basis.
7. Others
8. Conclusion by the chairperson and end of the meeting.

Description of agenda

A meeting of IQAC is held on 29-05-2022 at 1.00 PM in the college IQAC conference room under the chairmanship Dr. Dandiram Pegu. First of all, he took the charge as the chairperson and elaborately apprised the house about the objective of the meeting where he mentioned about the decision taken at the meeting held in Guwahati organized by the Director of RUSA Assam. About the urgency of conducting NAAC assessment by all higher educational institutions before implementing NEP 2020 and asked all participants from the various departments to upload their departmental activities into the RUSA Portal on daily basis to assess their progress report.

In this regard the house discuss and has taken unanimous decision to carry out a systematic work plan to meet the demands and the first and foremost action plan is to complete the departmental audit by 05-06-2022.

Secondly the house decided unanimously to conduct the green audit on or before 09-06-2022.

The house further emphasised on carrying out systematic workplan to meet the progress of the sub-committee.

Accepted
[Signature]
Co-ordinator
IQAC
Silapathar Town College
Date.....

Coming to the agenda sixth (6), The co-ordinator of the IQAC urges all the HoDs of the various department to complete the departmental activities like minute of academic body/Exam./session test/seminar/workshop etc, and urges to submit teachers diary in the office of IQAC before conducting academic audit by NAAC peer team. The co-ordinator of IQAC requests all the faculty members not to leave the college campus till 5.00 PM positively.

Coming to the agenda others, the house decided to conduct academic audit report on or before 30-06-2022 of the next month.

At the end, the chairperson of the meeting appreciates all the present teachers for co-operating and participating in the meeting to make the meeting a success and he declares the meeting a sin-a-die.

Members of the present

1. Ranjit Pait
2. Dr. Dandiram Pegu, Co-ordinator, IQAC
3. Lakhi Nath Pegu
4. Niti Ram pegu
5. Dr. Polyshree Pegu
6. Saradi Konwar
7. Bikash Saikia
8. Jugananda Gogoi
9. Momi Bharali
10. Dr. Hem Chandra Chamuah
11. Darika Pegu
12. Niru Hazarika
13. Dip Jyoti Gogoi
14. Tikendra Pegu
15. Debajit Sonowal
16. Geetanjali Doley
17. Guna kanta Barah
18. Dr. Swaroop Taid
19. Dr. Pinkey Chetry
20. Krishna Kanta Phukan
21. Indranuj Borgohain

Accepted
29/05/2022

Co-ordinator
IQAC
Silapathar Town College
Date.....



Government of India
Ministry of Education
Department of Higher Education
Statistics Division
New Delhi

Certificate



Reference No. C-8423-2020

This is to certify that Ashok Pegu of Silapathar Town College P.O.Silapathar- 787059 has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2020-2021.

RRajesh

(Shri R. Rajesh)

Deputy Director General

Dated: 17/03/2022



SILAPATHAR TOWN COLLEGE, SILAPATHAR
DHEMAJI, ASSAM

Email: silapathartowncollege@mail.com

STUDENT FEED BACK FORM

Name of the Student: -

Class Roll No: -

Semester: -----Session.....

A. GENERAL INFORMATION

STREAM: ----- COURSE OF STUDY: -----

B.A (MAJOR /HONS) IN: ----- GENDER: -----

PH: ----- E-mail: -----

B. EDUCATIONAL FEEDBACK

Select any one option (X).

1. How frequently do you attend your classes?

Once a week	Twice a week	Thrice a week	Regularly (all classes).
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2. How often do you approach your teachers before or after the classes?

Once a week	Once a fortnight	Once a month	Never
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3. Are your teachers available when you approach them during college working hours?

Yes	No.
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4. Do your Teachers provide you with additional Study material/ Notes and other learning inputs for clarify and understanding of the subject?

Yes	No.
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5. Have you ever approached any of your teachers for Career Guidance and Assistance?

Yes	No.
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6. Please rate the college for the following parameters given below in a scale of 1 to 4 where 1 is Poor, 2 is Average, 3 is good, and 4 is Excellence.

Sl.No.	How would you scale the following?	Select & Encircle any one			
1.	Extent of syllabi covered in the class	1	2	3	4
2.	Over all experience with internal assessment	1	2	3	4
3.	Opportunity to participate in activities beyond the classroom (workshops/Projects/Fieldwork).	1	2	3	4
4.	Student Teacher Interaction.	1	2	3	4
5.	Overall learning environment.	1	2	3	4

C. COLLEGE AND ADMINISTRATIVE INFRASTRUCTURE AND SUPPORT.

Please rate the college for the following parameters given below in a scale of 1 to 4 where 1 is Poor, 2 is Average, 3 is Good, and 4 is Excellence.

Sl.No.	How would you scale the following?	Select & Encircle any one			
1.	Physical infrastructure of the college Library	1	2	3	4
2.	Support and Assistance of the library staff.	1	2	3	4
3.	Infrastructure of the Laboratory	1	2	3	4
4.	Support and assistance of the college office staff.	1	2	3	4
5.	Fulfilling the duties and responsibilities of complaint Redressal Committees in the college..	1	2	3	4
6.	Fulfilling the duties and responsibilities of Discipline committee of college.	1	2	3	4
7.	College Website	1	2	3	4
8.	Class room Infrastructure	1	2	3	4
9.	Girls Common Room/Boys Common Room	1	2	3	4
10.	Drinking water facility.	1	2	3	4
11.	Washroom Cleanliness and maintenance	1	2	3	4
12.	Cleanliness and maintenance of College premises.	1	2	3	4

Please provide suggestion that you have to improve the existing infrastructure in the college campus:-

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D. EXTRA CURRICULAR ACTIVITIES.

1. Do you take part in any sports activity at college?

Yes	No.
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2. Do you take part any Extra Curriculum Activities in the College?

Yes	No.
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3. Are you involved in organizing any of these activities?

Yes	No.
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4. Do you participate in activities of NCC, NSS, ECO-CLUB organized in the college campus?

Yes	No.
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5. Have you won prizes and awards for winning competitions organized under inter colleges/ University Cultural events and other activities?

Yes	No.
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Any other Suggestion:-

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Signature of the Student (with Date).



OFFICE OF THE CO-ORDINATOR IQAC
SILAPATHAR TOWN COLLEGE: SILAPATHAR

Dr. D.R. Pegu
Co-Ordinator, IQAC
Email: dandiram.pegu@gmail.com
Ph. No. 9954368634

Estd. 1993
P.O. Silapathar, Pin- 787059, Dist. Dhemaji (Assam)
Email: silapathartowncollege@gmail.com,
Website : www.silapathartc.in

Ref. No.....

Date: 02/05/2022.

To

The Convener & Office Bearer
All concern Departments/Cell(s)/Wing
Silapathar Town College, Silapathar.

Subject: Request for organize/ convene the Important International and National days.
Respected Sir/Madam,

In pursuance of the resolution taken in IQAC Meeting held on 02/05/2022, Your Departments/ Cell/ Wing is requested to observe/ Organize/Convene the important days as per mentioned schedule accordingly. For performing the same, you will get the, all kinds of support from the College Authority wherever you necessary.

Therefore, on behalf of the IQAC Committee I humbly request you to observe/ organize/convene programmes as per date and days with sincerely

Sl. No.	Date & Name of the event.	Organized/ observed by the Departments/Cell/Wings etc.
1.	8 th May/2022: World red cross Day.	Political Sc. Department.
2.	31 st May 2022.	Anti- Tobacco.
3.	5 th June/2022 Environmental Day	IQAC, NSS & Env. Cell.
4.	12 th June: Anti-Child labour day.	NSS & Education.
5.	14 th June, 2022: World Blood Donor Day.	First aids cell.
6.	21 st June: International Day of YOGA	NSS & IQAC.
7.	26 th June/2022: International Day against Drug Abuse and Ilicit Trafficking..	Anti-Tobacco& Narcotic.
8.	11 th July/2022: World Population Day.	Economics Department.& Sociology
9.	9 th Aug/2022: Quit India Day.	History Dept.
10.	15 th Aug/2022: Independence Day.	IQAC & NSS..
11.	29 th Aug/2022: National Sport Day.	NSS.
12.	5 th Sept/2022: Teacher's Day.	Student Union.
13.	8 th Sept. /2022: International Literacy Day.	Assamese & English.
14.	2 nd Oct/2022: Gandhi Jayanti.	Sociology & Philosophy Department.
15.	31 st Oct/2022: National Unity Day..	NSS & IQAC
16.	11 th Nov/2022: National Education Day	Education..
17.	26 th Nov/2022: National Constitution Day.	Pol. Sc & History.
18.	2 nd Dec/22: National Pollution control Day	Env. Cell.
19.	10 th Dec/2022: Human Rights Day.	Pol. Science.
20.	22 nd Dec/22: National Maths Day.	Mathematics.
21.	24 th Dec/22:National Consumers Day	Economics & Sociology.

Copy to-

1. Principal i/c, for information and N/Action.
2. General Notice Board for wide circulation.
3. Office copy.

Received
Hean Ch. Chamuah

Yours faithfully
(Dr. Dandiram Pegu)
Co-ordinator
IQAC
Silapathar Town College.
Silapathar Town College
Date.....

To,

Date: 03/01/2022

The Principal i/c
Silapathar Town College
Silapathar, Dhemaji.

Subject: Information and request for execution of Resolutions adopted in IQAC meeting held on 28/12/2021.

Respected Sir

With reference to the subject cited above I have the honour to inform you that the IQAC meeting held on 28/12/2021 has adopted few resolutions for proper execution and unanimously resolved to be conveying for organized to different Wings/ Departments and cell of the college in respective day and date.

Therefore, on behalf of IQAC, I would like to request you to give permission, co-operation, and provide financial assistance to all the organizing committee / Cell for gracious outcome & success.

I beg remains Sir.

The adopting Resolutions are mentioned as Follow:-

Resolution No-1:-

On 8th January/2022, it has resolved that the IQAC & NSS of the college jointly co-operate the (Club) **Foundation day Observation** by the Adopted Village of Joriguri.

Resolution No-2 :

On 11/01/2022, the house resolved and proposed the Department of Political Science to Organize on "**National Human Trafficking Awareness Day**"

Resolution No 3 :

On 12th Jan/2022, the house requested the Department of Economics, Silapathar Town College to smooth organize on "**National Youth Day (Birth Anniversary of Swami Vivekananda)**"

Res. No.4:

On 17th Jan/2022, the house unanimously proposed to the Department of Assamese, Silapathar Town College to nice organize of "**Silpi Divas**"

Res. No.5:

Dated on 25th Jan. /2022, the house requested to Department of History & Pol. Science (Jointly) to organize a one day workshop on "**National Voters Day (India) & National Tourism Day (India)**".

Res.No-6:

On 30th Jan/2022, the House cordial resolved and requested the NSS & Sociology Department (Jointly) of the College to organize "**Martyr's Day**"

Res.No-7:

On 4th Feb./2022, the NSS of the College accepted to Organize on "**World Cancer Day**".

Res.No-8:

On 6th Feb/2022, the House unanimously proposed to the Department of Political Science for Organize on "**International Day of Zero Tolerance to Female Genital Mutilation**"

Res.no-9:

On 13th Feb/2022, the house requested to the Women's Forum of the College to organize "**National Women's Day**".

Res. No-10:

On 20th Feb/2022, the House requested to the Public Grievance Cell for organize on "**Social Justice Day**".

Res.no-11:

On 21st Feb/2022, the House requested to the Department of English for organize of

Accepted

[Signature]
03/01/2022

Co-ordinator
IQAC
Silapathar Town College
Date.....