AGENDA OF THE IQAC MEETING
NORTH LAKHIMPUR COLLEGE
(AUTONOMOUS)
DATE: 11-04-2025

1. The Chairperson takes the seat
2. Proceedings of the last IQAC meeting: Approval and Discussion
3. Presentation of IQAC coordinator on recent developments
4. Academic matters for discussion
5. Declaration of the end of the meeting

Rajlab Parajuli.
COORDINATOR
IQAC
North Lakhimpur Colleg
(Autonomous)

Principal
North Lakhimpur Colleg
(Autonomous)
Lakhimpur, Assam

PROCEEDINGS OF THE IQAC MEETING
NORTH LAKHIMPUR COLLEGE
(AUTONOMOUS)
DATE: 11-04-2025

A meeting of the IQAC of North Lakhimpur College (Autonomous) is held today on the 11th of April 2025. Dr. R.Parajuli, the coordinator of IQAC, requests the principal to conduct the affairs of the meeting as the Chairperson of the Cell. The principal takes the chair and greets all the members requesting their cooperation for smooth conduct of business. The coordinator hands the agenda of the meeting over to him. The chairperson asked the coordinator to explain the objectives of convening the meeting.

The coordinator explains the objective of calling the meeting that the meeting mainly aims to discuss the various contemporary academic issues.

Issue No-1: The coordinator reads out the proceedings of the last meeting of the IQAC for discussion and approval of the Cell. He also presents the report of the action taken over the recommendations and resolutions of the last meeting. The meeting duly discusses the proceedings and the actions taken and decided to accept them unanimously.

Resolution No-1: All the proceedings and the actions taken over the resolutions of the last meeting approved and accepted unanimously.

Issue No-2: Presentation by the IQAC Coordinator focused on the current standing of the college in relation to NAAC accreditation, reforms, ongoing initiatives, and required future actions. At first the coordinator informed all the members about the Validity of NAAC Accreditation & related Technical Issues. Then he informed all the members about the Transformative Reforms in Accreditation, about the new Binary Accreditation System, and about the Maturity-Based Graded Levels (Levels 1–5), which according to NAAC, will be introduced in between April-May 2025. He emphasized the readiness needed for the next SSR submission immediately after the introduction of Binary accreditation system.

The 2nd issue under the discussion was the issue of timely taking of feedback from all the stakeholders. Dr. Dibyajyoti Hazarika participated in the discussion and informed all the members about the process of in-house development of feedback taking App under the aegis of the Department of Computer Science.

Resolution No-2: It was resolved that the students' feedback will be taken immediately after the Bihu vacation as the feedback App is expected to be released within the period.

Issue No-3: Organising Gurdians' meeting by the Departments.

Resolution No-3: It was resolved that Departments will be advised to organize Gurdians' meeting at least once in a year and the institution will provide a token money of Rupees 5000/- to each Department to facilitate such meetings.

Resolution No-4: Resolved to request the Academic Council to include the tentative period for organizing Guardians' meeting in the Academic Calendar.

Issue No-4: Activities of Alumni Association and Audit of Alumni Contribution by a Chartered Accountant.

Resolution No-5: Resolved to request the convener, Alumni association through the college authority to do the needful for the revival of the activities of the association and timely audit of the contributions of alumni by a CA.

Issue No-5: Finalization of research publication policy after the discontinuation of the CARE listing by UGC.

Resolution No-6: Resolved to request the Research Council to do the needful for the finalization of research publication policy of our institution.

Issue No-6: Conducting IPR-related activities

Resolution No-7: Resolved to request the IPR Cell to conduct an IPR related activity before 31st May 2025 for the benefit of faculties as well as Research Scholars.

Issue No-7: Revitalization of consultancy services

Resolution No-8: Resolved to request the Heads of the Department of Physical Education, with the potential of providing consultancy services to do the needful for registering a consultancy firm for fulfilling the purpose.

Issue No-8: Enhancing Innovation/incubation activities

Resolution No-9: Resolved to request the respective cells to conduct at least two Innovation/incubation related activities per year for the benefit of the students.

Issue No-9: Enhancing Placement cell activities.

Resolution No-10: It was resolved to request the Placement and Career Counselling Cell to take necessary steps to organize on-campus placement drives for undergraduate and postgraduate students.

Issue No-10: Monitoring of MoU's to prevent non-compliance.

Resolution No-11: It was resolved that the IQAC will monitor all signed MoUs and identify any that become non-functional due to an insufficient number of activities in an academic year.

Issue No-11: Infrastructure and Learning Resources

Resolution No-12: It was resolved to request the authority to ensure at least one LCD projector, a smart board and access to the seminar hall for conducting Departmental student presentations related to project work, seminars etc.

Issue No-12: Infrastructure and Learning Resources

Resolution No-13: It was resolved to request the authority to ensure at least one LCD projector, a smart board and access to seminar hall for conducting Departmental student presentations related to project work, seminars etc.

Resolution No-14: It was resolved to request the College authority to do the needful for the repairing or replacement of Air Conditioners and Sound Systems of the digital Classroom for the greater interest of the students.

Issue No-13: Institutional Values and Best Practices

Resolution No-15: Resolved to request the ECO (Green) Club to do the needful for green campus efforts like plastic ban and RRR promotion.

Resolution No-16: Resolved to request the ECO (Green) Club to do the needful for conducting Environment Audit, a committee for the same has been proposed with the following members:

a. **Dr. Binod Chetia, Coordinator**
b. **Sri Bipul Saikia, Member**
c. **Dr. Buddhadev Basumatary, member**

Resolution No-17: It was resolved to rename one of our best practices, Kitap Aru Alap', as 'Read to Lead' to encompass all reading-related activities such as the 'Book Fair', Granthalay', and related extension activities conducted under this domain.

Issue No-13: Reporting of events and achievements

Resolution No-18: It was resolved to request the authority to develop a mechanism for immediate reporting of events, publications, and achievements by departments, cells, and individual faculty members shall be reinforced to ensure timely documentation and integration into institutional records.

Issue No-14: Conducting Academic and Administrative Audit

Resolution No-19: It was resolved to constitute a committee with the following members for Conducting Academic and Administrative Audit of the institution.

a. **Dr. Tarun Chandra Taid, Coordinator**
b. **Dr. Raghab Parajuli, Member**
c. **Sri Rupam Gogoi, Member**
d. **Sri Nabajyoti Borah, Member**

Issue No. 15: Finalization of the Institution's Mission and Vision Statements, and Institutional Distinctiveness.

Resolution No. 19: It was resolved to constitute a committee comprising the following members to examine the matter. The committee shall submit its report to the Principal, North Lakhimpur College, within one month.

a. **Dr. Kakali Bhuyan. Member**
b. **Dr. Binda Sah, Coordinator**
c. **Dr. Ishmi Rekha Handique Konwar, Member**

Issue No. 16: Meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti ragging committee.

Resolution No. 20: It was resolved to request the concerned cells and committees to conduct at least two meetings per academic year to create awareness among the students about the related issues.

The Chairperson concluded the meeting by thanking all members for their active participation. Emphasis was laid on timely follow-up of discussed action points to enhance institutional readiness for the upcoming accreditation process.

Raghab Parajuli.
COORDINATOR
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Principal
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Lakhimpur, Assam

Report on Action Taken Regarding the Resolutions of the IQAC Meeting Held on11-04-2025

1. Collected Students' Feedback as per resolution 2 of the IQAC meeting and the feedback as well as the action taken reports were uploaded on the website.
2. Coordinator of IPR Cell Dr. Ratan Das was entrusted the responsibility of organising an IPR awareness programme and accordingly one day online workshop on, "Patents, Copyrights and Beyond" was organised by the IPR cell, North Lakhimpur College (autonomous), in collaboration with IQAC, North Lakhimpur College (autonomous) on 13th May 2025 in which Prof. Pritam Deb, Tezpur University, delivered his speech on, "Understanding Patents: From Idea to Innovation." as resource person. Dr. Juri Borbora Saikia, Tezpur University, also delivered her speech as second resource person on the topic, " Copyrights and Creative Rights in Academic Research." Total number of participants attended the online workshop =98
3. College authority has taken necessary steps for the repairing the air Conditioners and Sound Systems of the digital Classroom for the greater interest of the students.
4. The ECO (Green) Club conducted various awareness programmes for green campus efforts like plastic ban and RRR promotion.
5. IQAC has notified the proposed committee for conducting 'Environment Audit' with Dr. Binod Chetia a coordinator and Sri Bipul Saikia and Dr. Buddhadev Basumatary as Members.
6. IQAC has notified the proposed committee for conducting 'Academic and Administrative Audit' with Dr. Tarun Chandra Taid as coordinator and Dr. Raghab Parajuli, Sri Rupam Gogoi and Sri Nabajyoti Borah as Members.
7. Dr. Kakali Bhuyan, Dr. Binda Sah and Dr. Ishmi Rekha Handique Konwar were entrusted the duty with due notification for taking necessary initiatives for finalising institutions Mision and Vision Statements and Institutional distinctiveness.

Raghab Parajuli.
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Lakhimpur, Assam

MEMBERS PRESENT IN THE IQAC MEETING
NORTH LAKHIMPUR COLLEGE
(AUTONOMOUS)
DATE: 11-04-2025

1. Dr. Biman Chandra Chetia, Chairperson, IQAC
2. Sri Bani Kanta Konwar, Academic Coordinator
3. Dr. Raghab Parajuli, Co Ordinator, IQAC
4. Dr. Chow Chandra Mantche, Controller of Examinations
5. Dr. Mrs. Kakali Bhuyan
6. Dr. Tarun Chandra Taid
7. Dr. Binda Sah
8. Dr. Bornali Borah
9. Dr. Ratul Kumar Lahan, Assistant Coordinator, IQAC
10. Sri Ranjit Paul, I/C, IT Facilities
11. Dr. Buddhadev Basumatary
12. Dr Dibyajyoti Hazarika
13. Dr. Chuchengfa Gogoi
14. Ms. Nizara Gogoi, Librarian
15. Sri Nabajyoti Borah, Head Assistant, Nominee from Employer.

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