



OFFICE OF THE PRINCIPAL
LALIT CHANDRA BHARALI COLLEGE
Maligaon : Guwahati-781 011 : Assam (INDIA)

☐☐ : 0361-2950040 (O)

Website : www.lcbcollege.co.in :: E-mail : lcbcollege.csc@gmail.com

Internal Quality Assurance Cell

Lalit Chandra Bharali College

Minutes of the Meeting of the Internal Quality Assurance Cell

The meeting of the Internal Quality Assurance Cell was held on **23rd August, 2016 at 11:30 pm** in the Committee room of the College. The following members were present in the meeting:

1. HoDs
2. Convenors & members of the Criterion
3. Members of the IQAC

The Chairman welcomed all the members to the meeting and requested the Coordinator to convene the meeting. The Coordinator took up the agenda of the meeting.

Item No. 1: To confirm the minutes of the last meeting held on 06/08/2016.

The Coordinator read out the minutes of the earlier meeting of the IQAC held on 06/08/ 2016 and the following resolution was adopted.

Resolution No. 1: Resolved to confirm the minutes of the earlier meeting held on 06/08/2016.

Item No. 2: To propose the Alumni Association to organise a Lecture on a topic of social relevance.

The meeting reviewed the activities of the different Cells/Committees and urged for more activities. It was decided in the meeting that the IQAC would organise a lecture in association with the Alumni Association of the college. The Alumni Association would select a topic that would benefit the students.

Resolution No. 2: Resolved to organise a Lecture in association with the college Alumni Association on 16/09/2016.

Item No. 3: To organise a Seminar Paper Presentation jointly with the Research Committee.



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As per the past resolution to have a Seminar Presentation on the last Saturday of every month the meeting decided to organise the same jointly with the Research Committee, LCB College on 24/09/2016.

Resolution No.3: Resolved to organise Seminar Paper Presentation on 24/09/2016.

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

Chairman

Coordinator, IQAC



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The meeting of the Internal Quality Assurance Cell was held on **17th December, 2016 at 12 Noon** in the Committee room of the College. The following members were present in the meeting:

1. HoDs
2. Convenors & members of Criterion I & II
3. Members of the IQAC

The Chairman welcomed all the members to the meeting and requested the Coordinator to convene the meeting. The Coordinator took up the agenda of the meeting.

Item No. 1: To confirm the minutes of the last meeting held on 23/11/2016.

The Coordinator read out the minutes of the earlier meeting of the IQAC held on 23/11/ 2016 and the following resolution was adopted.

Resolution No. 1: Resolved to confirm the minutes of the earlier meeting held on 23/11/2016.

Item No. 2: To review the progress of the Annual Report of 2016-17

The meeting reviewed the progress of the AQAR of 2016-17 for uploading the same to NAAC website.

Resolution No. 2: Resolved to expedite the completion of the Annual Report of 2016-17.

Item No. 3: To propose seminars/workshops/conferences/extracurricular activities.

The meeting requested the Head of the Departments and the Convenors of the different



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Committees/Cells to organise seminars/ workshops/ conferences and other kinds of academic and extracurricular activities. Everyone was of the unanimous opinion that despite making proposals they could not make any headway due to funds constraints expressed by the college authority. The meeting decided to take up the matter with the college authority.

Resolution No. 3: Resolved to take up the matter of funds constraints with the college GB.

Item No.4: To review the progress of the criteria.

The Convenors were requested to update their respective criterion. The meeting decided that the criteria should be submitted by 20/8/2016.

Resolution No.4: Resolved to collect the criteria on the scheduled date.

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

Chairman

Coordinator, IQAC



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Internal Quality Assurance Cell

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Minutes of the Meeting of the Internal Quality Assurance Cell

The meeting of the Internal Quality Assurance Cell was held on **23rd November, 2016 at 11:30 pm** in the Committee room of the College. The following members were present in the meeting:

1. HoDs
2. Convenors & members of the Criterion
3. Members of the IQAC

The Chairman welcomed all the members to the meeting and requested the Coordinator to convene the meeting. The Coordinator took up the agenda of the meeting.

Item No. 1: To confirm the minutes of the last meeting held on 29/10/2016.

The Coordinator read out the minutes of the earlier meeting of the IQAC held on 29/10/ 2016 and the following resolution was adopted.

Resolution No. 1: Resolved to confirm the minutes of the earlier meeting held on 29/10/2016.

Item No 2: To organise a Lecture on the preparation of SSR for NAAC.

The meeting decided to organise a Lecture on the preparation of the SSR for NAAC by inviting the Coordinator of GU Prof. J.P. Tamuli and Prof. J.C. Kalita, GU. The Convenors of the different criteria could clear their doubts and pave the way for the finalization of the SSR.

Resolution No. 2: Resolved to organise a Lecture on the preparation of the SSR for NAAC on 17/12/2016.



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Item No. 3: To organise a Seminar Paper Presentation jointly with the Research Committee.

As per the past resolution to have a Seminar Presentation on the last Saturday of every month the meeting decided to organise the same jointly with the Research Committee, LCB College on 26/11/2016.

Resolution No.3: Resolved to organise Seminar Paper Presentation on 26/11/2016

Item No. 4: To urge the Head of the Departments and the Convenors to take the initiative to arrange academic as well as extracurricular programmes.

The meeting took note of the fact that apart from classroom teaching, emphasis must be directed to academic and extracurricular programmes. The HoDs and the Convenors were requested to prioritize these aspects.

Resolution No. 4: Resolved to organise activities apart from classroom teaching.

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

Chairman

Coordinator, IQAC



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Minutes of the Meeting of the Internal Quality Assurance Cell

The meeting of the Internal Quality Assurance Cell was held on **20th February, 2017 at 01:30 pm** in the Committee room of the College. The following members were present in the meeting:

1. HoDs
2. Convenors & members of the Criterion
3. Members of the IQAC

The Chairman welcomed all the members to the meeting and requested the Coordinator to convene the meeting. The Coordinator took up the agenda of the meeting.

Item No. 1: To confirm the minutes of the last meeting held on 17/12/2016.

The Coordinator read out the minutes of the earlier meeting of the IQAC held on 17/12/ 2016 and the following resolution was adopted.

Resolution No. 1: Resolved to confirm the minutes of the earlier meeting held on 17/12/2016.

Item No.2: To propose renovation and upgradation of the physical infrastructure.

The Coordinator informed that the SSR was ready. All the members present were of the unanimous view that there has been no visible changes in the physical infrastructure of the college. Further the college has not made any progress in the domain of academic and extracurricular activities. The meeting expressed reservations about facing NAAC in view of the drawbacks that has plagued the college. The Chairman assured that the decision of the meeting would be implemented as early as possible.

Resolution No. 2: Resolved to implement the decision of the meeting.



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Item No. 3: To urge the Head of the Departments and the Convenors to take the initiative to arrange academic as well as extracurricular programmes.

The meeting took note of the fact that apart from classroom teaching, emphasis must be directed to academic and extracurricular programmes. The HoDs and the Convenors were requested to prioritize these aspects.

Resolution No. 3: Resolved to organise activities apart from classroom teaching.

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

Chairman

Coordinator, IQAC



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Minutes of the Meeting of the Internal Quality Assurance Cell

The meeting of the Internal Quality Assurance Cell was held on **4th March, 2017 at 01:30 pm** in the Committee room of the College. The following members were present in the meeting:

1. HoDs
2. Convenors & members of the Criterion
3. Members of the IQAC

The Chairman welcomed all the members to the meeting and requested the Coordinator to convene the meeting. The Coordinator took up the agenda of the meeting.

Item No. 1: To confirm the minutes of the last meeting held on 20/02/2017.

The Coordinator read out the minutes of the earlier meeting of the IQAC held on 20/02/ 2017 and the following resolution was adopted.

Resolution No. 1: Resolved to confirm the minutes of the earlier meeting held on 20/02/2017.

Item No. 2: To organise a lecture on the occasion of International Women's Day on 08/03/2017

The meeting decided to celebrate International Women's Day by organising a lecture on that day. It was also decided to invite Mr. Kazimudin Ahmed of Helsinki University, Finland to deliver the lecture.

Resolution No.2: Resolved to organise a lecture on International Women's Day by the IQAC and the Women's Cell of the college on 08/03

Item No. 3: To organise a Seminar Paper Presentation jointly with the Research Committee.



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As per the past resolution to have a Seminar Presentation on the last Saturday of every month the meeting decided to organise the same jointly with the Research Committee, LCB College on 27/03/2017.

Resolution No.3: Resolved to organise Seminar Paper Presentation on 27/03/2017.

Item No. 4: To urge the Head of the Departments and the Convenors to take the initiative to arrange academic as well as extracurricular programmes.

In every meeting the HoDs had been requested to arrange extracurricular activities apart from classroom teaching. The same directive was given to the HoDs in the meeting. The HoDs and the Convenors expressed their inability due to funds crunch. The Chairman assured them to do the needful.

Resolution No. 4: Resolved to organise activities apart from classroom teaching.

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

Chairman

Coordinator, IQAC



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Minutes of the Meeting of the Internal Quality Assurance Cell

The meeting of the Internal Quality Assurance Cell was held on **7th April, 2017 at 01:00 pm** in the Committee room of the College. The following members were present in the meeting:

1. Members of the IQAC

The Chairman welcomed all the members to the meeting and requested the Coordinator to convene the meeting. The Coordinator took up the agenda of the meeting.

Item No. 1: To confirm the minutes of the last meeting held on 04/03/2017.

The Coordinator read out the minutes of the earlier meeting of the IQAC held on 04/03/ 2017 and the following resolution was adopted.

Resolution No. 1: Resolved to confirm the minutes of the earlier meeting held on 04/03/2017.

Item No. 2: To organise a Seminar Paper Presentation jointly with the Research Committee.

As per the past resolution to have a Seminar Presentation on the last Saturday of every month the meeting decided to organise the same jointly with the Research Committee, LCB College on 20/04/2017.

Resolution No.2: Resolved to organise Seminar Paper Presentation on 20/04/2017.

Item No.3: To propose renovation and upgradation of the physical infrastructure.

The Coordinator informed that despite the SSR being ready the same was not submitted for a number of reasons. All the members present were of the unanimous view that there has been no visible changes in the physical infrastructure of the college. Further the college has not made any



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progress in the domain of academic and extracurricular activities. The meeting expressed reservations about facing NAAC in view of the drawbacks that has plagued the college. The Chairman assured that the decision of the meeting would be implemented as early as possible.

Resolution No. 3: Resolved to implement the decision of the meeting.

5. The meeting ended with a vote of thanks from the Chair.

Chairman

Coordinator, IQAC