



OFFICE OF THE PRINCIPAL

এছ. বি. দেওৰা মহাবিদ্যালয় S.B. DEORAH COLLEGE

(Accredited with 'B' Grade by NAAC)

ULUBARI, GUWAHATI-781007

Ph.: 0361-2523172

E-mail : sbdeorahcollege@gmail.com, info@sbdeorahcollege.org.in

website : www.sbdeorahcollege.org.in

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Date :

Minutes of IQAC Meeting with Action Taken Report (June 2021-August 2022)

Altogether twelve meetings have been held during the period 2021-22. Some important agenda such as extension activities, gender equality, organising workshops and seminars, signing of MoUs, teaching-learning process, ICT facilities have been discussed, resolved and actions taken accordingly.

- Meeting held on 6-08-2021


Resolutions:

- i) Monitor the progression of the undergraduate courses being taken in online-mode due to Covid-19 and their completion before the start of end semester exams.
- ii) To request the authority to brief the students about the process of online end-semester exam being conducted by Gauhati University due to Covid-19.
- iii) To request the departments to mentor students and take special care for the forthcoming online exams so that the students can appear for exam in a stress-free environment.

Compliance Report:

- i) The Head of the Departments reviewed the progression of courses being conducted in online mode and took necessary actions for the completion of courses. The departments conducted counselling session with students to provide them necessary guidance for the end semester exam.
- ii) The Principal of the college gave orientation to students in online mode on 8th August 2021 for the online end semester exams to be conducted by Gauhati University.


Co-ordinator, IQAC
S. B. Deorah College
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Date :


- Meeting held on 4-09-2021

Resolutions:

- To conduct some programmes related to teaching-learning, IIC, career counselling, faculty development.
- To Increase the number of digital classrooms.
- To increase the number of computers for academic purpose.
- To increase the number of ramps in the college.
- To organise placement drive for 6th semester students.

Compliance Report:

- Programmes on teaching-learning, IIC, career counselling and faculty development were conducted.
- Several Interactive panels were installed to increase the number of digital classrooms.
- 10 additional computers were bought for academic purpose.
- A placement drive for 6th semester and outgoing students was organized by the college on 28-09-2021. 20 students got jobs in the placement drive.


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Date :

- Meeting held on 28-09-2021

Resolutions:

- To organise certificate course on environmental issues, ICT and language.
- To celebrate festivals of different ethnic groups reflecting their cultures.
- Establishment of counselling centre in the college for the students.

Compliance Report:

- Certificate courses on a) Natural Resource Management. b) Web designing on Html c) Tally and Functional Assamese were conducted.
- Programme on festivals of various ethnic groups were conducted. Some of them include a) Celebration of Bathau Festival on 24-01-2022 b) celebration of Me-Dam-Me-Phi on 29-01-2022 and c) celebration of Ali-Aye-Ligang on 15-02-2022. In addition, an exhibition programme called "Earn while you learn" was conducted on 20-04-2022, where students of various ethnicities participated actively.
- A counselling centre for students, teachers and non-teaching staff was inaugurated on 9-2-2022. The counsellor provide counselling twice a month to the students and staff of the college.


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Date :

- Meeting held on 6-10-2021, 7-10-2021 and 8-10-2021

Resolutions:

- To organise self-help programme and health awareness programme in adopted village Nangaon.
- To celebrate "World Disabled Day"
- To organise some programmes by Institution's Innovation Council of the College.
- Free health check-up for teaching, non-teaching staff and girl students will be organised.
- Swachh Bharat Abhiyan will be organised in and outside college.

Compliance:

- Training on mushroom cultivation for the women of adopted village was conducted on 12-03-2022. Health awareness programme by NSS was conducted on the topic "Talk on menstrual health and hygiene".
- The "Prakash" unit of S.B.Deorah College celebrated "World Disabled Day" on 3rd December 2021.
- Various programmes such as impact lecture series, workshops were organised by Institution's Innovation Council in the academic session. Based on these activities, IIC of S.B. Deorah College was awarded 2-star rating by Innovation Cell, Ministry of Education, Govt. of India in 17th November 2022.
- Free health check-up for teaching, non-teaching staff and female students was organised on 30-12-2021 in association with 4 Season's Nutrition wellness centre.
- As a part of Republic Day Celebration, Swachh Bharat Abhiyan was conducted in the college by students wing of women cell on 24-01-2022.

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Date :

- Meeting held on 17-02-2022

Resolutions:

It was decided in the meeting to carry out certain activities in the adopted village Namgaon. As the village lack proper public toilet facilities, it was decided that some initiatives will taken for construction of public toilets with contribution from the teachers of the college.

Compliance:

With the financial contribution of teachers of S.B. Deorah College, a public toilet was constructed at the adopted village, Namgaon.

- Meeting held on 05-05-2022

Resolutions:

- To urge departments for continuation of remedial classes, extra classes for slow learners and advanced learners, and update lesson-plan and log-books.
- To collect feedback from students.
- To explore signing of MoU with other college and institutions.
- Research cell of the college will be activated and generation of fund from government and non-government organisation for research work will be explored.
- To conduct a certificate course on environmental issues.

Compliance:

- Departments took several measures and activities for slow and advanced learners.
- Feedback from students and other stake holders were collected and analysed.
- MoUs with various colleges were signed in the month of August 2022.
- Dr. Jayanta Nath was assigned the responsibility of Convenor of Research and Academic Cell to promote research
- Certificate course on Natural Resource management was conducted by Department of Botany from 27th May 2022 to 26th June 2022


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Date :

- Meeting held on 06-05-2022

Resolutions:

- To conduct seven-day NSS special camp in the month of June for the people of adopted village, Nangaon.
- To organise yoga workshops.
- To conduct a faculty development programme.

Compliance:

- A seven-day NSS special camp was held from 12th June-18th June 2022 at the adopted village Nangaon where various training programmes such as entrepreneurship development, multi-crop farming, waste to handicraft training etc. were conducted.
- Workshop on Yoga was organised by NSS unit of College in collaboration with Vivekananda Kendra from 17-05-2022 to 21-05-2022 at S.B. Deorah college.
- Faculty development programme was conducted in the month of August 2022.

- Meeting held on 13-05-2022

Resolutions:

To conduct various programmes on self-defence, skill development programmes, solid waste management programme, constitutional obligations and gender issues.

Compliance:

Programme on solid waste management was conducted by HC on 16th July 2022 and various skill development programmes were conducted in the month of August 2022.


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- Meeting held on 11-08-2022

Resolutions:

- To prepare a list of activities which can be carried out in the month of August 2022.
- To do changes in course outcomes and programme outcomes wherever required and its dissemination among the students.
- To constitute new subcommittees criteria wise to initiate work on AQAR for 2021-22 session and 3rd cycle of SSR.
- To collect self-appraisal report and evaluate reports from departments for 2021-22 session.

Compliance Report:

- A list of activities to be done for the month of August were prepared.
- Changes in course outcomes were submitted to IQAC by various departments.
- New sub-committee for AQAR of 2021-22 session and 3rd cycle of SSR were constituted.
- Self-appraisal report and evaluative reports from the departments were collected by IQAC.


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- Meeting held on 17-08-2022

Resolutions: In the meeting it was decided that the following activities will be carried out in the month of August 2022.

- Programme on Soft skills (public speaking, digital literacy, etc.) and language skills
- Career counselling programme for competitive examinations
- Orientation programme on anti-ragging
- Health check-up for teaching, non-teaching staff and students
- Public finance management system training for teaching and non-teaching staff
- Digital accounting workshop for non-teaching staff
- Faculty development programme
- Celebration of world photography day
- Celebration of national sports day
- MoUs will be signed with various colleges and activities under MoUs will be carried out.
- Teachers will be sensitized to apply for membership in various professional bodies and the membership fee will be contributed by college.
- Activity related to diversity will be carried out by Equal Opportunity Cell.

Further, following measures were suggested by IQAC for the benefit of the students:

- Students will be encouraged to do internship related activities which will be facilitated by college in collaboration with other institutions
- Programme outcomes and course outcomes will be discussed with students and departments will evaluate attainment of PO and CO regularly through various mechanisms.
- Improving the internet bandwidth for the college.
- Increasing the number of computers available to students.
- Exploring the possibility of ISO certification of college.

Compliance report:

- Orientation programme on Soft Skills "Digital Literacy: Basic Presentation Skills" was organized by Skill Development Cell on 26/08/2022. ii) Orientation programme on Soft Skills "Professional Writing" was organized by Skill development cell on 27/08/2022. iii) Orientation programme on Soft Skills "Public Speaking Skills for Beginners" was organized by skill development cell on 31/08/2022.


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- ii) A workshop on Preparation for Civil services Examination was organized by Career Guidance and Counselling Cell of S. B. Deorah College from 24/08/2022 to 26/08/2022.
- iii) Orientation programme on anti-ragging was conducted by anti-ragging cell on 25th August 2022.
- iv) Eye check-up for students, teaching and non-teaching staff was held on 22nd August 2022.
- v) Orientation programme on "Public Finance Management System" was conducted on 30th August 2022.
- vi) Faculty Development programme on Learning Attributes in Higher Education was conducted on 24th August, 2022.
- vii) World Photography Day and National sports day were celebrated with active participation of teachers and students.
- viii) MoUs with Arya Vidyapeeth College, KRB Girls' College and K.C.Das Commerce College were signed and faculty exchange programme were conducted.
- ix) Some newly recruited teachers have already acquired membership of specialized professional bodies and on the pursuance of its objective, IQAC of S. B. Deorah College has been successful in achieving membership of professional bodies by all faculty members.
- x) Equal opportunity Cell conducted a programme "Reflection of Diversity" on 30th August 2022.


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