



SAPATGRAM COLLEGE, SAPATGRAM, ASSAM

MINUTES OF IQAC MEETINGS (2023-24)



www.sapatgramcollege.in
sapatgramcollegeiqac@gmail.com



INTERNAL QUALITY ASSURANCE CELL
SAPATGRAM COLLEGE
P.O: SAPATGRAM::DIST: DHUBRI (ASSAM)
PIN: 783337

From:
Chairman/Coordinator, IQAC
Sapatgram College

NOTICE

Date: 07/08/2023

This is for information of all the members of IQAC, and all teaching staffs that an emerging meeting shall be convened today at 02:00 P.M. in the office of IQAC to discuss the following agenda.

All concerned are requested to attend the same.

Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To organize orientation program by various department.
3. To prepare Departmental Routine and action plan by all the departments for the session 2023-24.
4. To discuss the plan of celebrating College foundation day & inauguration of college gate.
5. To celebrate various National and Commemorative Day and organize various competition for students
6. To sign some new with the various Educational institution.
7. Misc. if any

Members

- | | |
|--|---|
| 1. Dr. R.P. Singh, Chairman | 10. Mr. J. Abdin, Member |
| 2. Dr. Jogomaya Paul, Coordinator | 11. Mr. D. C. Bordoloi, Member from |
| 3. Mr. E.A. Ahmed, Assistant
Coordinator | Management Committee |
| 4. Dr. J. Das, Assistant Coordinator | 12. Dr. H.K. Nath, Senior
Administrative Officer |
| 5. Mr. Bulen Chutia, Assistant
Coordinator | 13. Dr. M. Banerjee, Member from
Alumni |
| 6. Mr. M.H Choudhury, Assistant
Coordinator | 14. Mr. Samar Kanti Poit, Local Society |
| 7. Dr. A.B Mondal, Member | 15. Mr. Iman Ali, Member from
Stakeholder |
| 8. Dr. R. Basumatary, Member | 16. Mr. Ankur Nath, Member from
Student |
| 9. Ms. Dipanjali Barman, Member | |


Coordinator, IQAC
Sapatgram College


Chairperson, IQAC
Sapatgram College

IQAC Meeting
07/08/2023

A meeting of the IQAC of Sapatgram College was held on 07/08/2023 at 2:30 P.M. in the office of the IQAC, Sapatgram College. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

Members

- | | |
|---|--|
| 1. Dr. R.P. Singh, Chairman  | 10. Mr. J. Abdin, Member  |
| 2. Dr. Jogomaya Paul, Coordinator  | 11. Mr. D. C. Bordoloi, Member from Management Committee  |
| 3. Mr. E.A. Ahmed, Assistant Coordinator  | 12. Dr. H.K. Nath, Senior Administrative Officer  |
| 4. Dr. J. Das, Assistant Coordinator  | 13. Dr. M. Banerjee, Member from Alumni  |
| 5. Mr. Bulen Chutia, Assistant Coordinator  | 14. Mr. Samar Kanti Poit, Local Society  |
| 6. Mr. M.H Choudhury, Assistant Coordinator  | 15. Mr. Iman Ali, Member from Stakeholder  |
| 7. Dr. A.B Mondal, Member  | 16. Mr. Ankur Nath, Member from Student  |
| 8. Dr. R. Basumatary, Member  | |
| 9. Ms. Dipanjali Barman, Member  | |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 27/06/2023

Description of resolution taken	Action taken
<u>Resolution No-2:-</u>The house discussed about the preparation of prospectus and academic calendar for the session 2023-24 and resolved that a prospectus preparatory committee shall be constituted with the following members for the purpose. 1. Dr. R.P Singh, Principal, Sapatgram College 2. Dr. J. Paul, IQAC Co-ordinator 3. Mr. M.H. Choudhury, Academic Officer 4. Dr. A.B Mandal, Associate Professor, Assamese 5. Mr. J. Abdin, Assistant Professor, Computer Science 6. Dr. E.A Ahmed, Assistant Professor, Mathematics 7. Dr. J. Das, Assistant Professor,	Prospectus and academic calendar prepared & uploaded in the college website.

Political Science 8. Mr. B. Chutia, Assistant Professor, English 9. Mr. Saiful Sheikh, Assistant Professor, English The house also resolved that the committee shall be entrusted with the responsibility to prepare and published the Prospectus on or before 31st July, 2023.	
<u>Resolution No-3:-</u> The house discussed about the about the action plan for the session 2023-24 and unanimously resolved that the action plan shall be prepared by the steering committee and shall be placed in the next IQAC meeting.	Action plan prepared and approved.
<u>Resolution No-4:-</u> The house discussed about the about the matter of orientation programmes on courses and directed the departments to conduct the programmes in the beginning of the session 2023-24.	1. Orientation program on NEP on 04-08-2023 was organized by Department of Economics Sapatgram College, Sapatgram.
<u>Resolution No-5:-</u> The house discussed and resolved that various activities such as workshops, seminars, conference, competitions, lectures, surveys etc will be organized by the departments and cells for the academic session 2023-24.	Various Workshop, Seminar will be organize in this session
<u>Resolution No-6:-</u>The house discussed about the matter of celebration of National and Commemorative days and resolved to undertake various competitions, special talks etc on that relevant day by the departments and cells.	Various Celebration Competitions, Special talks will be organized in this Session.
<u>Resolution No-7:-</u>The house discussed about the matter and directed the departments & Library to organize Faculty Exchange, Student Exchange Programmes and undertake several activities with the collaborating institutions, villages, schools etc under MoU signed.	Various Faculty Exchange, Student Exchange Programmes, MoU by various departments will be organize in this session

Resolution No-2: The house discussed about the matter of organizing orientation programme by various departments and resolved that the departments will have to organize the orientation programmes within the month of August.

Resolution No-3: The house discussed about the matter of preparation of class routine and action plan for the session 2023-24.

Resolution No-4: The house discussed about the matter of observing College Foundation day and resolved that a Foundation Day will be organized on 7th August, 2023. It also discussed about the matter of inauguration of College Main Gate.

Resolution No-4: The House resolved to organize the National and Commemorative Days and conduct some competitions for students by the various Departments and Cells and Units of Sapatgram College with the help of college Authority.

Resolution No-5: The house discussed the matter of signing MoUs to sign some new MOUs with the other institutes.



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P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)
PIN: 783337

From:
Chairman/Coordinator, IQAC
Sapatgram College

NOTICE

Date: 05/09/2023

This is for information of all the members of IQAC, and all teaching staffs that an emerging meeting shall be convened today at 02:00 P.M. in the office of IQAC to discuss the following agenda.

All concerned are requested to attend the same.

Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To organize various programmes such as National, international, workshops, extension activities, special talk, induction programme and so on
3. To celebrate various National and Commemorative day and organize various competition for students.
4. To organize Career Guidance and career counselling programme.
5. To organize to organize Faculty exchange programme and Seminar by various departments.
6. Misc. if any

Members

- | | |
|--------------------------------------|-------------------------------------|
| 1. Dr. R.P. Singh, Chairman | 11. Mr. D. C. Bordoloi, Member from |
| 2. Dr. Jogomaya Paul, Coordinator | Management Committee |
| 3. Mr. E.A. Ahmed, Assistant | 12. Dr. H.K. Nath, Senior |
| Coordinator | Administrative Officer |
| 4. Dr. J. Das, Assistant Coordinator | 13. Dr. M. Banerjee, Member from |
| 5. Mr. Bulen Chutia, Assistant | Alumni |
| Coordinator | 14. Mr. Samar Kanti Poit, Local |
| 6. Mr. M.H Choudhury, Assistant | Society |
| Coordinator | 15. Mr. Iman Ali, Member from |
| 7. Dr. A.B Mondal, Member | Stakeholder |
| 8. Dr. R. Basumatary, Member | 16. Mr. Ankur Nath, Member from |
| 9. Ms. Dipanjali Barman, Member | Student |
| 10. Mr. J. Abdin, Member | |

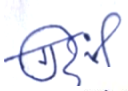
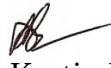

Coordinator, IQAC
Sapatgram College


Chairperson, IQAC
Sapatgram College

IQAC Meeting
05/09/2023

A meeting of the IQAC of Sapatgram College was held on 05/09/2023 at 2:30 P.M. in the office of the IQAC, Sapatgram College. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

Members present

- | | |
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| 1. Dr. R.P. Singh, Chairman  | 11. Mr. D. C. Bordoloi, Member from Management Committee  |
| 2. Dr. Jogomaya Paul, Coordinator  | 12. Dr. H.K. Nath, Senior Administrative Officer  |
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| 7. Dr. A.B Mondal, Member  | |
| 8. Dr. R. Basumatary, Member  | |
| 9. Ms. Dipanjali Barman, Member  | |
| 10. Mr. J. Abdin, Member  | |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 07/08/2023

Description of resolution taken	Action taken
<u>Resolution No-2:</u> The house discussed about the matter of organizing orientation programme, competition and workshop by various departments and resolved that the departments will have to organize the orientation programmes within the month of August. <u>Resolution No-3:</u> The house discussed about the matter of preparation of class routine and action plan for the session 2023-24.	1. Orientation programme for B.A 1st semester students, Sapatgram college under four year under graduate programme (FYUGP), as per NEP 2020 organize by alumni association, Sapatgram college on 11-08-2023 2. Library orientation programme for B.A. 1st semester students, Sapatgram college on 11-08-2023

<u>Resolution No-4:</u> The house discussed about the matter of observing College Foundation day and resolved that a Foundation Day will be organized on 7 th August, 2023. It also discussed about the matter of inauguration of College Main Gate.	1. College Foundation Day & inauguration of college gate organized by Alumni Association, Sapatgram College on 07-08-2023
<u>Resolution No-5:</u> The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.	1. Extempore speech competition on the occasion on National Librarians' Day. 2. Celebrate LOHO PRANAM: death anniversary of Rabindra Nath Tagore was organized by Department of Bengali, Sapatgram College on 07-08-2023 3. Celebration of Independence day organized by Department of Education in collaboration with IQAC and Golden Jubilee observation committee, Sapatgram college on 15-08-2023
<u>Resolution No-5:</u> The house discussed the matter of signing MoUs to sign new MoUs with the other institutes.	1. Sapatgram College signed a MoU with AMTRON Assam and Team Lease Edtech Ltd on 03-09-2023. 2. Sapatgram College signed a MoU with Future Dream Institute of Technology on 10.08.2023.

Resolution No-2: After threadbare discussion the house resolved that various competitions in different activities among students, workshops, training, awareness Programme, special lecture, cleanliness drive Programme etc. be conducted by various cell and departments of the college.

Resolution No-3: The house resolved to organize Professional Development Programme, Faculty Service Programme by various Departments and Cells.

Resolution No-4: The house discussed the matter of organizing Career Guidance & Career Counseling programme among students and resolved that this programme be organized by the department of Political Science in collaboration with Career Counseling cell to help student's professional chose in a field that is time with their skills and their job expectation.

Resolution No-5: The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.



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SAPATGRAM COLLEGE
P.O: SAPATGRAM: DIST: DHUBRI (ASSAM)
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From:
Chairman/Coordinator, IQAC
Sapatgram College

NOTICE

Date: 04/11/2023

This is for information of all the members of IQAC, and all teaching staffs that an emerging meeting shall be convened today at 02:00 P.M. in the office of IQAC to discuss the following agenda.

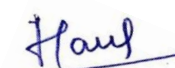
All concerned are requested to attend the same.

Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To organize various programmes such as National, international, workshops, extension activities, special talk, induction programme and so on
3. To celebrate various National and Commemorative day and organize various competition for students
4. To organize to organize Field Survey programme by various department, Faculty exchange programme, Seminar by various departments.
5. To organizing a Bamboo Dustbin Making Activity programme by the various departments.
6. Misc. if any

Members

- | | |
|---|--|
| 1. Dr. R.P. Singh, Chairman | 11. Mr. D. C. Bordoloi, Member from Management Committee |
| 2. Dr. Jogomaya Paul, Coordinator | 12. Dr. H.K. Nath, Senior Administrative Officer |
| 3. Mr. E.A. Ahmed, Assistant Coordinator | 13. Dr. M. Banerjee, Member from Alumni |
| 4. Dr. J. Das, Assistant Coordinator | 14. Mr. Samar Kanti Poit, Local Society |
| 5. Mr. Bulen Chutia, Assistant Coordinator | 15. Mr. Iman Ali, Member from Stakeholder |
| 6. Mr. M.H Choudhury, Assistant Coordinator | 16. Mr. Ankur Nath, Member from Student |
| 7. Dr. A.B Mondal, Member | |
| 8. Dr. R. Basumatary, Member | |
| 9. Ms. Dipanjali Barman, Member | |
| 10. Mr. J. Abdin, Member | |


Coordinator, IQAC
Sapatgram College


Chairperson, IQAC
Sapatgram College

IQAC Meeting
04/11/2023

A meeting of the IQAC of Sapatgram College was held on 05/09/2023 at 2:30 P.M. in the office of the IQAC, Sapatgram College. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

Members present

- | | |
|---|--|
| 1. Dr. R.P. Singh, Chairman | 11. Mr. D. C. Bordoloi, Member from Management Committee |
| 2. Dr. Jogomaya Paul, Coordinator | 12. Dr. H.K. Nath, Senior Administrative Officer |
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| 4. Dr. J. Das, Assistant Coordinator | 14. Mr. Samar Kanti Poit, Local Society |
| 5. Mr. Bulen Chutia, Assistant Coordinator | 15. Mr. Iman Ali, Member from Stakeholder |
| 6. Mr. M.H Choudhury, Assistant Coordinator | 16. Mr. Ankur Nath, Member from Student |
| 7. Dr. A.B Mondal, Member | |
| 8. Dr. R. Basumatary, Member | |
| 9. Ms. Dipanjali Barman, Member | |
| 10. Mr. J. Abdin, Member | |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 05/09/2023

Description of resolution taken	Action taken
<u>Resolution No-2:</u> After threadbare discussion the house resolved that various competitions in different activities among students, workshops, training, awareness Programme, special talk, c Programme etc. be conducted by various cell and departments of the college.	1. Special talk on Career Prospectus on civil services on 17-10-2023 organized by Department of Bodo in collaboration with the career counselling cell under IQAC, Sapatgram College resourced by Mr. Dibakar Nath (I.A.S), D,C, Dhubri, and Mr. Mridul Shihhare (I.A.S), A.D.C., Dhubri 2. Three Day National Level Workshop and Professional Training Program on HANDICRAFTS on 01.11.2013 to 03.11.2013 organized by Department of Bengali, Sapatgram College resourced by Mr. Santiram Rava, Artist Wood and Fine art, W.B.Z. Mahadev

	Mandal Terracotta Artist, Assam
<u>Resolution No-3:</u> The house resolved to organize Professional Development Programme, Faculty exchange, Field survey Programme by various departments and cells.	1. Faculty exchange program on an Introduction to Liberalism on 04-10-2013 organized by Department of Political Science, Sapatgram College as a part of Mou signed between Department of Political Science, Sapatgram college and department of political Science Bilasipara resourced by Mr. Kulen Das, Asstt. Professor, Department of Political Science, Bilashipara College 2. Interdepartmental Faculty Exchange programme on 09.10.2013 organized by department of Bengali, Sapatgram College resourced by Mrs. Sudeshna Chakraborty, Department of English. 3. Field survey program conducted on adopted village santipur on 04.11.2013 organized by Department of Economics, Sapatgram College.
<u>Resolution No-4:</u> The house discussed the matter of organizing Career Guidance & Career Counselling programme among students and resolved that this programme be organized by the department of Political Science in collaboration with Career Counselling cell to help students professional chose in a field that is time with their skills and their job expectations.	1. A career counselling programme on Opportunity and Employability in the Aviation Industry on 22-09-2023 organized by department of Political Science in collaboration with Career 2. Counselling cell, Sapatgram College resourced by Mrs. Munmun Singha Chowdhury, a Cabin crew trainer. 3. Symposium on Navigating the Job Market: Strategies For The Graduates on 16-10-2023 organized by Career counselling cell in collaboration with Department of Political Science, Computer Science and Central Library, Sapatgram College resourced by Dr. Binod Singhi, Director cum Proprietor, Shree Goutam Construction and Company LTD, Bilasipara, Dr. Sajib Singha, Principal, Silchar Polytechnic, Silchar and Dr. Jogesh Deuri.
<u>Resolution No-4:</u> The House resolved to organize the National and commemorative days and conduct some competitions for	1. Celebrating Subarna Jayanti Barsha Udjapon was organized by Department of Bengali on 05.09.2023

students by the various Departments and cells and units of Sapatgram College with the help of college Authority.	resourced by Mr. Sukumar Dey and Mr. Pradip Kumar Dey.
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Resolution No-2: The house discussed about the matter of organizing various workshops in different activities among students, training, awareness Programme, special lecture, and cleanliness drive Programme etc. and resolved that the competitions will be conducted by various cells and departments of the college.

Resolution No-3:-The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.

Resolution No-4:- The house resolved unanimously to organize Field Survey Programme, faculty exchange programmes, student exchange programmes by various departments and Faculty exchange Programme by various departments.

Resolution No-5:- The house discussed about the matter of organizing a Bamboo Dustbin Making Activity programme be the organize by Department of History and Department of Political Science to learn students to making Bamboo dustbin.



INTERNAL QUALITY ASSURANCE CELL
SAPATGRAM COLLEGE
P.O: SAPATGRAM :: DIST: DHUBRI (ASSAM)
PIN: 783337

From:
Chairman/Coordinator, IQAC
Sapatgram College

NOTICE

Date: 27/01/2024

This is for information of all the members of IQAC, and all teaching staffs that an emerging meeting shall be convened today at 02:00 P.M. in the office of IQAC to discuss the following agenda.

All concerned are requested to attend the same.

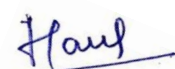
Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To organize various programmes such as National, international, workshops, extension activities, special talk, induction programme and so on
3. To organize Book fair in college campus
4. To celebrate various National and Commemorative day
5. To distribution a certificate course on Fine Arts and organize a state level workshop on Fine arts and crafts.
6. To organize a program on Cleanliness drive on the mission of "Swachha Bharat Obhijan"
7. To organize an educational tour program by various departments.
8. To organize a inauguration programme of certificate course on spoken English.
9. To organize a parent-teacher Meet
10. Misc. if any

Members

17. Dr. R.P. Singh, Chairman
18. Dr. Jogomaya Paul, Coordinator
19. Mr. E.A. Ahmed, Assistant Coordinator
20. Dr. J. Das, Assistant Coordinator
21. Mr. Bulen Chutia, Assistant Coordinator
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24. Dr. R. Basumatary, Member
25. Ms. Dipanjali Barman, Member
26. Mr. J. Abdin, Member

27. Mr. D. C. Bordoloi, Member from Management Committee
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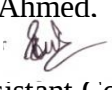
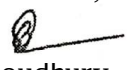

Coordinator, IQAC
Sapatgram College


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IQAC Meeting
27/01/2024

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Members present

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9. Ms. Dipanjali Barman, Member 
10. Mr. J. Abdin, Member  | 11. Mr. D. C. Bordoloi, Member from Management Committee 
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16. Mr. Ankur Nath, Member from Student  |
|--|--|

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 04/11/2023

Description of resolution taken	Action taken
<u>Resolution No-2:-</u> The house discussed about the matter of organizing various workshops in different activities among students, training, awareness Programme, special lecture, and cleanliness drive Programme etc. and resolved that the competitions will be conducted by various cells and departments of the college.	1. Extension activity on the occasion of Children day on 14.11.2023 organized by Department of History and the Innovation and Best Practice cell of Sapatgram College. 2. Special lecture Programme on Child Abuse and Social responsibility on 30.11.2013 organized by Department of English and Political Science, in collaboration with NSS Unit and Women Cell of Sapatgram College
<u>Resolution No-3:-</u> The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and Cells and Units of Sapatgram College with the help of college Authority.	1. Essay Competition Commemorating The Birth Anniversary of Sarvepalli Radhakrishnan on 10.11.2013 organized by Department of History and Economics, Sapatgram College resourced by Dr. Munmun Banerjee,

	Asstt. Professor and HoD, Department of Education, Sapatgram College.
<u>Resolution No-4:-</u> The house resolved unanimously to organize Field Survey Programme and faculty exchange programme by various departments and Faculty exchange Programme by various departments.	1. Faculty exchange programme on 16.11.2023 organized by Department of Political Science, Sapatgram College and Department of Political Science, Bilasipara College. 2. Faculty exchange programme on 19.11.2013 organized by Department of History, Sapatgram College 3. Faculty exchange programme on 05.12.2023 organized by Department of Education, Bilasipara College Under MoU, Signed between Sapatgram College and Bilasipara College resourced by Dr. Biswajit Biswas, Principal of Bilasipara College Mr. Bishnupada Roy, HoD & Asstt. Professor Department of Education, Bilasipara College Dr, Munmun Banerjee, HoD & Asst. Professor, Department of Education, Sapatgram College 4. Educational Field work cum 31-12-2023 organized by Department of English, Sapatgram College.
<u>Resolution No-5:-</u> The house discussed about the matter of organizing a Bamboo Dustbin Making Activity programme be the organize by Department of History and Department of political Science to learn students making a Bamboo dustbin.	1. “Bamboo Dustbin Making Activity” on 07.11.2023 organized by Department of History and Department of Political Science, Sapatgram College.

Resolution No-2: The house discussed about the matter of organizing various workshops in different activities among students, training, awareness Programme, special lecture, and cleanliness drive Programme etc. and resolved that the competitions will be conducted by various cells and departments of the college.

Resolution No-3: The house discussed the matter organizing “Book Fair” in the college campus and resolved that this program be organized by the Central Library and IQAC of Sapatgram College in collaboration with Mandal Book Centre, Bongaigaon, as early as possible to expand our libraries from college to home and give our students to access more books.

Resolution No-4:-The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.

Resolution No-5:- The house discussed and decided to distribute a Certificate Course on Fine Arts by the Department of Bengali to develop the extra-curricular skills of the students.

Resolution No-6:- The house discussed the initiation of Cleanliness drive on the mission of “Swaccha Bharat Obhijan” and unanimously resolved that a Cleanliness Program on the mission of “Swaccha Bharat Obhijan” will be organized by NSS Unit & department of Bengali.

Resolution No-7:-The house discussed the matter of Educational Tours to be conducted by the departments and resolved that each of the departments will conduct at least one such tour during the entire Session.

Resolution No-8:- The house the matter of inauguration of certificate course on Spoken English that would be run by Dept. of Bengali and resolved that the same would be inaugurated on 15th March, 2024.

Resolution No-9:- The house discussed the matter of organizing a parent-teacher Meet to be conducted by the departments and resolved that each of the departments will conduct at least one such meet during the entire Session.



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From:
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NOTICE

Date: 27/03/2024

This is for information of all the members of IQAC, and all teaching staffs that an emerging meeting shall be convened today at 02:00 P.M. in the office of IQAC to discuss the following agenda.

All concerned are requested to attend the same.

Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To organize various programmes such as National, international, workshops, extension activities, special talk, induction programme and so on
3. To organize to organize Faculty exchange programme, Seminar by various departments.
4. To celebrate various National and Commemorative day
5. To organize a career counselling program for advance learner
6. To organization a group discussion on various topic among student
7. To organize an educational tour program by various departments.
8. To organize farewell program by various departments
9. To organize painting competition and plantation drive on the occasion of world environmental
10. To inaugurate Wall Magazine by the various departments
11. To organize Annual Meet of Alumni cum Parent Teacher Association.
12. Misc. if any

Members

- | | |
|---|--|
| 1. Dr. R.P. Singh, Chairman | 11. Mr. D. C. Bordoloi, Member from Management Committee |
| 2. Dr. Jogomaya Paul, Coordinator | 12. Dr. H.K. Nath, Senior Administrative Officer |
| 3. Mr. E.A. Ahmed, Assistant Coordinator | 13. Dr. M. Banerjee, Member from Alumni |
| 4. Dr. J. Das, Assistant Coordinator | 14. Mr. Samar Kanti Poit, Local Society |
| 5. Mr. Bulen Chutia, Assistant Coordinator | 15. Mr. Iman Ali, Member from Stakeholder |
| 6. Mr. M.H Choudhury, Assistant Coordinator | 16. Mr. Ankur Nath, Member from Student |
| 7. Dr. A.B Mondal, Member | |
| 8. Dr. R. Basumatary, Member | |
| 9. Ms. Dipanjali Barman, Member | |
| 10. Mr. J. Abdin, Member | |

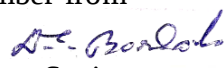
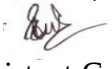
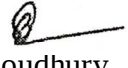
Coordinator, IQAC
Sapatgram College

Chairperson, IQAC
Sapatgram College

IQAC Meeting
06/05/2024

A meeting of the IQAC of Sapatgram College was held on 06/05/2024 at 2:30 P.M. in the office of the IQAC, Sapatgram College. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

Members present

- | | |
|---|--|
| 1. Dr. R.P. Singh, Chairman  | 11. Mr. D. C. Bordoloi, Member from Management Committee  |
| 2. Dr. Jogomaya Paul, Coordinator  | 12. Dr. H.K. Nath, Senior Administrative Officer  |
| 3. Mr. E.A. Ahmed, Assistant Coordinator  | 13. Dr. M. Banerjee, Member from Alumni  |
| 4. Dr. J. Das, Assistant Coordinator  | 14. Mr. Samar Kanti Poit, Local Society  |
| 5. Mr. Bulen Chutia, Assistant Coordinator  | 15. Mr. Iman Ali, Member from Stakeholder  |
| 6. Mr. M.H Choudhury, Assistant Coordinator  | 16. Mr. Ankur Nath, Member from Student  |
| 7. Dr. A.B Mondal, Member  | |
| 8. Dr. R. Basumatary, Member  | |
| 9. Ms. Dipanjali Barman, Member  | |
| 10. Mr. J. Abdin, Member  | |

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 27/01/2024

Description of resolution taken	Action taken
<u>Resolution No-2:</u> The house discussed about the matter of organizing various workshops in different activities among students, training, awareness Programme and special lecture Programme etc. and resolved that the competitions will be conducted by various cells and departments of the college.	1. A Special Lecture Programme on Ethical Voting on 22.02.2024 organized by the electoral literacy club, Sapatgram College in collaboration with Department of Political Science resourced by Dr. Mondal, Level Master Trainer under Bilasipara Election District. 2. A Special Lecture Programme on 13.03.2024 organized by Department of Bengali, Sapatgram College resourced by Mr. Sukumar Dey. 3. Model Polling Booth programme on 13.03.2024 organized by the electoral literacy club, Sapatgram College in collaboration with Department of Political Science, History and

	English, Sapatgram College. 4. Special Lecture programme on 13.03.2024 organized by Department of Bengali.
<u>Resolution No-3:</u> The house discussed the matter organizing “Book Fair” in the college campus and resolved that this program be organized by the Central Library and IQAC of Sapatgram College in collaboration with Mandal Book Centre, Bongaigaon, as early as possible to expand our libraries from college to home and give our students to access more books.	1. Sapatgram College Book Fair on 15.03.2024 organized by Central Library, Sapatgram College.
<u>Resolution No-4:-</u> The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.	1. Celebrate International Mother Language day on 21.02.2024 organized by Department of Bengali resourced by Minati Sarkar and Mr. Pradip Kumar Dey. 2. Sit and Draw Competition on 18.02.2024 organized by Department of Bengali, Sapatgram Collge. 3. Essay writing competition on role of women in the empowerment of democracy on 07.03.2024 organized by the Electoral Literacy Club, Sapatgram College in collaboration with Department of Political Science, Sapatgram College 4. Musical Chair Competition on 11.03.2014 organized by Sapatgram College
<u>Resolution No-5:-</u> The house discussed and decided to distribute a Certificate Course on Fine Arts by the Department of Bengali to develop the extra-curricular skills of the students.	1. Certificate distribution Ceremony, Certificate Course on Fine Art and Craft on 03.02.2024 organized by Department of Bengali
<u>Resolution No-6:-</u> The house discussed the initiation of Cleanliness drive on the mission of “Swaccha Bharat Obhijan” and unanimously resolved that a Cleanliness Program on the mission of “Swaccha Bharat Obhijan” will be organized by NSS Unit & department of Bengali.	1. Swaccha Bharat Obhijan on 13.02.224 organized by Department of Bengali, Sapatgram College. 2. Cleanliness Programme on 13.02.2024 organized by NSS Unit, Sapatgram College.
<u>Resolution No-7:-</u> The house discussed the	1. Alipurduar University Visit on

matter of Educational Tours to be conducted by the departments and resolved that each of the departments will conduct at least one such tour during the Month.	05.03.2024 organized by Department of Bengali, Sapatgram College.
<u>Resolution No-8:-</u> The house discussed the matter of organizing a parent-teacher Meet to be conducted by the departments and resolved that each of the departments will conduct at least one such meet during the entire Session.	1. First Parents Teacher Meet on 18.02.2014 organized by Departments of Education, Sapatgram college resourced by Mr. M. H. Coudhury, Academic officer and Dr. Jogomaya Paul IQAC, coordinator.
<u>Resolution No-9:-</u> The house the matter of inauguration of certificate course on Spoken English that would be run by Dept. of Bengali and resolved that the same would be inaugurated on 15 th March, 2024.	1. Inauguration programme of Certificate course on Spoken English on 16.03.2024 organized by Departments of Bengali.

Resolution No-2: The house discussed about the matter of organizing various workshops in different activities among students, training, awareness Programme, special lecture, and cleanliness drive Programme etc. and resolved that the competitions will be conducted by various cells and departments of the college.

Resolution No-3:- The house resolved unanimously to organize Faculty exchange Programme and Seminar Programme by various departments.

Resolution No-4:-The House resolved to organize the National and Commemorative Days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.

Resolution No-5:- The house resolved that a career counseling program be organized for Advance learner of the students of Sapatgram College and the program be organized by the various departments of Sapatgram College.

Resolution No-6:- The house discussed the matter of Group discussion to be conducted by the various departments.

Resolution No-7:-The house discussed the matter of Educational Tours to be conducted by the departments and resolved that each of the departments will conduct at least one such tour during the entire Session.

Resolution No-8:- The house discussed the matter of arrange farewell programmes by the various departments and resolved unanimously that it should be done within May, 2024.

Resolution No-9: The house discussed the matter organizing a Painting festival and a Plantation drive program on the occasion of “World Environment Day” in the college campus and resolved that this program be organized by the IQAC with NSS unit, Deptt. of Education and Department.of History Sapatgram College to raise awareness among the student towards the importance painting planting and saving trees, concern to the environment, beatify the areas and science beauty to promote environmental value and institutional social responsibility.

Resolution No-10:- The house discussed the matter of preparation and inauguration of Wall Magazines by various departments and resolved unanimously that each and every department will have to prepare at least one issue of Wall Magazine during an academic session.

Resolution No-11: The house resolved that an annual alumni meet program be organized by the alumni cell, Sapatgram College and the notable alumni’s of this college invited.



INTERNAL QUALITY ASSURANCE CELL
SAPATGRAM COLLEGE
P.O: SAPATGRAM:: DIST: DHUBRI (ASSAM)
PIN: 783337

From:
Chairman/Coordinator, IQAC
Sapatgram College

NOTICE

Date: 06/05/2024

This is for information of all the members of IQAC, and all teaching staffs that an emerging meeting shall be convened today at 02:00 P.M. in the office of IQAC to discuss the following agenda.

All concerned are requested to attend the same.

Agenda:

1. To read out and confirm the resolution of the earlier meeting.
2. To prepare Prospectus and Academic Calendar for the academic session 2024-25.
3. To prepare Action Plan for the academic year 2024-25.
4. To organize Orientation Programmes on courses.
5. To organize various activities such as workshops, seminars, conference, competitions, lectures surveys etc by the departments and cells.
6. To celebrate National and Commemorative days.
7. To organize faculty exchange, student exchange programmes and undertake several activities with the collaborating institutions, villages, schools etc under MoU signed.
8. Misc. if any

Members

- | | |
|---|--|
| 1. Dr. R.P. Singh, Chairman | 10. Mr. J. Abdin, Member |
| 2. Dr. Jogomaya Paul, Coordinator | 11. Mr. D. C. Bordoloi, Member |
| 3. Mr. E.A. Ahmed, Assistant Coordinator | from Management Committee |
| 4. Dr. J. Das, Assistant Coordinator | 12. Dr. H.K. Nath, Senior Administrative Officer |
| 5. Mr. Bulen Chutia, Assistant Coordinator | 13. Dr. M. Banerjee, Member from Alumni |
| 6. Mr. M.H Choudhury, Assistant Coordinator | 14. Mr. Samar Kanti Poit, Local Society |
| 7. Dr. A.B Mondal, Member | 15. Mr. Iman Ali, Member from Stakeholder |
| 8. Dr. R. Basumatary, Member | 16. Ankur Nath, Member from Student |
| 9. Ms. Dipanjali Barman, Member | |

Coordinator, IQAC
Sapatgram College

Chairperson, IQAC
Sapatgram College

IQAC Meeting
06/05/2024

A meeting of the IQAC of Sapatgram College was held on 06/05/2024 at 2:30 P.M. in the office of the IQAC, Sapatgram College. The meeting was chaired by Dr. R.P. Singh, Chairman of IQAC.

Members present

Resolution No-1:- Read & confirm the resolution adopted in earlier meeting held on 27/03s/2023

Description of resolution taken	Action taken
<u>Resolution No-2:</u> The house discussed about the matter of organizing various workshops in different activities among students, training, awareness Programme, special lecture, and cleanliness drive Programme etc. and resolved that the competitions will be conducted by various cells and departments of the college.	1. Voter's Awareness drive for Woman on 04.04.2024 organized by organized by the electoral literacy club, Sapatgram College in collaboration with Department of Political Science, History and Woman, Sapatgram College. 2. One day workshop on the Research Methodology in Social Sciences on 14.05.2014 organized by Research cell, in collaboration with department of Political Science and Education resourced by Dr. Jutirani Devi, Asstt. Professor, Departments of Political Science.
<u>Resolution No-3:-</u> The house resolved unanimously to organize Faculty exchange Programme and Seminar Programme by various departments.	1. Faculty exchange cum students exchange programme on 24.04.2014 organize by Department of Education, Bilashipara College and Departments of Education, Sapatgram College resourced by R. P. Singh, Principal Sapatgram College, Mr. Hamendra Nath Brahma, Prisident Governing Body Sapatgram College
<u>Resolution No-4:-</u> The House resolved to organize the National and commemorative days and conduct some competitions for students by the various Departments and cells and units of Sapatgram College with the help of college Authority.	1. Celebration of the Birth Anniversary of Upendra Nath Brahma as Chatra Divas on 27.03.2024 organized by in collaboration with Department of Bodo, English and Bengali, Sapatgram College resourced by Mr. Hamendra Nath Brahma president of Governing Body and Dr. Rajeshwar Prasad Singh, Principal, Sapatgram College. 2. Celebration of Rabindra Jayanti on 08.05.2024 to 09.05.2024 organized by Department of Education,

	Sapatgram College resourced by Prof. Prasanta Chatterjee Department of Mathematics from Biswa Bharati University.
<u>Resolution No-5:-</u> The house resolved that a career counseling program be organized for Advance learner of the students of Sapatgram College and the program be organized by the various departments Sapatgram College Sapatgram.	1. Coaching class for advance learner on 17.04.2024 organized by Department of Bodo
<u>Resolution No-6:-</u> The house discussed the matter of Group discussion to be conducted by the various departments.	1. Group discussion on 04.05.2024 organized by Department of Bengali
<u>Resolution No-7:-</u> The house discussed the matter of Educational Tours to be conducted by the departments and resolved that each of the departments will conduct at least one such tour during the entire Session.	1. Educational tour to Rajbari Place and Madhupur Satra on 27.04.2024 organized by Departments of Economices organized by Sapatgram college, Sapatgram 2. Educational tour to Rajbari Place and Madhupur Satra on 27.04.2024 organized by Departments of History organized by Sapatgram college, Sapatgram
<u>Resolution No-8:-</u> The house discussed the matter of arrange farewell programmes by the various departments and resolved unanimously that it should be done within May, 2024.	1. Farewell Programme on 13.05.2024 organized by Department of Economies, Sapatgram College 2. Farewell Programme on 18.05.2024 organized by Deaprtment of History, Sapatgram college, resourced by Dr. R. P. Singh, Prinipal and Mrs. Rita Malakar, Librarian, Sapatgram College.
<u>Resolution No-9:</u> The house discussed the matter organizing a Painting festival and a Plantation drive program on the occasion of “World Environment Day” in the college campus and resolved that this program be organized by the IQAC with NSS unit, Department.of Education and Deptt. of History Sapatgram College to raise awareness among the student towards the importance painting planting and	1. Plantation Drive on world Environment Day on 05.06.2024 organized by Department of Education. 2. Painting Competition on 05.06.2024 organized by Department of History at Sapatgram College in collaboration with the innovation

saving trees, concern to the environment, beautify the areas and science beauty to promote environmental value and institutional social responsibility	and Best Practice Cell.
<u>Resolution No-10:-</u> The house discussed the matter of preparation and inauguration of Wall Magazines by various departments and resolved unanimously that each and every department will have to prepare at least one issue of Wall Magazine during an academic session.	1. Wall Magazine Inauguration on 20.06.2024 organized by Department of Assamese, Sapatgram College resourced by Dr. R. P. Singh, Principal, Sapatgram College.
<u>Resolution No-11:</u> The house resolved that an annual alumni meet program be organized by the alumni cell, Sapatgram College and the notable alumni's of this college invited.	1. Alumni Meet on 31.03.2024 organized by Department of Bengali.

Resolution No-2:-The house discussed about the preparation of prospectus and academic calendar for the session 2023-24 and resolved that a prospectus preparatory committee shall be constituted with the following members for the purpose.

1. Dr. R.P Singh, Principal, Sapatgram College
2. Dr. J. Paul, IQAC Co-ordinator
3. Mr. M.H. Choudhury, Academic Officer
4. Dr. A.B Mandal, Associate Professor, Assamese
5. Mr. J. Abdin, Assistant Professor, Computer Science
6. Dr. E.A Ahmed, Assistant Professor, Mathematics
7. Dr. J. Das, Assistant Professor, Political Science
8. Mr. B. Chutia, Assistant Professor, English
9. Mr. Saiful Sheikh, Assistant Professor, English

The house also resolved that the committee shall be entrusted with the responsibility to prepare and published the Prospectus on or before 31st July, 2023.

Resolution No-3:-The house discussed about the about the action plan for the session 2023-24 and unanimously resolved that the action plan shall be prepared by the steering committee and shall be placed in the next IQAC meeting.

Resolution No-4:-The house discussed about the about the matter of orientation programmes on courses and directed the departments to conduct the programmes in the beginning of the session 2023-24.

Resolution No-5:-The house discussed and resolved that various activities such as workshops, seminars, conference, competitions, lectures, surveys etc will be organized by the departments and cells for the academic session 2023-24.

Resolution No-6:-The house discussed about the matter of celebration of National and commemorative days and resolved to undertake various competitions, special talks etc on that relevant day by the departments and cells.

Resolution No-7:-The house discussed about the matter and directed the departments & library to organize faculty exchange, student exchange programmes and undertake several activities with the collaborating institutions, villages, schools etc under MoU signed.

The meeting ended with vote of thanks to the chair.



Coordinator, IQAC
Sapatgram College



Chairperson, IQAC
Sapatgram College