

NOTICE

31/03/2023

It is hereby inform to all concerned that a general meeting of the IQAC is scheduled to be held on 03/04/2023 (at 3:15 pm) at the IQAC of the college to discuss the following agenda.

All concerned are cordially requested to attend the same in time.

Agenda:

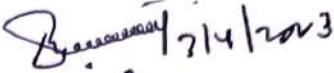
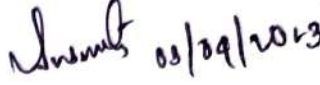
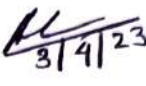
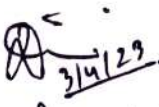
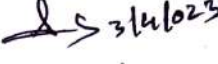
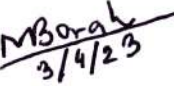
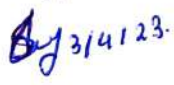
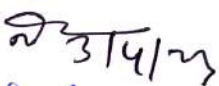
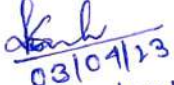



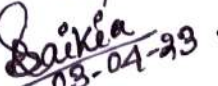
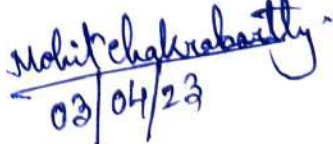
1. Planning of activities/ initiatives under 7 criterion of NAAC
2. Preparation of workshop proposal to NAAC.
3. Finalization of Questionnaire of student feedback.
4. Establishment of Disaster Management Cell.
5. Establishment of Youth Red Cross Unit in college.
6. Activities under MOU (established during academic session 2022-23)
7. Review meeting of departmental plan of activities
8. Miscellaneous

Name of Members

- | | | | |
|---|-----------------------|----------|-----------------------------------------------------------------------------------------------------------|
| 1 | Ms. Rita Borah | (Member) | 
31.03.23 |
| 2 | Dr. Rezibul Alom | (Member) |  |
| 3 | Dr. Dipankar Mallick | (Member) |  |
| 4 | Dr. Samuel Sheikh | (Member) |  |
| 5 | Dr. Malabika Borah | (Member) | 
MBorah
21/3/23 |
| 6 | Mr. Sumit Dey | (Member) | 
Sumit 31/3/23 |
| 7 | Dr. Nilam Jyoti Dutta | (Member) |  |
| 8 | Dr. Dipankar Borah | (Member) |  |
| 9 | Ms. Dharitri Sarkar | (Member) | 
D. Sarkar |

Proceeding of the IQAC meeting held on 03/04/2023 at 3:15 pm in B.N. College premises under the Presidentship of Dr. Dhruba Chakraborty, Principal, B.N. College, Dhubri.


Members present:

- | | | | |
|-----|---------------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| 1. | Dr. Dhruba Chakraborty | Chairman | 
3/4/2023 |
| 2. | Dr. Susmita Sen Gupta | Coordinator | 
03/29/2023 |
| 3. | Ms. Rita Borah | Member | 
3/4/23 |
| 4. | Dr. Rezibul Alom | Member | |
| 5. | Dr. Dipankar Mallick | Member | 
3/4/23 |
| 6. | Dr. Samuel Sheikh | Member | 
3/4/23 |
| 7. | Dr. Malabika Borah | Member | 
MBorah
3/4/23 |
| 8. | Mr. Sumit Dey | Member | 
3/4/23 |
| 9. | Dr. Nilam Jyoti Dutta | Member | 
3/4/23 |
| 10. | Dr. Dipankar Borah | Member | 
3/10/23 |
| 11. | Ms. Dharitri Sarkar | Member | 
D. Sarkar
3/04/23 |
| 12. | Ms. Lily Terangpi | Member | 
3/04/23 |
| 13. | Ms. Kankana Chakraborty | Member | |
| 14. | Mr. Fahim Sayed | Member | 
Fahim
03/04/23 |
| 15. | Ms. Barnali Saikia | Member | 
Barkia
03-04-23 |
| 16. | Dr. Bharat Bhusan Mohanty | Member from Management Committee | |
| 17. | Ms. Ankriti Prasad | Student member | |
| 18. | Mr. Mohit Chakraborty | Student member | 
Mohit Chakraborty
03/04/23 |

Resolution

Resolution 1:	
<ul style="list-style-type: none"> Read and confirmed the resolutions adopted in the IQAC meeting held on 24/02/2022 	
Description of resolutions taken	Action taken
Resolution 2: Resolved that all departments will offer a Bridge Course from the academic session 2023-2024 of minimum 15 hours duration. The departments are requested to prepare the Syllabus and submit the same to IQAC on or before 30/05/2023 for approval.	Initiated
Resolution 3: Resolved that minimum two Class Test be organised for each semester by each teacher from this current academic session and the marksheet be submitted to IQAC.	Implemented
Resolution 4: Resolved that Monthly Departmental Meeting be organised by all department. Further, departments are requested to fix a date for the departmental meeting of every month and to submit the copy of Resolution of the meeting to IQAC within two days. Departmental meetings are to organised in the afternoon hours with minimum loss of classes.	Implemented
Resolution 5: Resolved that permanent asset of any department, cell or office, that to be discarded be informed to Principal of the college before it's final disposal.	Implemented
Resolution 6: Resolved that two Workshop on Research Methodology for 6 th semester students be organised on 28/02/2023 and 02/03/2023. Dr. Upendrajit Sarma, Associate professor in Assamese and Mr. Fahim Sayed, Assistant professor in Mathematics be requested to act as the resource persons.	Implemented
Resolution 7: Resolved that Feedback be collected from all the students (semester II, IV and VI).	Yet to be Implemented
Resolution 8: Resolved that the Instruments Log book be maintained by all departments having laboratory course, where the date and signature of students be incorporated.	Implemented
Resolution 9: Resolved that Stock Book of Instruments and Breakage Register be maintained properly by all the departments having laboratory courses. The Coordinator, IQAC is entrusted to communicate with those departments and do the needful.	Implemented
Resolution 10: Resolved that Project Completion Certificate be attached in the students' Project Reports compulsorily. All the teacher-supervisors be requested to provide the same to the students assigned to them.	Implemented


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 Principal,
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Resolution 11: Resolved that Course Filing and CO-PO mapping be done from next Academic session. Coordinator, IQAC and Dr. Dipangkar Borah, Assistant professor in Physics and In-charge of Criterion II is entrusted to do the needful.	Initiated
Resolution 12: Resolved that Lecture Capturing System be started from the next academic session, Dr. Dipangkar Borah, Assistant professor in Physics and In-charge of Criterion II to do the needful.	Initiated
Resolution 13: Resolved that the Faculty Development Programme, offered by E&ICT, IIT Guwahati be organised in the college. Coordinator, IQAC is entrusted to communicate E&ICT in this regard.	Initiated
Resolution 14: Resolved that college should organise National/International seminar/conference on various domains. Dr. Hiten Sarma, Director, Research and Development Cell of the college is entrusted to do the needful.	Initiated
Resolution 15: Resolved that minimum five numbers of Extension activity be organised each by NSS and NCC unit of the college yearly, and three numbers of Extension activities be organised by Scout and Guide unit of the college yearly. The respective in-charges are entrusted to do the needful.	Initiated
Resolution 16: Resolved that a Disaster Management Cell be formed in the college and activities, like, Mock drill be organised under the cell.	Initiated
Resolution 17: Resolved that the Best Faculty Award for Library Use be started from current academic session. Ms. Kankana Chakraborty, Librarian, B N College is entrusted to do the needful.	Initiated
Resolution 18: Resolved that few awareness programmes on use of e resources be conducted. Ms. Kankana Chakraborty, Librarian, B N College is entrusted to do the needful.	Initiated


Resolution 2: Resolved that several activities/initiatives to be taken in connection with different metrics under seven criteria.

Criterion 1:

- In questionnaire of Student Feedback, question related to ragging to be incorporated. Dr. Nilam Jyoti Dutta, In-charge Criterion 1 is entrusted to finalise the same.
- The tentative dates of Class test be incorporated in the Academic Calendar of 2023-2024.
- Project/Field visit be introduced for 3rd/4th semester student.

Criterion 2:

- Advanced learners be encouraged to undertake courses offered by Infosys Spring Board.


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- Few brainstorming sessions be organised on various issues by the departments from the next academic session (2023-2024).
- Student ID be used for online test from the next academic session (2023-2024).
- The questions of internal examination will be set as per CO from the next academic session (2023-2024).
- To conduct online test, each department be asked to submit 50 MCQs for Diagnostic test (for session 2023-2024).
- A Software be developed to set the question paper of internal examination through randomisation.

Criterion 3:

- A Workshop on 'How to Write Research Proposal' be organised within this academic session.
- Innovation Awareness campaign in canteen/campus with success stories of the students be undertaken.
- Director, Research and Development Cell be requested to convey a meeting to discuss about the Book publication with chapters by faculty members.

Criterion 5:

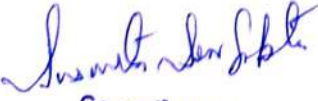
- Revenue can be generated for maintenance of Indoor Stadium.
- Cultural events be organised for various sections and ethnic groups of students.
- Cultural procession be organised on College Foundation Day 2023.
- Computer Literacy programme be organised for students.

Criterion 6:

- Present MoUs to be renewed and departments without MoUs to enter into MoU.
- Achievements of Faculties and students be available in Home Page of college website.
- A proposal for NAAC sponsored workshop be prepared and submitted to NAAC office.

Criterion 7:

- Women Forum of the college be entrusted to explore the possibility of funding for seminar and other programme sponsored by National Commission for Women.
- The celebration of some commemorative days, as suggested by IIC be organised.
- The department of Chemistry be requested to undertake testing of drinking water available at various sources in and around the college twice in every year.


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- Internal Green audit and Internal Energy audit be undertaken in the academic session 2024-2025 and External Green audit and External Energy audit be undertaken in the academic session 2025-2026.
- Green audit and Energy audit (External) be undertaken by authorised agencies. Dr. Samuel Sheikh, In Charge of Criterion 7 is entrusted to do the needful.
- Clean and Green Campus initiatives be undertaken by all departments from the next academic session (2023-2024).
- A Cultural Fest be organised in the next academic session (2023-2024).
- Few Anaemia testing camp of girl students be organised in the next academic session (2023-2024).

Resolution 3

Discussed and Resolved that a Disasters Management Cell be constructed in the college. Mr. Edal Hussain, Assistant Professor in Physics, B N College is selected as the Convenor of the cell.

Resolution 4

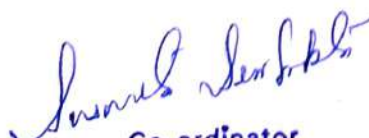
Discussed and Resolved that all the departments, who have signed MoUs during the academic session 2022-2023 be requested to organise programme under the MoUs.

Resolution 5

Discussed and Resolved a meeting be organised to review the execution of Departmental Plan of activities on 12/04/2023.

Resolution 6

Resolved that to convert B N College into a multidisciplinary Higher Education Institution and looking at the proximity of P B College, Gauripur having commerce stream which is within 15 km from B N College, the IQAC propose to constitute a cluster between B N College and P B College where P B College will offer some selected Science subjects and B N College will offer some selected Commerce subjects to their students. The Principal, B N College is requested to take the initiative in this regard.


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