

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam
Minutes of IQAC Meetings
Date: 24-09-2022
Time 2 PM

A meeting of IQAC, Baosi Banikanta Kakati College, Nagaon for the academic year 2022-23 was held on 24/09/2022 at 2 PM in the Conference Hall of the college with teaching fraternity. The meeting was chaired by Dr. Pradip Das, Principal. The coordinator of IQAC welcomed the members present in the meeting. The following agenda were discussed in the meeting, and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Sl. No.	Agenda	Minutes/ Resolution
1	Discussion on orientation of newly appointed teachers	The newly appointed teachers who have joined the college today give their introduction one by one and pledged to impart quality education to work for the betterment of the college. They also pledged to try their level best to work for engaging in extra-curricular activities with their skill in different fields during interaction, it has been found that the newly appointed teachers are skilled in sports, songs and dances.
2	Discussion on the Degree Final Semester Examination	The result of the last BA/BSc Final Examination is discussed and analysed. The overall performance of each department is found good. The faculty members pledged to work more for better result.
3	Discussion on student attendance	The attendance of students in the class is also discussed. The principal urged every faculty member to take special initiative for regular attendance of the students. The principal also urged ex faculty members to do the NAAC related activities.



Principal
B.B.K. College
Nagaon (Barpeta)

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam
Minutes of IQAC Meetings
Date: 13-03-2023
Time 2:30 PM

A discussion on preparation of reports on departmental activities, up-dation of departmental profile and preparation of data as per template 1-3-2 was held on 13th of March 2023 at 2:30 pm in IQAC room with all the heads of all departments. The meeting has been presided over by The Principal. The Assistant Coordinator of IQAC, Dr. Bhupen Rabha has demonstrated how the template and reports have to be prepared and uploaded. The following agenda were discussed in the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Sl. No.	Agenda	Minutes/ Resolution
1	Preparation data as per NAAC template	The members present in the meeting presented their views and urged the Principal to form a suitable task force in consultation with Assistant Coordinator.
2	Preparation of departmental activity report	The matter of departmental activity was discussed in the meeting and the Principal urged the departmental head to compile the report as per format furnished by IQAC and also to prepare departmental activity plan for the coming academic session.
3	Discussion on student attendance	The matter of class attendance of students was discussed and after thorough discussion the meeting resolved for notifying the matter to the concerned students through official notice and through departmental WhatsApp group about stringent action.



A handwritten signature in blue ink, appearing to be "Bas".

Principal
B. B. K. College
Nagaon (Barpeta)

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam
Minutes of IQAC Meetings
Date: 28-03-2023
Time 1 PM

A meeting was organized on 28th of March, 2023 at 1 PM in IQAC room with members of Criteria VI Committee and IQAC members to discuss the steps to be taken to fill the allotted criterion in Self Study Report. The meeting has been presided over by The Principal. The Assistant Coordinator of IQAC, Dr. Bhupen Rabha welcomed the members. The following agenda were discussed in the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Sl. No.	Agenda	Minutes/ Resolution
1	Preparation of data for SSR	The members present in the meeting presented their views and urged the Assistant Coordinator, IQAC to prepare a to do list in order to successfully prepare the Self Study Report.
2	Status of AQAR	Assistant Coordinator, IQAC informed the house on the status of submitted AQAR. He informed that the submitted AQAR up to the period 2020-21 has been accepted by the Coordinator, NAAC and the AQAR for the session 2021-22 also has been submitted and waiting for approval by the NAAC authority. The Assistant Coordinator also shows the gap of data for the AQAR 2022-23 and urged all the members of the criteria committee to speed up compilation. Based on the discussion it is resolved that the all the departments of the college must submit data in proper format as supplied by IQAC within a month.



A handwritten signature in blue ink, appearing to be "Dr. B. Rabha".

Principal
B. B. K. College
Nagaon (Barpeta)

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam
Minutes of IQAC Meetings
Date: 29-03-2023
Time 2:30 PM

A meeting of IQAC on Academic Affairs was held on 29-03-2023 at 2:30 PM in the Conference Hall. The meeting was chaired by Dr. Pradip Das, Principal of College. The following agenda were discussed in the meeting, and it was unanimously resolved to implement them.

Sl. No.	Agenda	Minutes/ Resolution
1	Discussion on ensuing sessional examination	<p>Resolution 1: It is resolved that Question Paper will be of 20 marks, according to the notice attached and the Exam duration will be one hour.</p> <p>Resolution 2: It is resolved that Sessional Answer Script must be packed properly departmentally as the university might enquire about it.</p> <p>Resolution 3: It is resolved that the sessional examination 2023 routine should be uploaded in every departmental website.</p>



A handwritten signature in blue ink, appearing to be "Pradip Das".

Principal
B.B.K. College
Nagaon (Barpeta)

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam

Minutes of IQAC Meetings

Date: 10-05-2023

Time 12 Noon

A meeting of IQAC was held on 10-05-2023 at 12 Noon in the Conference Hall. The meeting was chaired by Dr. Pradip Das, Principal of College. The following agenda were discussed in the meeting, and it was unanimously resolved to implement them.

Sl. No.	Agenda	Minutes/ Resolution
1	Formation of Research Committee	The meeting resolved to form a Research Committee with the following members. (i) Dr. Mrinal Kumar Mishra (coordinator) (ii) Dr. Krishna Kanta Sarma (member) (iii) Dr. Manash Pratim Das (Member)
2	Renovation/ upgradation of research laboratory	The meeting resolved to decorate the research lab with the following instruments initially and time to time new Instruments to be procured.



A handwritten signature in blue ink, consisting of a stylized name followed by a horizontal line.

**Principal
B. B. K. College
Nagaon (Barpeta)**

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam

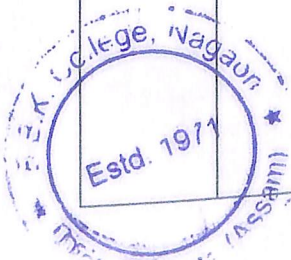
Minutes of IQAC Meetings

Date: 18-05-2023

Time: 2 PM

A meeting of the IQAC with Academic Committee was held on 18-05-2023 in the Conference Room at 2 PM to discuss on the agenda given below. The meeting was chaired by Dr. Pradip Das, Principal of College. After assuming the chair, the principal explaining the objective of the meeting says that as an affiliated college, this college is to follow the regulations of GU regarding Four Year Undergraduate Programme (FYUGP) from the session 2023-24. The Chairman and the Principal read out the Regulation of FYUGP of GU. All the HODs will be given a copy of the Regulation and the principal requests all HODs to get well apprised of the regulations. Admission for the session will be taken as per the Regulation of FYUGP. The members of the Academic Committee expressed their views and suggestions. The matter of publishing prospectus is also discussed. The matter of evaluation and internal marks are also discussed. After detail discussion following resolutions were adopted:

Sl. No.	Agenda	Minutes/ Resolution
1	Discussion on Regulations for FYUGP	a) Resolved that a general meeting with teaching staff will be held very soon to sensitize faculty members on NEP implementation and Regulation for FY UGP, A Resource Person of GU or other Higher institution will be invited to sensitize the faculty members. b) Resolved that one faculty member is included in the existing NEP Implementation Committee of the College. The newly incorporated member is Dr. K.K. Sarmah (Coordinator).
2	Discussion on Green Audit and Academic Audit	The meeting discussed the issue. The Principal informs the HODs that a GU Team will do the Green Audit of this college on 21.05.2023 and the Principal asks all the faculty members to remain present on that day.
3	Discussion on new admissions	Resolved that an Admission Committee for the Session 2023-24 is formed with the following members: a. Dr. R. Sabhapandit (Vice Principal & Convenor) b. Dr. H. N. Deka c. Dr. Debajit Kr. Chaudhury d. Dr. Sadhana Medhi e. Ms. Runumi Hazarika Pathak f. Mr. A. H. Sheikh g. Mr. A Rahman Resolved that the Prospectus for the Session 2023-24 be published by incorporating NEP and Regulations for FYUGP rules.



B. B. K.

Principal
B. B. K. College
Nagaon (Barpeta)

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam

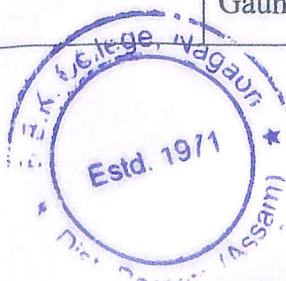
Minutes of IQAC Meetings

Date: 24-05-2023

Time: 2:30 PM

An academic meeting regarding the implementation of the course curriculum, of NEP-2020 is held on 24-05-2023 at 2:30 PM in the conference Hall. The meeting was chaired by Dr. Pradip Das, Principal of College. After assuming the chair, the Principal Dr. Pradip Das explained the objective of the meeting. After detail discussion following resolutions are the adopted:

Sl. No.	Agenda	Minutes/ Resolution
1	Discussion on GU-FYUGP and new admission modalities	<p>Principal presented a speech on FYUGP to sensitize the faculty members for successful implementation. All important aspects like duration, credit system, etc. were discussed and he sought valuable suggestions from the faculty members in this regard. The Principal and Chairman also spoke on the admission procedure under FYUGP. The principal informed that as per govt. guidelines, the college will have to update all activities and data in SAMARTH for which some faculty members will be engaged as module officers.</p> <p>In view of the implementation of FYUGP, a new routine will be prepared for which a routine committee is constituted with the following members:</p> <ol style="list-style-type: none">1. Dr. Sadhana Medhi .2. Mr. Dipak Roy Chaudhury3. Dr. H.N. Deka.
2	Formation of SAMARTH	<p>The discussion regarding the establishment of the SAMARTH committee took place, and it was decided to form an internal committee for SAMARTH in accordance with the guidelines and directives provided by the Education Secretary of Higher Education, Assam. The Principal was entrusted with the responsibility of forming the committee at his discretion.</p>
3	Discussion on Academic Audit.	<p>The matter of Academic and Administrative Audit was discussed in the meeting and after thorough discussion it was resolved to invite the competent academicians from Gauhati University at the earliest possible convenience.</p>



A handwritten signature in blue ink, appearing to be "Pradip Das".

**Principal
B. B. K. College
Nagaon (Barpeta)**

Baosi Banikanta Kakati College, Nagaon, Barpeta, Assam

Minutes of IQAC Meetings

Date: 09-06-2023

Time: 3:45 PM

A special meeting of the IQAC was convened with teacher members on June 9, 2023, at 3:45 PM in the conference hall to discuss the approach for the Academic Audit. Chaired by Dr. Pradip Das, the Principal of the College, the meeting resulted in the following resolutions after thorough deliberation:

Sl. No.	Agenda	Minutes/ Resolution
1	Discussion on the preparation of Academic Audit	<p>The matter of Academic and Administrative Audit was discussed in the meeting and the Principal informed the house that the Audit team will be tentatively invited to the college by the last week of June, 2023. The Assistant Coordinator, IQAC also detailed the requirement of data and its preparation methodology and after thorough discussion, the following resolutions were taken unanimously:</p> <p>Resolution 1: It is resolved to prepare list of students for Remedial Classes and Advance Learners and to submit at IQAC on or before 12-06-2023.</p> <p>Resolution 2: It is resolved to complete the personal profiles of Faculty Members and submit them to IQAC on or before 12/06/2023.</p> <p>Resolution 3: Resolved to complete the departmental profile and to submit to IQAC on or before 12-06-2023.</p> <p>Resolution 4: It has been resolved that each department must create a PowerPoint presentation to be presented during the Academic Committee's review meeting on June 16, 2023.</p>



**Principal
B. B. K. College
Nagaon (Barpeta)**