

# **LALA RURAL COLLEGE**

**Affiliated to Assam University Silchar.**

**Minutes of IQAC Meetings  
2021-2022**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the Meeting of IQAC held on 10th day of June, 2021 at 11-00 a.m. a virtual meeting of IQAC held at 'Google Meet' platform with Dr. Tanuj Kr. Dey, Principal-in-Charge in the Chair.**

**Agenda:**

1. Control and up-gradation of college website.
2. Technical up-gradation IQAC.
3. Misc.

**Members Present:**

1. Dr. Tanuj Kumar Dey (Chairman, IQAC.)
2. Dr. Mithun Nath (Co-ordinator, IQAC.)
3. Mr Gautam Chandra Banik
4. Dr. Ng. Dayamay Singha,
5. Mrs. Anuradha De,
6. Tapas Nath,
7. Dr. L. Mushindra Singha,
8. Dr. Mayurakshi Nath,
9. Dr. Sonali Roy
10. Dr Manas Sinha,
11. Mrs. Anuradha Saha,
12. Dr. S. Bebita Devi,
13. Dr. K. Jilangamba Singha,
14. Dr. Lakshmi Nath
15. S. Debhari singha,
16. Safika Choudhury,
17. Dr. A. Keswarjeet Sharma,
18. Anamika Khersa,
19. Dr. L. Chiro Kumar Singha,
20. Deepmala Paul,
21. Mr. Kulojit Singha, (Member from college administration)

**Minutes/ Resolutions of the Meeting:**

The House discusses about the progress and challenges in terms of preparation of various activity reports of the departments and cells of IQAC. and after a serious discussion, the House unanimously resolved the following:

***Resolution No.-1:***

The House discussed about the need of having a website under control of IQAC for enabling timely uploading of its records in website. Further, the existing website "Ircollege.org" is not conducive for G-suit account and as such not contributing in any way in holding online classes etc. the House thus, resolved to go for a new domain (ac.in) to facilitate academic requirements of the institution.

**Resolution No.-2:**

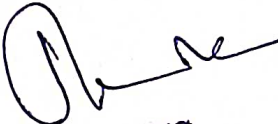
The house also discussed about the need of some up to date technical equipments' to meet the needs of the present situation and agreed upon to equip IQAC and other academic departments with all necessary equipment to enable them to provide online teaching in a effective way.


**Resolution No.-3:**

The House further, take a stock of the departments and cells of IQAC regarding maintenance of Teachers' Lockdown Diary, Departmental Activity Register, NSS Activity Register and so on and reiterated its commitment to maintain all the above for systematic record keeping.

**Action Taken Report:**

1. The matter of control of the existing website as well as purchase of a new domain capable of facilitating online classes etc. through G-suit account has been communicated to the Principal for further necessary steps.
2. Regarding technical up-gradation of the IQAC Office, the matter has been placed before the Governing Body of the college and subsequently purchased one Desktop Computer accompanied with one Scanner-Printer in May, 2022.
3. Co-ordinator, IQAC provided 'Teachers' Lockdown Diary, Departmental Activity Register, NSS Activity Register to all concerned for keeping systematic record of all activities including classes.

  
Principal I/C  
Lala Rural College  
Lala. Hailakandi

  
(Dr. Mithun Nath)  
Co-ordinator, IQAC.  
Lala Rural College, Lala.  
Co-ordinator  
Internal Quality Assurance Cell,  
Lala Rural College, Lala

**Minutes of the Meeting of IQAC with all faculty members of the college held on 4<sup>th</sup> day of October, 2021 (Monday) at 1-00 p.m. in the Meeting Hall of Old Library Building with Dr. Tanuj Kr. Dey, Principal-in-Charge, in the Chair.**

**Agenda:**

1. Departmental Profile.
2. Employees' Database (Both Teaching and Non-Teaching Staff).
3. Students' Database.
4. Students Satisfaction Survey.
5. Students' Induction Programme.
6. Financial Audit of all sections dealing with financial matters including Co-operative Society and NSS.
7. Physical Fitness/ Gym Centre Regarding.
8. Language Lab regarding.
9. Departmental Computers.
10. Misc, if any.

**Members Present:**

1. Dr. Tanuj Kumar Dey (Chairman, IQAC.)
2. Dr. Mithun Nath (Co-ordinator, IQAC.)
3. Mr Gautam Chandra Banik
4. Mr. Kulojit Singha, (Member from college administration)
5. Dr. Ng. Dayamay Singha,
6. Dr. L. Chiro Kumar Singha,
7. Mrs. Anuradha De,
8. Tapas Nath,
9. Dr. L. Mushindra Singha,
10. Dr. Mayurakshi Nath,
11. Dr. Sonali Roy
12. Dr. Lakshmi Nath
13. Dr Manas Sinha,
14. Mrs. Anuradha Saha,
15. Dr. S. Bebita Devi,
16. Dr. K. Jilangamba Singha,
17. S. Debhari Singha,
18. Safika Choudhury,
19. Dr. A. Keswarjeet Sharma,
20. Anamika Khersa,
21. Deepmala Paul,
22. Dr. O. Usha Rani Singha.

## **Minutes/ Resolutions of the Meeting:**

### ***Resolution No.- 01:***

The House discussed about the need to up to date profile of the department by all the academic departments of the college as per the uniform proforma provided by the Co-ordinator, IQAC and unanimously resolved to submit the same to the Co-ordinator, IQAC by 31<sup>st</sup> December, 2021.

### ***Resolution No.- 02:***

It is also resolved to feed the IQAC created Google Form with individual data of both teachers and -teaching staffs in order to enable the Co-ordinator IQAC to create a database of all employees of the College.

### ***Resolution No.- 03***

To prepare Students' database from the Academic Session 2017-18 to 2020-21 it has been agreed upon to constitute a three member Committee, comprising Mr. Tapas Nath, Dr. A. Keswarjit Sharma and Mr. Pankaj Paul to find and gather all relevant data toward this end to complete the process by 31<sup>st</sup> October, 2021 and submit report to the Co-ordinator IQAC within a week after completion of the same.

### ***Resolution No.- 04:***

To conduct Students' Satisfaction Survey for this session; it is unanimously resolved to authorize Dr. Mithun Nath, Co-ordinator, IQAC to prepare questionnaire in Google Form and conduct the survey by the end of this academic session in online mode.

### ***Resolution No.- 05:***

To get the new students acquainted with the college, the House unanimously agreed upon to organize a Student Induction Programme (SIP) for the academic session 2021-22 preferably in the first half of December 2001 with strict adherence to all SOPs related to Covid-19. The House, after prolonged discussion, formed a Committee with Dr. Mithun Nath. Co-ordinator, IQAC and five other members' viz. Mrs. Anuradha De. Convener, Cultural Cell, Mrs. Anuradha Saha, Convener, Students' Welfare Cells, Dr. L. Musindra Singha, Convener, Sports Cell, Dr. Sonali Roy, Convener, Vocational Training & Life Skill Development Cell & Mrs. Deepmala Paul, Convener, Career Counseling Cell and entrusted them to take necessary steps towards organizing the SIP.

### ***Resolution No.- 06:***

The House discussed on the importance of financial audit of all sections of the College dealing with financial matters including Co-operative Society and NSS. After prolonged discussion, the House unanimously agreed upon to entrust Mr. Kulojit Singha, Head Assistant of the college, to initiate the process of audit by an external expert latest by 31st December, 2021 and complete all pending audit latest by 31st March, 2022.

**Resolution No.-07:**

To take stock of the Gym. Centre of the College, it is agreed upon to form a committee headed Dr. Ng. Dayamay Singha and two other members namely Dr. L. Chiro Kumar Singha and Mr. G. C. Banik. The Committee has to make a spot visit to the centre by 25<sup>th</sup> October, 2021 and submit report along with recommendations to the Co-ordinator, IQAC within a week after completion of the same.

**Resolution No.- 08:**

The House after discussion, unanimously agreed upon to change the purpose of use of "Language Lab" and convert it into "Computer Centre/Lab" and entrusted Mrs. Dipika Singha, Mrs. Deepmala Paul and Dr. A.K. Sharma to look after the same.


**Resolution No.- 09:**

To facilitate departmental activities of all academic departments, the House felt it necessary to provide at least one computer to all departments with internet facilities and requested the Principal cum Chairman IQAC to do the needful in this regard.

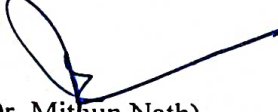
**Action Taken Report:**

1. The matter has been communicated to all Heads of the Department for submission of the Departmental Profile as per the given proforma within the stipulated time.
2. A Google Form has been prepared with appropriate questions and shared the link of the same to all concerned via Whatsapp on 04-10-2021 with a request to submit the same at the earliest towards preparation of Employees' Database, 2021. On the basis of responses submitted by the incumbents, the database has been prepared.
3. The Committee gathered data for the session 2020-2021 and prepared a database of students for the said session.
4. A detail questionnaire has been prepared in Google Form for the purpose of conducting Students' Satisfaction Survey for the academic session 2021-2022 and administered the same to the students through Whatsapp groups at the end of the concerned academic session. On the basis of responses received from the students, a report has been prepared.
5. The Students' Induction Programme has been organized on 8<sup>th</sup> February, 2022 in strict adherence to on date COVID SOPs.
6. The process of financial audit has been initiated and is going on till date.
7. The matter has been communicated to the members concerned with a request to visit collectively and take a stock of the Gym. Centre by 25<sup>th</sup> October, 2021 and submit report along with recommendations to the undersigned within a week after completion of the same.

8. The purpose of use of "Language Lab" has been changed to "Computer centre/lab" and entrusted Mrs. Dipika Singha, Mrs. Deepmala Paul and Dr. A.K. Sharma to look after the same.
9. The Principal of the college has been requested to do the needful to provide computers to all academic departments of the college.



Principal I/C  
Lala Rural College  
Lala. Hailakandi



(Dr. Mithun Nath)  
Co-ordinator, IQAC.  
Lala Rural College, Lala.  
Co-ordinator  
Internal Quality Assurance Cell,  
Lala Rural College, Lala

**Minutes of the Meeting of IQAC with all faculty members of the college held on 17<sup>th</sup> day of December, 2021 (Friday) at 2-00 p.m. in the Meeting Hall of Old Library Building with Dr. Tanuj Kr. Dey, Principal-in-Charge, in the Chair.**

**Agenda:**

1. Confirmation of the Resolutions of the last Meeting.
2. Discussions on the action taken reports of the last meeting.
3. AQAR submission regarding.
4. Students' satisfaction survey regarding.
5. Feedback from Parents.
6. Feedback from Alumni.
7. Regarding MoU with S.S. College, Hailakandi and S.K. Roy College, Katlicherra.
8. Regarding ISO Certification.
9. Regarding Vocational Training and Soft Skill Development.
10. Regarding reports from various Cells of IQAC as well as NSS and Eco Club.
11. Regarding collection of data from Central Library.
12. Regarding collection of data from Office.
13. Regarding Waste Management of both bio & non-biodegradable and electronic.
14. Regarding Add-on Courses.
15. Regarding Mentorship.
16. Regarding Consultancy services.
17. Rename of the Old Library Building.
18. Suggestion and work plans for IQAC for next three months and above from the House.
19. Misc.

**Members Present:**

1. Dr. Tanuj Kumar Dey (Chairman, IQAC.)
2. Dr. Mithun Nath (Co-ordinator, IQAC.)
3. Mr Gautam Chandra Banik
4. Mr. Kulojit Singha, (Member from college administration)
5. Dr. Ng. Dayamay Singha,
6. Dr. L. Chiro Kumar Singha,
7. Mrs. Anuradha De,
8. Fakar Uddin Mazumder
9. Tapas Nath,
10. Dr. L. Mushindra Singha,
11. Dr. Mayurakshi Nath,



12. Dr. Sonali Roy
13. Dr. Lakshmi Nath
14. Dr Manas Sinha,
15. Mrs. Anuradha Saha,
16. Dr. S. Bebita Devi,
17. Dr. K. Jilangamba Singha,
18. S. Debhari Singha,
19. Safika Choudhury,
20. Dr. A. Keswarjeet Sharma,
21. Dipika Singha
22. Anamika Khersa,
23. Deepmala Paul,

**Minutes/ Resolutions of the Meeting:**

***Resolution No.- 01:***

The House confirmed the resolutions of the last meeting dated 4<sup>th</sup> October, 2021 with a voice vote.

***Resolution No.- 02:***

The House discussed on the actions taken on the resolutions of the last meeting and expressed deep concern over the non-compliances of certain departments and individuals in on certain matters and requested all to complete the given task within the stipulated time.

***Resolution No.- 03:***

The House discussed about the need of gathering and compiling data for the purpose of submission of AQAR for the purpose of re-accreditation of the institution and after a sincere discussion, unanimously agreed upon to form a five-member committee with-

1. Dr. Ng. Dayamay Singha, Associate Professor cum Head, Deptt. of History,
2. Dr. Manas Sinha, Assistant Professor cum Head, Deptt. of English,
3. Mr. Debahari Singha, Assistant Professor, Deptt. of Philosophy,
4. Mrs. Deepmala Paul, Assistant Professor, Deptt. of Commerce, and
5. Mrs. Dipika Singha, Assistant Professor, Deptt. of Commerce

to compile data received from all sources and submit the data so compiled to the Co-ordinator, IQAC by 25<sup>th</sup> January, 2022.

***Resolution No.- 04:***

Considering the delay in the end of academic session, the House agreed upon to conduct Students' Satisfaction Survey for this session through 'Google Form' during the semester-end-examination.

***Resolution No.- 05:***

The House unanimously decided to collect Parents feedback for the current session by January, 2022 in blended mode (online / offline). Towards this end, it is agreed upon to form a three-member committee with-

1. Dr. Mithun Nath,
2. Dr. Fakar Uddin Mazumder,&
3. Dr. A. Keswarjit Sharma,

to take initiatives towards collection and analysis of Parents feedback as per the format prepared by the IQAC. and submit report to the Co-ordinator, IQAC within seven days of the completion of the task.

***Resolution No.- 06:***

The House also discussed and resolved to collect feedback from the Alumni of the college for the current session by January, 2022 in online mode (through Google Form). It is unanimously agreed upon to entrust Dr. Mithun Nath, Co-ordinator, IQAC. to prepare a questionnaire in this regard and do the needful towards its wide circulation in co-operation of other faculty members and Alumni of the college so that maximum possible responses can be received from the Alumni.

***Resolution No.- 07:***

The House endorsed and appreciated the efforts of Co-ordinator, IQAC towards signing MoUs with S.S. College, Hailakandi and S.K. Roy College, Katlicherra covering all aspects of institutional collaboration.

***Resolution No.- 08:***

The House discussed about the need of ISO Certification of the college and resolved to entrust Dr. Mithun Nath, Co-ordinator, IQAC to take initiatives towards this end.

***Resolution No.- 09:***

The House unanimously approved and appreciated the plan of IQAC to organize one fifteen-day vocational training programme on 'Tailoring' (for girls only) and one soft skill development programme on 'Basic Computer Course' for fifteen days by February, 2022 in collaboration with Native Pride Club, Rongpur. The House also agreed upon to entrust the Convener, Vocational Training and Life Skill Development Cell, IQAC. to take initiative and efforts towards the success of the same.

***Resolution No.- 10:***

As a part of preparation for re-accreditation of the Institution by NAAC, the House felt the importance of systematic arrangement of the reports of various events and activities that have been conducted by the different cells of IQAC, NSS & Eco Club in different point of time and resolved to request the Conveners of various cells of IQAC. as well as Programme Officer of NSS. and Teacher-in-Charge of Eco Club to take necessary steps to prepare and submit reports of their up to date activities along with all necessary documents to the Co-ordinator, IQAC by 20<sup>th</sup> January, 2022.

**Resolution No.- 11:**

As a part of preparation for the re-accreditation by the NAAC, the House discussed about the present condition of the Central Library of the College and unanimously agreed upon to form a Committee headed by *Mrs. Anuradha Saha* and *Ms. Safika Choudhury* as member and entrusted them to fill the AQAR Metric No. 4.2 (Library as a Learning Resource) and analyze about how much the Central Library of the College is fulfilling the requirements as laid down in the said proforma and take all possible initiatives towards fulfilling the criteria which are lacking. The Committee to submit a report to that effect to the Co-ordinator, IQAC by the 2<sup>nd</sup> half of January, 2022.

**Resolution No.- 12:**

As a part of preparation for the re-accreditation of the institution by the NAAC, the House unanimously agreed upon to form a Committee headed by *Dr. L. Chiro Kumar Singha* and *Mr. Kulojit Singha* as member and entrusted them to gather data to fill the AQAR requirements under Part-A and Criteria- 4 (Infrastructure and Learning Resources). The Committee to submit a report to that effect to the Co-ordinator, IQAC by the 25<sup>th</sup> January, 2022.

**Resolution No.- 13:**

The House discussed about the importance of sustainable management of wastes - both bio-degradable, non-bio-degradable and electronic in and around the campus. After a thoughtful discussion, it is unanimously resolved to form a committee with-

1. *Dr. Ng. Dayamay Singha*, Associate Professor cum Head, Deptt. of History,
2. *Dr. Mithun Nath*, Assistant Professor, Deptt. of Political Science,
3. *Mr. Kulojit Singha*, Head Assistant.

to take up initiatives towards sustainable management of electronic wastes available in different sections of the College and submit report to the Co-ordinator, IQAC by 31<sup>st</sup> January, 2022.

**Resolution No.- 14:**

The House discussed about the importance of enrollment of students in SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) and NPTEL (National Programme on Technology Enhanced Learning) portal and unanimously agreed upon take initiatives to enroll atleast 10 students from each class in the said portals, initially, in current academic session. In this connection it is also resolved to form a committee with-

1. *Mrs. K. Dipika Singha*, Deptt. of Commerce,
2. *Mrs. Deepmala Paul*, Deptt. of Commerce,
3. *Ms. Anamika Khersa*, Deptt. of English,
4. *Ms. Safika Choudhury*, Deptt. of Education,

to take initiatives towards enrollment of students to the aforesaid digital platform and to train and motivate them about its access as well as usefulness for their all-round development. The Committee to submit report to that effect to the Co-ordinator, IQAC by 25<sup>th</sup> January, 2022.

**Resolution No.- 15:**

The House also discussed about the importance of introduction of mentorship within each department and resolved to distribute regular students (to be considered as Mentees) of each department between/ among the regular teachers (to be considered as Mentors) of the same department as per its own convenience and method. It is also determined that the number of students having Honours or DSC/DSE-1 in a subject/ department will be

considered as students of that department and to be mentored by the Regular teachers of that department. Towards this end, the House agreed upon to entrust all Head of the Departments to take up initiatives towards distribution of Mentees to the Mentors within the department as early as possible and notify the same with intimation to the Co-ordinator, IQAC.

***Resolution No.- 16:***

Regarding Consultancy Services, the House approves and appreciates the initiatives regarding Income Tax Consultancy Service, taken by-

1. Dr. Mithun Nath, Assistant Professor, Deptt. of Political Science,
2. Mr. Tapas Nath, Assistant Professor, Deptt. of Commerce, &
3. Mrs Deepmala Paul, Assistant Professor, Deptt. of Commerce,

The House expressed its hearty wishes for the success of the said endeavour.

***Resolution No.- 17:***

The Co-ordinator, IQAC moved a proposal for renaming of the Old Library Building as 'IQAC Building'. The House discussed the matter but there was no agreement among its members and as such the matter is left for future.


***Resolution No.- 18:***

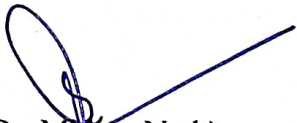
To bring excellence in IQAC, the Co-ordinator, moved a proposal for suggestion and work plans for IQAC for next three months and above from the House. All members of the House suggested for a systematic and time bound implementation of all plans and programmes as resolved today and assured to extend all support towards the same.

**Action Taken Report:**

1. For collection and compilation data for the purpose of submission of AQAR for the purpose of re-accreditation of the institution a Committee has been notified as per the Resolution No.3 and communicated the same to all concerned with necessary guidelines.
2. Students' Satisfaction Survey for this session 2021-2022 has been conducted online through Google Form in the month of September, 2022.
3. Parents feedback for the current session has been taken by administering a well designed questionnaire during the month of January, 2022 offline mode. The data so collected have been analyzed and appropriate steps have been taken as per the given feedback.
4. Alumni feedback for the current session has also been collected by administering a well designed questionnaire during the month of February-March, 2022 in offline mode. The data so collected have been processed and appropriate steps have been taken as per the given feedback.
5. Two MoUs with S.S. College, Hailakandi and S.K. Roy College, Katlicherra covering all aspects of institutional collaboration have been signed by the competent authority and for a term of five years.

6. Towards ISO Certification of the college Dr. Mithun Nath, Co-ordinator, IQAC made contact with 'IQMS Certification' agency and collected all details and apprised the same to the Principal for further discussion and approval from the Governing Body.
7. The Vocational Training and Life Skill Development Cell, IQAC has organized one five-day vocational training programme on 'Cutting & Tailoring' (for girls only) and one soft skill development programme on 'Basic Computer Course' for fifteen days during the second half of May, 2022. The Cultural Cell, IQAC has also organized a five-day 'Workshop on Folk Dance' in the last week of May, 2022. Besides, a one-day Career Counselling Programme has also been organized by the Career Counselling Cell, IQAC on 31<sup>st</sup> May, 2022.
8. For systematic arrangement of the reports of various events and activities that have been conducted by the different cells of IQAC., NSS & Eco Club in different point of time, all concerned have been communicated the matter along with a request to take necessary steps to prepare and submit reports of their up to date activities along with all necessary documents to the Co-ordinator, IQAC within the stipulated time.
9. The Committee headed by Mrs. Anuradha Saha took steps towards filling the AQAR Metric No. 4.2 (Library as a Learning Resource) and submitted its report on .....
10. For sustainable management of wastes - both bio-degradable and non-bio-degradable in and around the campus, sufficient number of dust bins has been installed in the campus. So far as the electronic waste management is concerned, the matter has been placed before the GB for further action.
11. Towards enrollment of students in the SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) and NPTEL (National Programme on Technology Enhanced Learning) portal, the committee concerned has enrolled around fifty students in the month of September, 2022.
12. All academic departments have introduced Mentorship from this session and issued departmental notification distributing Mentor-Mentee with intimation to the Co-ordinator, IQAC.

  
Principal I/C  
Lala Rural College  
Lala, Hailakandi

  
(Dr. Mithun Nath)  
Co-ordinator, IQAC.  
Lala Rural College, Lala.  
Co-ordinator  
Internal Quality Assurance Cell,  
Lala Rural College, Lala

**Minutes of the Meeting of IQAC along with all faculty members of the college held on 21<sup>st</sup> February, 2022 (Monday) at 2-00 p.m. in the Meeting Hall of Old Library Building with Dr. Tanuj Kr. Dey, Principal-in-Charge, in the Chair.**

**Agenda:**

1. Office Memorandum issued by the Department of Higher Education, Government of Assam, Dated 11<sup>th</sup> February, 2022.
2. Provisional Accreditation (PAC) related matters.

**Members Present:**

1. Dr. Tanuj Kumar Dey (Chairman, IQAC.)
2. Dr. Mithun Nath (Co-ordinator, IQAC.)
3. Dr. Ng. Dayamay Singha,
4. Mrs. Anuradha De,
5. Dr. L. Chiro Kumar Singha,
6. Dr Manas Sinha,
7. Dr. S. Bebita Devi,
8. Dr. Sonali Roy
9. Deepmala Paul,
10. K. Dipika Singha
11. Dr. L. Mushindra Singha,
12. Dr. A. Keswarjeet Sharma,
13. Anamika Khersa,
14. Mrs. Anuradha Saha,
15. Dr. Mayurakshi Nath,
16. Dr. Lakshmi Nath,
17. Safika Choudhury,
18. Tapas Nath,
19. S. Debhari Singha,
20. Abdul Salam Barbhuiya
21. Mr Gautam Chandra Banik
22. Mr. Kulojit Singha, (Member from college administration)

**Minutes/ Resolutions of the Meeting:**

**Resolution No.- 01:**

The House discussed about the formation of special committees for NAAC following guidelines under the Office Memorandum dtd. 11-02-2022 issued by the Deptt. of Higher Education, Government of Assam and unanimously resolved to form the following seven committees as per the seven criteria of NAAC.

- 1. Committee for Curricular Aspects:**
  - a. Dr. L. Musindra Singha, Head, Deptt. of Manipuri. (Convener)
  - b. Mrs. K. Dipika Singha, Asstt. Professor, Deptt. of Commerce.
  - c. Ms. Anamika Khersa, Asstt. Professor, Deptt. of English.
  - d. Ms. Safika Choudhury, Asstt. Professor, Deptt. of Education.
- 2. Committee for Teaching-Learning and Evaluation:**
  - a. Mr. Gautam Chandra Banik, Head, Deptt. of Commerce. (Convener)
  - b. Dr. Sonali Roy, Asstt. Professor, Deptt. of Commerce.
  - c. Dr. Lakshmi Nath, Asstt. Professor, Deptt. of Bengali.
  - d. Mr. Debahari Singha, Asstt. Professor, Deptt. of Philosophy.
- 3. Committee for Research, Innovations and Extention:**
  - a. Dr. Manas Sinha, Head, Deptt. of English. (Convener)
  - b. Dr. Mayurakshi Nath, Asstt. Professor, Deptt. of Bengali.
  - c. Dr. S. Bebita Devi, Asstt. Professor, Deptt. of History.
- 4. Committee for Infrastrucure and Learning Resources:**
  - a. Dr. L. Chiro Kumar Singha, Head, Deptt. of Political Science. (Convener)
  - b. Mrs. Anuradha Saha, Asstt. Professor, Deptt. of Economics.
- 5. Committee for Student Support and Progression:**
  - a. Mrs. Anuradha De, Asstt. Professor, Deptt. of History. (Convener)
  - b. Mr. Tapas Nath, Asstt. Professor, Deptt. of Commerce.
  - c. Dr. O. Usha Rani Singha, Asstt. Professor, Deptt. of Commerce.
- 6. Committee for Governance, Leadership and management:**
  - a. Dr. Ng. Dayamay Singha, Head, Deptt. of History. (Convener)
  - b. Mrs. Deepmala Paul, Asstt. Professor, Deptt. of Commerce.
- 7. Committee for Institutional Values and Best Practices:**
  - a. Dr. Fakar Uddin Mazumder, Asstt. Professor, Deptt. of Economics, (Convener)
  - b. Dr. Jilangamba Singha, Asstt. Professor, Deptt. of Commerce,
  - c. Dr. A. Keswarjit Sharma, Asstt. Professor, Deptt. of Commerce,
  - d. Mr. A.S. Barbhuiya, Asstt. Professor, Deptt. of Persian.

The above committees to look after and ensure proper fulfillment of all the criteria as per their key indicators and submit periodical report(s) along with all necessary records and documents to the Co-ordinator, IQAC. at the earliest possible time.

Besides, the committees to specifically look into the provisions for keeping detail records of continuous internal evaluation (CIE) as well as Programme Outcomes (POs) and Courses Outcomes (COs).

**Resolution No.- 02:**

The Chairman apprises the House regarding the recent move of NAAC for provisional accreditation of colleges and the House after prolonged discussions, unanimously resolved to go for the Provisional Accreditation for Colleges (PAC) by the NAAC and to apply for the same as soon as the NAAC opens its window for this purpose. Further, the House resolved to form a *Steering Committee* under IQAC to foster preparatory works of the college for provisional accreditation purpose with the following members-

- a. Mrs. Anuradha De, Asstt. Professor, Deptt. of History, (Convener)
- b. Dr. Ng. Dayamay Singha, Asso. Professor, Deptt. of History,
- c. Dr. Manas Sinha, Asstt. Professor, Deptt. of English,
- d. Dr. Sonali Roy, Asstt. Professor, Deptt. of Commerce,
- e. Mrs. Anuradha Saha, Asstt. Professor, Deptt. of Economics.

**Resolution No.- 03:**

Following guideline No.-1 of the Office Memorandum issued by the Department of Higher Education, Government of Assam, vide No. AHE.544/2021/9, dated 11-02-2022, the House discussed about the reconstruction of the IQAC as per the new guidelines of UGC/NAAC and after prolonged discussion, unanimously resolved to re constitute the IQAC with the following members-

1. Dr. Tanuj Kumar Dey, Principal-in-Charge, (Chairman)
2. Dr. Mithun Nath, Deptt. of Political Science, (Convener)
3. Mr. Gautam Chandra Banik, Deptt. of Commerce, (Member)
4. Dr. Sonali Roy, Deptt. of Commerce, (Member)
5. Dr. S. Bebita Devi, Deptt. of History (Member)
6. Dr. Mayurakshi Nath, Deptt. of Bengali, (Member)
7. Mrs. Anuradha De, Deptt. of History, (Member, from G.B.)
8. Dr. Manas Sinha, Deptt. of English, (Member, from G.B.)
9. Mr. Kulojit Singha (Head Assistant)
10. Mrs. Sandhya Debnath (Member, from Local Society)
11. Nayak Rangkhil (Student)
12. Dr. Soumitra Nath (Alumni)
13. .... (Employer)
14. .... (Industrialist)
15. Mr. Brojeswar Singha (Stakeholder)

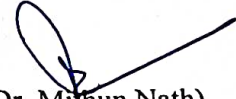


**Action Taken Report:**

1. A notification is issued regarding formation of Seven Criteria Committee and the same has been communicated to all concerned with criteria details. The committees have contributed their best to ensure proper fulfillment of all the criteria as per their key indicators and submitted report along with all necessary records and documents to the Co-ordinator, IQAC to facilitate timely submission of AQAR.
2. The Steering Committee under IQAC started its work to foster preparatory works for provisional accreditation but the committee could not carry out its works due to non-applicability of PAC for colleges like us.



Principal I/C  
Lala Rural College  
Lala. Hailakandi



(Dr. Minun Nath)  
Co-ordinator, IQAC.  
Lala Rural College, Lala.  
Co-ordinator  
Internal Quality Assurance Cell,  
Lala Rural College, Lala.