



DULIAJAN COLLEGE
P.O. DULIAJAN – 786602
Dist. Dibrugarh (Assam)

(Registered Under The Societies Registration Act. XXI of 1860)

Registration No. 279 of 1977-78

Under Section 2(F) and 12(B) of the UGC Act, 1956

Website: www.duliajancollege.in Email: duliajancollege@yahoo.com

OFFICE OF THE I.Q.A.C.

Email: iqacduliajancollege@gmail.com

Ref. No. DC/IQAC/2022/12

Date: 20.04.2022

Notification

This is for general information to all the committee members of IQAC as well as the faculty members of Duliajan College that a meeting will be convened on 29th April - 2022 at 1.00 P.M. at Auditorium, Duliajan College. So, all the esteemed members are hereby cordially requested to attend the same to discuss certain important issues as per the agenda given below.

(Dr. D. Nath)

Joint Coordinator
IQAC, Duliajan College

(J. Dutta)

Joint Coordinator
IQAC, Duliajan College

(Dr. L.B. Gogoi)

Chairperson/ Principal
IQAC, Duliajan College

Agenda of the Meeting

1. Chairperson takes chair
2. Objects of the meeting
3. Progress report of the IQAC
4. Formation of new committee, 2021-2023
5. Other matters, if any.
6. Chairperson's remark
7. Conclusion of Meeting.

Signature of the Chairperson

Signature of The members present:

1. Jitumoni Baul, Baul 29/4/2022
2. J. S. Pakhal, Pakhal
3. Amir Barhai
4. Chitrajit Saikia, Saikia 29/4/21
5. Mimmu Konwar
6. Nilima Gogoi
7. Poppy Hazarika, P. Hazarika 29/4/2022
8. Pinky Sharma Saikia, Saikia 29/4/22
9. Nilupama Dey
10. Dipraj Saikia, Saikia 29/4/2022
11. Ganub Sengupta, Sengupta 29/4/22
12. Pabitra Sengupta, Sengupta 29/4
13. Rita Saikia, Saikia 29/4/22
14. Xianneithang Hrangkehor, Hrangkehor 29/04/2022
15. Ambalika Borahakur, Borahakur 29.04.22
16. Ankita Baruah, Baruah 29/4/2022
17. Phulajyoti Saikia, Saikia 29.4.2022
18. Bhagyalaxhi Prasad, Prasad 29.4.22
19. Bobby d. Langthasa, Langthasa 29/4/22
20. Doyananda Nath, Nath 29/04/2022
21. Shubha Hazarika, Hazarika
22. Dr. Hemanta Das, Das
23. Deepjyoti Saikia
24. Abhijit Saha, Saha 29.04.2022
25. Ubbi Devi, Devi 29/4/22
26. Moneuni Gogoi, Gogoi 29.04.2022
27. Kalyani Rajkumar, Rajkumar 29/04/22
28. Manoj Kumar Deba, Deba 29/04/22
29. Nayan Jyoti Hazarika, Hazarika
30. Rubul Khatun
31. Minmay Kr. Borah, Borah
32. Tapas Deka, Deka 29/4/2022
33. Jitendra Kumar Bora, Bora 29/4/2022
34. Rejive Kr. Doley, Doley

35. Dr. A. U. Gogoi.

36. Dr. L. B. Gogoi.

37. Dr. Anon Roy.

29/07/22
29/07/2022

(i) The meeting started at 1:30 P.M. after the chair is taken by the Chairperson Dr. Lok Bikash Gogoi, Principal Duliyan College, Duliyan in the presence of the faculty members. The members of the IQAC, Duliyan College.

(ii) The objectives of the meeting was explained by Mr. Jayanta Datta, one of the Joint Co-ordinator IQAC. Mr. Datta stated that the meeting will be focus on the following objectives outline hereunder:

- The progress Report of the IQAC.
- The Formation of the new Committee - 2021-2023.

(iii) Progress report of the IQAC:

Mr. Jayanta Datta, Joint Co-ordinator of the IQAC stated the following:

• The AQAR of last seven years, from 2010-11 to 2020-21 has been submitted for the NAAC Assessment, which has been accepted by the NAAC review committee.

• The IQA report and the SSR reports are to be uploaded.

• The ABAR till 2021 has been uploaded in the college website.

• The IQAC has been conducting various work-steps and seminars.

• MOU has been signed with the following institutions:

• MOU with Kachari Pathan School.

• MOU with Moiraltychi Rehabilitation Centre.

• MOU with Mangherita College, Department of Economics for Academic Exchange.

• MOU with DHSK College, Department of Physics for Academic Exchange.

• MOU with Pathan.

• The MOU with oil India Limited is

Undergoing the final process for exposure of students to the work environment and to carry out various internship and projects under OIL.

- Further it has been stated that the college website is presently being updated and every department are to be upload their departmental profile and faculty profiles respectively.

(d) Formation of New Committee 2021-23.

A resolution has been taken that the present Committee under the joint Co-ordinators Dr. Dayananda Nath and Mr. Jayanta Dutta should continue since the NAAC related matter are being handled by this Committee. Therefore, the Committee membership has been extended for the upcoming period 2021-2023.

However additional members are taken under the following Criteria:

(a) Criteria-I, Curricular Aspect:-

- Dr. J.K. Tiwari (convenor)
- Mrs. Ankita Baruah
- Mr. Gaurab Sengupta
- Mrs. Nirupama Dey
- Dr. Nilima Gogoi
- Mr. Abhijit Saha.
- Mr. Manoj Kr. Deka.

(b) Criteria II: Teaching Learning & Evaluation:

- Dr. Dipraj Sankar.
- Mrs. Nirupama Dey.
- Dr. Poppy Hazarika.
- Mr. Manoj Kumar Deka.
- Mr. Liannei Hong Hrangkhaf.

(c) Criteria V: Student Support and Progression:

- Dr. Kalyani Rajkumari.
- Dr. Urbbi Devi.
- Ms. Siddika Banu.
- Mr. Gaurab Sengupta.

[P.T.O]

(d) Criteria VII: Institutional value and Best Practices:

- Dr. Katyani Rajkumari.
- Ms. Bhagyalakshi Barnah.

(e) Grievance Redressal Cell:

- Mrs. Ankitu Barnah.
- Dr. Urbzi Devi.

(#) (e) Other matters if any:

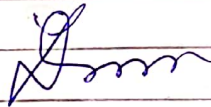
- It has been discussed in the meeting that mentoring programme the needs to be carried out with the students and if possible, present one slot/mentoring class in the routine.
 - Mr. Jayant Datta suggested that the college teacher should be provided a technical session to know about the know-hows of mentorship.
 - Dr. Amrit Gogoi suggested ~~that~~ that the college should figure out alumnus that are presentable or employed for interacting with the NAAC peer team.
- It has been discussed that the Guardian Forum has to be made more active.

(a) Chair person's Remarks:

The chairperson of the meeting Dr. LOX Bikash Gogoi suggested, addressing to the members of the house to gear up for the remaining work that with regards to the NAAC assessment and every faculty take necessary steps to reach the goal on time.

(b) Conclusion of the meeting!

With this, the meeting came to an end by a vote of thanks by the chairperson.



(Dr. LOX Bikash Gogoi).
IQAC
Chairperson & Principal,
Duliganj College, Duliganj.

2nd meeting
2021-22



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Ref. No. DC/IQAC/2022/25

Date: 21.07.2022

NOTIFICATION

It is for general information to all the faculty members of Duliajan College that an urgent meeting will be held on **23rd July 2022** in order to apprise the progress of the SSR preparation as well as preparedness of the Departments and Faculty members for the ensuing assessment and accreditation process of our college. Therefore, all the faculty members are hereby directed to attend the said meeting positively.

Time : **10.30 A.M.**

Venue : **Auditorium**

(Dr. Lok Bikash Gogoi)
Principal
Duliajan College

(Dr. Dayananda Nath)
Jt. Coordinator
I.Q.A.C., Duliajan College

(Prof. Jayanta Dutta)
Jt. Coordinator
I.Q.A.C., Duliajan College

AGENDA OF THE MEETING

1. Chairperson takes chair
2. Objects of the meeting
3. Progress report of the IQAC
4. Preparedness of Departments for A & A.
5. Other matters, if any.
6. Chairperson's remark
7. Conclusion of Meeting.

Signature of the Chairperson

Signature of the members present:

- 1.
- 2.
3. Dr. Dayananda Kulkarni
4. Tapas Datta
5. Dhruv Hazmika
6. Ganesh Sengupta
7. Pinky Sharma Saikia
8. Nilupama Dey
9. Prulayoti Saikia
10. Ankita Baruah
11. J. S. Patra
12. Rita Saikia
13. Ambalika Borah
14. Abhijit Saha
15. Moonmi Konwar
16. Santosh Mishra Tripathi
17. Nabbi Devi
18. Chittaranjan Gogoi
19. Manoj Kumar Xela
20. Chitrajit Saikia
21. Hemanta, @AM
22. Pabitra Sarma
23. Mirmoy Kr. Baruah
24. Nayanjoti Hazarika
25. Dipraj Saikia
26. Deepjyoti Saikia
27. Mondira Chutia
28. Alakanda Deka
29. Puj. Ajanwal
30. Lianneithang Hangkhoh
31. Hrishikesh Baruah
32. Jitendra Kr. Jami
33. Bobby D. Kartham
34. Siddika Bannu
35. Niglen chowdhury

26. Mansumi Gogoi.
27. Niranj Bar.

The IQAC General Meeting started off at 10:30 AM. with the chairperson, Dr. Lok Bikram Gogoi - Principal, Dalitijam College, taking the chair to preside over the meeting.

Objective of the meeting:

The objects of the meeting were discussed by Dr. Jayananda Nath, Joint Co-ordinator of the IQAC. The basic objects of the meeting were:

- (a) To discuss about the progress of the IQAC with regard to NAAC accreditation for the approaching assessment.
- (b) To highlight the preparedness of the Departments with regards to Assessment and Accreditation.

Progress Report of the IQAC:

The Progress report of the IQAC, particularly with respect to the upcoming NAAC assessment, was discussed by Mr. Jayanth Dutta, Joint Co-ordinator of IQAC.

The following points were discussed as stated hereunder:

- (a) It is to be noted that since the college will undergo the third cycle of NAAC assessment, and the time frame for the assessment is 2016-2021, therefore certain loopholes are encountered while taking matter at hand.
- (b) It is observed that though the college and the departments had organised various programmes, but because of the lack of documentation, many data are not traceable at present and are thus misplaced. The record keeping is therefore poor.
- (c) It has been emphasized greatly that the documentation process needs to be cemented, tailored and preserved in such a manner that the entire process becomes smooth in the upcoming days, for future assessments.

(4) It is stated that importance should be given and channelize at those points from where points can be gained in each Criterion.

(c) It is stated that the collection of data and its preservation has to be done continuously even after the evaluation process of the Third Cycle gets over.

(d) Preparedness of the departments for A and A.


It is mentioned that the NAAC peer team will visit various departments when they come for On-Campus Survey. Therefore, the Departments are to prepare themselves to furnish various documents and keep a hand copy of the listed documents for smooth accessibility.

1. Department Profile: (a) History of the department (b) Details of faculty members.
2. Enrollment of the students with results (Semesterwise).
3. Teaching plan and Teachers diary of the faculty members.
4. Syllabus, Program & Course Out Comes.
5. Development activities:- Departmental class Routine — Report of Seminars, — Group discussion, departmental meetings, field visit, — projects — extension activities, etc.
6. Record of Remedial classes, — program for advanced & slow learners, mentorship.
7. Co-Curricular & extra-curricular activities of the students.
8. Linkage of 2 MOUs with other institutions and records of activities.
9. Records of achievements by the students & faculty members.
10. Departmental library records — Register of Book List, Register of book borrowing by students.
11. Record of Alumni: Contact details, Progress to the Higher Education, Placement record, Alumni meet record, contributions (if any).
12. Register of Departmental Assets.

Other matters (if any):

.. It is stated that department should maintain contact with IQAC and the Governance Committee should work accordingly.

Chair person Remark: The chair person advise the house to take active participation for providing the documents and work as a team to facilitate better result.


(Dr. Lok Bireesh Gosai)
Chairperson, IQAC,
Duleyn College, Duleyn

3rd meeting
2021-22



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Ref. No. DC/IQAC/2022/29

Date: 19.09.2022

NOTIFICATION

It is for general information to all the Coveners of I.Q.A.C. and the Academic Coordinators of Duliajan College that an urgent meeting will be held on **20th September 2022** in order to discuss certain urgent matters related to the SSR preparation and submission. Therefore, all the concerned faculty members are hereby directed to attend the said meeting positively.

Time : **01.00 P.M.**

Venue : **I.Q.A.C. Room**

(Dr. Lok Bikash Gogoi)
Principal
Duliajan College

(Dr. Dayananda Nath)
Jt. Coordinator
I.Q.A.C., Duliajan College

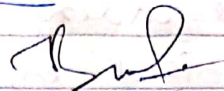
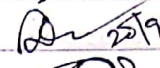
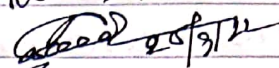
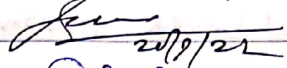
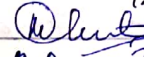

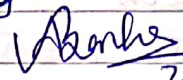
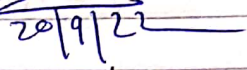
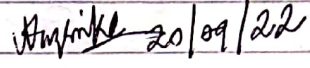

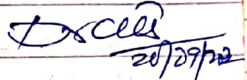
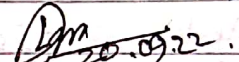
(Prof. Jayanta Dutta)
Jt. Coordinator
I.Q.A.C., Duliajan College

AGENDA OF THE MEETING

1. Chairperson takes chair
2. Objects of the meeting
3. Progress report of the IQAC
4. AQAR 2021-22
5. Other matters, if any.
6. Chairperson's remark
7. Conclusion of Meeting.

Signature of the Chairperson

Signature of the members present:

1. Dr. Jitumoni Bant. 
2. Mr. Jagan Dutta 
3. Sri Tabitha Suresh 
4. Dr. J.K. Tewari 
5. Mondira Chutia 
6. Dr. Arun Roy 
7. Dr. Amin Barheri 
8. Sri M.K. Boruah. 
9. Sri N.S. Hazarika. 
10. Sri Jayanta Dutta. 
11. Dr. Ramnanda Nath. 
12. Dr. Hemanta Das 

The meeting of IQAC started at 1.00 P.M at IQAC office with the presidency of Dr. Lok Bikash Gosoi, Principal, Anuraj College. The object of the meeting was explained by Dr. Ramnanda Nath, one of the joint co-ordinator IQAC.

The discussion was started with the words of Sri Jayanta Dutta, one of the joint co-ordinator IQAC. He explained in details about the activities functions of IQAC till date and the problems that will be arisen in assessment period covered from Academic year 2016-17 to 2020-21. Hence after a long discussion the house decided that NAAC assessment and accreditation period should cover the Academic year 2021-22 and hence the period 2016-17 will be excluded from the list. Hence the final period will be from 2017-18 to 2021-22.

Regarding feedback form, various points were raised by the Sub-Committee Convenor Dr. J.K. Tiwari. After a brief discussion the house unanimously resolved that regarding feedback form fill up and submission, it must be made mandatory for all the ~~the~~ ~~concern~~ and a ~~the~~ date must be fixed by the authority with this regard.

For the house discuss the matter and resolved the AQAR for the period 2021-22 ~~shall~~ should be submitted within a short period. After discussion of all parts & ~~con~~ the house decided the following time frame for submission of AQAR for the Academic year - 2021-22.

1) Last date of submission of report from Sub-committee is 27th September - 2022.

2) Submission of AQAR for 2021-22 with in 30th September - 2022.

3) Submission of IQA to NAAC authority with in 15th October - 2022.

A) SSR submission with in 20th October - 2022

Dr. Jitendra Borah, Convenor of Sub-Committee - III, Research, Innovation and Extension raised the point and asked, the Convenor of Sub-Committee I, Curricular Aspect that feedback information also to be sent to individual department by ~~the~~ which

Concern department take take appropriate steps with the grievances and suggestion of concerned party.

Dr. A. Nath raised the question regarding infrastructure condition of the college and the house decided that infrastructure improvement will be done step by step. Dr. Nath also suggest the house that college authority arrange a Mock Test by an ex-principal (Also a member of NANC Peer team) Dr Anant Kumar Gogoi visit each department of our college. The chairperson also ~~five~~ express the same opinion with this.

As there is no matter remain left, the meeting was come to an end with the vote of thanks by the chair.

Gogoi

(Dr. Lok Bikash Gogoi).

Principal-cum- IQAC

Chair person.

Dalrymple College, Dalrymple.