

Action taken Report based on 2012-13

Sl. No.	Following decisions were taken in the meeting with non-teaching staff on 25/6/2012	Action taken
1.	Up gradation of the library	<ul style="list-style-type: none"> • D.C.B. Girls' college library is using SOUL 1.0. • Data entry to the SOUL is under process. • Internet with LAN is made available.
2.	Installation of wi-fi system in college campus	Wi-fi facilities have been provided in the hostel and library of the college
3.	Computerization of the office	Computer training is given among the office staff on regular basis.
4.	To purchase new books and Journals for the library	30 new books,10 reference books,e-books 97,000, J-1,E-journal 6,000, Manuscripts-6 etc. have been purchased

Sl. No.	Following decisions were taken in the meeting with teaching staff on 16/7/2012	Action taken
1.	Discussion on the organisation of relevant seminars and workshops.	<ul style="list-style-type: none"> • Department of History organised an ICHR National seminar on "Women of Assam: from pre independence to post modern era", on 28th and 29th September, 2012 • IQAC Organised NAAC sponsored National seminar on "The Impact of Assessment in the Quality of Improvement of Higher Education" on 8th and 9th December,2012 • Department of Mathematics Organised a two day National Seminar on "Mathematics-Its interdisciplinary Approaches in Modern Curriculum" in the collaboration with D.C.B. Girls' High school, Jorhat on 30th & 31st August,2013
2.	To prepare of course plan	Course plans have been prepared and submitted in IQAC
3.	To encourage the teachers for MRP	One faculty member has been given guidance by the Research committee doing UGC sponsored Minor research project
4.	To discuss continuation of certificate course	<p>The following courses have been finalised for continuation</p> <ul style="list-style-type: none"> • Fashion Designing, • Skin and hair care, • Front office management • Tourism.
5.	To form various criteria of IQAC	New criterion of the IQAC are formed for smooth functioning of the IQAC
6.	To publish INTUIT- a multidisciplinary International Research Journal	Published the journal INTUIT

Sl. No.	Following decisions were taken in the meeting with teaching staff on 4/12/2013	Action taken
1.	To purchase of new computers.	Thirty two numbers of computers have been purchased.
2.	To provide financial assistance for meritorious and poor Students.	The college provided Rupees 8,24,170/- as financial assistance to the 80 numbers of students of the college.
3.	Discussion on the conduct of regular Audit.	Yearly Internal audit is done by professional auditors.
4.	To make arrangement for regular cleanliness of the campus.	NSS of the college arranges cleanliness programme in the college.

Sl. No.	Following decision were taken in the meeting with alumni on 08/04/2013	Action taken
1.	Discussion was held on the matters discussed in the last general meeting of Alumni on 8-12-2012.	<ul style="list-style-type: none"> The members resolved to extend cooperation Alumni Association in their effort to increase the members of the association and in their fund raising activities.
2.	To arrange guest lecture programme.	Guest lecture programme are held regularly.
3.	To discuss on the activities of alumni association.	The meeting resolved to request alumni association to increase their number of programme.


Signature of the Chairperson/Principal

D.C.B. Girls' College, Jorhat
Principal
D C. B. Girls' College
Jorhat Assam




Signature of the Coordinator

IQAC
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JORHAT-1

Action taken Report based on 2013-14

Sl. No.	Following decisions were taken in the meeting with teaching staff on 16/07/2013.	Action taken
1.	To prepare course plan and academic profile.	Course plan and academic profile have been submitted.
2.	To arrange extension activities.	<ul style="list-style-type: none"> • Department of Education arranged IPP rally cum awareness programme on 18/1/2014. • Department of Assamese arranged field study to Jonai and Pasighat to study Language and culture of Mising and Adi tribes of Assam and Arunachal Pradesh on 22/2/2014 • Department of Political science organised awareness programme on “The Rights of Child at Da-Goan Anath Ashram” on 19/09/2013. • NSS of the college arranged healthy cleaning Programme at College Campus and neighbouring area on 3rd October, 2013. • Women’s studies cell of the college celebrated Children’s Day, on 14/11/2013 in the adopted village neol goan. • NSS arranged an awareness Programme on HIV/AIDS at Sarbodaya College, Malow Pathar, Jorhat on 5th March, 2014. • Women’s studies cell arranged an awareness Programme on Food & Nutrition and Health Check up on 8th March, 2014 at Neol Gaon (adopted Village of the College). • Department of zoology arranged Blood grouping and blood testing camp in the collaboration with Red Ribbon Club, Assam on 28/3/2014.
3.	To arrange guest lecture/popular talk programme.	<ul style="list-style-type: none"> • Department of Physics organised Guest lecture programme on 3/9/2013 by Dr. Saurab Baruah, NIST. • Department of Assamese arranged a lecture on “Assamese Science Literature” on 25/03/2014 by Professor Aditi Bezbarua, Jorhat Engineering College.
4.	To motivate the teachers to publish research articles in reputed Journals/ participate National/International seminars/OP/RC/STC/ workshops etc.	<ul style="list-style-type: none"> • Four numbers of teachers participated and present seminar paper in International seminar and eighteen numbers of teachers participated and presented seminar paper in National seminar. • Five numbers of faculty members participated in Refresher Course organised by UGC-HRDC. • Seven numbers of teachers participated workshops. • Nine numbers of teachers published research article in the international journal.

		<ul style="list-style-type: none"> • Nine numbers of teachers published research article in the national journal. Four numbers of teachers published research article in the state level journal. • Thirteen Books with ISBN are published by the faculty members of the college.
5.	To publish "INTUIT"- a multidisciplinary International Research Journal.	Call for the research articles have been notified in the college websites for the Journal and INTUIT is published.

Sl. No.	Following decisions were taken in the meeting with teaching staff on 03/09/2013	Action taken
1.	To prepare alumni feedback, teachers feedback, students feed back, employers feedback and parents feedback report and to collect feedback.	Remedial measures have been taken in consultation with the principal.
2.	To prepare proposal for Post Graduate course under Dibrugarh University,	Botany department of the college prepared Proposal for PG course and it was send to the Dibrugarh University.
3.	Discussion on forthcoming National seminar on "Rural Tourism in Assam" to be held on 27 th -28 th September,2013.	Different committees like reception committee, registration committee, food committee etc. have been formed.
4.	Discussion about students' enrolment, academic achievement and drop out.	<p>The teaching learning and evaluation criterion of IQAC presented the following data</p> <ul style="list-style-type: none"> • 79% of students had passed the BA final and 100% of students passes B.Sc. Final examination • Drop out rate is 1.25

Sl. No.	Following Decisions were taken in the meeting with alumni on 18/11/2013	Action taken
1	Discussion the coming general meeting of the Alumni association and the agenda to be taken.	Date of the meeting has been fixed on 23 rd November, 2013.
2	Discussion on the involvement of alumni in class room teaching and counselling.	Department of political science appointed an alumni as a substitute teacher.

Sl. No.	Following decisions were taken in the meeting with non-teaching staff on 02/04/2014	Action taken
1.	To discuss on ongoing construction.	Two classrooms, two laboratories, one seminar hall have been newly added.
2.	Up gradation of computer lab, library facilities, hostel and canteen facilities.	<ul style="list-style-type: none"> • All Book keeping activities including cataloguing, accessioning and circulation have been computerised. • OPAC is available for students and teachers. • Internet with LAN and Wi-Fi is Available. • One ICT is added. • 383 textbooks, 31 reference books, 97000 E-books, J-8, M-8, 6000 e-journal, 6 manuscripts are added.
3.	To arranged Yoga classes	Yoga camp is arranged on regular basis.

H. Jagan

Signature of the Chairperson/Principal

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Signature of the Coordinator

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Action taken report based on 2014-15

Sl. No.	Following decisions were taken in the meeting with teaching staff on 13/06/2014	Action taken
1.	To discuss on forthcoming admission procedure for BA, B.Sc. and HS.	Government admission procedure should be followed.
2.	Discussion on the preparation of academic calendar, class routine course plan etc.	Academic calendar, class routine, course plan has been prepared for the new session.
3.	To arrange extension activities and awareness programme.	<ul style="list-style-type: none">• NSS wing of the college arranged free health check up camp on 10/7/2104.• Department of Education arranged a field study programme to Gibbon Mariani, Jorhat forest range division on dated 09/08/2014.• Department of Botany organised macro teaching programme amongst the students of class IX and X at Nam deuri H.S. School on 30/1/2015.• Department of Chemistry arranged Science popularization programme on 30/1/2015 at Namdeori HS School.• Department of Zoology organised Production of Vermicompost and arranged a selling programme in the college campus among the students, teaching and non teaching staff.• The faculty members of the Mathematics department arranged classes at Borbheta High School in collaboration with Science forum on 20th-22nd August, 2014.• Ms. Geeta B.Baruah, faculty member of the Zoology Department took part as resource person in a group discussion on "Wild life conservation" organised by All India Radio, Jorhat on 5/10/2014.• 11 Numbers of NCC cadets of our college participated in National Camp held in the different part of the country and 3 Numbers of Cadets of our college went to Climbing the Mount Everest.
4.	Discussion on the publication of Research Journal INTUIT.	Published the "INTUIT"- a peer reviewed multidisciplinary International Research Journal.

Sl. No.	Following decisions were taken in the meeting with teaching staff on 10/09/2014	Action taken
1.	To organise make arrangement for regular display thought for the day.	The criterion Institutional Values and Best Practices of IQAC has been instructed to display thought for the day on regular basis.
2.	Discussion on sports and cultural activities and on the forthcoming youth festival.	Seven numbers of students are awarded in Youth festival of the Dibrugarh University.
3.	To open computer science department	The computer science department has started functioning on regular basis.
4,	To arrange survey/field study/awareness programme.	<ul style="list-style-type: none"> • Department of Economics organised survey and health awareness programme among the Tea garden women in the Mariani area on 24/1/2015. • Department of education organised field study and social survey in the Mahbanda area on dated 29/1/2015. • Department of Political science arranged a Survey on Political awareness of Rural Women on 11/2/2015. • Department of Assamese organised field study on 22/2/2015 to the Lam Chapori , Golaghat for the purpose of study on the Language and culture of Mising people. • Women's studies cell organised one week workshop on "Art of making Assamese Jewellery" from 9th to 14th March, 2015. • Department of English arranged Mass Cleanliness Drive Programme on the occasion of World Water Day on 22nd March, 2015. • Women's studies cell of the college organised one week workshop on Modern Fabric painting & design, from dated 22nd September to 27th September, 2014.

Sl. No.	Following decisions were taken in the meeting with non-teaching staff on 12/12/2014	Action taken
1.	Following grievance were discussed 1) The students complained of insufficient urinal in the college campus as well as in the hostel. 2) To discuss on the up gradation of the College Canteen.	Following Redressal are taken 1) As sufficient urinal and sanitary facilities are already present in the College, the members resolved to request the authority to look after the maintenance and cleanliness of the same. 2) The canteen manager was asked to do the needful.
2.	To discuss Library and other infrastructural facilities	<ul style="list-style-type: none"> • OPAC is now available for students and teachers. • LAN has been provided for Girls' hostel. • 163 numbers of text books, 17 reference books, 97000 e-books, 6000 e-journals and J-11, M-13 have been purchased.
3.	Discussion on the problems arising due to vacancy of teaching and non teaching staff.	To redress the problems six numbers of teaching and five numbers of non teaching staff are appointed in purely temporary basis.


Sl. No.	Following decision were taken in the meeting with alumni on 05/04/2015	Action taken
1.	To discuss forthcoming programme with alumni	Alumni association has resolved to provide cooperation and support in all activities of the college.
2.	To discuss the proceedings of the last general meeting of alumni association	The members resolved to extend help to collect the records of pass out students of the department.
3.	To collect contribution for financial assistance to poor and needy students	Contribution have been collected
4.	To prepare Proposal for opening Post Graduate course under KKHSOU.	PG courses in Education Assamese and Political science have been started under KKHSOU.


Signature of the Chairperson/Principal

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Action taken report based on 2015-16

Sl. No.	Following decisions were taken in the meeting with teaching staff on 16/06/2015	Action taken
1.	To arrange awareness and extension activities	<ul style="list-style-type: none"> • Department of Chemistry arranged extension activities at the NEIST, Jorhat on 28/6/2015. • Department of Mathematics arranged faculty exchange programme by Basundhara Goswami , Assistant Professor, JIST from 25th to 27th March, 2015. • The faculty members of the department of Mathematics had taken classes at D.C.B. Girls' High School in collaboration with Science forum on date 20th to 22nd August, 2015.
2.	To organise guest lecture/popular talk/ seminars/ celebration of important days for the benefit of the students.	<ul style="list-style-type: none"> • Department of Economics organised two days UGC sponsored National level workshop on "Relevance of RUSA in Higher Education" in collaboration with Kaziranga University on 21st and 22nd August, 2015. • Department of education observed International Literacy Day on 8th September, 2015, on the day a renowned educationist Dr. Pabitra Pran Goswami, Rtd. Principal Jorhat College deliver lecture on the International Literacy. • Department of Philosophy organised UGC sponsored national seminar on "Environmental Degradation and threat Survival: An ethical approach" on 11th and 12th September, 2015. • Department of political science arranged Guest lecture programme on "Relevance of Gandhian Philosophy" at present time on 3/10/2015. • Women's studies cell of the college organised Children's Day in Francis Memorial Christian School on 14/11/2015 and on the day, dancing, singing song, recitation programme etc. were conducted. • Women's studies cell arranged a Talk programme on "Women health and Hygiene" on 8th March, 2016.
3.	To discuss on various programmes to be conducted by NCC,NSS and Yoga and Meditation cell	<ul style="list-style-type: none"> • NSS wing of the college arranged a Rally on Road Safety Week on 12th January, 2016, • Observed International Yoga Day on 21/6/2015
4.	To motivate the teachers for pursuing Higher studies, publication of Books, Research paper, research project etc.	<ul style="list-style-type: none"> • Five numbers of faulty members are pursuing Ph.D. • Ten numbers of Books are published by the faculty members. • Nine number of research articles are published in International journal, seventeen numbers of articles are published in the national level journal and five are published in the state level journal by the faculty members of the college. • Nine numbers of faculties are doing UGC sponsored Minor Research Project.

5.	To participation in International/National Seminars/Workshops, OP/RC/STC etc.	<ul style="list-style-type: none"> • Three numbers of faculty members presented seminar paper in International seminars. • Forty numbers of teacher presented seminar paper in the national seminars. • Two numbers of teachers attended Refresher Courses. • Eighteen numbers of teachers attended workshops.
6.	To publish INTUIT - a multidisciplinary International Research Journal	Published the INTUIT Journal of the current year.

Sl. No.	Following decisions were taken in the meeting with teaching staff on 14/09/2015	Action taken
1.	Discussion on teachers' feedback, Parents feedback and alumni feedback.	Teachers' feedback, Parents feedback, alumni feedback are analysed regularly and the measures are taken.
2.	To arrange extension activities	<ul style="list-style-type: none"> • Department of English arranged an awareness programme on "Swine Flue Virus" among the students and teachers on 21st August, 2015. • Department of Education arranged field study and social survey at Kokilamukh on 26th February, 2016. • Department of Political Science organized a talk on "The Foreign Policy and its Impact on the Economy" by Dr. Jamini Bhagwati, eminent scholar, Chair Professor of ICRIER on 26th February, 2016. • Science forum of the college Celebrated National Science day at D.C.B. Girls' High School on 28/2/2016. In the programme, painting competition, and extempore speech competition are organised. • Women's studies cell organised an awareness camp on cleanliness, Hygiene and sanitation among tea garden area on 2/3/2016 • Women's studies cell observed International Women's Day on 8th March, 2016 in the adopted village (Neol goan)
4.	To discussion on sports and cultural activities of the students.	Six numbers of students won prizes in the Youth festival organised by Dibrugarh University
5.	arrange cleanliness programme	Department of English Organised an awareness camp on cleanliness, Hygiene and sanitation among tea garden area on dated 2/3/2016

Sl. No.	Following decision were taken in the meeting with non-teaching staff on 28/11/2015	Action taken
1.	To discuss the progress of ongoing construction	One new class room has been constructed.
2.	To provide financial support for poor and meritorious students	A total numbers of seventy three students are given financial support for the amount of rupees 104700/-.
3.	To modernise the library facilities	<ul style="list-style-type: none"> • D.C.B. Girls' college library is computerised. • All housekeeping activities including cataloguing, accessioning and circulation have been computerised. • OPAC are available for students and teachers. • Internet with and Wi-Fi is Available in the library and local area network (LAN) have been provided for Girls' hostel. • The Bar-coding of the Book are under process.
4.	To organise computer training and Yoga classes	Yoga camp and computer training are arranged on regular basis


Sl. No.	Following decisions were taken in the meeting with alumni on dated 18/04/2016	Action taken
1	To arrange guest lecture programme by involving alumni	Guest lecture programme have been arranged.
2	To provide guidance and counselling	Guidance and counselling have been arranged by alumni
3	To discuss on publication of alumni directory	The members resolved to collect data for the publication of alumni directory.


Signature of the Chairperson/Principal

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Signature of the Coordinator

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JORHAT-1

Action taken Report based on 2016-17

Sl. No.	Following decision were taken in the meeting with teaching staff on 16/06/2016	Action taken
1	To discuss on Students feedback and alumni feedback.	Students' feedback, Parents feedback and alumni feedback are analysed and discussed with the Principal and head of the Departments for remedial measures.
2	To introduce certificate course	Two UGC sponsored certificate courses on Pre primary Education and information technology have been introduced.
3	To arrange extension activities and seminar/workshops	<ul style="list-style-type: none">• Women's studies cell organised one day workshop on "Women's Right and Gender Relation" on 20/6/2016.• Teachers unit of the college arranged flood Relief camp on 06/08/2016.• Department of education Organized World Literacy Day on 8th September, 2016 at Borbheta Public High school.• Department of Political science arranged Survey on the participation of gaon panchayat administration at Khongia Goan Panchayat on 9th September, 2016.
4	Discussion on the preparation of AQAR.	AQAR for 4 years have been sent to the NAAC and upload the AQAR in college websites
5	Discuss on the opening of PGDCA course	PGDCA course is introduced by the computer science department
	Discussion on the publication of Research Journal "INTUIT"- a multidisciplinary International Research Journal	Published INTUIT of the current year.

Sl. No.	Following decisions were taken in the meeting with teaching staff on 13/09/2016	Action taken
1	To Prepare of Individual and departmental profile	Individual and departmental reports are made up to date and uploaded in the college websites.
2	To arrange guest lecture/popular talk/extension activities	<ul style="list-style-type: none"> • Department of education arranged Guest lecture programme on 18th and 19th September, 2016 on “Micro Teaching: Theory Practice”, by Prof. B.Handique, Post Graduate Teacher training college. • Department of Zoology arranged a training programme on Vermi composting at Kuhum Jogonia Gaon, Jorhat on 25/1/2017. • NSS arranged Extension activities in the Forest of Padmashree Jadab paying at Kokilamukh on 6/2/2017. • Science forum of the college observed National Science Day on 28 Feb., 2017 at D.C.B. Girls’ High School. On the occasion, Extempore Speech and Art competition were organised among the students of the school. • Department of zoology organised Awareness programme on Aids and Blood Grouping camp at Jorhat Polytechnic High School on 29/3/2017 and DCB Girls’ High School on 31/3/2017 • Women’s studies cell arranged awareness programme on Gender sensitization and sexual harassment of Women held on 24th March 2017 • NSS of the college arranged Swacch Bharat : Nirmal chauhad in the college on the occasion of Gandhi Jayanti, on dated 2nd October,2016.

Sl. No.	Following Decision were taken in the meeting with non-teaching staff on 01/11/2016	Action taken
1	To discuss Scholarship and aid fund for student	A total numbers of seventy two students are given financial assistance for the amount of Rupees 105700/-.
2	To discuss drinking water facilities in hostel and campus	Drinking water facilities in the hostel and campus have been provided.
3	Discussion on library and office up gradation	<ul style="list-style-type: none"> • 10 numbers of new computers have been purchased. • 354 numbers of text books are purchased. • 18 numbers of reference books have been added. • Access has been provided to e- journal data base.

Sl. No.	Following Decision were taken in the meeting with alumni on 07/04/2017	Action taken
1	To arrange popular talk and guest lecture programme	Guest lecture programmes are arranged regularly.
2	To Share ideas and experiences of alumni with students	Alumni arranged get together programme
3	To discussion on forthcoming closing ceremony of Diamond Jubilee	Alumni are decided to arrange different programme in the closing ceremony of Diamond Jubilee.

Shyjan

Signature of the Chairperson/Principal

D.C.B. Girls' College, Jorhat

Principal
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Jorhat Assam



B

Signature of the Coordinator

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JORHAT-1

Action taken Report based on 2017-18

Sl. No.	Following decisions were taken in the meeting with teaching staff on 07/06/2017	Action taken
1	Discussion on the forthcoming national seminar.	<ul style="list-style-type: none"> • Department of Assamese Organised UGC sponsored National Seminar on Performing Arts of Assam in the context of Globalization: Heritage, Transformation and Identity on 23-24 June, 2017.
2	Discussion on the preparation of AQAR-2016-17 and 2017-18.	<ul style="list-style-type: none"> • AQAR for the year 2016-17 and 2017-18 have been sent to NAAC and uploaded the AQAR in the college websites
3	To arrange extension activities	<ul style="list-style-type: none"> • Department of Economics organised a field study on "Prospect of Rural Tourism Development in Balijan Shyam Goan, Titabar" on 24/06/2017 by B.A. 6th semester Major students of the department under the supervision of Dr. Tultul Devi, Dr. Uttara Phukan, Dr. Lokesh Boro and Ms. Pollabi Thakur. • Department of Botany arranged Awareness Program on Plantation of "<i>Simaroubaglauca</i>" (Laxmi Toru) cancer curing plant on 08.08.2017. • Department of English organised extension activity on "Health, hygiene and education" on 01/09/2017. • Department of Geography arranged a field study for the students of B.A. 5th semester on "Socio-economic and cultural activities of the people living in the surrounding areas of Dhekiakhowa Namghar, Teok" on 09/08/2017. • Department of History Organised Interactive session and Talk on "History as Discipline and its scope" by Akankasha Phukan-A student of Lady shriram College, New Delhi on 29/06/2017. • Women's studies cell Organised Children Day and a procession on the issue of children right on education and health in the adopted village 475 no. Neul goan primary school on 15/11/2017 of the college. • Science forum arranged a series of classes as a part of Extension Education in Chemistry, Physics, Biology and Mathematics for the students of class IX and X standard at Borbheta High School and in the D.C.B. Girls' High School during April, 2018. • Department of Political science arranged awareness campaign on cleanliness at Da-gaon anath ashram, Jorhat on 27/05/2018. NSS Arranged Medical Camp for students and Teachers on 09/09/2017. • NSS of the college arranged awareness campaign on Road Safety Week on 23/05/2018.

4.	To organise workshops/seminars/guest lecture/popular talk etc.	<ul style="list-style-type: none"> • Department of Economics arranged a talk on “Indian Stock Market” was organised on 15/09/2017. In the programme Mr. Kallol Sarma , reputed stock market analyst delivered a fruitful lecture to a gathering of students. • Women’s studies cell in the collaboration of department of Economics arranged a Workshop on “Cutting and Tailoring” from 21/09/2017 to 23/09/2017. The programme was conducted by the Mrs. Mousumi Borah, Instructor, sewing Technology, ITI Jorhat. • Department of English Arranged a talk on “Soft skills – its relevance in today’s world” on 07/04/2018. • Department of Zoology arranged a popular talk on “Challenges and opportunities for Bioscience students” by Dr. Jogen Kalita, Director UGC HRDC Gauhati University on 07/04/2018. • Department of Physics arranged Science day on 28/02/2018 and Dr. Bidyut Bikash Sarmah, Scientist, Assam Agriculture University had delivered a popular talk on “Importance of Biotechnology in Agriculture”. • Department of Chemistry in the collaboration of Philosophy arranged two days workshop on “Student Mind Power Development: A Holistic Approach for Stress Counselling among Students” (For Therapy, Counselling and Training) from 12 Feb. To 13 Feb. 2018 • Department of Geography arranged a Talk on “Application of Geo-spatial technology in forest and Wild life Research” on date 09/04/2018 • Department of Assamese arranged a talk on the topic “Asamiya Akhar Jotani” on 05/09/17.
5.	Discussion on the preparation of departmental and Individual profile	Individual and Departmental reports have been submitted.

Sl. No.	Following decisions were taken in the meeting with teaching staff on 18/09/2017	Action taken
1	Discussion on the celebration of diamond jubilee closing ceremony.	Duties were allotted for all the staff members for the closing ceremony of diamond jubilee
2	To discuss 3 rd cycle assessment and accreditation of NAAC	NAAC steering committee has formed.
3	To discuss on Research journal, Books, seminar/workshop/guest lecture/extension activities etc	<ul style="list-style-type: none"> • Morning assembly is restarted • IQAC in the collaboration of Department of Education Organised Guest lecture programme on “Recent Trends in the Higher Education” on 03/11/2017 • IQAC in the collaboration of Department of Education Organised Lecture programme on “Women Empowerment and Environment Awareness” held on 29/01/2018 • IQAC in the collaboration of Department of Education Arranged Popular talk programme on 17/02/2018 • IQAC Organised state level Workshop on “Research Methodology: Methods and techniques” on 24/02/2018 • Three number of teachers presented seminar paper in the International seminar, 34 numbers of teachers present paper in the national seminar and 16 numbers of teachers attend state level seminar and 6 numbers of teacher attend in the national seminar of the college. • 13 numbers of teachers published their research article in the International Journal, 13 numbers of teachers published research articles in the national journal and 11 numbers of teacher published their article in the state level Journal. • 4 numbers of teachers published Books with ISBN.
4	To Publish of Research Journal “ INTUIT” - a multidisciplinary International Research Journal	Published the INTUIT Journal

Sl. No.	Following decisions were taken in the meeting with alumni on 18/01/2018	Action taken
1	To discuss on the collection of contribution of alumni	Collected Rs. 4.04 lakh from alumni
2	Discussions on arranging alumni meet during diamond jubilee closing ceremony.	The members decided to extend cooperation for the same
3	Discussion on the publication of an edited book.	An editorial board has been formed.

Sl. No.	Following decisions were taken in the meeting with non-teaching staff on 06/03/2018	Action taken
1	To arrange programme for forthcoming Diamond Jubilee closing celebration	Collected contribution from both teaching and non teaching staff for the same.
2	Discussion on 3 rd cycle assessment and accreditation of NAAC	Up to date of the data of the administration.
3	To discuss on going construction	Constructions of language lab and conference hall have been completed.
4	Discussion on students scholarships	Students aids fund are provided regular basis.

[Handwritten Signature]

Signature of the Chairperson/Principal

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Signature of the Coordinator

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