

20th June 2022.

IQAC meeting at conference Hall at 11:00 am.



Don Bosco College

Tura, Meghalaya - 794002.

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IQAC Meeting JUNE 2022

Agenda:

1. Welcome words – Principal
2. Words by IQAC Coordinator – Dr. Barbara S. Sangma,
3. Reading of the Previous Report – Dr. Meuller Beul Sangma
4. Memorandum of Understanding (MOUs)
5. NAAC Preparation - Guidance by St Anthony's College
6. Best Practices – 1. Community Engagement 2. Sincerity Box
7. Finalization of Code of Conduct for Faculty
8. AQAR 2021-2022
9. SSR
10. Varia

1. Principal welcomed all the members

For 100% attendance students, tuition fees ~~too~~ shall be refunded for 6 Sem. & can also be started for 3 & 5 Sem.




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4. College signed 4 MoU - Bishop

1. Drive

3 St. Xavier's College (T. Nadu) wot Faculty envelope & send envelope
By Dec, 1 stud from each dept to visit these colleges

National

- use of computer center

& one MoU with TQC

Parade, Darjeeling → agree to sign the MoU

Under the banner Shiksha Bhawan, one coll. with Anna P.

is trying to sign MoU.

Sir MS - talked about MoU to sign with NEHU

To find out Dehraon Christian College.

5. wot NAAC prep - when discussed with Bangalore,
not to involve 3rd party.

Anthony's College - Principal talked with
& to have joint meeting with St. Anthony College ZOAC
members in the month of July.

- Need to give date to XSV. Board.

AAA after summer break

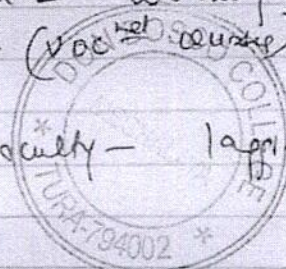
Only NAAC accredited Colleges will be allowed to
open 4 yr. integrated courses.

wot NEP, 2020 - entry & exit of studs.

ABC - Acad. Bank Credits.

univ - 11 members. Committee - working journal - Prime of Mgt.
→ 8 sems → 1 sem - (VOC not course)

In Impl - infrastr. & faculty - 1 apr 17



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c. Wat Best Practices → Dr. Barbara (academic
viz. website, seminars)

work culture, work ethics → to continue

- ① Com. by ^{engagement} involvement — (12-15 yrs → start from tuition
on week days, value inculcation, computer skills,
game (vol. service to com. ty).
→ to lead a helping hand to com. ty.
→ to begin as soon as ~~the~~ semester begins.

Wat — ② Sincerity Box. (To RENAME as Honesty Box)
while claiming, undertaker has to be there.

F. Code of conduct. — Dr. Barbara.

↓
to be shared in the official grp (any comments, suggⁿ
etc. can be made)

- ~~Students~~
→ To print code of conduct & get the sign. of all frs.
Child Policy, Kosh Policy.
Code of conduct ~~for~~ ^{for} students — in both form.

C.C. form to collect date of AQAR ^{of 21-2022} — by 15 Aug 2022.
~~31 May~~ 1 June 2021 — 31 May 2022.

Franghy & Kharbor — C-4.

- To think of Nat.
* Conducting of Seminars / before going for N.A.M.C.
1 or National Workshop / Regional. ✓ ATT

* M/shirts



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IQAC MEETING

Date: 29th June 2022 Time: 12.45 pm Venue: Conference Room

Fr. Principal welcomed all the members.

The first agenda was on Xavier board. It was decided to have internal AAA prepared by Xavier Board.

It was also discussed that Principal and Vice Principal should not be considered as Teaching Faculty.

To remind about SSR and AAA by the Principal

It was also decided to induct new member for Criteria 5

Meeting report of every program should be submitted to the principal and the IQAC coordinator.

Reminder should be given to the departments about POs, COs and PSOs

For Criterion 4, Mr. Biman Tesil to be assisted by Mr. Jason and Dr. Colnat, for Criterion 5, Sir Siddharth to be assisted by Friangky and Ksanbor, Criterion 1 Mr. Bravewell to be assisted by Mr. Sengprang, Criterion 3 Dr. Lily to be assisted by Tusumika, for Criterion 6 Dr. Meuller to be assisted by Tapsreng,

Criteria 2 Dr. Yubaraj to be assisted by Dr. AkSana and Mr. Surjoron

Criteria 7, Andrew to be assisted by Genevieve.

Decided to propose for College anthem and a choir to be formed.

Internal and External Green audit needs to be done as soon as the college reopens.

It was discussed that Parents and alumni meet cum election should be organised.

Sir Siddharth was given the charge of IIQA (Institutional Information for Quality Assessment).

AAA was to be taken up by Sir JD, Mr. Tapsreng and Dr. Sugata

Dr. Sr. Lucy will be entrusted to make lyrics for college anthem.

It was discussed to assign teachers for mentoring.

It was also discussed to paint the building during the winter.

General staff meeting to be held at the beginning of the reopening of classes i.e., on 12th July 2022.

Students feedback on teachers and curriculum will also be collected.

The Meeting concluded with words of gratitude and appreciation from the Chair.




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Date - 20/09/2022 IASC Meeting

1. Welcome - by Principal

2. Criteria Coordinators -

- Backdate to be given in Computer Course, sally, Folk Art Notice

Value ed^s - backdate

POA - 1, 2, 3, 4 - Done, 4 - ^{partially} done except exp. Prof.

5 - 6, 7 - redone

∴ 50% Plan of Action had been achieved (accomplished)

6. HOU - done with almost 3 colleges
TGC & Manipal

So - talk with Terrace & Loyola for stud. & fac exchange program

To start 5 courses - Bee keeping & Coschet

F/b only for 3 & 5 (sub garden)
only 5 sch will be analysed.

Goal
2 - 2

- Sanctioned strength of student

Absence - 2020-2021 meeting notice backdate forward
Yubraj - 20mt

PhD - 16 no.

Child Policy doc - read out
Grievance redressal cell (GRC)

GRC objectives & scope to be changed in the ^{new} website

Monday 10:30 am. 26/Sept/2022




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Continuation of

1 ISAC Meeting held on 20th Sept 2022.

Date - 26th September 2022.

Pr. welcomed all the members to the meeting.

Criteria 3 presented

Mous - Dr. Lily

3-411 - on-the-job training (report to be submitted)
backdated with certificates)

To have
Meeting with library committee wrt shodhganga.

vocational courses - Theory classes on Rubber

Prsd ...

Apiary
Piggery

C5 & C6 - tomorrow - 10:00 am.



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2021
June 1 - May 31 2022

Continuation of IANC meeting held on 20th Sept 2022

Date - 27th September 2022

5.1.5 - Timely redressal of student grievances

* After pyc - to train tra & talk to student about grievance redressal

2 - Org^t wide awareness - Print POSH Policy / make copies
signing (backdated) -> Nov. 2, give to tra for
to write a report.
Discipline com -> April 2022 (backdated)
(No complaints against abuses etc)

POSH Policy to go through with NTS. tomorrow at 10:30 am

~~online~~ essay writing - 11 March 2022. Awareness prog
12 March 2022. Online essay writing

25 Jan -> Nat. Voters Day

6.3.1 - 1400/40 -> health insurance for staff only & staff.
Admission Concession policy for NT T^r & NTS. children for
Cooperative stdl - behind Sir's timer

6.4.2 - Foreign Contribution (Regulation) Act (FCRA)
(philanthropus)

To call up Nabucco for youth Leadership Prog
* Acad. Audit - After pyc's book (backdated)


Pr 2021-22 - F/beck is done G-form is done
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7.1.1: Gender sensitization action plan - to include in POAC POA.
To check from syllabus - P, S, E, Edu etc. Good equt

- Send friendly games - WhatsApp site, and dig the.

- Annual subsecers prep. on Code of Conduct can be reflected from the 2 present^s done with LOAC & Gen staff meeting.




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ISAC meeting on 18th October 2022 at 2:00 pm in the
Conference Room.

Procedure of the submit^t of the LOI.

Hard copy of the APARs should be sent to ZOTC.

Thursday @ 20th October - ~~4 am~~ 12 noon.
Meeting of ISAC Coordinators

Value add^t - Course structure to be provided to Sir Brown.
SSR - to email once all the cc has submit^t



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JAN meeting - 11 am 30/10/2017 Conference Hall

Principal welcomed all the courses coordinators to the meeting

Gave time to Sir AG.

- briefed about LOI by Sir AG.
- apps assigned Kaurish to work of LOI

C-1 - Employee's feedback to be done

C-2 - Notice to finish assignment before a certain date

- Lib. op. notice

- Mentoring notice / report (2 for 2 semesters)

- Remedial classes report.

- Link to online notes college website

- Best student award

- Peer discussion & tutoring notice

- Certificate course notice

- Depts. term. report.

- 741 schedule / notice (2 notices / schedule for 2 sem)

Remedial of class -

Dev Year Plan

- Committee report to be given.

- Dept. of minutes.

Sen. Committee 17/8

GC - assignments / notices, also implem. to submit to

* Int. test review reports

Result analysis

Nebu & Int



pass, sheets, scribbles, receipts letters to be checked

Adminⁿ policy procedure.

Adminⁿ - 3027 BSc (few left) form 103

C-3

C-4 - NAAC name plate to RUSA - first floor.

Odd sem - Value ^{CAFA}, ~~comp/CAFA~~

Comⁿ skills / Value Edⁿ / Yoga / Computer

Even - Yoga / comp / com. skills / Creative skills / Even

Value Edⁿ - Add on.

CAFA - for BSc.

2022 - secret upgradⁿ of Boscoseoji (Sahel)

Reposographic section

collecting ^{tr} studs mos. photos (fine)

late fee fine.

NST

Receipts f/b analysis fr. Mandal.

For self app ^{AM} report Analysis

C-7.1.9 - Value adⁿ

For self app ^{report} report

1



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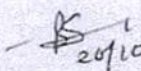
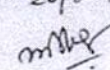


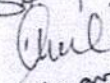
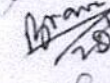
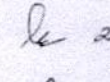
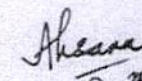
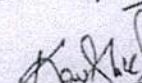
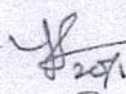
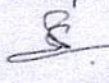
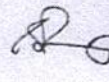
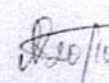
IQAC Criteria Coordinators meeting

Time - 11 am

Date - 20th October 2022

Venue - Conference Hall

Members Present

1. Fr. Brian Rodrigues Makhim -  20/10/22
2. Dr. Barbara S. Saugma -  20/10/22
3. Dr. Mueller B. M. Sengma -  20/10/22
4. Dr. Arindam Ghosh -  20/10/22
5. Mr. Biman Tesil R. Saugma -  20/10/22
6. Colnat B. Marak -  20/10/22
7. Brave Will Mawthak -  20/10/22
8. Lily Bell Ch. Marak -  20/10/2022
9. Aheana Neah Ch. Marak -  20/10/22
10. Rashik Paul -  20/10/22
11. Dr. Fuley Sharma -  20/10/22
12. Sujoun Hajong -  20/10/22
13. Siddhartha B -  20/10/22
14. Andrew B. Saugma -  20/10/2022
- 15.




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IQAC MEETING Date: 13th December 2022 Time 10:30 am Venue: Conference Hall

Fr. Principal welcomed all the members presented for the IQAC meeting with the external member Dr Binu Mathew.

Ms.Rehny said a prayer before the meeting.

Time is given to Dr Barbara Sangma, the IQAC coordinator to present the yearly status report of 2021 to 2022.

Discussed that Green audit has to be rectified in the AQAR where the word DHTE has to be replaced by Ministry of Education.

It was also decided to enter the English department Sanctioned post vacancy in the POA.

Student Faculty exchange programs- Outcomes (to mention the reasons) *postpandemic.

13 constraints along with exams can be mentioned.

GB meeting date to be mentioned (to put one date)

4.2 Expenditure excluding salary during the year to be checked

1.1.2 Slow learners and fast learners to be replaced as advanced learners

1.1.3 (c) Any 2 of the above

1.2.1 Elective course implemented (prospectus that is subject combination)

2.1.2.1 Letter to CDC

2.5.2 Second para- standard evaluation process to insert 'of' after 'standard'

2.6.1 CO, PO and PSO- to be displayed in the department at a prominent location

3.3.1 Second Para- about the value of altruism

4.3.1 Management - CCTV cameras with a storage capacity of -----time (to find out)

To write 'lab' in full

6.2.1 Repetition in the second paragraph

6.2.2 IQAC....A is for Assurance not Assessment

6.3.1 Loan facilities without interest from Principal....it should be written as college not as principal

To remove B.Ed and to add extension of maternity/paternity leave

To fit in 'quarter at subsidised rate @50%

6.3.3.1 Report of HRDC

6.4.1 To add 'House Council ' and local audit from Shillong and to add 'Tura '




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