

IQAC MEETING MINUTES

Date: 04/03/2019

Time: 12:00 noon

1. The Convenor IQAC welcomed members present into the meeting.

Agendas Discussed

2. Pine Grove Cafeteria
 - 2.1. It was decided to have a meeting with the cafeteria management to discuss the viability of extending the lease based on the performances of the cafeteria this Friday i.e., 08/03/2019 at 1:30 PM at IQAC office.
 - 2.2. Issues to be discussed
 - 2.2.1 Lease regarding Pine grove cafeteria has expired as per the contract of 5 years that was signed with our former principal Mrs. Kuholi Chishi.
 - 2.2.2 Rent of Rs.2000 per month to be levied.
 - 2.2.3 Food Items in the Menu.
3. Visit of AAA team from the Directorate of Higher Education.
 - 3.1 Both academic as well as non academic section needs to be prepared.
 - 3.2 A questionnaire from the AAA team to be prepared by the Principal of the college.
 - 3.3 All Department HoD's to give presentation during the AAA team visit.
 - 3.4 IQAC will pay for the TA/DA to the team which will then be reimbursed by the directorate.
 - 3.5 College to ask the AAA team to visit on 25th March.
4. Repair IQAC chairs for which it was decided to request the Development committee for the same.
5. Get SWOT analysis samples from online for reference purpose for which Mr. Kevezai is entrusted to download the same.
6. To compile a list for skills and vocational program/courses by IQAC in the next meeting.
7. Encourage each department to take up remedial classes for failed students who are waiting to appear the upcoming semester exams.

Members Present:

1. Dr. Imtiwati Jamir
2. Dr. Abhijit Borah
3. Dr. Tsukjemchila Imchen
4. Dr. Lanurenla

Recorder: Kevezai Tureng

IQAC Meeting held on 20/03/19

Agendas discussed:

1. With regard to the hike of rent of Pine Grove Cafeteria it was decided to enhance the rent w.e.f from April 2019(as and when the new MoU is signed).
2. Academic Audit Performa for Self Assessment of the Institution was discussed:
 - 2.7: IQAC to maintained academic records or in service records for each teacher.
 - 2.8 Will request the HA to compile the details of the administrative staff.
 - 2.17: Appreciation letters for the teachers showing the best result to be given out by the Principal.
3. With regard to NAAC Assessment:
 - 3.1 Lack of proper records whether academic or finance is a weak point for our college and hence IQAC needs to look at it. Also request the HA to submit annual report both in hard copy and soft copy format.
 - 3.2 Have regular meetings with students.
 - 3.3 Presentations of HoD's should focus on key issues.
 - 3.4 Transparency of funds utilization.
 - 3.5 IQAC would sit with every Department.
 - 3.6 Computer course should start immediately.
 - 3.7 Official communication needs to be recorded.
 - 3.8 Focus on having a cultural club.

Members present:

Dr. Imliwati Jamir, Dr. Abhijit Borah, Dr. Lendina, Mr. L. S. Vinod Kumar, Dr. I. Wati Imchen, Dr. Lanurenla.

Recorder: Kevezai tureng

IQAC Meeting held on 25th March 2019

Agendas discussed:

1. Continuation of Academic and Administrative Audit Performa for Self Assessment of the institution.
2. SWOT Analysis samples: It was decided to let individual teachers fill up the SWOT form and submit to their respective HOD's wherein the respective HOD's will compile and submit the same to IQAC.
3. Preparation for up-coming NAAC Assessment:
 - 3.1 Dr. Imtiwati and Sir. Vinod to bring proposal for honours roll and 5 years progressive chart of students' 'performance.
 - 3.2 Entrusted Dr. Wati Imchen to bring out a master plan to revamp notice boards.
 - 3.3 Set up help desk on special/important occasions.
 - 3.4 Entrusted Dr. Achila and Dr. Lendina to bring proposal for beautification of campus.
 - 3.5 IQAC will have meeting with 3 departments at a time to update about the up-coming NAAC assessment and encourage them to prepare for the same after the end sem exam. Dr. Lanurenla is entrusted to club the departments as well as the date and timings for the said meetings.
 - 3.6 IQAC will have meeting with the internal alumni both teaching and non-teaching staff to encourage them to re set up an internal alumni cell so as to stimulate the external alumnus.
 - 3.7 The next meeting will be on 27/03/2019 after the formal function of the parting social.
 - 3.8 Meeting with advisory board after the new Principal is inducted.
 - 3.9

Meeting minutes 27th March 2019

1. Hostel
 - 1.1 Phase- IQAC to visit hostels during examination.
 - 1.2 Phase- II: Have joint meeting with Hostel wardens and Development Committee.
 - 1.3 Phase-III: Outcome of meeting.
2. For Audit committee, appointed Dr. Imcharenla as the convenor, Dr. Temsu Imti and Mr. Benrithung as members to work out the IQAC Audit w.e.f 01.02.18 to 31.03.19.
3. Decided to have dustbins in strategic location of the campus.
4. Try to implement “plastic free zone” in the campus.
5. Health Centre/Dispensary:
 - 5.1 Request the Govt. to appoint more qualified nurses and staff.
 - 5.2 To request for 24/7 service.
 - 5.3 To include the dispensary staff in our regular meetings.
6. Recreation Hall
 - 6.1 To be kept open even after office hours.
 - 6.2 Provide more benches.
7. College ground.
 - 7.1 Levelling of the ground.
 - 7.2 Apply for basketball fibre board from the Govt.
8. Failure in Administration and student support.
9. More CCTV’s to be installed for safety purpose, including the hostels.
10. To provide TVs and computers in the hostels.
11. Vision and mission statement to be revised.
12. More support required from the authority with regard to field trips or other related academic activities. Budget allocation to departments to be made in this regard.
13. Discuss about having a student’s counsellor. In this regard, write to government to sanction financial assistance.
14. Lacking of students-teachers contact hours discussed. Departments to be encouraged to conduct more activities that involve students.
15. Have meeting with clerical staff and 4th grade staff Staff and bus drivers.
16. Try to organise more academic as well as non-academic activities for the students as well as the staff after class hours.
17. A mechanism for streamlining the working methods of non-teaching staff to be worked out by Dr. Abhijit and Dr. Imtiwati.

Members present:

Dr. Imliwati Jamir, Dr. Abhijit Borah, Mr. L. S. Vinod Kumar, Dr. Lanurenla.

Recorder: Kevezai Tureng

IQAC Meeting on 27/03/19

Agendas discussed:

1. The Co-ordinator, IQAC welcomed the new Principal Mr. T. Allong Tzudir into IQAC.
2. The Co-ordinator also thanked the development committee for repairing the chairs in the IQAC room.
3. The college is entrusted to organise a one day workshop on “**NAAC Related Issues and Challenges**” to be sponsored by the Directorate of Higher Education.

3.1.Resource persons:

Session I: Dr. Vizovol Mekhro, Principal Phek Govt. College: New Accreditation Framework: AQAR and SSR Submission in the Light of New NAAC Guidelines. (Dr. Visakhono Hibo, Principal Japfu Christian College to be the standby Speaker in case of unavailability of resource persons.)

Moderator: Dr. I Wati Imchen

Session II: Dr. Watijungshi : Mentoring of Colleges for NAAC Assessment.

Moderator: Dr. Intiwati Jamir.

Session III: Dr. Anungla Aier : Quality Improvement in Post- Accreditation Scenario.

Moderator: Dr. Abhijit Borah.

3.2.The Directorate is expected to give 1.5 lakhs.

3.3.The tentative date for the workshop is fixed for 20th August 2019.

3.4.For the Inaugural Session

Chairperson: Dr. Watimongla, HOD English Department, FAC.

3.5.Recorders:

Dr. Temjemnaro and Mr. Benrithung.

3.6. Vote of thanks by IQAC Co-ordinator to be in the inaugural session

3.7. Concluding remarks: Vice Principal

4. With regard to the title “specialization” in the teachers’ profile, for those teachers who have authority may write so. For others, the title “area of interest” may be more appropriate.

5. Teachers profile to be uploaded in the college website.

6. A common guideline to be framed for the profile of the teachers.

7. The Principal encouraged the members present to work diligently and co-operate with each other so that the college will continue to progress.

8. Dr. I Wati Imchen on behalf of the members present acknowledged and welcomed the new Principal and assured to co-operate with the authority for the welfare of the college.

Members present:

Mr. T. Allong Tzudir, Ms. Tiamongla, Dr. Imliwati Jamir, Dr. Abhijit Borah, Mr. L. S. Vinod Kumar, Dr. Lanurenla, Dr. Tsukjemchila, Dr. I Wati Imchen, Dr. Lendina.

Recorder: Kevezai Tureng

Fazl Ali College, Mokokchung

**IQAC consultative meeting on 27/05/19 with Mokokchung College of Teachers
Education**

Agendas discussed:

1. Dr. Lanurenla welcomed the members present into the meeting.
2. MCTE members sought clarifications with regard to annual self-assessment for the performance based appraisal system (PBAS) for which various categories were discussed and clarified by IQAC, FAC.
3. The co-ordinator, informed that IQAC, FAC can be contacted anytime as and when any clarification is required.
4. Consultation fee was given to IQAC by MCTE, but was returned back to them.
5. The Director, Higher Education informed IQAC to conduct seminar or workshop on NAAC assessment for the mentee colleges for which a sum of 1.5 lakh will be sanctioned.
 - 5.1. The seminar will be by invitation only.
 - 5.2. IQAC will take the help of Seminar committee.
 - 5.3. Director, Higher Education will be invited for keynote address.
 - 5.4. Some topics to be considered: i) revised guidelines of NAAC assessment. The members are requested to further come out with more relevant topics.
 - 5.5. To invite Dr. Rudra (Science College Kohima) as one resource person.
 - 5.6. For the local colleges, the number of participants is open but for outstation colleges the number of participants will be limited to 4 teachers owing to logistic problem.

Members present:

Dr. Imliwati Jamir, Dr. Abhijit Borah, Dr. I Wati Imchen, Dr. Lanurenla, Dr. Lendina, Dr. Tsukjemchila.

Recorder: Kevezai Tureng

IQAC Meeting minutes

Date: 7th Aug. 2019

An emergency meeting was held to decide certain logistics for the upcoming Workshop on NAAC Related Issues and Challenges.

1. Topics discussed and resolved

1.1.Registration Fee for participants from other Colleges: Rs. 500/-

1.2.Registration Fee for Faculty of Fazl Ali College: Rs. 300/-

1.3.Colleges to be invited:

- a. Zunheboto Government College
- b. Sao Chang College, Tuensang
- c. Mokokchung College of Teacher's Education
- d. People's College
- e. Jubilee Memorial College
- f. Loyem Memorial College
- g. Shamatore College
- h. Mount Tiyi College
- i. Yingli College
- j. Tuli College
- k. Wangkhao College

1.4.No of Participants from each college: 2 to 3

1.5.Tentative Budget

SL NO	PARTICULARS	AMOUNT
1.	2 NOS. FLEX BANNER	4000
2.	PRESENTATION	6000
3.	DA FOR PRINCIPAL, PHEK GOVERNMENT COLLEGE	20000
4.	DA FOR FORMER DIRECTOR, HE	15000
5.	DA FOR DIRECTOR, HE	10000
6.	TEA & LUNCH	32000
7.	PRINTING OF CERTIFICATES	5000
8.	BROCHURE PRINTING	200
9.	STATIONERY	2000
10.	LUMP SUM TO PARTICIPANTS (APPROX. 15 PARTICIPANTS)	15000
11.	MISCELLANEOUS	1000
12.	ACCOMMODATION RENT FOR RESOURCE PERSONS	5000

TOTAL

1,15,200/-

(Rupees one lakh fifteen thousand two hundred only)

1.6.Work distribution:

SL NO	NATURE OF WORK	OFFICER DELEGATED
1.	SOUND SYSTEM	MR. NOKMARENBA

2.	RECEPTION	DR. AOLEMLA & MS. SENTIPENLA AOCHEN
3.	REFRESHMENT	DR. TSUKJEMCHILA & DR. LENDINA
4.	ARRANGEMENT OF ACCOMMODATION	DR. IMTIWATI JAMIR

1.7.No. of Brochures to be printed: 100 copies

1.8.Seminar committee to be notified to send report of National Seminar conducted by the College

1.9.A recommendation list was drawn up concerning College canteen:

- a. Rice items to be included daily
- b. Less oily food to be prepared
- c. Less spices to be used
- d. Plain sandwich
- e. More vegetable items
- f. Fruits/ fresh juices
- g. Better quality of oil
- h. Pakora
- i. Samosa
- j. Potato/French fries

1.10. Restriction list was drawn up for the canteen

- a. Mimi & Wai wai
- b. Any kind of Junk food
- c. Lemon tea (Company packed)
- d. Maggi
- e. Cup noodles

1.11. IQAC will inspect the Canteen and brief the Canteen Management on 13th August 2019.

IQAC Meeting held on 27/08/19

Agendas discussed:

1. Post one-day workshop on “NAAC Related Issues and Challenges.”

- 1.1. Amount received from Directorate: Rs 150000
- 1.2. Amount received via registration for the workshop from participants: Rs. 30300
- 1.3. Amount left after all expenditure: Rs. 63000. The leftover amount will be credited to IQAC account.

2. Review of Action Plan July 2018- June 2019 for AQAR submission.

2.1 Infrastructure:

a. Rain Water Harvesting

- To procure more water storage tank.
- To mark the year of purchase on the water tanks.

b. Beautification of campus.

- To shift the water tank situated opposite chemistry department.
- Construct a retaining wall opposite Principal's chamber. Dr. I Wati Imchen is given the task to submit a blueprint for the same.
- A proper/feasible parking lot. Dr. I Wati Imchen is given the task to submit a blueprint for the same.
- To put up two sign boards indicating the name of the college near the highway.
- Signboard for college canteen.
- Put up signboard for all the blocks.
- Set up a college map for the campus for which Geography department will be given the responsibility for the same.
- To put up a picture of Sir. Syed Fazl Ali College.
- To put up college logo in all the lecterns.

c. Expansion of CCTV coverage.

- Physics department is entrusted to check and rectify college earthing wire.
- Purchase more CCTVs cameras.

d. IT enabled classrooms.

- Buy two more LCD projectors for the classrooms.

e. To have honours roll

- Waiting for more data (ongoing progress)

f. To establish a reception desk

- The desk will be seasonal and based on situation

g. Specific notice board for class routines (action taken)

2.2. Student support and programme.

- a. Awareness seminar on HIV to be organised by Red Ribbon Cell (to enquire from the cell members)
- b. To organise a cultural programme by students (action taken)
- c. To have more invited lectures/talks
 - Invite administrative officers
 - Invited talk from legal cell
- d. Organise environment awareness programmes
 - Introduced Eco Club
 - Ban of one time use plastic/ Plastic free zone
- e. Previous semesters solve questions to be submitted to library (action not taken)

- Reminder to be given to all departments. Deadline of 2 weeks for submission.
- f. Alumni tracking system.
 - Register being maintained since last year.
 - Along with contact numbers to maintain email list.
 - Form an alumni cell to monitor and keep track of alumni.
- 2.3. Teachers Progression. (Action taken)
- 2.4. Non-teaching staff development
 - Shifting, expansion, renovation of departmental offices (action not taken)
 - Enhancement of furniture (action taken)
- 2.5. IT
 - Procured more computers and other IT equipments.
 - Installed CCTV to capture biometric records.
- 2.6. Library
 - To procure four desktops instead of laptops.
 - To subscribe e-journals.

3. AQAR 2018-2019 work distribution.

Criteria 1: Curriculum Planning and Implementation: Dr. I Wati Imchen

Criteria 2: Teaching, Learning and Evaluation: Dr. Imtiwati Jamir

Criteria 3: Research, Innovations and Extension: Dr. Tsukjemchila

Criteria 4: Infrastructure and Learning Resources: Dr. Lendina

Criteria 5: Student Support and Progression: Kevezai Tureng

Criteria 6: Governance, Leadership and Management: Dr. Abhijit Borah

Criteria 7: Institutional Values and Best Practices: Dr. Lanurenla

4. IQAC Audit report (Feb 2018 – May 2019)

- The current audit report to be re-audited because money (Rs. 39000) sanctioned for National Seminar 2019 is not highlighted.
 - IQAC fees of odd semester students 2019 not yet received.
 - Auditing to be done in the month of June 2019 to March 2020 (financial year) from next year onwards.
5. Plan for utilization of IQAC fund for 3rd cycle NAAC assessment.
 6. Meet the concerned MLAs, District Administration, Alumni, Churches, and other stake holders of the district for funds.
 7. IQAC members will go for inspection of the campus to have a firsthand knowledge about the needs and renovations of the infrastructures.
 8. Will have a meeting for IQAC activity calendar at the earliest.

Members present:

Mr. T. Allong Tzudir, Ms. Tiamongla, Dr. Imliwati Jamir, Dr. Abhijit Borah, Dr. Lanurenla, Dr. Tsukjemchila, Dr. I Wati Imchen, Dr. Lendina.

Recorder: Kevezai Tureng

IQAC Meeting held on 13/09/19

Agendas discussed:

1. IQAC Audit Report (Feb 2018- May 2019)
 - 1.1 Attach Annexure of major purchases to the audit report for more clarity.
2. Activity Calendar for IQAC
 - 2.1 Encourage Computer Science and Functional English to offer more add on courses both for teachers, non teaching staff, as well as students during department visits.
 - 2.2 Ask the two departments to chalk out programs for such add on courses at the earliest.
 - 2.3 Automation should be completed, , staff also to be well trained in the automation process, timing of the Library to be strictly maintained.
 - 2.4 Ask John to create an email account to collect students email address for Student Satisfaction and Survey.
 - 2.5 Activation of certain cells & reconstitution of Composition of Cells. Seminar and career guidance, RTI and Legal Cell together, Event Management committee to be disbanded.
 - 2.6 Setting up PTA (Parent Teacher Association). Instead of association, to have timely meetings with parents.
 - 2.7 Website Management: A new committee to be reconstituted with Dr. Lanurenla, John, Lanunungsung, Imlinichet, Imwapangla, Imsuyanger as members.
 - 2.8 Face lift to infrastructure: Members to take it as assignments and submit by sept end.
 - 2.9 Review admission policy: maintain status quo
 - 2.10 Review of AQAR and SSR during faculty meeting is not required since teachers can check the uploaded files from the college website.
 - 2.11 Set up a common museum: to start at the earliest in the computer center.

IQAC Meeting held on 23/09/2019

Agendas discussed:

1. The Honourable Minister of Higher & Technical Education & Tribal Affairs, Government of Nagaland requested to submit the following items before 26th September 2019.
 - 1.1. Photographs of the existing infrastructure.
 - Dr. I. Wati Imchen is entrusted to take the pictures.
 - 1.2. Short Video clips on activities of classroom/ Library/ Laboratories/ Research/ Sports etc
 - Research to be taken as RUSA
 - Will ask Dr. Imliwati (Chemistry Deptt) and Mr. Talikaba (5th Sem student) for sports Videos and if any other videos available.
 - To look for different Program Videos like Fit India, Cultural Day, September Melange, Legal Aid, National Seminar, Workshop on NAAC, Anti- tobacco, Swaach Bharat Day.
 - Kevezai is entrusted to do the needful.
 - To keep video record as well as upload videos in our college website of future events in the college, the following teachers are recommended to the Principal for appointment as the official videographers of the college:
 - Dr. Imlinichet (Economics)
 - Mr. Molunglemba (FE)
 - Mr. Imsuyanger (Zoology)
 - Mr. Imkongtiba (Zoology)
 - 1.3. To submit college priority requirements with proper justification (not more than three items)
 - New Girls Hostel.
 - Painting of Roof and wall of the Institution
 - Up gradation of classroom furniture.
2. Broad guidelines to be framed for various Committees so as to assist them as and when events are organised.
 - Committees to write brief report with recommendations for similar future activities.
 - Depute escort for guest during college event.
 - Depute teachers to check the use of mobile phones and control students during events.
 - More to be framed in the next meeting.

Members present:

Ms. Tiamongla, Dr. Imliwati Jamir, Dr. Abhijit Borah, Mr. L. S. Vinod Kumar, Dr. Tsukjemchila, Dr. I Wati Imchen.

Recorder: Kevezai Tureng

IQAC Meeting held on 06th Nov 2019

Agendas Discussed:

1. Preparation for AAA visit in the last week of November 2019
 - 1.1. To prepare a common template for all the department profile.
 - 1.2. To prepare audit of the college for the last five years.
2. Procure dining tables and chairs for the hostels and repair pillars of Cool Creek hostel at the earliest.
3. Resolutions:
 - 3.1. The non-teaching staff to be trained on how to use computer and get certified by computer centre.
 - 3.2. Training to clerical staff and teachers on file keeping.
 - 3.3. All teachers to visit the hostels.
4. For 3rd cycle of NAAC Assessment due in 2020:
 - 4.1. To set up sub-committees and allocate different tasks for NAAC assessment.
Members to be appointed in the next meeting.
 - 4.2. Following teachers are appointed as members for Fund raising committee for the forthcoming NAAC assessment.
 - Mr. Tia Mollier (Convenor)
 - Ms. Imsunaro
 - Mr. Nokmarenba
 - Ms. Temjensangla
 - Mr. Benrithung
 - 4.3. Budget for list of things required:
 - Install LCDs projectors in some classrooms: 6 lakhs
 - Better lighting system: 2 lakhs
 - More laptops than desktops: 6 lakhs
 - Beautification of campus: 5 lakhs
 - More restrooms: 3 lakhs
 - Repair approach road leading to hostels: 5 lakhs
 - Museum to be set up in the computer centre building. A non-teaching staff will be deputed for the maintenance of the museum: 5 lakhs
 - Facelift to college infrastructures: 30 lakhs
 - Updating desk and benches in the classrooms: 10 lakhs
 - Hostels: 30 lakhs
 - Sports committee to draw up a concept note on how to improve sports facilities and then make the budget.

Members Present:

Mr. T. Allong Tzudir, Ms. Tiamongla, Dr. Imliwati Jamir, Dr. Abhijit Borah, Dr. Lanurenla, Dr. Tsukjemchila, Mr. L S. Vinod, Mr. Tia Mollier

Recorder: Kevezai Tureng

IQAC Meeting held on 15/11/19

Dr. Lanurenla, Coordinator chaired the meeting. She briefed the house of the preparation for the AAA team stay to be lodged in Whispering Winds.

Agenda discussed:

1. Dr. Imtiwati Jamir will take charge of the payments i.e., remuneration, vehicle hire charge, etc.
2. Lunch for the guests in the College cafeteria and refreshments. i/c. Dr. Lendina & Dr. Tsukjemchila
3. PowerPoint presentation of the departments to be done in the IQAC office.
4. Photographer for the day- Mr. Imsuyanger
5. Collecting and framing photographs of the last Peer Team Visits. i/c Tia Mollier
6. 2 banners to be made.
7. Latest college journal to be placed in the guests' rooms for their perusal.
8. Members to receive the guests.
9. NCC students to escort the guests.

Others:

- It was suggested that the food items available in the canteen should be reasonably priced.
- Unused construction items lying around in the campus should be removed and stored/disposed off properly.
- Electric power connection and Earthing.
- Child care centre.
- Concept note for the museum.
- Waste segregation.
- Meeting with the HoDs at 10: 00 AM on 18/11/19 in the Conference Hall.

Recorder: Bendangsenla

**Review Meeting held on 22nd Nov for suggestions made by AAA team
during their visit on 19th and 20th Nov**

Meeting Minutes:

1. IQAC to send Internal Audit Report of every Semester to the Directorate of Higher Education. In this regard, the need for Internal Audit Committee is required, wherein IQAC recommended the following names to the Principal.
 - Mr. L. S. Vinod Kumar, Deptt. Of Mathematics.
 - Ms. Talisenla, Deptt. Of Education.
 - HA, FAC.
2. IQAC to discuss with Library Committee regarding Journal subscription for all Departments.
3. Mr. Tia Mollier to enquire about internet connectivity in the college.
4. Dr.Lanurenla given charge for making a list of publications by faculties under UGC CARE list.
5. Dr.Tainla Mar, Dr.Lendina and Mr. Imsuyanger to work on labelling/Indicators for all relevant points.
6. Dr. Abhijit is entrusted to work on a siren mechanism in times of emergency for the college.
7. Inform Mr. John to change the nomenclature of Primary Health Centre to Sub- Centre in the college website.
8. Enquire from Civil Supplies Department whether there is possibility to supply rice to the college hostels.
9. Mr. Tia Mollier to take charge of designing Students Toppers board.
10. Dr.Intiwati Jamir to work on registration of Alumni association. Mr. Tia to work on rejuvenation of the Alumni Association.
11. Renovate the two outdoor benches, the clock tower and the stone slab near the college gate donated by the alumni.
12. All Committees of the college while submitting semester reports to also submit plan of action report for next semester.
13. Ink MoU with MCCI and MEC.
14. For SSS, Mentors to collect students Email/Aadhar/College ID card/ Library ID card/Database ID and submit to the mentoring committee.
15. Seminar Committee to be informed to organise workshop on IPR. IQAC recommended Prof. Deepak Sinha and Prof.Lanusashi from Nagaland University as resource persons.
16. For Gender Sensitization programmes, the Deptt. Of English will submit a concept note to the Principal.
17. IQAC to encourage all departments to give extension services during the winter/summer breaks. Format for certificates in recognition of Extension service by the teachers to be made by IQAC.
18. Dr.Imlinichet, Mr. Molunglemba and Mr. Imkongtiba to be members of College Media Cell and their names are recommended to the office of the Principal.

19. Mr. Molunglemba, Mr. Imkongtiba, Mr. Imsuyanger, Mr.Lanu are to be official Photographer/Videographer of the college and their names are recommended to the office of the Principal.
20. Authority to write to the Directorate for EVS teacher or ask for funds for payment of teaching EVS classes per lecture basis.
21. Write to Directorate again for funds to organise one National/International Seminar in the college.
22. Construct Girls common room.
23. Reservation Policy to be mentioned in the prospectus. The ratio is to be (ST) 80:20 (Gen, OBC, SC, PWD, EWS). Also Top 10 Toppers from any Board to be given one time admission fee waiver.
24. Principal to set up Parent Teacher Association.
25. IQAC to have review meeting with the non-teaching staff.

Members present:

Principal, Dr.Imtiwati Jamir,Dr.Lanurenla, Mr. L. S. Vinod Kumar, Dr.Tsukjemchila,
Dr.Tainla Mar, Mr. Tia Mollier

Recorder: KevezaiTureng



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Ref. No.....

/Dated, Mokokchung the 4th Feb. 2021

ACTION TAKEN REPORT 2019-2020

Plan of Action	Achievements/Outcomes
Infrastructure Development:	
Sirens to be installed	Completed
Renovate outdoor benches, clock tower and other outdoor benches	Completed
Hostels renovations	Ongoing
Repair approach roads leading to hostels	Completed
To set up a Museum cum Exhibition Centre	Ongoing
To set up a Day Care Centre	Ongoing
Facelift to College Infrastructure	Ongoing
Purchase new desks and benches for classrooms in phase wise manner	Phase wise completion
Enhance sports facilities	Done
Phase wise beautification of Campus	Done
Set up a Campus Map of the College	Done
Student Support and Programme:	
Awareness Seminar on HIV/AIDS to be organised by Red Ribbon Cell	Deferred to next session
Career Guidance and Consultancy Programmes to be organised.	Deferred to next session
To organise Cultural Programmes	Done

To have more invited Lectures/ Talks	Done
Organise Environment Awareness Programmes.	Done
Organise Gender Sensitization Programmes	Done
Set up Incubation Centre	Ongoing
Certificate Course on Computer Application to be offered by Computer Science	Completed
To initiate Alumni Engagement in various programmes	Done
Organise Disaster management Programmes	Deferred to next session
To continue with September Melange in a larger scale	Done
Teachers' Progression:	
To organise workshop on IPR	Deferred to next session
To organise National Seminar on Gender Equality	Completed
To initiate an Extension Services programmes	Done
Training to teachers on file keeping	Deferred to next session
Organise a Workshop on NAAC related Issues and Challenges	Done
To continue with inter-departmental seminars	Done
Non-teaching staff development:	
Non- teaching staff to be trained on Computer Application	Completed
Training to clerical staff on file keeping	Completed
IT:	
To provide laptops to all departments in phase wise manner	Ongoing
Install LCD Projectors in all classrooms in phase wise manner	Ongoing
Procure Smart Boards	Done

Library:	
To procure more books	Completed
To procure more books racks	Completed
To procure more books racks.	Completed
Expansion of Library	Ongoing

Sd/-
(Dr. Lanurenla)
IQAC Coordinator
Fazl Ali College