

**Borhat BPB Memorial College**  
**Charaideo, Assam-785693**



**IQAC- Minutes of the Meetings, 2023-2024**

No. IQAC/01/2023

Date: 2<sup>nd</sup> August, 2023

Venue: Conference Hall of the College

Meeting Schedule: 2pm-4pm

Meeting Facilitators: Dr. Deepanjali Gogoi

Dr. Promod Borgohain

Dr. Binita Gogoi

Meeting Agenda:

- a. To confirm the minutes of the previous meeting of IQAC.
- b. Discussion regarding Quality initiatives for the Session.
- c. Discussion on conducting additional Certificate Courses in the campus
- d. Review of the curriculum feedback
- e. Submission of NAAC–AQAR for the academic year 2023-24
- f. Any other matter with the permission of the Chairperson

Decision Taken:

- a. All concerned departments were directed to submit the one-year action plan to ensure the regular and systematic functioning of the activities in the college.
- b. Discussions were made on the need for new courses and its inevitability for the growth of the college and directed to conduct properly the new courses in the campus. Many teachers put forward their own suggestions and supported the decision wholeheartedly
- c. All departments were advocated to extend the academic activities for the betterment of students.
- d. All HoD's and coordinators directed to complete the documentation works and activities for the submission of AQAR

The meeting comes to end with the speech of the Chairperson.

Attendees:

1. Dr. Promod Borgohain - Principal
2. Dr. Deepanjali Gogoi – President, GB
3. Dr. Binita Gogoi – Coordinator, IQAC
4. Teaching Staff Members –
  - a. Mrs. Bini Saikia, HOD, Dept. of Assamese
  - b. Mr. Suchan Chutia, HOD, Dept. of Economics
  - c. Mrs. Purnima Tamuli, HOD, Dept. of Education
  - d. Mr. Paran Kotoky, HOD, Dept. of English
  - e. Mr. Chandra Chetia, HOD, Dept. of History
  - f. Mr. Lakhman Kumar, HOD, Dept. of Pol. Science
5. Management Member- Mr. Mitra Bhanu Das, Sr. Manager
6. Local Member- Arun Jyoti Gogoi
7. Alumni Member – Anar Lakaria
8. Students - Jahnavi Gogoi
9. Librarian- Bhagyashri Phukon
10. Non- teaching Member- Mr. Nirud Gogoi, Senior Assistant

  
Principal  
Bornat B. P. B. M College