Meeting minutes IQAC

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Plan of Action	Achievements
IQAC Meeting on 23 rd July'2018	
To draft letters to i. All the committees to submit their plan of Action for 2018- 19	Drafted and given. Cells holding meetings, Action Plans are being submitted.
ii. Tribal Museum cell for documentation of artifacts	More Artifacts procured and documentation in process
Publication of College Annual Magazine	• Launched on 22 nd July 2019
Carry our social work in the college campus	 Cleanliness drive organized on 27th July'18
To conduct workshop for faculty and supporting staff on documentation/filing procedures	Conducted on 4 th Oct with Dy. Dir of ATI as resource person
Alumni committee to collect data of graduating students	Data collected
IQAC Meeting on 26 th July'18	
To extend NAAC consultancy service to Peren College (non accreditated college)	 Visited and interacted with the staff and students on 26th Sept'18
 Students grievances reflected in the questionnaire feedback was deliberated upon Three (3) office assistants to be assigned for one class each, assisted by a teacher 	 The college authority together with the Students' welfare committee and students' grievance cell took up remedial measures within the capacity of the college to redress the grievances Assigned. Three office assistants and one teacher each for all the classes and sections

Plan of Action	Achievements
IQAC Meeting on 14 th Sept 2018	
 To organize more life skill enhancing programmes To chalk out detail programme for Peren visit To organise a Blood Donation cum HIV/AIDS sensitization programme 	 Cooking class conducted on 20th June'19 with Ms. Arenla, a food connaisseur as the resource person Prepared and visited on 26/9/18 Program conducted on 1st Oct'2018 with doctors and officials from NHAK, LFA. Teachers and students donated blood.
IQAC Meeting on 17 th Sept'2018	
 A pre review of the AQAR (2016-2017) prepared for submission to NAAC To approach Library committee to organize a one day workshop on elearning resources in the month of March'2019 	 Approved and submitted on 18/9/18 Postponed due to the shifting of the college library to the new building.
IQAC Meeting on 10 th Nov 2018	
 A pre review of the AQAR (2017-2018) prepared for onward submission to NAAC To plan for Principal's farewell program 	• Approved and submitted on 15/12/18

	Plan of Action	Achievements
ii. iii.	The Golden Jubilee Commemoration program of Kohima College Students' Council 52 nd College parting social	 A grand farewell accorded to principal on 29th Jan 2019 Program celebrated on 29th March 2019
		 Held on 2nd March 2019 with Dr. Hovithal, Dy. Dir ATI as special guest
IQAC	Meeting on – 4 th March 2019	
•	For preparation/ writing of AQAR (2018-19) for submission to NAAC	In the process of writing
•	To detail a teacher for record keeping of all activities in the college	Ms. Medosenuo, Asst. Prof, department of EVS detailed.
•	Alumni cell to give out the Alumni form to the graduating students of 2019	Form issued and data collected.
IQAC	Meeting on –7 th June 2019	
•	A pre review of the data collected for AQAR preparation	