







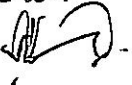



**PROCEEDINGS OF IQAC MEETINGS 2018  
AND ACTION TAKEN REPORT**

A meeting of the IQAC of Halakura was held on 19/01/2018 at 4-00 p.m. in the Teachers' Common Room to discuss the following agenda.

**Agenda:**


1. Discussion on observance of Netaji's Birthday in the college on 23<sup>rd</sup> January, 2018.
2. Discussion on annual college week for the session 2017-18.
3. Discussion on preparation and submission of teaching plans, distribution of individual allotted syllabus to teachers of each department by the HODs and maintenance of class diaries properly.
4. Misc.

**Members present:**

1. Dr. Abdul Hamid Ahmed      Principal I/C cum Chairperson 
2. Mr. Ibrahim Hussain Sheikh      Coordinator 
3. Mr. Abdus Sobir Hazorika      
4. Mr. Shyamal Dev
5. Dr. Chaya Rani Paul      
6. Mr. Rajat Sarma      
7. Mr. Shashadhar Kalita      
8. Mr. Sheikh Abdullah Ahmed      
9. Mr. Sailendra Kishore Ray      
10. S.D.H.M.O, Halakura      (A)
11. Circle Officer, Agomani Circle      (A)
12. Member from Alumni      
13. Member from Non-teaching staff      
14. Bimal Kanti Deb, Member from Society      (A)

**Proceedings of the meeting of the IQAC of Halakura College**

<b>RESOLUTIONS</b>	<b>ACTION TAKEN</b>
<b>Resolution 1 : It is unanimously resolved that the Birthday of Netaji Subhas Chandra Bose be observed in the college on 23<sup>rd</sup> January, 2018.</b>	<b>Implemented</b>
<b>Resolution 2 : It is unanimously resolved that the Annual College Week of the college be held as per the Academic Calendar of the college and all records be maintained properly.</b>	<b>Implemented</b>
<b>Resolution 3 : It is unanimously resolved that the Individual Syllabus allotted to the faculty members of each department in connection with Even Semester classes be prepared and submitted and class diaries be maintained properly.</b>	<b>Implemented</b>







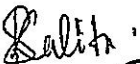




  
19/1/18  
**PRINCIPAL**  
**HALAKURA COLLEGE**  
**HALAKURA, DIST. DHUBRI**

A meeting of the IQAC of Halakura was held on 10/03/2018 at 4-00 p.m. in the Teachers' Common Room to discuss the following agenda.

**Agenda:**


1. Discussion on holding of sessional examination for the even semester classes.
2. Discussion on coverage of syllabus for even semester classes within time.
3. Discussion on induction of a new lady member into the IQAC from among the teachers.
4. Misc.

**Members present:**

1. Dr. Abdul Hamid Ahmed Principal I/C cum Chairperson 
2. Mr. Ibrahim Hussain Sheikh Coordinator 
3. Mr. Abdus Sobir Hazorika 
4. Mr. Shyamal Dev 
5. Dr. Chaya Rani Paul 
6. Mr. Rajat Sarma 
7. Mr. Shashadhar Kalita 
8. Mr. Sheikh Abdullah Ahmed 
9. Mr. Sailendra Kishore Ray 
10. S.D.H.M.O, Halakura (A)
11. Circle Officer, Agomani Circle (A)
12. Member from Alumni 
13. Member from Non-teaching staff 
14. Bimal Kanti Deb (A)

**Proceedings of the meeting of the IQAC of Halakura College**

<b>RESOLUTIONS</b>	<b>ACTION TAKEN</b>
<b>Resolution 1 : It is unanimously resolved that the Sessional Examinations of Even Semester be held in the month of April before the Rongali Bihu festivities.</b>	<b>Implemented</b>
<b>Resolution 2 : It is unanimously resolved that the Individual Syllabus allotted to each faculty in connection with Even Semester classes be covered in time and the departmental syllabus coverage record of the same be kept in the department and one copy be submitted to the IQAC.</b>	<b>Implemented</b>
<b>Resolution 3 : It is unanimously resolved that a new lady member from among the teachers of the college be inducted into the IQAC core committee as Dr. Chaya Rani Paul is going to retire on 31<sup>st</sup> March, 2018.</b>	<b>Implemented</b>









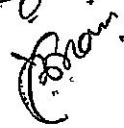


  
PRINCIPAL  
HALAKURA COLLEGE  
HALAKURA, DIST. DHUBRI

A meeting of the IQAC of Halakura was held on 11/08/2018 at 4-00 p.m. in the Teachers' Common Room to discuss the following agenda.

**Agenda:**


1. Discussion on preparation and submission of teaching plans for Odd Semester classes.
2. Discussion on coverage of syllabus for even semester within time.
3. Discussion on internal Audit of the college.
4. Discussion on class routine of the college and academic calendar framed by Gauhati University.
5. Misc.

**Members present:**

1. Dr. Abdul Hamid Ahmed Principal 1/C cum Chairperson 
2. Mr. Ibrahim Hussain Sheikh Coordinator 
3. Mr. Abdus Sobir Hazorika 
4. Mr. Shyamal Dev 
5. Gita Roy 
6. Mr. Rajat Sarma 
7. Mr. Shashadhar Kalita 
8. Mr. Sheikh Abdullah Ahmed 
9. Mr. Sailendra Kishore Ray 
10. S.D.H.M.O, Halakura (A)
11. Circle Officer, Agomani Circle (A)
12. Member from Alumni 
13. Member from Non-teaching staff 
14. Bimal Kanti Deb (A)

Proceedings of the meeting of the IQAC of Halakura College

RESOLUTIONS	ACTION TAKEN
Resolution 1 : It is unanimously resolved that the teaching plans for Odd Semester classes be prepared and submitted to the IQAC without any delay and one copy of the same be kept in the safe custody of the departments concerned.	Implemented
Resolution 2 : It is unanimously resolved that the Syllabus of each class be covered in time to enable the students to prepare for the ensuing semester-end examination and the departmental syllabus coverage record of the same be kept in the department and one copy be submitted to the IQAC.	Implemented
Resolution 3 : It is unanimously resolved that the process of Internal Academic Audit of the college be initiated and the work be accomplished in time by the Internal Academic Committee and the report of the same be submitted to the Office of the Principal, Academic In-charge, and the IQAC as soon as it is finished.	Implemented
Resolution 4 : It is unanimously resolved that the class routine of the college be prepared before the beginning of the Odd Semester classes. Further it resolved that the academic calendar of the college be prepared by the Academic Committee in conformity with the University Academic Calendar and the copies of the same be submitted to the IQAC and all records be kept by the Academic Committee of the college.	Implemented







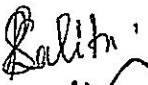







  
11/5/18  
PRINCIPAL  
HALAKURA COLLEGE  
HALAKURA DIST DHURGA

A meeting of the IQAC of Halakura was held on 05/11/2018 at 4-00 p.m. in the Teachers' Common Room to discuss the following agenda.

**Agenda:**

1. Discussion on appointment of A.O.C for Odd Semester-end Examinations.
2. Discussion on observance of Constitution Day of India on 26<sup>th</sup> November, 2018.
3. Misc.

**Members present:**

1. Dr. Abdul Hamid Ahmed Principal 1/C cum Chairperson 
2. Mr. Ibrahim Hussain Sheikh Coordinator 
3. Mr. Abdus Sobir Hazorika 
4. Mr. Shyamal Dev 
5. Gita Roy 
6. Mr. Rajat Sarma 
7. Mr. Shashadhar Kalita 
8. Mr. Sheikh Abdullah Ahmed 
9. Mr. Sailendra Kishore Ray 
10. S.D.H.M.O, Halakura (A) 
11. Circle Officer, Agomani Circle (A) 
12. Member from Alumni 
13. Member from Non-teaching staff 
14. Bimal Kanti Deb (A) 

**Proceedings of the meeting of the IQAC of Halakura**

RESOLUTIONS	ACTION TAKEN
Resolution 1 : It is unanimously resolved that one or two A.O.C. be appointed for the forthcoming Odd Semester-end examinations and preparations be taken in that direction.	Implemented
Resolution 2 : It is unanimously resolved that Constitution Day of India be observed with solemnity and earnestness on 26 <sup>th</sup> November, 2018 and the IQAC coordinator be entrusted upon the responsibility of shouldering the same.	Implemented

  
**PRINCIPAL**  
 HALAKURA COLLEGE  
 HALAKURA DIST. DHULE