

DIMAPUR GOVERNMENT COLLEGE, DIMAPUR
Internal Quality Assurance Cell (IQAC)

IQAC meeting held on 05/03/19 at 1:30 p.m.

Members present: Dr. Vitsosie Vupru (Co-ordinator), Ms. Opangmenla, Dr. Benjongkumba, Zanthungo Ngullie, Lhipe Naro, Mr. Ashok Kumar Jain and Dr. Maongkala Longchar.

The Co-ordinator thanked everyone for their presence. He highlighted the follow upon the last meeting as noted below:

1. The Mock Drill proposed by the Department of Philosophy has been conducted on 31 January 2019.
2. Launch of Dr. Temsula Ao's books has been carried out 16 February, 2019, by Literati Club in collaboration with Heritage Publishing House.
3. Monday assemblies are going on according to schedule
4. National SC/ST Hub has been held at Agri Expo on 5 February 2019 with participation of some students and faculty from DGC.
5. Teachers' Feedback forms have been returned on 14 February 2019 from the Vice-Principal's office.
6. Forms for Teachers' Profiles have been received; some teachers are yet to submit the forms.
7. Updates on Students' database to be discussed. Handbook Committee has been informed to update admission forms with space of email address & Aadhar Card numbers.
8. Names of new members proposed for the Advisory Board has been accepted by the DC. The college authority will get in touch with prospective members. The meeting of the Board is scheduled for 16 March 2019.

The agendas for discussion were put forth by the Co-ordinator. The minutes are as follows:

1. Only 30 teachers have returned their profile forms so far. **The importance of submitting this will be re-iterated.** The database of teachers, including information of members who have retired and transferred since 2016 has been updated by the Co-ordinator. Database of students to include the current II Semester students as they will be included in the next NAAC cycle. Mobile numbers, email ids, Aadhar numbers to be collected from them. Forms to be distributed on 6 March 2019 and collected on 7 March 2019. For Arts stream, Department of English will do the needful; the Department of Commerce to take care of Commerce stream.
2. The Co-ordinator urged all members to start compiling data for respective criteria. Members would have to read guidelines, look at sample SSRs to gain knowhow. Zanthungo Ngullie underlined on the need to **initiate collaboration with industry**, as mentioned in the AQAR criteria. It was decided to organise a **one-day programme for support staff in May 2019**; Ngullie was asked to explore possible themes. The college authority would be approached to review the Continuous Internal Evaluation (CIE) policy adopted by the college. The Research Committee would be encouraged to initiate Minor Research Projects to benefit the research output of the institution.
3. A proposal has been received from the Mahatma Gandhi University, Meghalaya, to conduct a seminar on civil services for students in the final year. The members agreed on May 2019 as a possible time for the same, with V semester students as participants. IQAC will propose one month career guidance/coaching classes for students in the next faculty meeting. Once approved, modalities will be worked out.
4. **Agendas for upcoming DGC Advisory Board meeting:** i. Construction/repair of fencing along the highway. ii. Pursue early completion of boys hostel and Science Block. iii. Construction of two or more classrooms to accommodate students in the odd semester. iv. Drainage issues to be addressed (in particular, swampy area between boys hostel and

Administrative Block). v. Auditorium related upgrades: soundproofing, boring well as water source, electrification and generator back up. vi. Approach road issue to DGC. vii. Explore ways to utilise solar panels.

5. For the benefit of new members of the Advisory Board, an overview of the college to be prepared by A. Sentiyula and Dr. Maongkala using in power point format and submitted to the Principal.
6. Viability of shifting unused generator for use in the auditorium was discussed and accepted.
7. **Assembly on 18 March 2019 to be conducted by VI Sem General students.** The next roster to be prepared by Dr. Maongkala Longchar, starting with the Department of Commerce, once the odd semester calendar is out.
8. Research Committee to conceptualise viable themes for national seminar under NAAC sponsorship.
9. IQAC Office upgrades: wheels of computer table to be replaced; carpets and curtains to be added; inverter to be purchased.
10. DGC anthem and motto song to be printed and put up on side walls of the stage in the auditorium.
11. To promote research output, DGC Journals to be used as gifts for guests.
12. IQAC to meet next before the Advisory Board meeting.

Recorded by: Dr. Maongkala Longchar.

Action Taken Report:

1. The issue of Continuous Internal Evaluation (CIE) policy adopted by the college was discussed in the IQAC meeting held on 14/03/2019 and it was decided to continue with the current system of CIE.
2. An overview along with some urgent needs of the college in power point format was prepared and presented by Dr. Maongkala Longchar in the IQAC meeting held on 14/03/2019 and accepted with minor modifications for the Principal to present during the Advisory Board Meeting on 16/03/2019.
3. Research Committee came up with the title “Solid Waste Management: Challenges and Issues” for National Seminar and proposed sponsorship from ICSSR.