

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

IQAC meeting held on 29 May 2019 at 2:00 p.m.

Members present: Ms. Kavili Jakhalu Principal, DGC, Ms. Alemla Imsong, Vice- Principal, DGC, Dr. Vitosie Vupru (Co-ordinator), Ms. Opangmenla, Mr. Zanthungo Ngullie, Mr. Lhipe Naro, Mr. Ashok Kumar Jain and Dr. Maongkala Longchar.

The coordinator opened the meeting with a review of the last IQAC meeting and the Advisory Board meeting before getting into the agendas.

Review of meeting minutes- 14 March 2019

1. Mentoring of Wangkhao College, Mon, for NAAC assessment has been completed at the end of March, 2019.
2. Provision of attached toilet facility for IQAC to be expedited.
3. Department of Sociology to present its seminar on 1 June 2019.
4. Positive contact made with Manager of Reliance Jio for sponsorship of college events.
5. **DGC Alumni President K Temjen Jamir & Vice-President DGC to be given appointment letters as members of IQAC.**
6. Writing of SSR, AQAR to be taken up by members in respective criteria.
7. The Action Taken Report (ATR) on the recommendations of the NAAC Peer Team has been forwarded to the Director, Higher Education, meeting the deadline of 25 March 2019.

Review of Advisory Board Meeting Minutes - 16 March 2019

1. Work restarted on Science Block and Boys' Hostel. The contractor has assured completion of works by July, 2019.
2. Solar Panels have been made functional. Connections to be made by the college. The panels will power lights and fans at the auditorium and electric facilities at the IQAC office. **The smaller generator to be shifted for use in the auditorium.**
3. Construction of the circular road in the new campus to be proposed in the next District Planning and Development Board (DPDB) meeting.
4. Applications to be sent to respective authorities/individuals for construction of furnished rostrum and water facility (DC, Dimapur), 1 toilet (DMC) and 2 toilets (Chandu Agarwal).

Minutes of the meeting

1. The Annual Plan and Budget of the IQAC has been finalised. Key takeaways listed below:
 - a. At least 8 classrooms to be equipped with ICT facilities. PA system has been installed in 3 large classrooms. This leaves 5 more rooms to be equipped with PA system and projectors at an approximate cost of Rs. 60,000/- each. The college and IQAC to provide funding for 2 rooms each.
 - b. An appropriate amount to be set aside for revamping the auditorium stage.
 - c. The Director of Higher Education has agreed, in principle, to sponsor a state seminar. The Research Committee to send up a proposal for the same.

2. Official DGC Facebook and Instagram accounts to be created and maintained by the Publicity and Media Cell. Only authorised content to be posted.
3. ICT Committee to update the official DGC email address on the college website.
4. Viability of collaboration with Adda 24/7 Coaching Centre discussed. This institute provides coaching for competitive exams and training for aviation and tourism sectors.
5. The scope for introducing Honours in Sociology and Psychology was discussed. The Department of Sociology has already written to the Directorate for the same; the Department of Psychology to follow suit.
6. The college authority to write to the Government for appointment of faculty in MIL. Posts lying vacant include 2 in Hindi and 1 in Bengali.
7. Target of August 2019 set for completion of Academic and Administrative Audit (AAA) exercise. **All Departments to maintain student progression records from 2016 onwards. Department profiles to be prepared for AAA. Official reminder to be sent from the Principal's desk.**
8. Teachers seeking promotion in the future to submit API details annually to the IQAC for records which will be linked to teachers' profiles. Calendar years (2018, 2019, etc) to be followed till further notice.
9. Executive members of the DGCSC have approached the Principal regarding elections. As indicated in the Academic Calendar, November would be an ideal month for elections. Office bearers to only be elected from II and IV Semesters. VI Semester students to be exempted from contesting. The new team of council members to take over before the Annual Sports Week of DGC.
10. A common **DGC T-shirt** to be introduced for students representing the college in competitions and tours. It will be grey with black accents. The Uniform Compliance Committee to finalise with the Students Council on the same.
11. Yemhi Memorial College has sent an official request for NAAC mentoring between 24-29 June 2019. A team to prepare for the same. Institutional Consultancy fees of Rs. 5000/- has been fixed excluding TA/DA.
12. The Orientation Programme for Freshers to be held on 4 June 2019 covering three broad areas viz. Academic and Examinations, Discipline and Co & Extra Curricular Activities.
13. IQAC meetings to be held on Wednesdays for the current semester. The next meeting tentatively set for 26 June 2019 at 1: 30 pm.

Recorded by:

Dr. Maongkala Longchar

Action Taken Report:

1. IQAC handed over money to ICTC for purchase of Projectors and Sound System.
2. Official Facebook and Twitter accounts opened for Dimapur Government College on July 30, 2019.
3. Collaboration with ADDA 27*7 Coaching centre under active consideration.
4. Preparation for AAA Team visit under full swing (expected in mid-Sept.)

5. A new T-Shirt for DGC students to be worn on Fridays approved and started in July 2019.
6. NAAC mentoring at Yemhi Memorial College conducted on 24/06/2019 by a 3-member IQAC team.
7. The Orientation Programme for Freshers was successfully held on 4 June 2019.