

DIMAPUR GOVERNMENT COLLEGE
DIMAPUR: NAGALAND

Time: 2:00 PM

Dated: 13th June 2017

MINUTES OF THE IQAC MEETING

The following members attended the meeting:

Mr. Ngangshikokba Ao (Principal) Chairman, Ms. Bendangla Ao (Vice Principal), Dr. M.L. Ngullie Co-ordinator, Ms. Opangmenla, Ms. Suzzana Yaden, Mr. Lhipe Naro, Mr. Neiketu Siam, Dr. Benjongkumba, Ms. Puli Chishi, Mr. Zanthungo Ngullie, Mr. Ashok Kumar Jain.

The following agendas were discussed:

1. Mr. Lhipe Naro apprised the house that attempts have been made to organise Teacher Exchange Program. So far only three teachers have voluntarily approached and submitted their names. In these regard, all HOD's have been informed to submit the names of willing teachers.
2. The house discussed the agenda and suggested that a Separate file and a Register be maintained for keeping records of syllabus/Topics covered by the visiting teacher. Fixation of a separate class routine may also be required for which the teacher-in-charge may look into it.
3. The Coordinator IQAC informed the house that the format for Academic Performance Indicators (API) based on Performance Based Appraisal System (PBAS) have been received from the Directorate which shall be distributed to each individual teacher soon.
4. The meeting discussed the matter concerning an MOU to be signed with a firm known by the name ILOC for starting a Computer Course in the College. The meeting discussed on the issue and decided to refer it to the ICT Committee for in-depth study and suitable advice on the matter.
5. With an objective to enhance institutional role on Contribution, Monitoring and Evaluation of Teaching Learning process in the College, as mentioned in AQAR Criterion 2.12 Teaching and Learning processes (Contribute/Monitor/Evaluate), the members decided to purchase a video camera to record the performance of teachers in the class for Self Assessment on voluntary basis.
6. The meeting went through the AQAR format to be filled as on 30/06/17 and forward to the NAAC. It was completed up to 2nd Criterion. The rest of the Criterion and distribution of responsibilities would be taken up in the next meeting.
7. The next meeting of the IQAC was fixed on 15th June 2017 at 2 PM.

Recorded by: Puli I. Chishi

Action Taken Report:

1. The format for Academic Performance Indicators (API) based on Performance Based Appraisal System (PBAS) received from the Directorate has been kept ready for any teacher due for placement and necessary information has been given. API for 17 teachers were scrutinized and submitted to the higher authority on 04/07/2017
2. The proposal for signing an MOU with ILOC for starting a Computer Course in the College is being deferred because of problems in adjusting suitable classes without disturbing the normal classes.
3. With regard to installation of video camera to record the performance of teachers in the class for Self Assessment on voluntary basis, the teachers suggested to fix CCTV.