

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

IQAC meeting held on 18 January 2020 at 12:30 p.m.

Members present: Ms. Alemla Imsong (Principal in Charge), Dr. Vitsosie Vupru (Co-ordinator), Ms. Opangmenla, Dr. Benjongkumba, Mr. Lhipe Naro, Mr. Ashok Kumar Jain and Dr. Maongkala Longchar.

The Principal chaired the meeting. She welcomed all the members and directed the Co-ordinator to take the meeting forward.

The minutes are as followed:

1. **New members in IQAC:** Imkongmenla, Department of Commerce, to be inducted as a new member of IQAC, in the absence of Zanthungo Ngullie. The Librarian, Niketu Siam, to also be included as a member.
2. **Review of previous meeting (27 November 2019) minutes**
 - I. Letters/representations written to authorities proposing upgrade of infrastructure in the college.
 - II. Sports Week - Cultural programme conducted.
 - III. Repair of the old Academic Block - repair of roof and ceiling done by Infrastructure Development Committee.
 - IV. Need to revamp the Red Ribbon Club - to be done simultaneously with reconstitution of committees.
3. **Review of SWOC analysis by AAA Team.** Members deliberated on the weaknesses and possibilities of redress. 1. Research input is insufficient - teachers to work towards improving in this area. 2. & 3. Library management and insufficient hard copies of books and computers with internet possibilities. Books have been added through Departmental purchases. Departments that have kept this pending to do the needful at the earliest. More e-books to be made available to students. Computers to be added. The Principal suggested making a row of individual reading cubicles. Additional AC facility to be added to the teachers' reading area. **Wifi facilities in Library and Teachers' Common Room to be made functional/upgraded. ICT to look into this in consultation with Mr. Ashok Kumar.** 4. Faculty workload minimum- SAC has done the needful with addition of remedial and tutorial classes. 5. Institutional relationship with stakeholders need strengthening - Alumni Committee to look into registration of Alumni Association. 6. Prospectus shows no clear mention of **reservation for foreign & PwD students** - an oversight by the AAA team. Handbook Committee to make this section prominent in the handbook. 7. Insufficient Smart classrooms and language labs. Two numbers of smart boards have been added. The college authority has already written to the Department of Higher Education for language lab. 8. B.Com pass percentage is poor - the concerned Department to do their best to improve this statistic. 9. Research publication is poor - teachers within respective departments to help each other. **Every Dept to publish a minimum of 2 papers annually considering the impending NAAC assessment and the AAA Team's SWOC analysis.**
4. Proposal for Advisory Board meeting to be given to the Deputy Commissioner of Dimapur. Other items to be finalised after confirmation of date.
5. Lecterns to be placed in 10 classrooms for convenience of teachers. Infrastructure Development Committee to do the needful.
6. Writing of SSR to be an ongoing task henceforth - to take tips from SSRs available online. Each member to work on his/her own criteria.
7. **Re-constitution of committees: Cultural Club** - President of DGCSC (Principal) to be the Convenor & DGC Students' Council to be included as members. **Research Committee** - Dr. Yelhi

Vero- **Convenor**; Dr. Asangba Tzudir - **Secretary**; **members** to include Ms. Vivi Swu, Dr. Jamedi Longkumer, Imkongmenla, Dr. Benjongkumba, Ms. Herali Achumi.

8. **Solid Waste disposal** - incinerator to be used. New incinerator to be constructed for the new campus. Infrastructure Development Committee to do the needful. **Fire safety** - buckets with sand in spots - entrusted to Disaster Management Committee. **Siren** to be installed.

9. Inter-departmental research related activity to be conducted once a month on working Saturdays after cleaning. All Departments to follow the roster brought out by the Research Committee.

10. **Smart classrooms** - 2 smart boards to be installed in Commerce (room 16) and Arts (room 1) classrooms. ICT Committee to do the needful.

11. Mr. Ashok Kumar to look into the possibility of installing a Digital Board in the campus.

12. More signages to come up to make the campus more familiar to visitors.

Recorded by:

Dr. Maongkala Longchar