IQAC REVIEW MEETING MINUTES Dated: 05-11-2021

Members Present: Shongna, Gegin D., Mongyung Phom, Tenosenuo Angami, Khrieo Rutsa, SB Moses, Koshy CP, Esther P Konyak.

The IQAC members convened to determine and frame out a schedule for uploading Self Study Report. Criterion wise requirements to be included were also identified as provided in the following:

1. Criterion I:

-Code of Conduct to be approved by the Principal

-Academic Calendar to be edited for the last five years and calendar to reflect Semester Break.

1. Criterion II:

-Reservation Policy to be approved by the Principal.

-Sanctioned Posts for teachers yet to be acquired.

-Program Outcome/Course Outcome yet to be completed.

-to submit for printing on 6th November, 2021.

1. Criterion III:

-Requisite supporting documents not complete.

-To submit for printing on 6th November, 2021.

1. Criterion IV:

-To be reviewed after Principal’s return.

1. Criterion V:

-Students’ Progression and Placement yet to be completed. Description of the criterion to be submitted by 6th November, 2021.

6. Criterion VI:

-6.3.1:Annual statement of accounts.

7. Criterion VII:

-Environment audit to be carried out.

-Institutional distinctiveness to be carried out.

8. PRIORITY:

-HODs to sit on 6th November, 2021 to edit Academic Calendar.

-Separate boxes for grievances redressal, anti-ragging and anti-sexual to be made visible. Grievances redressal to have redressal form online on the college website, document redressal and action taken for the following points mentioned below:

i. drinking water facility

ii.shortage of bus

iii. shortage of teachers

iv. boys’ toilet

v. shortage of books in the library

Recorded by:

Dr. Esther P konyak

Secretary, IQAC