

MINUTES OF THE 1ST MEETING OF THE IQAC EXECUTIVE COMMITTEE OF NONGSTOIN COLLEGE HELD ON 5TH FEBRUARY 2018

The 1st meeting of the IQAC Executive Committee of Nongstoin College was held on 5 February, 2018 in which the following were present:

Members Present:-

1. Dr. Mrs. I. Mawthoh – Chairperson
2. Dr. Trilochan Dash – Member Secretary
3. Smt. E. Dkhar – HoD Economics
4. Mr. N. Marwein – HoD English
5. Mr. P.L.Marwein – HoD History
6. Dr. H. Kharbani – HoD Zoology
7. Mr. B. Ryndem – Mathematics
8. Mrs. Fullmary Mawlong – Botany
9. Smt. S. Wahlang – Sociology
10. Smt. B. Sohmat – Computer
11. Mr. P. Dkhar – Geography
12. Smt. M .Lyngkhai – Khasi
13. Smt. A. Syiemlieh – Bio-Chemistry
14. Smt. K. Lyngkhai – Education

Chairperson of the IQAC Executive Committee welcomed the members and expressed hope that they would significantly contribute towards the development of Nongstoin College in West Khasi Hills District in particular. She requested the member-secretary to present the brief report for its initiative taken by the IQAC Cell, Nongstoin College.

With the permission of the Chairperson, the member-secretary presented the brief report for its initiative taken by the IQAC Cell in collaboration with various departments.

The following are the activities completed during the meeting:-

Agenda-1: Departmental Affairs: It has been decided that all departments should complete the assignments and the 2nd tests by end of February 2018 so that the third test can be held in March 2018. The results of the third semester will be distributed to all departments so that it would enable them to improve the up-coming semester exam of 2018.

Agenda-2: Leave Related Matters: Casual Leave will not exceed 15 days. Maternal Leave as per government rules, study leave will be decided by the Academic Committee and approved by the Governing Body.

Agenda-3: Financial Budget: All committees have to prepare their action plan for the academic Calendar 2018 and submit their budget proposals to the principal.

Agenda-4: Admission fees: A bill book will be issued to the students in order to maintain fees in proper records.

The meeting was concluded with thanks from the Chair.

S/D Dr. T. Dash
IQAC Co-ordinator
Nongstoin College, Nongstoin

MINUTES OF THE IQAC EXECUTIVE COMMITTEE OF NONGSTOIN COLLEGE HELD ON 5TH FEBRUARY 2018

The meeting of the IQAC Executive Committee of Nongstoin College was held on 05-07-2018 in which the following were present:

Members Present:-

1. Dr. Mrs. I. Mawthoh - Chairperson
2. Dr. Trilochan Dash – Member Secretary
3. Smt. E. Dkhar – HoD Economics
4. Mr. N. Marwein – HoD English
5. Mr. P.L.Marwein – HoD History
6. Dr. H. Kharbani – HoD Zoology
7. Mr. P. Dkhar – Geography
8. Mr. W. Syiemlieh - Khasi
9. Smt. K. Lyngkhai - Education

Chairperson of the IQAC Executive Committee welcomed the members and expressed hope that they would significantly contribute towards the development of Nongstoin College in West Khasi Hills District in particular.

The following are the activities completed during the meeting:-

1. Log Book: The meeting decided that all departments have to submit their log books at the end of every month to the academic head.
2. It was decided that due to retirement of Smt. M.Lyngkhai, HOD in Khasi Department and promotion of Dr I.Mawthoh, as Principal, the senior teacher in Education Department should be given in-charge to look after departmental affairs in their respective departments.
3. It was decided that it is compulsory for the teaching staff to sign the attendance on a regular and daily basis without fail. It was reminded that leave letter should be submitted in advance.
4. It was decided that all departments should have regular departmental meetings in order to run the classes smoothly.
5. The meeting decided that in case of damaging or losing any books issued to the teachers by the library should replace or pay the amount for buying the particular book.
6. As a reminder, the meeting encourage the Alumni and Parent Councils to contribute towards the welfare of the students.
7. It was also decided that all teachers should submit their lesson plan to the academic head for maintaining class evaluation system.
8. For maintaining the tentative expenditure for practical items in the BSC course, the amount will be deducted from practical fees and if insufficient, the college will have to borne the expenditure from building development fund for smooth functioning of different BSC subjects.
9. It was decided to buy wireless micro-phones so that teacher can use in the class rooms.

The meeting was concluded with thanks from the Chair.

S/D Dr. T. Dash
IQAC Co-ordinator
Nongstoin College, Nongstoin

MINUTES OF THE IQAC EXECUTIVE COMMITTEE OF NONGSTOIN COLLEGE HELD ON 2nd August 2018

The meeting of the IQAC Executive Committee of Nongstoin College was held on 02-08-2018 in which the following were present:

Members Present:-

1. Dr. Mrs. I. Mawthoh - Chairperson
2. Dr. Trilochan Dash – Member Secretary
3. Smt. E. Dkhar – HoD Economics
4. Mr. N. Marwein – HoD English
5. Mr. P.L.Marwein – HoD History
6. Dr. H. Kharbani – HoD Zoology
7. Mr. P. Dkhar – Geography
8. Mr. W. Syiemlieh - Khasi

Chairperson of the IQAC Executive Committee welcomed the members and requested to the coordinator to brief about the agenda:

The following are the resolutions decided in the meetings:

1. The Executive Committee proposed to give a cash reward to the students who achieve first class on the Graduation Day and published the name of the students on the College Magazine.
2. The Executive Committee proposed to construct a multipurpose stage in the college campus.
3. On account of the frequent fluctuation of electricity that interrupted the smooth functioning of the institution, the Executive Committee proposed to buy a three phase soundless generator.

The meeting was concluded with thanks from the Chair.

S/D Dr. T. Dash
IQAC Co-ordinator
Nongstoin College, Nongstoin