



INTERNAL QUALITY ASSURANCE CELL

F.A. Ahmed College, Garoimari

P.O.-Tukrapara, Dist- Kamrup, Assam, Pin: 781137

Website: www.faacollege.org:: E-mail: faacollege1984@gmail.com

Action Taken Reports of IQAC



Meeting on dated: 19-09-2022

Resolution	Action Taken
Resolution 1: The house discusses on the matter of NAAC work and takes update from the IQAC Co-ordinator. The house resolves to organize a presentation on SSR at earliest inviting a NAAC expert.	“A NAAC Awareness cum Review Meeting regarding Submission of IIQA & SSR” organized by IQAC, F.A. Ahmed College, Garoimari on 29/04/2023. Abdul Awal Sahab, Hon’ble Principal, i/c, F.A. Ahmed College, Garoimari chairs the Meeting and Dr. Mahananda Borah, Hon’ble Principal, Mayong Anchalic College, NAAC A+ was the Resource Person of the programme. However, Principals of Chamaria Anchalik College, Rampur Anchalic College and Sontali Ahncalik College along with the IQAC Co-rdinators were present in the meeting.
Resolution 2: The house discusses on taking update of departmental work related with NAAC. After a through discussion, it is resolved that departmental update should be taken vising from department to department.	“A Departmental review Meeting” was conducted by the IQAC of the College on 21/11/2022

Resolution: 3
The house discusses on the matter of organizing an ICT related workshop for benefitting the staff of the College.

A Workshop on “Data Upload in College Website “was organized by IQAC on 02/02/2023.


Chairman
Internal Quality Assurance Cell
F.A. Ahmed College, Garoimari
Date.....


Co-ordinator
Internal Quality Assurance Cell
F.A. Ahmed College, Garoimari
Date.....



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Meeting on dated: 15-02-2023

Resolution	Action Taken
<p>Resolution: 1 The house thoroughly discusses on the matter of NAAC work. The IQAC Co-ordinator details about the up to date of NAAC preparation. After a fruitful discussion, it is resolved that IIQA should be submitted at earliest. However, Hon'ble Principal i/c is requested to do all the necessary initiatives to submit the IIQA.</p>	<p>a) Preparation for IIQA submission is taken</p>
<p>Resolution: 2 The house feels necessity of having a computerist at the Office of IQAC whose remuneration will have to be paid by the College authority.</p>	<p>b) A computersit boy name Mr. Saiful Islam, S/O: Fazlul Hoque of Village Ghoramara Gaon, Dist: Kamrup Assam is temporarily appointed for undergoing NAAC work.</p>

<p>Resolution: 3 The house discusses on preparing a Academic Plan for the period 2023-27. The responsibility is given to the IQAC Co-ordinator to prepare the same.</p>	<p>c) Academic Plan for the F.A. Ahmed College, Garoimari is prepared and uploaded in the College website.</p>
<p>Resolution: 4 The House discusses on celebration of different national/International commemorative days during the year. It is unanimously resolved that the IQAC co-ordinator will prepare the list of national/international days to be celebrated and distribute the same among the different Cells & Committees to meet the NAAC requirements.</p>	<p>d) List of different national/International commemorative days are prepared and notified on 17/02/2023 assigning it to the different Cells and Committees for celebration.</p>
<p style="text-align: center;">  Chairman Internal Quality Assurance Cell F.A. Ahmed College, Garoimari Date..... </p>	<p style="text-align: center;">  Co-ordinator Internal Quality Assurance Cell F.A. Ahmed College, Garoimari Date..... </p>



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Action Taken Reports of Special Meeting of IQAC & G.B.



Meeting on dated: 30-03-2023

Resolution	Action Taken
Resolution: 1 The house discusses on submission of IIQA and resolves that this should be decided in G.B. Meeting which is going to be held shortly. In case of emergency, it will be submitted as asked for.	1. Discussed and resolved in G.B. Meeting
Resolution: 2 The house discusses on the matter of affiliation fee update. The Principal i/c is requested to take necessary measures to get the affiliation detail from the University.	2. Updated Affiliation Certificate is received from the Gauhati University.
Resolution: 3 The house discusses on probable NAAC expenditure. For the matter, a budget committee is constituted as follows who will prepare detail of probable expenditure for NAAC visit and probable revenue for the matter. Budgeting Committee: i) Abdul Awal Sahab, Principal i/c : Chairman ii) Dr. Shaikh Fokor Uddin Ali Ahmed : Convener iii) Dr. M. Seik Mozibar Rahman, IQAC Coordinator : Member	3. The Budget for NAAC Inspection is prepared by the assigned committee.

iv) Nasir Uddin Ahmed, Academic In-charge : Member v) Md. Abul Ali : Member vi) Md. Jamir Uddin Ahmed : Member vii) Ayan Ali Ahmed : Member viii) Hazrat Ali : Member ix) Mohibul Hoque Choudhury : Member x) Abdul Mannan, UDA : Member xi) Abul Kashem : Member	
Resolution: 4 The house discusses on Academic Audit, Green Audit and Energy Audit. All the above mentioned audit should be accomplished on or before 10 th April 2023. The following person are will bear the responsibilities of the same. Academic and Energy Audits by Nasir Uddin Ahmed Green Audit by TR Khan.	4. Academic Audit, Green Audit and Energy Audit are accomplished.


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Action Taken Reports of Special Meeting of IQAC & G.B.



Meeting on dated: 23-06-2023

Resolution	Action Taken
<p>Resolution: 2 The house discusses on the forthcoming admission in B.A. 1st, 3rd & 5th Semester 2023/24. It is resolved to undergo the admission process to fair and hassle free. An Admission Committee may be formed for the admission and prospectus purpose for the session 2023-24 looking in importance of NEP-2020.</p>	<p>1. The Admission cum Prospectus Committee is formed for the session 2023-24 for admission as well as Prospectus purpose. The Committee prepares the Prospectus for the corresponding session and accomplished the entire admission process.</p>
<p>Resolution: 3 The house thoroughly discusses about the role of Statuary Cell like Ant-Ragging Cell, ICC, Grievances and Redressal Cell to be played with initiation of new session. An Orienting Programme may be organized among the new comer students of the College who will be familiarized about the NEP-2020 Syllabus.</p>	<p>2. “An Orientation Programme on Code and Conduct of the College, POs, PSOs & COs, especially on NEP-2020, Anti-Ragging, Anti-Sexual, Grievances and Redressal Issues” was conducted by the IQAC on 09/08/2023 among the students of the College. Main objectives of the programme was to familiarize the especially the new comers students about the above mentioned</p>

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Chairman
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Date.....


Co-ordinator
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Date.....

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