




IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 17th May, 2017 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Criterion Committees will be formed for next NAAC Assessment of the college.
2. Teachers will be motivated and encouraged to pursue Ph. D. courses and other research activities.
3. Students and teachers will be sensitized about the benefits of protecting Yoga and other physical activities.


17/5/2017
(Dr. S.N. Bordoloi)
Coordinator

IQAC, DKD College, Dergaon

Coordinator
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Dergaon, Assam
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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 12th June, 2017 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members of IQAC has unanimously accepted the following decisions after discussing past activities.

1. Meetings with all Criterion Committees will be held separately at regular intervals to discuss about the activities and future course of action for NAAC Assessment.
2. Awareness about Mental Health will be created among the teachers, employees and students of the college.
3. Teachers will be encouraged to publish at least two research papers/Articles in reputed UGC Care Journals.


12/6/2017
(Dr. S.N. Borah)
Coordinator

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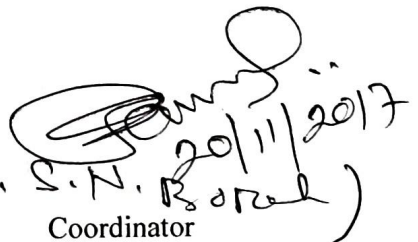


IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 20th November, 2017 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Teachers and students shall be encouraged and engaged in Tree Plantation in and around the College campus and other places to promote Green Environment.
2. Teachers' day will be celebrated where every department can have a day dedicated to student-teacher harmonization and interaction with ex-teachers and students including felicitations.
3. IQAC will collaborate with Women Cell of the college for organizing events to promote Women Safety, Girl Child Day and other activities relevant to women upliftment


Dr. S.N. Bordoloi
Coordinator

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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 4th April, 2018 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Requisite data and information shall be uploaded to AISHE.
2. Students will be encouraged to take benefits of our automated Library.
3. Partially automated Library of the College shall be given full support to convert to a fully automated cum digital library.


4/4/2018
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Coordinator

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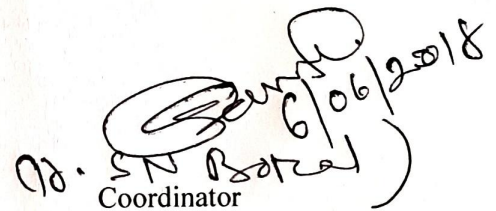


IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 6th June, 2018 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Attempts shall be made by IQAC in collaboration with college authorities to organize coaching for Competitive Examinations for the benefits of the students and localities.
2. Alumni involvement shall be encouraged for academic and institutional development of the college.
3. MOUs shall be entered into with neighboring schools whereby schools' students can visit the college and learn about the facilities and teachers of the college can take periodic classes in the schools.


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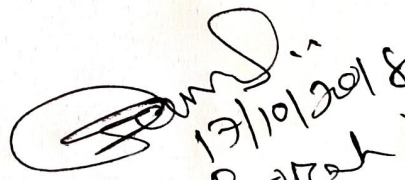


IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 17th October, 2018 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Teachers will be encouraged to take up Minor and Major research projects under various Funding Agencies
2. Online Feedback system for students shall be introduced and implemented.
3. Criterion Committees have to submit information to IQAC periodically for record keeping and preparing for NAAC Assessment.
4. MOU will be entered into the organizations to train our students for group discussion, personal interview etc.
5. Attempt shall be made to organize one FDP for teachers.


17/10/2018
(Dr S N Borah)
Coordinator

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Coordinator
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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 4th April, 2019 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

- 1, Awareness' programme and Drugs and Substance Abuse shall be organized for students.
2. Women Cell shall be encouraged to organize more extension activities among the backward Communities.
- 3, A Crash Course for Army Group discussion shall be organized.


A/4/2019
CDr S N Borah
Coordinator

IQAC, DKD College, Dergaon

**Coordinator
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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 12th October, 2019 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. A day long programme shall be undertaken to celebrate 150th birth day of M.K. Gandhi.
2. A FDP on Behavioral Remodeling shall be organized for teachers.
3. International Yoga Day shall be organized and all teachers and students will be encouraged to participate in the same.
4. World aids day shall be organized and students shall be sensitized about the deadly Virus.


Coordinator

12/10/2019
CDR SIN Bordoloi
IQAC, DKD College, Dergaon

Coordinator
IQAC, DKD College
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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 3rd July, 2019 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. International Woman's Day shall be organized in collaboration with Women Cell of the College.
2. Add On Courses shall be developed and introduced by different departments of the college.
3. Different departments shall take steps to organize Seminars/Webinars for the students and faculty members.
4. Rain Water Harvesting shall be introduced in the college campus.


3/07/2019
Dr. S. N. Borah
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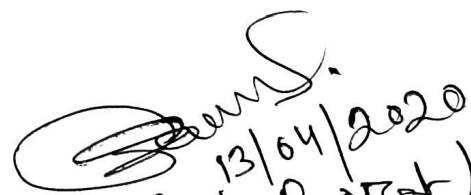


IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 13th April, 2020 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Teachers shall be encouraged to publish at least two Research Papers/Articles in UGC-CARE Journals every year.
2. Teachers shall inform the IQAC about academic achievements and activities with documentary evidences.
3. Meetings with the different Criterion Committees will be organized to discuss NAAC Assessment related activities.
4. Teachers will be encouraged to take classes in dual mode (Online and Offline) along with remedial/tutorial classes on regular basis.


13/04/2020
Dr S N Borah
Coordinator

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Coordinator
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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 17th October, 2020 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. Departments shall be encouraged to form and maintain a database of course materials for the facilitation of students.
2. Students shall be encouraged to Access Study materials and pursue online learning courses through MOOCS, SWAYAM etc.
3. Academic Audit shall be organized to assess departmental/faculty academic activities.


Coordinator

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~~Asst.~~ Coordinator
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IQAC Meeting Proceeding

Minutes of the Meeting

A meeting of IQAC of DKD College, Dergaon has convened on 3rd January 2021 in the IQAC room. The meeting was presided by Dr. Ranjit Kr. Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in this year is the main issue of discussion of this meeting.

All the members after discussing the past activities of the Committee has unanimously accepted the following decisions.

1. Proposal to open Master degree courses in Physics, Assamese, History, Philosophy and Political Science would be sent to Dibrugarh University for approval.
2. To sign MOU with different organisation to increase the employment opportunity through campus interview
3. To open certificate Course in Computer Application (CCA) for the students of DKD Collge in Collaboration with NIELIT
4. To Encourage the Faculty members to publish research papers in reputed Journals
5. To uphold and encourage the backward classes of students to pursue higher education and technical education
6. The Committee will monitoring the academic and cultural environment of the college for the greater development of the overall atmosphere of the Institution.


Coordinator
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3/1/2021

IQAC Meeting Proceeding

Minutes of the Meeting



A meeting of IQAC of DKD College, Dergaon has convened on 23 March 2021 in the IQAC room. The meeting was presided by Dr. Ranjit Kr. Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in this year is the main issue of discussion of this meeting.

All the members after discussing the past activities of the Committee has unanimously accepted the following decisions.

1. As the state government has instructed to follow the COVID Protocol, the Committee advised the Principal to direct the teachers and students to follow it strictly
2. Teachers will be directed to take online classes through various means including creating WhatsApp Group, Google Classroom, GSuite, Google Meet, Zoom etc.
3. Teachers' will be requested to counselling the students to create psychological strength and rendering help and cooperation.
4. The Committee has also decided to rendering its services to the Government and District Administration as far as possible to tackle the COVID situation.

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23/3/2021

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IQAC MEETING PROCEEDING AND MINUTES

A meeting of IQAC of DKD College, Dergaon has convened on 16th October, 2021 in the IQAC room. The meeting was presided by Dr Ranjit Kumar Bordoloi, Principal DKD College, Dergaon. The Coordinator of the IQAC of the college informed the committee that to plan the activities of the IQAC in the year is the main issue of discussion of the meeting.

All the members after discussion the past activities of the committee has unanimously accepted the following decisions after discussing past activities.

1. To prepare and submit AQAR since, 2016
2. To prepare SSR and IQA.


Coordinator IQAC 16/10/2021
D K D College

**Coordinator
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Internal Quality Assurance Cell

DKD College

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IQAC, DKD COLLEGE, DERGAON

ACTION TAKEN REPORT, 2017

Date	Decision Taken	Action Taken Report
17/05/2017	To form Criterion Committee for next NAAC Assessment	7 (Seven) Criterion Committees formed with faculty members.
	To motivate teachers to pursue PhD and other research activities	Several teachers have joined and are pursuing PhD in State and Central Universities.
	To sensitize students about Yoga and physical fitness	International Yoga Day was celebrated and regular sports activities are conducted.
12/06/2017	To hold meetings with criterion committees	Several meetings were held with different Criterion Committees to discuss the course of action to be taken.
	To create Mental Health Awareness	Mental Health Day was celebrated with presentation by an expert in front of teachers, students and other staff.
	To encourage teachers to publish at least two papers/articles every year.	Teachers are regularly publishing research papers/articles in reputed journals.
20/11/2017	To encourage teachers and students towards tree plantation	World Environment Day was celebrated and periodic plantation is carried out in and around College Campus.
	To celebrate Teachers' Day	Teachers' Day was celebrated where retired teachers were felicitated. Student-teacher harmonisation and interaction was also observed.
	To Collaborate with Women Cell, DKD College	Several events were organised by IQAC in collaboration with Women Cell, DKDC to celebrate International Women's Day, Girl Child Day, promotion of women safety, etc.


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Chairperson, IQAC,
DKD College

Chairperson, IQAC,
DKD College, Dergaon

Internal Quality Assurance Cell

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IQAC, DKD COLLEGE, DERGAON

ACTION TAKEN REPORT, 2018

Date	Decision Taken	Action Taken Report
04/04/2018	To submit data to AISHE	Requisite data and information uploaded to AISHE
	To encourage students to take benefits of automated library	Student-library staff meeting was organised followed by increased student visit to the library
	To convert partially automated library to fully automated library	Principal, Governing body and IQAC, DKD College decided to extend full support to convert the library to an automated cum Digital Library
06/06/2018	To organize coaching for competitive exam	IQAC and college authority jointly organised coaching for competitive exams for NCC Cadets and other students
	To encourage Alumni involvement	Alumni meet was organised by several departments jointly resulting in constructive suggestions and course of action for academic and institutional development
	To enter into MOU with neighbouring schools	Several MOUs were entered into with neighbouring schools whereby school students will visit the college amenities and facilities and college teachers can take some classes in the schools
17/10/2018	To encourage teachers to take up Minor and Major Projects	Several teachers have applied for Minor and Major Projects to UGC and other funding agencies
	To introduce online Feedback system	Online feedback system for students has been introduced and fully implemented
	Criterion Committees to submit periodic reports to IQAC	Different criterion committees have submitted periodic reports to IQAC, DKDC
	MOU with organisations	Attempts have been made to enter into MOUs with organisations to train students on group discussion, personal interview etc.
	To organise one FDP for teachers	Discussion with EICT, Guwahati was carried out to organise an FDP in the college


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Chairperson, IQAC,
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Internal Quality Assurance Cell

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IQAC, DKD COLLEGE, DERGAON

ACTION TAKEN REPORT, 2019

Date	Decision Taken	Action Taken Report
04/04/2019	To create awareness about Drugs & Substance abuse	Awareness programme was organised on AIDS and Drugs & Substance abuse for school and college students
	To encourage Women Cell towards extension activities.	Women Cell has taken up several programmes in neighbouring villages and schools.
	To organise Crash Course for Army Group Discussion	A Crash Course for Army Group Discussion and recruitment was organised for NCC Cadets.
03/07/2019	To organize International Women's Day	Women Cell in collaboration with IQAC organised day long International Women's Day Seminar with experts, students and staff.
	To develop Add-on Courses	Several departments developed Add-on courses and same was sent to Dibrugarh University for approval.
	Departments to organise Seminars/Webinars	Some departments have organised online Seminars/Webinars for faculty members and students.
12/10/2019	To celebrate the 150 th birthday of M.K. Gandhi	A day long programme was organised to celebrate the 150 th birthday of M.K. Gandhi with participation of guests, teachers and students.
	To organise an FDP for teachers	FDP on Behavioural Remodelling was organised by IQAC in collaboration with EICT, Guwahati.
	To Celebrate International Yoga Day	International Yoga Day was celebrated and participation of faculty members, staff and students ensured.
	To observe World AIDS Day	Seminar and interaction was organised to observe World AIDS Day to sensitize students about the deadly virus.


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Internal Quality Assurance Cell

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IQAC, DKD COLLEGE, DERGAON

ACTION TAKEN REPORT, 2020

Date	Decision Taken	Action Taken Report
13/04/2020	To encourage teachers to publish atleast two research papers/articles	Teachers are regularly publishing research papers/articles in SCOPUS, Peer Reviewed, UGC-CARE listed journals.
	Teachers to inform IQAC about academic activities.	Teachers are informing regularly about their academic achievements/activities to IQAC with documentary evidence.
	To hold meets with Criterion Committees	Online/Offline meets were organised between IQAC, College authority and Criterion Committee members.
	To encourage teachers to take classes in dual mode.	Teachers are regularly taking classes in dual mode (online + offline) during the COVID pandemic.
07/10/2020	To encourage departments to maintain database	Some departments are maintaining database of Course materials for facilitation of students.
	To encourage students to access online learning	Students are accessing online learning courses through MOOCS, SWAYAM etc.
	To organise Academic Audits	Steps are being taken to organise Academic Audit of departments/teachers soon.
	To organise Joint meeting between faculty members and office staff for NAAC assessment.	A joint meeting, presided by Prof. Dr.JogenKalita from Gauhati University was organised to seek support and discuss about necessary activities for NAAC assessment.


Coordinator, IQAC,
DKD College

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Chairperson, IQAC,
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Chairperson, IQAC,
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Internal Quality Assurance Cell

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IQAC, DKD COLLEGE, DERGAON

ACTION TAKEN REPORT, 2021

Date	Decision Taken	Action Taken Report
03/01/2021	To start Master Degree Course in several subjects.	Master Degree Course in Physics, Assamese, History, Philosophy and Political Science proposed to be started and proposal sent to Dibrugarh University for approval.
	To enter MOU with different organisations.	Several organisations have been approached to enter into MOU to increase employment opportunity through campus interview.
	To open Certificate Course in Computer Application	A Certificate Course in Computer Application (CCA) started for students in collaboration with NEILIT.
	To encourage faculty members to publish research papers.	Faculty members are regularly publishing research papers/articles in reputed journals.
	To encourage students from backward sections to pursue higher and technical education.	Several meetings with students from backward sections and communities were organised to encourage them to pursue higher and technical education.
	To monitor academic and cultural environment.	IQAC has consistently been monitoring the academic and cultural environment of the college for greater development of the overall atmosphere of the college.
23/03/2021	To advise Principal to direct teachers and students to follow COVID protocols.	Principal has directed students, teachers and staff to adhere to COVID protocols set by State Government SOPs.
	To advise teachers to take online classes	Teachers have been taking regular online classes via different media like Whatsapp, Google classroom, GSuite, Google Meet, Zoom etc.
	To advise teachers to counsel students	Teachers have been counselling students to create psychological strength and to render any help and cooperation sought by students.
	To render service to Government and District Administration.	The IQAC and College Administration have been providing all assistance possible to the Government and District Administration to deal with the COVID situation.
16/10/2021	To prepare and submit AQAR since 2016	The IQAC has prepared and successfully submitted AQAR from 2016 onwards to the NAAC portal.
	To prepare SSR and IQA	IQAC has been working on the preparation of SSR and IQA to expedite the NAAC assessment process.


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