

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) OF THE COLLEGE HELD ON 30-09-2014 AT 10:00 AM

AGENDA

1. Confirmation of minutes of the last meeting
2. Discussion on new format of AQAR
3. Finalisation of Calendar and Work Plan of IQAC for session 2014-15
4. Discussion on the seminars/conferences to be organised under the initiative of IQAC

At the very outset the Principal of the College and Chairperson IQAC, Dr. Tayek Talom, welcomed all members present in the meeting and spoke about the objective of the meeting to improve the quality of education being imparted in the college. He laid emphasis on the deliberations on different aspects of teaching-learning scenario in the college for a fruitful outcome. He invited innovative and practicable suggestions from all members for effective implementation.

Dr. M. A. Salam, the Coordinator of IQAC, while welcoming all members present, also reiterated the objective of the meeting to maintain quality in education to meet global challenges in compliance with the latest NAAC guidelines. He requested all members to put forth their constructive views proactively for the overall development of academic environment in the college.

Decisions taken in the meeting:

- a) The minutes of the last IQAC meeting were read out and confirmed.
- b) The new format of AQAR mandated by NAAC, effective from session 2013-14, was discussed. It was decided to collect data from all departments in the new format for compilation and onward submission to NAAC in time.
- c) The IQAC calendar for the academic session was finalised as under:

Calendar of IQAC for Academic Session 2014-15

Date	Activity
30-09-2014	Meeting to discuss new format of AQAR and finalize IQAC Calendar and Work Plan
08-10-2014	Notices to all HODs/Coordinators/In charges for relevant data of AQAR 2013-14
9 th & 10 th Oct.2014	National Seminar to be organised by Department of English
17 th & 18 th Oct.2014	National Seminar to be organised by Department of Hindi
31-10-2014	Last date for submission of data for AQAR 2013-14
06-11-2014	Meeting of IQAC to finalise AQAR 2013-14
15-12-2014	Online submission of AQAR 2013-14 to NAAC

30-01-2015	UGC sponsored Awareness Program to be organised by APCTA (JNC Unit) in collaboration with Adi Bane Kebang Women Wing (East Siang)
16-02-2015 to 21-02-2015	Golden Jubilee Celebrations
17-02-2015	Dying Ering Memorial Lecture Series to be organised by the Golden Jubilee Celebration Committee
04-03-2015	Issuing of Students' Feedback Format to all Heads of Departments
04-03-2015	Notice for Mentoring to all concerned
08-03-2015	Women Day Celebration
14-03-2015	Interdisciplinary Seminar to be organised by the Department of Economics and Geography
06-04-2015	Reminder Letter to all Heads of Departments/Coordinators for documenting and preserving data pertaining to the concerned department/Cell covering the whole academic session
13-04-2015	Issuing of filled in Feedback to SWOC Analysis Committee
30-04-2015	Seeking report from SWOC Analysis Committee
18-05-2015	Uploading the data on the exclusive window of IQAC on the College website

The criterion-wise work plan for session 2014-15 was unanimously finalised as under:

Work Plan of IQAC for Session 2014-15

Criterion	Plan of activities
1. Curricular Aspects	i. Introduction of Post-Graduation course in Hindi
2. Teaching, Learning and Evaluation	<ul style="list-style-type: none"> i. Digitization of all departments ii. Appointment of Guest & Visiting Faculty in vacant posts iii. Wi-Fi Connectivity in all departments and Library iv. Timely Conduct of Field Tour/Survey in subjects as a part of university syllabi v. Encouraging Teachers to participate in workshops, conferences and seminars
3. Research, Consultancy and Extension	<ul style="list-style-type: none"> i. Motivation & Workshop on Academic Development of Teachers ii. Conduct of the Department Seminars iii. Conduct of Interdepartmental/Interdisciplinary seminars iv. Micro Research Assignment to students v. Creation of Research Room in Library vi. Creation of Department Library for promotion of research vii. Encouraging Teachers to undertake Research projects viii. Participation of students in NCC/NSS/Rovers & Rangers activities at state/national level

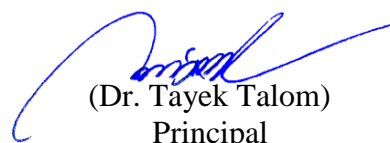
	ix. Programs on Health Awareness/ Environmental Awareness/ Traffic Awareness/ Prevention of Drug Abuse as extension activities
4. Infrastructure and Learning Resources	<ul style="list-style-type: none"> i. Modernisation of class room, laboratory/ library ii. Creation of conference/seminar hall iii. Allotment of Department room to Dept. of English, Pol. Sc., and Economics. iv. Networking of new Library and Administrative block v. Wider coverage of CCTV surveillance system vi. Construction of Boys' Hostel
5. Student Support and progression	<ul style="list-style-type: none"> i. Awareness of students on support services ii. Providing remedial coaching/ entry in services/ Career Counselling iii. Exploring possibilities for providing employment opportunity to students through placement cell iv. Timely Notification to students about eligible scholarships and financial support schemes v. Organisation of Blood donation camp to create awareness among students about societal responsibilities vi. Disaster Management/ Environmental Awareness through street plays vii. Redressal of students' grievances through proper mechanism
6. Governance, Leadership and Management	<ul style="list-style-type: none"> i. Creation of Student Database by installation of campus management software ii. Automation of Accounts Branch through NIC iii. Creation of Corpus Fund by donations iv. Enhancement of IQAC fees of students to Rs 50/- per annum for organizing programs aimed at improving quality
7. Innovation and Best Practices	<ul style="list-style-type: none"> i. Sensitization on gender issues through Women Cell ii. Planned Plantation initiatives on both the campuses for a green and serene environment

d) To organize two national seminars (In English from 9th – 10th October 2014 and in Hindi from 17th-18th October 2014) in a befitting manner, it was decided to extend financial help from the internal resources of the college @ Rs. 30,000/- to each department in addition to the UGC grants already received by both the departments.

After having a threadbare discussion on various aspects of the college and having no other issues left to take up, the meeting ended with the vote of thanks proposed by Dr. D. P. Panda, Associate Professor, Department of Commerce.

The following members were present in the meeting.

1. Dr. Tayek Talom	Principal	Chairperson
2. Dr. S. D. Choudhury	Vice-Principal	Member
3. Dr. M. A. Salam	Associate Professor	Coordinator IQAC
4. Dr. S. N. Yadav	Associate Professor	Member
5. Dr. J. R. Padhi	Associate Professor	Member
6. Dr. D. P. Panda	Associate Professor	Member
7. Dr. Leki Sitang	Assistant Professor	Member
8. Mr. Besing Yosung	Head Assistant	Member



(Dr. Tayek Talom)
Principal
J. N. College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

**COMPLIANCE/ACTION TAKEN REPORT
ON THE WORK PLAN FINALISED IN THE IQAC MEETING OF THE COLLEGE
HELD ON 30-09-2014 AT 10:00 AM**

Criterion	Plan of activities	Compliance/ATR
1. Curricular Aspects	i. Introduction of Post-Graduation course in Hindi	i. Process initiated to open PG Course in Hindi
2. Teaching, Learning and Evaluation	<ul style="list-style-type: none"> i. Digitization of all departments ii. Appointment of Guest & Visiting Faculty in vacant posts iii. Wi-Fi Connectivity in all departments and Library iv. Timely Conduct of Field Tour/Survey in subjects as a part of university syllabi v. Encouraging Teachers to participate in workshops, conferences and seminars 	<ul style="list-style-type: none"> i. Almost all departments have been digitalized. ii. Some of the guest faculties have been engaged in the Department of Mathematics, Physics and Chemistry. iii. Process for Wi-Fi connectivity has been initiated. iv. Field Tours have been organized by the Geography, Commerce and Science Departments. v. National Seminar in Hindi (17-18 Oct.2014), National Seminar in English (09-10 Oct.2014) and Institutional level Interdisciplinary Seminar (14-03-2015) were organized to encourage teachers and to develop an academic oriented environment in the college.
3. Research, Consultancy and Extension	<ul style="list-style-type: none"> i. Motivation & Workshop on Academic Development of Teachers ii. Conduct of the Department Seminars iii. Conduct of Interdepartmental/Interdisciplinary seminars iv. Creation of Research Room in Library v. Creation of Department Library for promotion of research vi. Encouraging Teachers to undertake Research projects 	<ul style="list-style-type: none"> i. Popular Lectures by noted writer of Arunachal Pradesh Padma Shree Mamang Dai on “Writing the North East: The Art of Witness”, and by Moji Riba, Associate Professor, Dept. of Mass Communication, RGU, on “Are you ‘YOU’: Question on Identity”, were organized on 17-02-2015. ii. Department seminars in this session were not organized due to constraints of time and would be held in the next academic session.

	<p>vii. Participation of students in NCC/NSS/Rovers & Rangers activities at state/national level</p> <p>viii. Programs on Health Awareness/ Environmental Awareness/ Traffic Awareness/ Prevention of Drug Abuse as extension activities</p>	<p>iii. Interdisciplinary seminar was organized on 14-03-2015.</p> <p>iv. Process initiated to develop Research Room inside the Library.</p> <p>v. All departments excepting English, Pol. Science and Economics have been facilitated with the department library. Initiatives have been taken to allot department room and create department library for the said departments in the next academic session.</p> <p>vi. Two teachers have undertaken UGC sponsored Major Research projects and three have undertaken Minor Research Projects that are ongoing now.</p> <p>vii. State and National level programs were attended by the NCC cadets.</p> <p>viii. UGC sponsored awareness program was organized on Women Empowerment, Alcoholism & Drug Menace on 30-01-15.</p>
4. Infrastructure and Learning Resources	<p>i. Modernisation of class rooms, laboratories/ library</p> <p>ii. Creation of conference/seminar hall</p> <p>iii. Allotment of Department room to Dept. of English, Pol. Sc., and Economics.</p> <p>iv. Networking of new Library and Administrative block</p> <p>v. Wider coverage of CCTV surveillance system</p> <p>vi. Construction of Boys' Hostel</p>	<p>i. Initiative taken to develop smart class rooms in the college.</p> <p>ii. Measures taken to develop the Conference Hall on the Upper Campus.</p> <p>iii. To be taken up in the next academic session.</p> <p>iv. Process has been initiated to provide Wi-Fi Network to library and Administrative block.</p> <p>v. The number of CCTV cameras has been increased.</p> <p>vi. Matter taken up with the state Govt. for allocation of fund for the construction of multi-story Boys' Hostel on Lower Campus.</p>
5. Student Support and progression	<p>i. Awareness of students on support services available in the college</p>	<p>i. Awareness was created among students about the support services facilitated by the college</p>

	<ul style="list-style-type: none"> ii. Timely Notification to students about eligible scholarships and financial support schemes iii. Redressal of students' grievances through proper mechanism 	<p>during the Freshers' Induction Ceremony held in August 2014.</p> <ul style="list-style-type: none"> ii. The students were notified in time about different scholarship/ stipend schemes sponsored by both the state and central Govt. iii. Grievances raised by students were redressed properly.
6. Governance, Leadership and Management	<ul style="list-style-type: none"> i. Creation of Student Database by installation of campus management software ii. Automation of Accounts Branch through NIC iii. Creation of Corpus Fund by donations iv. Enhancement of IQAC fees of students to Rs 50/- per annum for organizing programs aimed at improving quality 	<ul style="list-style-type: none"> i. The Campus Management software couldn't be installed due to constraint of funds. However, the Students' Data has been maintained on computer through excel spreadsheets. ii. Accounts Branch has been fully automated by the customized software. iii. Corpus Fund has been generated by the Alumni Association. iv. IQAC fees from students @ Rs. 50/- has been collected.
7. Innovation and Best Practices	<ul style="list-style-type: none"> i. Sensitization on gender issues through Women Cell ii. Planned Plantation initiatives on both the campuses for a green and serene environment 	<ul style="list-style-type: none"> i. The Women Cell has very actively conducted program related to Gender sensitivity on the International Women's Day. ii. The College organised plantation programs to maintain the legacy of green surroundings. The NSS unit in particular has organized some plantation drives for an ecologically sustainable environment on the college campus.



(Dr. Tayek Talom)
Principal
J. N. College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) OF THE COLLEGE HELD ON 6TH & 7TH OCTOBER 2014 FROM 10:00 AM TO 2:00 PM

AGENDA

1. Meeting with all Departments to review performance of students in the last university exams
2. Discussion on Feedback Analysis reports for academic session 2013-14

At the very beginning the Principal of the College and Chairperson IQAC, Dr. Tayek Talom, welcomed all members present in the meeting and talked about the objective of the two-day long interface meeting to review the academic performances of the students in the last university exams and also to discuss the modalities of implementation of feedback collected from different stakeholders in policy formulation towards enhancement of quality deliverables in the college. He invited constructive suggestions from all members for practical implementation.

Dr. M. A. Salam, the Coordinator of IQAC, also extended a warm welcome and requested all members of IQAC and faculty members of every department sitting with the IQAC committee in separate slots, to put forth their pragmatic views for the overall development of academic environment in the college that can be put in place effectively for subsequent improvement in university results.

Decisions taken in the meeting:

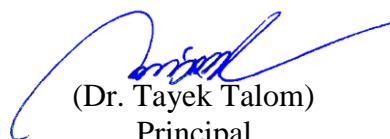
1. As the performance of students in B.A. III year Pass Course was the lowest at 52.53% the need was felt to take special care of the final year Pass students from the next session.
2. The committee expressed satisfaction over the performance of B. Com III year students as the result was 100% both in Honours course and Pass course but the number of first divisions in the department was nil. Hence the committee asked the faculty members of Dept. of Commerce to take some corrective measures to improve the performances of students to secure more than 60% marks in the next year.
3. Although the result of B.A. III year (H) was 76.76% the need for improvement in the result of this class was strongly felt and the faculty members of Arts stream were briefed accordingly.
4. As the results in Science Stream stood at 98.24% for III year (P) and 91.11% for III year (H), the faculty members of Science stream were encouraged to continue with the same momentum and earn accolades for the college by securing many of the top ten positions in the university results as usual.
5. Regarding the feedback of students for improvements in Computer Facility, Hostel Facility and Sports Facility being provided in the college the committee decided to take care of these in the next academic session.

With no other point to discuss the meeting ended with vote of thanks proposed by Dr. D. P. Panda, Associate Professor of Commerce.

The following members of IQAC and faculty members were present in the meeting:

1. Dr. Tayek Talom	Principal	Chairperson
2. Dr. S. D. Choudhury	Vice-Principal	Member
3. Dr. M. A. Salam	Associate Professor	Coordinator IQAC
4. Dr. S. N. Yadav	Associate Professor	Member
5. Dr. J. R. Padhi	Associate Professor	Member
6. Dr. D. P. Panda	Associate Professor	Member
7. Dr. Leki Sitang	Assistant Professor	Member
8. Dr. Y. Singh	Associate Professor	Department of English
9. Dr. A. K. Jha	Associate Professor	Department of English
10. Dr. S.K. Sinha	Assistant Professor	Department of English
11. Ms. Namgey Pema	Assistant Professor	Department of English
12. Dr. P. N. Choubey	Associate Professor	Department of Hindi
13. Dr. J.P. Narayan	Associate Professor	Department of Hindi
14. Dr. V. C. Rai	Associate Professor	Department of Hindi
15. Dr. H.N. Pandey	Associate Professor	Department of Hindi
16. Ms. Mumne Perme	Assistant Professor	Department of Hindi
17. Ms. Ing Perme	Assistant Professor	Department of Hindi
18. Dr. S. K. Das	Associate Professor	Department of Pol. Sc.
19. Mr. N. Tari	Assistant Professor	Department of Pol. Sc.
20. Dr. R. Dupak	Assistant Professor	Department of Pol. Sc.
21. Mr. M. Gao	Assistant Professor	Department of Pol. Sc.
22. Ms. Putoli Langkam	Assistant Professor	Department of Pol. Sc.
23. Dr. S. N. Panda	Associate Professor	Department of History
24. Dr. C.M. Nayak	Associate Professor	Department of History
25. Mr. T. Talom	Assistant Professor	Department of History
26. Mr. K. Darung	Assistant Professor	Department of History
27. Dr. K.K. Mishra	Assistant Professor	Department of Geography
28. Mr. M Tayeng	Assistant Professor	Department of Geography
29. Ms. Marina Langkam	Assistant Professor	Department of Geography
30. Mr. K. Burang	Assistant Professor	Department of Geography
31. Mrs. Y. Saroh	Assistant Professor	Department of Geography
32. Mr. N. Darang	Assistant Professor	Department of Economics
33. Dr. P. Priyadarshini	Assistant Professor	Department of Economics
34. Mrs. Oman Taloh	Assistant Professor	Department of Economics
35. Mr. N. Tayeng	Assistant Professor	Department of Economics
36. Mr. T. Tamuk	Assistant Professor	Department of Education
37. Dr. Tasi Taloh	Assistant Professor	Department of Education
38. Dr. T. Taggu	Assistant Professor	Department of Education
39. Dr. Anga Padu	Assistant Professor	Department of Education
40. Mr. Tony Jamoh	Assistant Professor	Department of Education
41. Mr. Johny Tabing	Assistant Professor	Department of Education
42. Dr. N. Kumar	Associate Professor	Department of Commerce

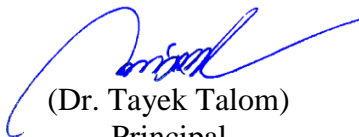
43. Mr. Wangda G Gyana	Assistant Professor	Department of Commerce
44. Mr. M. Mossang	Assistant Professor	Department of Commerce
45. Mrs. M. Yomso	Assistant Professor	Department of Commerce
46. Dr. (Mrs.) S. Jayanti	Assistant Professor	Department of Physics
47. Mr. Pokjum Yongam	Assistant Professor	Department of Physics
48. Dr. K. K. Bhattacharjee	Associate Professor	Department of Chemistry
49. Dr. A. K. Jha	Assistant Professor	Department of Chemistry
50. Mr. T. Mibang	Assistant Professor	Department of Botany
51. Mr. T. Payum	Assistant Professor	Department of Botany
52. Mr. H. Loyi	Assistant Professor	Department of Botany
53. Dr. V. K. Srivastava	Associate Professor	Department of Zoology
54. Dr. K. K. Jha	Assistant Professor	Department of Zoology
55. Mr. Koj Taro	Assistant Professor	Department of Zoology
56. Dr. K. Kadu	Assistant Professor	Department of Zoology


 (Dr. Tayek Talom)
 Principal
 J. N. College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

**COMPLIANCE/ACTION TAKEN REPORT
ON THE DECISIONS TAKEN IN THE IQAC MEETING OF THE COLLEGE
HELD ON 6TH & 7TH OCTOBER 2014 FROM 10:00 AM TO 2:00 PM**

Sl No.	Decision in the Meeting	Compliance/ATR
1	As the performance of students in B.A. III year Pass Course was the lowest at 52.53% the need was felt to take special care of the final year Pass students from the next session.	Some special tutorial classes were organized and the students were given enough suggestions as to how they can plan their answers to secure very good marks in the university examination.
2	The committee expressed satisfaction over the performance of B. Com III year students as the result was 100% both in Honours course and Pass course but the number of first divisions in the department was nil. Hence the committee asked the faculty members of Dept. of Commerce to take some corrective measures to improve the performances of students to secure more than 60% marks in the next year.	The matter was forwarded to the Head, Dept. of Commerce, with an instruction to take necessary action.
3	Although the result of B.A. III year (H) was 76.76% the need for improvement in the result of this class was strongly felt and the faculty members of Arts stream were briefed accordingly.	The matter was forwarded to the Heads of all departments in Arts stream, with an instruction to take necessary action. The departments took many extra classes to prepare the students for the final exams.
4	As the results in Science Stream stood at 98.24% for III year (P) and 91.11% for III year (H), the faculty members of Science stream were encouraged to continue with the same momentum and earn accolades for the college by securing many of the top ten positions in the university results as usual.	No compliance was necessary. However, the faculty members of Science stream were advised not to be complacent, and be consistent with the examination results every year.
5	Regarding the feedback of students for improvements in Computer Facility, Hostel Facility and Sports Facility being provided in the college the committee decided to take care of these in the next academic session.	To improve the existing facilities falling short of students' expectations as evident in their feedback, financial grant was sought from the Govt. for implementation in the next academic session.


(Dr. Tayek Talom)
Principal
J. N. College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

**MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL
(IQAC) OF THE COLLEGE HELD ON 7TH NOVEMBER 2014 AT 11:00 AM**

AGENDA

1. Finalisation of AQAR for the academic session 2013-14

At the very outset the Principal of the College and Chairperson IQAC, Dr. Tayek Talom, welcomed all members present in the meeting and broached upon the objective of the meeting to finalise the AQAR of the college for the academic session 2013-14. He invited constructive suggestions from all members for modifications in the AQAR and timely submission to NAAC.


Dr. M. A. Salam, the Coordinator of IQAC, also extended a warm welcome and requested all members to put forth their valuable feedback/suggestions in finalising the AQAR for session 2013-14.

Decisions taken in the meeting:

1. After a detailed discussion on the seven criteria of NAAC followed by a thorough review of AQAR in the first draft, some modifications were suggested by some members and finally all the members unanimously finalised it for onward submission to NAAC.
2. It was decided to submit the final draft of AQAR for session 2013-14 to NAAC latest by 15th December 2014.

The following members of IQAC were present in the meeting:

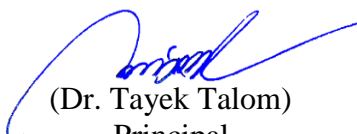
1. Dr. Tayek Talom	Principal	Chairperson
2. Dr. S. D. Choudhury	Vice-Principal	Member
3. Dr. M. A. Salam	Associate Professor	Coordinator IQAC
4. Dr. S. N. Yadav	Associate Professor	Member
5. Dr. J. R. Padhi	Associate Professor	Member
6. Dr. D. P. Panda	Associate Professor	Member
7. Dr. Leki Sitang	Assistant Professor	Member
8. Mr. Besing Yosung	Head Assistant	Member



(Dr. Tayek Talom)
Principal
J. N. College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT
COMPLIANCE/ACTION TAKEN REPORT
ON THE DECISIONS TAKEN IN THE IQAC MEETING OF THE COLLEGE
HELD ON 7TH NOVEMBER 2014 AT 11:00 AM

Sl No.	Decision in the Meeting	Compliance/ATR
1	After a detailed discussion on the seven criteria of NAAC followed by a thorough review of AQAR 2013-14 in the first draft, some modifications were suggested by some members and it was unanimously decided to include all the suggestions before submitting the final AQAR to NAAC.	All the modifications suggested by some members in the meeting for AQAR 2013-14 were included and after careful editing the document was made ready for submission to NAAC online.
2	It was decided to submit the final draft of AQAR for session 2013-14 to NAAC by 15 th December 2014.	Submitted to NAAC online on 15 th December 2014.


(Dr. Tayek Talom)
Principal
J. N. College, Pasighat