

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) OF THE COLLEGE HELD ON 21/07/2020 IN THE DEPARTMENT OF COMMERCE

AGENDA

1. Welcome address by the Chairperson
(Dr. Milorai Modi, Principal, Jawaharlal Nehru College, Pasighat)
2. Proposed AQAR 2018-19 by Dr. D. P. Panda, Co-ordinator, IQAC
3. Work plan & Academic Calendar for the session 2020-21
4. Deliberations by members
5. Vote of Thanks by Mr. Eruk Libang, Assistant Professor in Physics

A meeting of the Internal Quality Assurance Cell (IQAC) of the college was held in the Department of Commerce under the chairmanship of Principal on 21/07/20 at 10:30 AM, maintaining all social distancing norms amid COVID-19 pandemic, to finalize AQAR for academic session 2028-19, and to prepare work plan for the academic session 2020-21 in accordance with the seven-point criteria of the NAAC guidelines. At the very outset the principal of the college, Dr. Milorai Modi, welcomed all members present in the meeting and spoke on the objective of the meeting to finalize the AQAR for academic session 2018-19 for uploading online latest by 31/07/2020, and to prepare a well thought out work plan for the session 2020-21 keeping in view the quality parameters of higher education being imparted. 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 present to make the work plan in particular a promising one.

Dr. D. P. Panda, the Coordinator of IQAC, while welcoming all members present, also reiterated the two-fold objective of the meeting and the role of IQAC to maintain quality in education to meet global challenges in compliance with the latest NAAC guidelines. He made a presentation on the proposed AQAR 2018-19 prepared on the basis of available data and requested all members to suggest addition/deletion if any before uploading it on NAAC website. He also invited futuristic and workable suggestions from the house to finalize work plan for session 2020-21, criterion wise, for the holistic development of the college.

The Vice Principal of the college & Academic In-Charge Dr. S. D. Choudhury opined how the unprecedented Corona virus situation prevailing around the globe has necessitated the paradigm shift in the teaching-learning process from offline to online mode and how the need of the hour is to maintain hybridity in teaching-learning processes from the current academic

session onwards by making a fine balance of offline as well as online teaching. In order to achieve this objective, he suggested to ramp up the digital infrastructure of the college at the earliest. He also proposed ample academic flexibility for students from the current academic session like interdisciplinary options, introduction of CBCS for UG & PG students etc.

After a thorough review of the proposed AQAR 2018-19 the following rectifications were suggested and unanimously agreed upon:

CRITERION I:- CURRICULAR ASPECTS

No change required.

CRITERION II: - TEACHING, LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

Under the sub-head 2.1.1 (Demand Ratio during the year) it was decided to put only the first semester admission data of all programs offered in the institution.

2.3 Teaching-Learning Process

In order to make teaching-learning process in the college more impactful and to gradually strengthen the digital platform in line with other reputed institutions of the country the installation of the Learning Management System (LMS) software was strongly felt. As it involves huge cost, it was decided to send a proposal along with quotation from a reputed vendor, to the state Govt, seeking financial support for the installation of such software in the college.

2.7 Student Satisfaction Survey

The students being a major stakeholder in a higher educational institution, the Student Satisfaction Survey (SSS) is of paramount importance in the context of planning and implementation of educational innovations. Hence, it was decided to constitute a Student Satisfaction Survey (SSS) Committee with a convener and at least five members from among the faculty members of the college, to prepare institutional questionnaire for students about overall institutional performance, invite responses from students through a weblink on college website, analyse results, and prepare the data interpretation of students' responses, to be posted on the college website as weblink. Such survey will be implemented from the academic session 2020-21 and will be incorporated in the AQAR of 2020-21.

CRITERION III: - RESEARCH, INNOVATIONS AND EXTENSION

3.3 Research Publications and Awards

Having considered the research publications and awards of the faculty members for the year to be 'not satisfactory' it was decided to sensitize the teachers about enriching their research outputs on a priority basis.

CRITERION IV: - INFRASTRUCTURE AND LEARNING RESOURCES

4.3 IT Infrastructure

Data/information found to be correct.

However, to strengthen the digital infrastructure of the college and to promote expansive digital learning in the college it was decided to constitute an ICT Committee with a Convener and at least 4 members from among the faculty members. The committee will advise the Principal on the augmentation of robust IT infrastructure and the optimal use of ICT resources available in the college in teaching-learning process.

CRITERION V: - STUDENT SUPPORT AND PROGRESSION

No change required.

However, it was strongly felt by all the members present to get the Alumni Association of the College registered at the earliest, and to mobilize enrolment of more alumni in the association who can contribute to the growth and development of the college in years to come.

CRITERION VI: - GOVERNANCE, LEADERSHIP AND MANAGEMENT

No change required.

CRITERION VII: - INSTITUTIONAL VALUES AND BEST PRACTICES

No change required.

In addition to AQAR 2018-19, the following Work-Plan and IQAC Calendar for Academic Session 2020-21 were also finalized in the meeting.

WORK PLAN OF IQAC, J. N. COLLEGE PASIGHAT

ACADEMIC SESSION 2020-21

1. CURRICULAR ASPECTS (100 Marks)

1.1 (U*) Curriculum design and Development (50 Marks)	Only for University
1.1 (A*) Curriculum Planning and implementation (20 marks)	<ul style="list-style-type: none">i. M.Com Program may be opened.ii. New course should be opened like BBA, Diploma in Disaster Management,.iii. To develop the more smart classrooms.iv. Education through EDUSAT
1.2 Academic Flexibility (30 Marks)	<ul style="list-style-type: none">i. Inter disciplinary option to be provided (Subject restriction should be abolished.) / Suggestion of Academic Incharge
1.3 Curriculum Enrichment (30 Marks)	<ul style="list-style-type: none">i. Creative program by English / Hindi Dept.ii. Student Competence Program through some value-added courses such as Mushroom Production Course, Data Analysis Course, Communication Skill Course, add on courses by all Depts.
1.4 Feedback System (20 Marks)	<ul style="list-style-type: none">i. Students' Feedback.ii. Teachers' Feedbackiii. Parent Teacher Association Feedback.iv. Alumni Association Feedback.v. Cells carrying student oriented program may collect their feedback.

2. TEACHING, LEARNING AND EVALUATION (350 Marks)

2.1 Student enrolment and profile (30 Marks)	<ul style="list-style-type: none">i. To develop students enrolment and student profile (Academic Cell)ii. To ensure transparency and equity in the admission process catering to the educational need of all categories of people of the catchment area.
2.2 Catering to Student Diversity (50 Marks)	<ul style="list-style-type: none">i. To arrange remedial classes.ii. To arrange Tutorial Classes.iii. To organize program to sensitize students on gender related issues for their overall personality development.

2.3 Teaching Learning Process (50 Marks)	<ul style="list-style-type: none"> i. Incorporating Learning Management System and other e-resources to enrich teaching-learning and evaluation processes. ii. Incorporating interactive-participatory approach in the Time- table of the college.
2.4 Teacher Profile and Quality (80 Marks)	<ul style="list-style-type: none"> i. To encourage non-Ph.D. Teachers to complete Ph.D. ii. To provide sufficient teachers in each Department. iii. To allow teachers for going orientation/ refresher courses etc. iv. To encourage in delivering the research output in the form of research publications and also in participating various academic oriented seminars, conferences etc. v. To increase the number of project works
2.5 Evaluation Process and Reforms (50 Marks)	<ul style="list-style-type: none"> i. For Internal Assessment question papers should be typed and a copy of it should be kept in departmental file. ii. After the declaration of the university result Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are to be discussed and analyzed.
2.6 Student Performance and Learning Outcomes (40 Marks)	<ul style="list-style-type: none"> i. Student Performance Profile (Result Profile) should be prepared by Academic Branch.
2.7 Student Satisfaction Survey (50 Marks)	<ul style="list-style-type: none"> i. SWOC Analysis provides student satisfaction survey. ii. A workshop for students on their curricular class room quality delivery addressing to their expected academic requirements for exam preparation and competition purposes.

3. RESEARCH INNOVATION AND EXTENSION (120 Marks)

3.1 Promotion of Research and Facility	Not Applicable for constituent / affiliated college.
3.2 Resource Mobilisation for Research (10 Marks)	<ul style="list-style-type: none"> i. A program on Research Motivation and Research Projects. ii. Departmental Library for research promotion.
3.3 Innovation Ecosystem (10 Marks)	<ul style="list-style-type: none"> i. Workshop on Industry-Academia Innovative Program
3.4 Research Publication and Awards (10Marks)	<ul style="list-style-type: none"> i. A Motivational Program for Research Paper Publication.

3.5 *(U) Consultancy	Not Applicable for constituent / affiliated college.
3.6 Extension Activities (60 Marks)	<ul style="list-style-type: none"> i. Some Extension activities for Community Services, ii. Mass awareness on Ecological Sustainability iii. Awareness programme on ‘Beti Bachao & Beti Padhao’
3.7 Collaboration (20 Marks)	<ul style="list-style-type: none"> i. MoU for Collaboration with some educational institutions in regard to faculty exchange and other curricular transaction.

4. INFRASTRUCTURE AND LEARNING RESOURCES (100 Marks)

4.1 Physical facility (30 Marks)	<ul style="list-style-type: none"> i. CCTV coverage may be made extended. ii. Every department may be exclusively provided smart room facility. iii. Wi-fi facility may be maintained in the college.
4.2 Library as a Learning Resource (20 Marks)	<ul style="list-style-type: none"> i. Re-subscribing the Journal and Magazines. ii. New Journals and Magazines subscriptions including e-journals. iii. Full automation of library using ILMS iv. More research materials may be provided in the research room of library.
4.3 ICT Infrastructure (30Marks)	<ul style="list-style-type: none"> i. Smart Room classes should be encouraged in each Department. ii. Laptop to be provided the faculty members who have not been provided. iii. Soft copy of study materials may be uploaded on the college website for easy access by the students.
4.4 Maintenance of Campus Infrastructure (20 Marks)	<ul style="list-style-type: none"> i. Maintaining of uninterrupted Power Supply. ii. Continuing of safe drinking water supply. iii. White washing /Repairing and denting painting of the college.

5. STUDENT SUPPORT AND PROGRESSION (130 Marks)

5.1 Student support (50Marks)	<ul style="list-style-type: none"> i. An orientation program to guide students to make best use of available facilities of the college. ii. Providing coaching, guidance and counselling by Carrier Counselling and Guidance Cell. iii. Coaching for students to appear in competitive exam.
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	<ul style="list-style-type: none"> iv. Maintaining the grievance boxes and promptly addressing the issues. v. Study materials may be provided to students.
5.2 Student Progression (45 Marks)	<ul style="list-style-type: none"> i. Motivational program for students to prepare for their academic/career progression. ii. To maintain a record for student progression by Career, Guidance / Placement Cell. iii. Students qualifying for state/national/international level exam or competition should be identified and their records/certificates may be kept properly by Placement Cell
5.3 Student Participation and Activities (25 Marks)	<ul style="list-style-type: none"> i. To instill a sense of social responsibility and good citizenry among students, NSS Unit may organize some activities. ii. The NSS unit may organize some programs to develop skill and competencies among students to foster holistic development of personality. iii. Some programs or street plays may be organized by Disaster Management Cell.
5.4 Alumni Engagement (10 Marks)	<ul style="list-style-type: none"> i. The Alumni Association may be registered under the Society Registration Act. ii. Some programs may be organized by Alumni Association for guiding the students in pursuing their career. iii. The Corpus Fund may be generated by Alumni Association which must be used for development of the institution and proper records must be maintained.

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT (100 Marks)

6.1 Institutional Vision and Leadership (10Marks)	<ul style="list-style-type: none"> i. Effective functioning of College Management Committee towards giving a meaningful direction to the institution.
6.2 Strategy Development and Deployment (10Marks)	<ul style="list-style-type: none"> i. Planning of the college development as per the recommendation of Road Map Committee (Goal, Objective, Vision, Mission).
6.3 Faculty Empowerment Strategy (30Marks)	<ul style="list-style-type: none"> i. ACR /Performance appraisal etc. of the employee are to be kept properly. (Establishment Branch).

	ii. Professional Competency Development Program for staff may be encouraged and organized.
6.4 Financial Management and Resource Mobilization (10Marks)	i. Regular internal and external audit of the college financial transactions must be maintained.
6.5 Internal Quality Assurance System (30 Marks)	i. To carry out maximum programs of the Work Plan in time must be ensured. ii. To ascertain the in-time quality delivery by the institution the functioning of administrative audit and academic audit must be implemented. Their records must be kept properly.

7. INSTITUTIONAL VALUES AND BEST PRACTICES. (100 Marks)

7.1 Institutional Values and Social responsibility (50Marks)	i. Workshop on Gender Sensitivity. ii. For taking the advantage of the geographical locality of the college, some programs on environmental issues may be organized. iii. To make aware the common people about the evil effects of plastic products some programs may be organized. iv. To maintain the beauty and greenery of the campus plantation /social services may be organized. v. To inculcate the ethical sense among young generation some awareness program on road safety measures may be organized.
7.2 Best Practices (30Marks)	i. Workshop on use of ICT into class room teaching may be organized. ii. Workshop on entrepreneurship development may be organized. iii. Motivational program for students to develop reading habits in the library complex.
7.3 Institutional Distinctiveness (20Marks)	i. To maintain the serene and academically spirited Campus. ii. The Research journals may be published in time.

GRAND TOTAL = 1000 MARKS

CALENDAR OF IQAC, J. N. COLLEGE, PASIGHAT, SESSION 2020-21

Date	Broad Theme	To be organized by Department/Cell/Faculty
July 2020	Calendar and Work Plan meeting of IQAC.	IQAC
August 2020	Induction cum orientation program of students to guide them to make best use of available facilities of the college.	Student Union Body in collaboration with IQAC
August 2020	Department Meeting	IQAC
October 2020	Creative program by English Department	Department of English
October 2020	Creative program by Hindi Department	Department of Hindi
September 2020	Value-added certificate course on Mushroom Production	Department of Botany
March 2021	Department Seminar	Academic Branch
February 2021	Crash Course on Data Analysis	Department of Economics in collaboration with the Department of Mathematics
March 2021	Communication Skill Course	Department of English
October/November 2020 & March/April 2021	Remedial classes	Academic Cell
October/November 2020 & March/April 2021	Tutorial classes	Academic Cell
February 2021	Program to sensitize students on gender related issues	Sexual Harassment Cell
March 2021	Workshop for students on their curricular class room quality delivery addressing to their expected academic	Department of Education

	requirements for exam preparation and competition purposes.	
October 2020	A Motivational program for developing the research activities in the college to increase the research output of the institution.	Research Cell
February 2021	Workshop on Industry-Academia Innovative Program	Department of Commerce in collaboration with Department of Economics
August/September 2020	Extension activities for Community Services.	NSS
October 2020	Mass awareness program on Ecological Sustainability	NSS/NCC/Union Body
October 2020	Awareness program on 'Beti Bachao & Beti Padhao'	Department of Political Science in collaboration with Women Cell
March 2021	Providing coaching, guidance and counselling	Carrier Counselling and Guidance Cell.
February 2021	Coaching for students to appear in competitive exam.	Entry into the Competitive Exam Cell
September 2020 March 2021	Motivational program for V & VI Semester students to prepare for their academic/career progression.	Placement Cell in collaboration with Alumni Association
March 2021	To instill a sense of social responsibility and good citizenry among students, some activities are to be organized.	NSS Unit
February 2021	Some programs to develop skill and competencies among students to foster holistic development of personality are to be organized.	Career Counselling and Guidance Cell.
March 2021	Some programs or street plays may be organized.	Disaster Management Cell

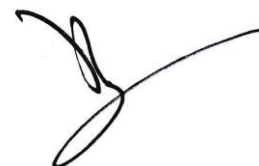
February 2021	To increase the work proficiency some Professional Competency Development Program for non-teaching staff may be encouraged and organized.	Commerce Department in collaboration with IQAC
March 2021	Workshop on Gender Sensitivity	Women Cell
March 2021	Some programs on environmental issues may be organized.	Department of Geography
February 2021	To make the common people aware of the evil effects of plastic products some programs may be organized.	Department of Chemistry and Department of Zoology in collaboration with NSS Cell
September 2020	To maintain the beauty and greenery of the campus plantation /social services may be organized.	NSS Cell
March 2021	To inculcate the ethical sense among young generation some awareness program on road safety measures may be organized.	NCC Unit
November 2020	Workshop on use of ICT into class room teaching may be organized.	Computer Cell
February 2021	Workshop on entrepreneurship development may be organized.	EDC
February 2021	Motivational program for students to develop reading habits in the library complex.	Department of History in collaboration with Library

After the finalization of AQAR 2018-19, Work Plan and Calendar of IQAC for academic Session 2020-21, and having no other point to discuss the meeting ended in a positive note with the members expressing their satisfaction over its outcome.

Mr. Eruk Libang, Asst. Professor, Dept. of Physics, proposed the vote of thanks.

The following members were present in the meeting.

1. Principal (Ex-Officio)	Chairperson
2. Dr. S. D. Choudhury (Vice-Principal & Academic In-Charge)	Deputy Chairperson
3. Dr. S. N. Yadav, Associate Prof. of Maths	Advisor IQAC
4. Dr. S. N. Jha, Associate Prof. of Geography	Advisor IQAC
5. Dr. J. R. Padhi, Associate Prof. of English	Advisor IQAC
6. Dr. D. P. Panda, Associate Prof. of Commerce	Coordinator IQAC
7. Shri T. S. Gibo, Asst. Prof. of Economics	Deputy Coordinator IQAC
8. Dr. S. Jayanthi, Asst. Prof. of Physics	Deputy Coordinator IQAC
9. Shri N. Darang, Asst. Prof. of Economics	Member
10. Shri H. Loyi, Asst. Prof. of Botany	Member
11. Dr. Johnny Tabing, Asst. Prof. of Education	Member
12. Shri Abani Doley, Asst. Prof. of English	Member
13. Shri Eruk Libang, Asst. Prof. of Physics	Member
14. Shri Rajesh Sharma, Instructor, Computer Centre (Technical Staff)	Member



(Dr. Milorai Modi)
Principal
J. N. College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

MINUTES OF THE REVIEW MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) OF THE COLLEGE HELD ON 13/10/2020 IN THE OFFICE CHAMBER OF THE PRINCIPAL, J. N. COLLEGE, PASIGHAT

AGENDA

1. Welcome address by the Chairperson
(Dr. Milorai Modi, Principal, Jawaharlal Nehru College, Pasighat)
2. Review of activities proposed in Work Plan and Academic Calendar for the session 2020-21 by Dr. D. P. Panda, Co-ordinator, IQAC
3. Deliberations by members
4. Vote of Thanks by Dr. J. R. Padhi, Associate Professor in English

A review meeting of the Internal Quality Assurance Cell (IQAC) of the college was held in the office chamber of the Principal, J. N. College, Pasighat, under his chairmanship on 13/10/20 at 10:30 AM, maintaining all social distancing norms amid COVID-19 pandemic, to review the progress of execution of work plan and Calendar for the academic session 2020-21 in accordance with the seven-point criteria of the NAAC guidelines. At the very outset the principal of the college, Dr. Milorai Modi, welcomed all members present in the meeting and focused on the objective to review the progress of the activities proposed in the work plan for academic session 2020-21 keeping in view the restrictions imposed on having offline programs during the pandemic. He invited innovative and practicable suggestions from all members present to execute the work plan as per IQAC calendar 2020-21.

Dr. D. P. Panda, the Coordinator of IQAC, while welcoming all members present, spoke on the problems faced in the implementation work plans in the college during the global pandemic and the role of IQAC to maintain quality in higher education against all odds in compliance with the latest NAAC guidelines. He made a presentation on the proposed work plan and Calendar for the academic session 2020-21 and requested all members present to suggest addition/deletion if any having considered the feasibility of organising programs amid COVID-19 situation prevailing in the country.

The Vice Principal of the college & Academic In-Charge Dr. S. D. Choudhury expressed his opinion how during the pandemic year the IQAC programmes should be planned and conducted preferably through online mode keeping in mind the COVID restrictions put in force. He urged upon all the members present to give their valuable suggestions and inputs for an achievable work plan and IQAC calendar for session 2020-21 in the face of a pandemic.

After a detailed discussion on all aspects the following decisions were unanimously taken in the meeting:

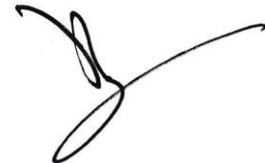
1. All the IQAC programs proposed in the work plan in the last meeting will be conducted through online mode wherever possible till the COVID restrictions are lifted.

2. The IQAC will procure software like Zoom, Cisco Webex to help organise the proposed activities through online mode till the normalcy returns.
3. The IT team of the college will coordinate with the Coordinator, IQAC, to conduct programmes through online mode.
4. The internet bandwidth of the college will be increased further to help organise all academic and IQAC activities of the college through online mode.

The meeting ended with the vote of thanks proposed by Dr. J. R. Padhi.

The following members were present in the meeting.

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| 1. Principal (Ex-Officio) | Chairperson |
| 2. Dr. S. D. Choudhury
(Vice-Principal & Academic In-Charge) | Deputy Chairperson |
| 3. Dr. S. N. Yadav, Associate Prof. of Maths | Advisor IQAC |
| 4. Dr. S. N. Jha, Associate Prof. of Geography | Advisor IQAC |
| 5. Dr. J. R. Padhi, Associate Prof. of English | Advisor IQAC |
| 6. Dr. D. P. Panda, Associate Prof. of Commerce | Coordinator IQAC |



(Dr. Milorai Modi)
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 17TH & 18TH NOVEMBER 2020 FROM 10:00 AM TO 2:00 PM

AGENDA

1. Meeting with all Departments to review performance of students in the last university examinations.

At the very beginning the Principal of the College and Chairperson IQAC, Dr. Milorai Modi, 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 take remedial measures if required to improve the examination results further as a quality initiative. He invited constructive suggestions from all members that would be feasible for implementation.

Dr. D. P. Panda, 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 that can be implemented effectively for subsequent improvement in university results.

Decisions taken in the meeting:

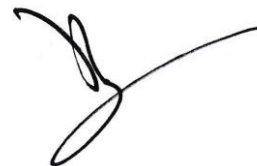
1. As the pass percentage of all the departments in the pandemic hit previous year was more than 99% all the members present expressed their satisfaction over the spectacular performance of the students and resolved to continue with the same spirit in the years to come.

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

1. Dr. Milorai Modi	Principal	Chairperson
2. Dr. S. D. Choudhury	Vice-Principal	Member
3. Dr. S. N. Jha	Associate Professor	Advisor, IQAC
4. Dr. J. R. Padhi	Associate Professor	Advisor, IQAC
5. Dr. D. P. Panda	Associate Professor	Coordinator, IQAC
6. Dr. Leki Sitang	Assistant Professor	Member, IQAC
7. Mr. Eruk Libang	Assistant Professor	Member, IQAC
8. Dr. Yashwant Singh	Associate Professor	Department of English
9. Dr. S.K. Sinha	Associate Professor	Department of English
10. Mr. Abani Doley	Assistant Professor	Department of English
11. Ms. Zenny Kamsi	Assistant Professor	Department of English
12. Dr. V. C. Rai	Associate Professor	Department of Hindi
13. Dr. H.N. Pandey	Associate Professor	Department of Hindi
14. Mrs. Tokpet Pertin	Assistant Professor	Department of Hindi
15. Ms. Banasiri Pertin	Assistant Professor	Department of Hindi
16. Ms. Mumne Perme	Assistant Professor	Department of Hindi
17. Ms. Ing Perme	Assistant Professor	Department of Hindi

18. Ms. Putoli Langkam	Associate Professor	Department of Pol. Sc.
19. Mr. Dangen Dammeng	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. Dr. Rajesh Verma	Associate Professor	Department of History
23. Mr. T. Talom	Assistant Professor	Department of History
24. Dr. Pema Deki Mize	Associate Professor	Department of History
25. Mr. K. Darung	Assistant Professor	Department of History
26. Dr. K.K. Mishra	Associate Professor	Department of Geography
27. Mr. Tabiram Yirang	Assistant Professor	Department of Geography
28. Ms. Marina Langkam	Assistant Professor	Department of Geography
29. Mr. K. Burang	Assistant Professor	Department of Geography
30. Mrs. Y. Saroh	Assistant Professor	Department of Geography
31. Mr. Habung Mipu	Assistant Professor	Department of Geography
32. Mr. N. Darang	Assistant Professor	Department of Economics
33. Mrs. Oman Taloh	Assistant Professor	Department of Economics
34. Mr. N. Tayeng	Assistant Professor	Department of Economics
35. Mr. T. S. Gibo	Assistant Professor	Department of Economics
36. Mr. T. Tamuk	Associate Professor	Department of Education
37. Dr. T. Taggu	Assistant Professor	Department of Education
38. Mr. Tony Jamoh	Assistant Professor	Department of Education
39. Mr. Johny Tabing	Assistant Professor	Department of Education
40. Dr. Sony Dupak	Assistant Professor	Department of Education
41. Ms. Tobom Lollen	Assistant Professor	Department of Sociology
42. Mr. Tamin Mili	Assistant Professor	Department of Sociology
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. Ms. Liha Mena	Assistant Professor	Department of Commerce
47. Ms. Nang R. Thamoung	Assistant Professor	Department of Commerce
48. Dr. (Mrs.) S. Jayanti	Assistant Professor	Department of Physics
49. Mr. Pokjum Yongam	Assistant Professor	Department of Physics
50. Mr. Dutem Siboh	Assistant Professor	Department of Physics
51. Ms. Yana Bagbi	Assistant Professor	Department of Physics
52. Dr. Manish Shukla	Assistant Professor	Department of Physics
53. Dr. K. K. Bhattacharjee	Associate Professor	Department of Chemistry
54. Dr. Alokesh Phukan	Assistant Professor	Department of Chemistry
55. Mr. Yumi Nyori	Assistant Professor	Department of Chemistry
56. Ms. Hage Yalu	Assistant Professor	Department of Chemistry
57. Mr. Toku Taga Tada	Assistant Professor	Department of Chemistry
58. Mr. T. Mibang	Associate Professor	Department of Botany
59. Dr. T. Payum	Associate Professor	Department of Botany
60. Mr. H. Loyi	Assistant Professor	Department of Botany
61. Ms. Nyabi Bagra	Assistant Professor	Department of Botany
62. Ms. Rinya Yangfo	Assistant Professor	Department of Botany
63. Dr. K. K. Jha	Associate Professor	Department of Zoology
64. Mr. Koj Taro	Assistant Professor	Department of Zoology

65. Dr. K. Kadu	Assistant Professor	Department of Zoology
66. Dr. Leki Wangchu	Assistant Professor	Department of Zoology
67. Mr. Monkhum Khilak	Assistant Professor	Department of Mathematics
68. Mr. Riken Kaye	Assistant Professor	Department of Mathematics
69. Ms. Drema Lhamu	Assistant Professor	Department of Mathematics
70. Mr. Gete Umbrey	Assistant Professor	Department of Mathematics



(Dr. Milorai Modi)
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 21/05/2021 IN THE OFFICE CHAMBER OF THE PRINCIPAL

A meeting of the Internal Quality Assurance Cell (IQAC) of the college was held in the Department of Commerce under the chairmanship of Principal on 21/05/21 at 10:30 AM, maintaining all social distancing norms amid COVID-19 pandemic, to finalize AQAR for academic session 2019-20. At the very outset the principal of the college, Dr. Milorai Modi, welcomed all members present and highlighted the objective of the meeting to finalize the AQAR for academic session 2019-20 for submission to NAAC within the deadline. He invited suggestions/feedback from all members present to make the AQAR 2019-20 a complete one in all respects in accordance with NAAC guidelines.

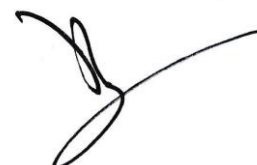
Dr. D. P. Panda, the Coordinator of IQAC, while welcoming all members present, and made a presentation on the proposed AQAR 2019-20 criterion wise, prepared on the basis of available data and requested all members to provide their inputs for addition/deletion.

After a thorough review of all the aspects of the AQAR 2019-20 it was finalized with minor changes/corrections.

Dr. Leking Sitang, Assistant Professor of History, proposed the vote of thanks.

The following members were present in the meeting.

1. Principal (Ex-Officio)	Chairperson
2. Dr. S. D. Choudhury (Vice-Principal & Academic In-Charge)	Deputy Chairperson
3. Dr. S. N. Jha, Associate Prof. of Geography	Advisor IQAC
4. Dr. J. R. Padhi, Associate Prof. of English	Advisor IQAC
5. Dr. D. P. Panda, Associate Prof. of Commerce	Coordinator IQAC
6. Shri T. S. Gibo, Asst. Prof. of Economics	Deputy Coordinator IQAC
7. Dr. Leki Sitang, Associate Prof. in History	Member
8. Shri N. Darang, Asst. Prof. of Economics	Member
9. Shri H. Loyi, Asst. Prof. of Botany	Member
10. Dr. Johnny Tabing, Asst. Prof. of Education	Member
11. Dr. Manish K. Shukla, Asst. Prof. of Physics	Member
12. Shri Rajesh Sharma, Instructor, Computer Centre (Technical Staff)	Member



(Dr. Milorai Modi)
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 21/07/2020 AT 10:30 AM**

1. CURRICULAR ASPECTS (100 Marks)

Criterion	Plan of Activities	Compliance/ATR
1.1 (U*) Curriculum design and Development (50 Marks)	Only for University	NA
1.1 (A*) Curriculum Planning and implementation (20 marks)	i. M.Com Program may be opened. ii. New course should be opened like BBA, Diploma in Disaster Management, iii. To develop more smart classrooms. iv. Education through EDUSAT	For the introduction of new program proposal has been duly submitted to the Govt. for further necessary action.
1.2 Academic Flexibility (30 Marks)	i. Inter disciplinary option to be provided (Subject restriction should be abolished.)	Inter-disciplinary option provided to students across all streams. The students will get more options with the introduction of CBCS from the next academic session.
1.3 Curriculum Enrichment (30Marks)	i. Creative program by English / Hindi Dept. ii. Student Competence Program through some value-added courses such as Mushroom Production Course, Data Analysis Course, Communication Skill Course, add on courses by all Depts.	Programmes like sales management, investor awareness, medicinal plants and folk healing etc were conducted.
1.4 Feedback System (20 Marks)	i. Students' Feedback. ii. Teachers' Feedback iii. Parent Teacher Association Feedback. iv. Alumni Association Feedback. v. Cells carrying student oriented program may collect their feedback.	Feedback was duly collected from students, thoroughly analyzed, and remedial measures were taken thereof on the basis of feedback.

2. TEACHING, LEARNING AND EVALUATION (350 Marks)

Criterion	Plan of Activities	Compliance/ATR
2.1 Student enrolment and profile (30 Marks)	<ul style="list-style-type: none"> i. To develop students enrolment and student profile (Academic Cell) ii. To ensure transparency and equity in the admission process catering to the educational need of all categories of people of the catchment area. 	Student database prepared meticulously and circulated among all departments. Utmost transparency was maintained in the entire admission process that was completed through online mode only due to pandemic situation.
2.2 Catering to Student Diversity (50 Marks)	<ul style="list-style-type: none"> i. To arrange remedial classes. ii. To arrange Tutorial Classes. iii. To organize program to sensitize students on gender related issues for their overall personality development. 	The women cell conducted awareness programme on gender related issues.
2.3 Teaching Learning Process (50 Marks)	<ul style="list-style-type: none"> i. Incorporating Learning Management System and other e-resources to enrich teaching-learning and evaluation processes. ii. Incorporating interactive-participatory approach in the Time- table of the college. 	Classes were engaged through online mode with the help of software/app like google meet, teachmint, google classroom, whatsapp and telegram etc. Ample e-resources were made use of in the teaching-learning process during the pandemic.
2.4 Teacher Profile and Quality (80 Marks)	<ul style="list-style-type: none"> i. To encourage non-Ph.D. Teachers to complete Ph.D. ii. To provide sufficient teachers in each Department. iii. To allow teachers for going orientation/ refresher courses etc. iv. To encourage in delivering the research output in the form of research publications and also in participating various academic oriented seminars, conferences etc. v. To increase the number of project works 	All the teachers were sensitized to increase research outputs which is evident from the fact that 3 international webinars, 6 national webinars/workshops were organized, 48 books/chapters, 30 research articles were published, and the faculty members attended 70

		FDPs/STPs/Orientation courses/Refresher courses.
2.5 Evaluation Process and Reforms (50 Marks)	<ul style="list-style-type: none"> i. For Internal Assessment question papers should be typed and a copy of it should be kept in departmental file. ii. After the declaration of the university result Programme Specific Outcomes (PSOs) and Course Specific Outcomes (CSO) are to be discussed and analyzed. 	The internal assessment question papers of all subjects have been preserved. PSO and CSO discussed in the departmental meeting with all departments on 17 th and 18 th November 2020.
2.6 Student Performance and Learning Outcomes (40 Marks)	<ul style="list-style-type: none"> i. Student Performance Profile (Result Profile) should be prepared by Academic Branch. 	Result profile of students prepared by the academic branch.
2.7 Student Satisfaction Survey (50 Marks)	<ul style="list-style-type: none"> i. SWOC Analysis provides student satisfaction survey. ii. A workshop for students on their curricular class room quality delivery addressing to their expected academic requirements for exam preparation and competition purposes. 	SWOC analysis of academic session completed and remedial measures taken thereof.

3. RESEARCH INNOVATION AND EXTENSION (120 Marks)

Criterion	Plan of Activities	Compliance/ATR
3.1 Promotion of Research and Facility	Not Applicable for constituent / affiliated college.	NA
3.2 Resource Mobilisation for Research (10 Marks)	<ul style="list-style-type: none"> i. A program on Research Motivation and Research Projects. ii. Departmental Library for research promotion. 	All the faculty members motivated to undertake research projects from different funding agencies. Departmental libraries strengthened further.
3.3 Innovation Ecosystem (10 Marks)	<ul style="list-style-type: none"> i. Workshop on Industry-Academia Innovative Program 	Could not be organized due to pandemic situation.

3.4 Research Publication and Awards (10Marks)	i. A Motivational Program for Research Paper Publication.	All the teachers were motivated to increase research outputs which is evident from the fact that 48 books/chapters and 30 research papers were published.
3.5 *(U) Consultancy	Not Applicable for constituent / affiliated college.	NA
3.6 Extension Activities (60 Marks)	i. Some Extension activities for Community Services, ii. Mass awareness on Ecological Sustainability iii. Awareness programme on ‘Beti Bachao & Beti Padhao’	The NSS, NCC, Rovers and Rangers wing of the college played active role in providing food, medicine and financial aid to the needy people during the pandemic. All the employees contributed more than 10 lakh rupees to PM CARES fund and Chief Minister’s Relief fund, Arunachal Pradesh, as a gesture towards community services.
3.7 Collaboration (20 Marks)	i. MoU for Collaboration with some educational institutions with regard to faculty exchange and other curricular transaction.	Could not be undertaken due to the pandemic situation.

4. INFRASTRUCURE AND LEARNING RESOURCES (100 Marks)

Criterion	Plan of Activities	Compliance/ATR
4.1 Physical facility (30 Marks)	i. CCTV coverage may be made extended. ii. Every department may be exclusively provided smart room facility. iii. Wi-fi facility may be maintained in the college.	CCTV surveillance upgraded from analog to digital mode. Wi-fi facility improved further by installing more access points.

4.2 Library as a Learning Resource (20 Marks)	<ul style="list-style-type: none"> i. Re-subscribing the Journal and Magazines. ii. New Journals and Magazines subscriptions including e-journals. iii. Full automation of library using ILMS iv. More research materials may be provided in the research room of library. 	<p>The subscriptions of existing journals renewed.</p> <p>Some new book and journals added.</p> <p>Full automation of library could not be taken up due to pandemic situation.</p>
4.3 ICT Infrastructure (30Marks)	<ul style="list-style-type: none"> i. Smart Room classes should be encouraged in each Department. ii. Laptop to be provided to the faculty members who have not been provided. iii. Soft copy of study materials may be uploaded on the college website for easy access by the students. 	<p>A new computer centre finalized to be operational from the next academic session through PPP mode.</p> <p>Soft copies of study materials for every subject shared with students through digital platform.</p>
4.4 Maintenance of Campus Infrastructure (20 Marks)	<ul style="list-style-type: none"> i. Maintaining of uninterrupted Power Supply. ii. Continuing of safe drinking water supply. iii. White washing /Repairing and denting painting of the college. 	<p>Uninterrupted power and water supply ensured.</p> <p>The renovation works could not be carried out due to paucity of fund and the pandemic situation.</p>

5. STUDENT SUPPORT AND PROGRESSION (130 Marks)

Criterion	Plan of Activities	Compliance/ATR
5.1 Student support (50Marks)	<ul style="list-style-type: none"> i. An orientation program to guide students to make best use of available facilities of the college. ii. Providing coaching, guidance and counselling by Carrier Counselling and Guidance Cell. iii. Coaching for students to appear in competitive exam. iv. Maintaining the grievance boxes and promptly addressing the issues. 	<p>Student-centric programs like sales management, investor awareness, ethno-botanical research, advancement and innovation in modern physics, technology for water purification, sustainable aqua culture and management were organised.</p>

	v. Study materials may be provided to students.	Students were provided with ample e-study materials.
5.2 Student Progression (45 Marks)	<ul style="list-style-type: none"> i. Motivational program for students to prepare for their academic/career progression. ii. To maintain a record for student progression by Career, Guidance / Placement Cell. iii. Students qualifying for state/national/international level exam or competition should be identified and their records/certificates may be kept properly by Placement Cell 	<p>Different departments conducted counselling of students about career opportunities.</p> <p>Record of career progression of students maintained properly.</p>
5.3 Student Participation and Activities (25 Marks)	<ul style="list-style-type: none"> i. To instill a sense of social responsibility and good citizenry among students, NSS Unit may organize some activities. ii. The NSS unit may organize some programs to develop skill and competencies among students to foster holistic development of personality. iii. Some programs or street plays may be organized by Disaster Management Cell. 	The NSS unit of the college organized many activities to foster holistic development of personality in students.
5.4 Alumni Engagement (10 Marks)	<ul style="list-style-type: none"> i. The Alumni Association may be registered under the Society Registration Act. ii. Some programs may be organized by Alumni Association for guiding the students in pursuing their career. iii. The Corpus Fund may be generated by Alumni Association which must be used for development of the institution and proper records must be maintained. 	No program could be organized for alumni engagement owing to the prevailing pandemic situation.

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT (100 Marks)

Criterion	Plan of Activities	Compliance/ATR
6.1 Institutional Vision and Leadership (10Marks)	i. Effective functioning of College Management Committee towards giving a meaningful direction to the institution.	The meeting of the CMC could not be organised during the year due to COVID-19 pandemic. However, the suggestions of the members of the CMC were invited virtually and incorporated in the development plan of the college.
6.2 Strategy Development and Deployment (10Marks)	i. Planning of the college development as per the recommendation of Road Map Committee (Goal, Objective, Vision, Mission).	The planning for the development of the college and deployment of such plans have been executed keeping in view the vision and mission of the institution.
6.3 Faculty Empowerment Strategy (30Marks)	i. ACR /Performance appraisal etc. of the employee are to be kept properly. (Establishment Branch). ii. Professional Competency Development Program for staff may be encouraged and organized.	The ACRs of both the Teaching & Non-Teaching staff were prepared and forwarded to the Director, Higher & Technical Education, for necessary action. Various professional competency development programs have been conducted virtually.
6.4 Financial Management and Resource Mobilization (10Marks)	i. Regular internal and external audit of the college financial transactions must be maintained.	The internal audit has been done through the internal audit committee and the external audit has been carried out through a Chartered Accountant.

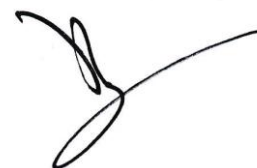
<p>6.5 Internal Quality Assurance System (30 Marks)</p>	<p>i. To carry out maximum programs of the Work Plan in time must be ensured.</p> <p>ii. To ascertain the in-time quality delivery by the institution the functioning of administrative audit and academic audit must be implemented. Their records must be kept properly.</p>	<p>Maximum programs have been completed as per the Work Plan.</p> <p>Administrative audit and Academic audit couldn't be conducted due to COVID-19 pandemic.</p>
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7. INSTITUTIONAL VALUES AND BEST PRACTICES. (100 Marks)

Criterion	Plan of Activities	Compliance/ATR
<p>7.1 Institutional Values and Social responsibility (50Marks)</p>	<p>i. Workshop on Gender Sensitivity.</p> <p>ii. For taking advantage of the geographical location of the college, some programs on environmental issues may be organized.</p> <p>iii. To make aware the common people about the evil effects of plastic products some programs may be organized.</p> <p>iv. To maintain the beauty and greenery of the campus plantation /social services may be organized.</p> <p>v. To inculcate the ethical sense among young generation some awareness program on road safety measures may be organized.</p>	<p>Workshop on gender sensitivity organized on 8th March 2021, the International Women's Day.</p> <p>World nature conservation day observed on 28th July 2020 under the initiative of NCC Unit.</p> <p>Cleanliness drive organized on 12/12/2020, 26/02/2021, and 24/03/21 to inculcate the importance of clean environment among students.</p> <p>Mass Plantation programme organized on 27/03/21.</p> <p>Social service cum flower plantation was organized by Dept. of Political Science on 03/10/19.</p>
<p>7.2 Best Practices (30Marks)</p>	<p>i. Workshop on use of ICT into class room teaching may be organized.</p> <p>ii. Workshop on entrepreneurship development may be organized.</p>	<p>The faculty members were motivated to make use of IT resources available in the college to take online classes</p>

	iii. Motivational program for students to develop reading habits in the library complex.	through Zoom conference. Student motivational program on reading in the library couldn't be organized due to the pandemic situation.
7.3 Institutional Distinctiveness (20Marks)	i. To maintain the serene and academically spirited Campus. ii. The Research journals may be published in time.	The serenity has been well maintained both on upper campus and lower campus. The Research Journal 'Arunachal Vision' with ISSN 2321-4201 in English has been published.

GRAND TOTAL = 1000 MARKS



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COMPLIANCE/ACTION TAKEN REPORT
ON THE DECISIONS TAKEN IN THE IQAC MEETING OF THE COLLEGE
HELD ON 13/10/2020 AT 10:30 AM

Sl No.	Decision in the Meeting	Compliance/ATR
1	All the IQAC programs proposed in the work plan in the last meeting will be conducted through online mode wherever possible till the COVID restrictions are lifted.	Many IQAC programs have been organized through online mode while a few of them have been conducted through offline mode.
2	The IQAC will procure software like Zoom, Cisco Webex to help organise the proposed activities through online mode till the normalcy returns.	Required software procured to organize programs through online mode.
3	The IT team of the college will coordinate with the Coordinator, IQAC, to conduct programmes through online mode successfully.	The IT team coordinated well in the conduct of IQAC programs online.
4	The internet bandwidth of the college will be increased further to help organise all academic and IQAC activities of the college through online mode.	The internet bandwidth of the college has been increased with the subscription of one more 100 mbps internet connection.



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