

**KAKOJAN COLLEGE**  
**KAKOJAN: JORHAT, ASSAM – 785107**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Ref. No. KC/IQAC/ 2017-2018/01 (A)

Date: 20/12/2017

**Notification**

The 3<sup>rd</sup> Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to be held on 27/12/2017 in IQAC Room at 11.45 AM. All the members are cordially requested to make it convenient to attend the same.

**Agenda**

Item No. 1	Minutes of the previous meeting of 05/04/2017 to be confirmed
Item No. 2	Review of AQAR 2016 – 2017 which is to be submitted to NAAC
Item No. 3	Discussion on conducting the academic audit
Item No. 4.	Discussion on hosting the Inter College Zonal Football (Men) tournament
Item No. 5	Discussion on organizing a popular talk on <i>Youth and Gandhi in Contemporary Context</i>
Item No. 6	Discussion on the introduction of Mentoring System
Item No. 7	Any others with permission of the Chairperson

Looking forward to your presence at the meeting.

With kind regards

*Archana B Bhattacharjee*  
Dr. Archana Bhattacharjee  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam  
Co-ordinator C.C.C,  
Kakojan College  
Jorhat

*R. Bordoloi* 20/12/2017  
Dr. Ruprekha Bordoloi  
Chairperson, IQAC  
Kakojan College, Jorhat, Assam

Principal  
Kakojan College  
Jorhat, Assam

Copy to:

1. All the IQAC Members



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**KAKOJAN: JORHAT, ASSAM – 785107**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Ref. No. KC/IQAC/ 2017 – 2018/01 (B)

Date: 27/12/2017

**Minutes of the IQAC Meeting**  
**27/12/2017**

01.	The minutes of the previous meeting dated 05/04/2017 confirmed
02.	The coordinator of IQAC placed AQAR 2016 – 2017 for review before the body, seeking advice and approval before submitting it to the NAAC. After discussion, the IQAC approved the AQAR for submission.
03.	The House approved the conduction of the Academic Audit
04.	The House approved organizing Inter College Zonal Football (Men) Tournament
05.	IQAC approved for organizing the student-centric popular talk on the theme of <i>Youth and Gandhi in Contemporary Context</i> .
06.	The House approved the introduction of Mentoring System from 6 <sup>th</sup> semester
07.	The coordinator expressed her gratitude to the Chairperson and the entire IQAC team for their support and cooperation
08.	There being no other point to discuss, the meeting ended with the vote of thanks offered by the Chairperson

*Archana Bhattacharjee*  
**Dr. Archana Bhattacharjee**  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam  
Co-ordinator IQAC  
Kakojan College  
Jorhat

*Ruprekha Bordoloi* 27/12/2017  
**Dr. Ruprekha Bordoloi**  
Chairperson, IQAC  
Kakojan College, Jorhat, Assam

**Principal**  
**Kakojan College**  
Jorhat, Assam



Ref. No. KC/IQAC/ 2017 – 2018/01 (C)

Date: 27/12/2017

**Members Present**  
**Meeting on 27/12/2017**

1. Dr. Hem Kanta Hazarika, President, Governing Body
2. Dr. Ruprekha Bordoloi, Principal
3. Dr. Raju Baruah, Vice Principal
4. Dr. Archana Bhattacharjee, Coordinator, IQAC
5. Mr. Ratul Baruah
6. Mr. Ajit Kumar Bordoloi
7. Mr. Keshob Bora, President, Guardian Association
8. Dr. Bijoylakshmi Neog
9. Ms. Babita Phukan Borkotoky
10. Ms. Joyashree Saikia
11. Dr. Pankaj Goswami
12. Mr. Lakhya Protim Nirmolia
13. Mr. Dhruvajyoti Saikia
14. Dr. Nibedita Gogoi
15. Mr. Dhruvajyoti Saikia
16. Dr. Partha Protim Boruah
17. General Secretary, Student Union

*Archana Bhattacharjee*  
**Dr. Archana Bhattacharjee**  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam  
Co-ordinator, IQAC  
Kakojan College  
Jorhat



*R Bordoloi 27/12/2017*  
**Dr. Ruprekha Bordoloi**  
Chairperson, IQAC  
Kakojan College, Jorhat, Assam

**Principal**  
**Kakojan College**  
Jorhat, Assam

Ref. No.

Date:

**Action Taken Report**

Item No. 1	Confirmed and approved the minutes of the previous meeting dated 05/04/2017
Item No. 2	As reviewed by the IQAC the AQAR 2016 – 2017 was submitted to NAAC
Item No. 3	As per the advice of the house, the institution proceeds for the conduction of Academic Audit
Item No. 4.	The Inter College Zonal Football (Men) tournament was organised and hosted by the institution
Item No. 5	A popular talk on <i>Youth and Gandhi in Contemporary Context</i> was organised by the institution on 27/08/2017, Dr. Anil Dutta Mishra, an Eminent Gandhian Scholar acted as Resource Person
Item No. 6	Mentoring System was introduced for 6 <sup>th</sup> Semester Students



*R. Bordoloi*  
**Dr. Ruprekha Bordoloi**  
Chairperson, IQAC  
Kakojan College, Jorhat, Assam

**Principal**  
**Kakojan College**  
Jorhat, Assam