

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

Ref. No. KC/IQAC/ 2021-2022/01 (A)

Date: 26/04/2022

**Notification**

The 11<sup>th</sup> Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to be held on 3/5/2022 at IQAC Room at 2.15 PM. All the members are cordially requested to make it convenient to attend the same.

**Agenda**

Item No. 1	Minutes of the previous meeting of 01/09/2021 to be confirmed
Item No. 2	Review of AQAR 2020 – 2021 which is to be submitted to NAAC
Item No. 3	To continue and enhance Industry – Institutional Interaction through membership and MOUs
Item No. 4.	Discussion on the need for organizing an awareness programme on Health & Hygiene for students
Item No. 5	Discussion on organizing Awareness Programme on Gender, Health, Environment, and Professional Ethics
Item No. 6	Discussion on the need for organizing more moral, ethical, aesthetic value-added student-centric programme
Item No. 7	Discussion on organizing an Awareness Programme on “Cyber Crime against Women”
Item No. 8	Discussion on organising more student-centric skill enhancement programmes
Item No. 9	Discussion on organizing a workshop on “Preparation for NAAC and Academic and Administrative Audit”
Item No. 10	Discussion on organizing a lecture programme for the benefit of the students’ community by inviting eminent personalities
Item No. 11	Discussion on the inauguration of the G+1 RCC building under the RUSA2.0 scheme
Item No. 12	Discussion on hosting Inter College Zonal (Men’s) Football Tournament under Dibrugarh University
Item No. 13	Discussion on participation in the Institution Innovation Council (IIC) Regional Meet
Item No. 14	Career Counselling programme for the students
Item No. 15	Discussion on laying the foundation Stone of Open Stage Auditorium
Item No. 16	Discussion on organizing Extension activities in its adopted village
Item No. 17	Discussion on displaying the nameplate of each plants species in Sector A and B area of the institution.
Item No. 18	Any others with permission of the Chairperson

Looking forward to your presence at the meeting.

With kind regards

*Nibedita Gogoi*

**Dr. Nibedita Gogoi**  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam

**Co-ordinator IQAC**  
**Kakojan College**  
**Jorhat**

Copy to:

1. All the IQAC Members



*Ruprekha Bordoloi*  
26/4/2022

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

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

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

Ref. No. KC/IQAC/ 2021 – 2022/01 (B)

Date: 03/05/2022

**Minutes of the IQAC Meeting**  
**03/05/2022**

01.	The minutes of the previous meeting, dated 01/09/2021 were confirmed
02.	The coordinator of IQAC placed AQAR 2020 – 2021 for review before the body, seeking advice and approval before submitting to the NAAC. After discussion the IQAC approved AQAR 2020-2021 for submission.
03.	The house approved the continuation and enhance Industry – Institutional Interaction through membership and MOU's for the benefit of student community and institutional development
04.	The house approved the awareness programme on Health & Hygiene to be organized for student
05.	IQAC approved the organization of Awareness Programme on Gender, Health, Environment, Professional Ethics
06.	Keeping the need of student community the house approved for organizing more moral, ethical, aesthetic value added student centric programme
07.	The house approved on organization of an Awareness Programme on "Cyber Crime against Women"
08.	The IQAC approved for organization of more student centric skill enhancement programme like Inter college Poem Recitation Competition
09.	The house approved on organizing workshop on "Preparation for NAAC and Academic and Administrative Audit"
10.	The house discussed and approved on organizing lecture programme for the benefit of students' community by inviting eminent personalities
11.	The IQAC discussed on inauguration of G+1 RCC building under RUSA 2.0 scheme as per RUSA Guideline
12.	The house discussed on hosting Inter College Zonal Football Tournament (Men) under Dibrugarh University
13.	The house approved the participation of IIC of the institution in Regional Meet of Institution Innovation Council, under Govt. of India
14.	The IQAC approved for organizing Career Counselling programme for students
15.	The house approved on laying foundation Stone of Open Stage Auditorium
16.	The house encouraged on organization of Extension activities in its adopted village
17.	The house approved on displaying name plate of each plants species in Sector A and B
18.	The coordinator expressed her gratitude to the Chairperson and the entire IQAC team for their support during this term
20.	There being no other point to discuss, the meeting ended with the vote of thanks offered by the Chairperson

*Nibedita Gogoi*

**Dr. Nibedita Gogoi**  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam

Co-ordinator IQAC  
Kakojan College  
Jorhat

*Ruprekha Bordoloi*  
31/5/2022

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

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



**Members Present  
Meeting on 03/05/2022**

1. Dr. Nirmala Sarma, President, Governing Body
2. Dr. Ruprekha Bordoloi, Principal
3. Dr. Bijoylakshmi Neog, Vice Principal
4. Dr. Nibedita Gogoi, Coordinator, IQAC
5. Mr. Deva Kr. Mahanta
6. Dr. Archana Bhattacharjee
7. Mr. Keshob Bora, President, Guardian Association
8. Dr. Pankaj Goswami, Coordinator (RUSA & GC Cell)
9. Ms. Babita Phukan Borkotoky
10. Mr. Lakhya Protim Nirmolia
11. Ms. Joyashree Saikia
12. Ms. Mridula Neog
13. Mr. Dhruvajyoti Saikia
14. Dr. Partha Protim Boruah
15. Ms. Junmoni Baruah
16. Mr. Amrik Singh
17. General Secretary, Student Union

*Nibedita Gogoi*

**Dr. Nibedita Gogoi**  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam

**Co-ordinator IQAC**  
Kakojan College  
Jorhat

*Ruprekha Bordoloi 3/5/2022*

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

**Principal**  
Kakojan College  
Jorhat, Assam



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**Action Taken Report**

01.	Confirmed and approved the minutes of the previous meeting dated 01/09/2021.
02.	The IQAC approved AQAR 2020-2021 for submission to NAAC
03.	As approved by the house for continuation and enhance Industry – Institutional Interaction membership and MOUs has been signed for the benefit of student community and institutional development
04.	Health Awareness Camp was organised in the institution in collaboration with Ayush Pharmacy and Mobile Medical Unit. Awareness programme on Health and Hygiene was organized for girl's student by Centre for Women Studies in collaboration with Global Hut Foundation.
05.	As per approval of the house Awareness Programme on Gender, Health, Environment, Professional Ethics has been carried on
06.	Keeping the need of student community, the institution has been continuing activities of student centric programmes on moral, ethical and aesthetic value
07.	To make the students aware about Cyber Security an Awareness Programme on "Cyber Crime against Women" was held.
08.	Student centric skill enhancement programme like Inter college Poem Recitation Competition was organised.
09.	Organized a workshop on "Preparation for NAAC and Academic and Administrative Audit"
10.	Interactive session, for the benefit of students' community, with eminent personalities Padmashree Yeshe Dorjee Thongchi and Padmashree Jadav Payeng was invited and interacted with students and faculty members.
11.	Inaugurated G+1 RCC building under RUSA 2.0 scheme as per RUSA Guideline
12.	The institution hosted the Inter College Zonal Football Tournament (Men) under Dibrugarh University.
13.	IIC of the institution participated in Regional Meet of Institution Innovation Council, under Govt. of India at Royal Global University, Guwahati, Assam
14.	Career Counselling programme for students has been conducted in the institution
15.	Honourable M.P., Tapan Kumar Gogoi, laid the foundation stone of open stage auditorium of the institution
16.	Extension activities have been carried on in its adopted village
17.	Name plate of plants species in Sector A and B has been displayed.

*Nibedita Gogoi*

**Dr. Nibedita Gogoi**  
Coordinator, IQAC  
Kakojan College, Jorhat, Assam

Co-ordinator IQAC  
Kakojan College  
Jorhat



*Ruprekha Bordoloi*

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

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