

## **Minutes of the HoDs Meeting with IQAC held on 12<sup>th</sup> November 2020 at 12 Noon at RUSA Conference Room**

### **Members Present:**

- |                                |                                  |
|--------------------------------|----------------------------------|
| 1. Dr. R.M Manih               | Principal                        |
| 2. Dr. J. Mathew               | Vice-Principal & HoD Mathematics |
| 3. Dr. (Mrs). R. Lalrintluangi | HoD English                      |
| 4. Dr. (Mrs). V. Kalita        | HoD Botany                       |
| 5. Mr. S. Sohlang              | HoD Philosophy                   |
| 6. Mr. K. Sarma                | HoD Assamese                     |
| 7. Dr. M. B. Mitri             | HoD History                      |
| 8. Mr. A. Lyngdoh              | HoD Pol. Science                 |
| 9. Dr. (Mrs.) E. Lianchhawni   | HoD Education                    |
| 10. Mrs. L.S. Lyngdoh          | HoD Nutrition                    |
| 11. Dr. Mrs. A. G. Paul        | HoD Zoology                      |
| 12. Dr. A. Malhotra            | HoD Chemistry                    |
| 13. Mrs. M. Sebastian          | HoD Physics                      |
| 14. Mr. A.H. Sawkmie           | HoD Khasi                        |
| 15. Mr. J. L. Nonglait         | Geography dept. representative   |
| 16. Mr. B. L. Mawlong          | Coordinator, IQAC                |

The Meeting was chaired by the Principal

The meeting started with a prayer offered by Mrs. M. Sebastian.

### **Resolution 5/2020: Minutes of last meeting**

The Minutes of the last meeting held on 25<sup>th</sup> August 2020 were confirmed by the house.

### **Resolution 6/2020: NAAC Application-Timeline**

The Coordinator brief the house of the status of the NAAC preparation of the College with the following timeline:

- **IIQA Submission- Nov 23, 2020**
- **SSR Uploading- Nov 25- Dec 10, 2020**
- **NAAC Visit- Feb- April 2020.**

The same was approved by the house.

**Resolution 7/2020: Academic Audit**

The Coordinator brief the house of the Academic Audit for the session 2019-20. The same was approved by the house. Necessary follow-up actions to the audit will be undertaken by the Principal.

**Resolution 8/2020: Dept. Records**

The House unanimously resolves that w.e.f the session 2020-21, all depts. through the liaison officer shall ensure that records are being kept in both hard and soft copy:

- Semester Wise Result of the dept.
- Students progression
- Reports of any programs/activities conducted by the departments.

**Resolution 9/2020: Enrolment 2020-21**

The Coordinator brief the house of the total enrollment for the academic session 2020-21.

1. B.A-	614
2. BSc-	215
3. <u>B. Com-</u>	<u>59</u>
Total	888

The meeting was closed with a prayer offered by Dr. M. B. Mitri.

Sd/-  
IQAC Coordinator  
Union Christian College



Sd/-  
Principal  
Union Christian College



Dated: 12<sup>th</sup> November, 2020