

IQAC Agenda**Academic meeting with all Faculty members****Date : 05.08.2024****Venue : RUSA Hall****Time : 02.00 pm****Agenda :**

1. ERP & LMS Discussion. (Dr. Amit Kumar Pradhan)
2. Mentor-Mentee activities / home visit.
3. Record of using of smart classroom/ICT/sophisticated instruments & lab facility (how to maintain the record).
4. Course plan to be maintained (Dr. Samrat Dey)
5. All cells, Committees, clubs etc. to carry out regular activities and prepare and submit the reports of last 5 years to IQAC within 20th August'24 (2018 onwards).
6. MoU Activities / Extension Activities/Outreach Activities/ Faculty Exchange Programme / Student Exchange Programme to be continued.
7. IDP to be prepared before NAAC Visit.
8. Discuss on Institutional preparedness for NAAC visit. (Dr. Samrat Dey)
9. DAC to be reconstituted by 10th August & Alumni to be mobilized.
10. Departmental website section to be updated.
11. Any other.

Resolutions:

ERP will be compulsory from next week and LMS facilities to be used by all members.

MDC Paper distribution to be discussed with academic heads of all departments. Mentor-Mentee activities, home visit to be carried out for the current session.

Central and departmental library to be optimally used by students.

All departments to keep record of using smart classroom/ICT/sophisticated instruments and lab facility.

Course plan to be submitted to IQAC by 7th August, 2024.

All cells, committees, clubs etc to carry out regular activities and submit the report of 5 years to IQAC by 20th August, 2024.

MOU activities, extension activities, outreach activities, faculty exchange program, student exchange programs to be continued.

DAC to be submitted to IQAC by 10th August, 2024.

11. Departmental website to be updated.

Handwritten signature

Pragjyotish College
4-781009 Principal
Pragjyotish College
had-781009

Handwritten signature
5.08.2024

Coordinator
IQAC
Pragjyotish College
Sawahati-09