

Proceedings of the meeting of the IQAC, with the students and Non-teaching staff members Lakhimpur Commerce College held on 19-05-2018

A meeting of the members of the IQAC with students and Non-teaching members of the college was held in the conference hall at Lakhimpur Commerce College on 19th May, 2018 at 2 p.m. All the members of the students' Union Body and the student members of the college and the Non-teaching staff attended the meeting.

Members Present :

1.	Dr. B. S. Behera	Principal and chairman
2.	Dr. D.K. Das	Co-ordinator
3.	Shri Aban Chandra Barman	Member
4.	Dr. Manoj Kumar Sil	Member
5.	Dr. (Mrs.) Harini Patowary Das	Member
6.	Shri Rajendra Prasad Borah	Member and HoD
7.	Shri Gopal Kumar Chetry	Member
8.	Shri Mahesh Chandra Bhagawati	Member
9.	Shri Manoj Kumar Tamuli	Member
10.	Dr. (Mrs.) Rupjyoti Bhattacharjee	Member
11.	Mrs. Bohnisika Bordoloi	Member
12.	Dr. Dadul Rajkonwar	Member
13.	Shri Parama Phukan	Member
14.	Shri M. Saikia	Member
15.	Shri Dipak Bor Borah	Member
16.	Mrs. R. Boruah	Member
17.	Shri Subham Sarmah	Student Nominee
18.	Shri Dibya Borah	Student Member
19.	Shri Chimpal Hazarika	Student Member

Agenda:

1. Principal to take chair.
2. Introduction and the purpose of the meeting by the Co-ordinator.
3. Analysis on the progress of preparation of the S.S.R.
4. A discussion with Non-teaching staff members on updating of office files, records and systematization of Documentations.
5. Discussion on college library automations.

6. Discussion with the student members about students' feedback
7. Recommencement of discontinued Spoken English Course.

The meeting discussed all the items in the Agenda and after thorough discussion took the following decisions.

Action Taken:

1. The conveners of the S.S.R. preparation Committee presented a satisfactory program in the preparation of the seven criteria which would further gain speed after the completion of the semester examination. The AQAR are also being prepared and only the concluding works are remaining.
2. The Non-teaching members of the college discussed with the Principal about a few requirement in the office. The Principal assured to supply two new computers at present and all the other requirements after assessing the funds.
3. A discussion was made with the library staff and the Principal advised them to update the library details.
4. Various suggestion curricular and extra-curricular matters were taken from the students members based on the students' feedback form. The student members were asked to participate and take initiative to sensitize the students of the college about maintaining cleanliness in the college campus and value its property.
5. The meeting decided to re-start the Spoken English Course (six monthly) as a self financing course which has been discontinued since 2013.

The Principal concluded the meeting expecting full co-operation from the teaching and non teaching staffs of the college. The co-ordinator extended vote of thanks.

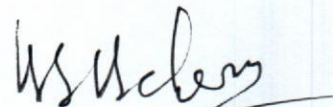


(Dr. D. K. Das)
Co-ordinator
IQAC

Lakhimpur Commerce College
North Lakhimpur, Assam

**Co-ordinator
IQAC**

**Lakhimpur Commerce College
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(Dr. B. S. Behera)
Principal and Chairman
IQAC

Lakhimpur Commerce College
North Lakhimpur, Assam

**Principal
Lakhimpur Commerce Colleg.
North Lakhimpur**