

**Action Taken Report of IQAC Meeting with Principal and Working Committee,  
Lakhimpur Commerce College held on 31.03.2023 at 2 PM in the Conference Room**

**Date: 31-03-2023**

**Agenda No 1: Discussion on Best Practices:**

**Action Taken:** A thorough discussion about the best practices was held among the members of IQAC and Principal of the college. The members suggested the following three best practices of the college:

1. Basic Health Check Up at the college campus.
2. Preservation of local culture and heritage.
3. Skilling the unskilled through computer education.

**Resolution No 2: Discussion on Strategic plans preparation:**

**Action Taken:** The members of IQAC have prepared strategic plans according to their criteria.

**Agenda No 3: Discussion on Class Monitoring Committee:**

A discussion with all the members of IQAC was held regarding class monitoring committee with the principal.

**Action Taken:** Class Monitoring Committee has been formed to monitor the day to day classes.

**Resolution No 4: Discussion on Add on Courses**

**Action Taken:** Vocational Courses have proposed to introduce.

**Resolution No 5: Reconstitution of Committees/Cells/Clubs**

**Action Taken:** 19 main committees, 11 Internal Management Committees and 6 Committees for Various Study Centre have reconstituted.

**Agenda no 6: Vote of thanks**

The Principal and Chairman concluded the meeting with vote of thanks to all.



Principal  
Lakhimpur Commerce College  
North Lakhimpur, Assam

**Action Taken Report of IQAC Meeting with Principal and Working Committee,  
Lakhimpur Commerce College held on 30.09.2023 at 2 PM in the Conference Room**

**Resolution No 1:** Discussed on the Grade Sheet of NAAC:

**Action Taken:** A thorough discussion on NAAC Grade Sheet was held among the members of IQAC and Principal of the college. A book on NEP-2020 implementation was published by the publication cell of the college. All activities including Career Counseling Program held continuously. Construction work has been improving.

**Resolution No 2:** Criteria coordinator to make plan:

**Action Taken:** All coordinators of seven criteria prepared plans and implementing.

**Agenda No 3:** To keep register at IQAC room for the visitors:

**Action Taken:** The coordinator of IQAC has already made ready Visitors' Register at IQAC Room.

**Agenda no 4:** Vote of thanks

The Principal and Chairman concluded the meeting with vote of thanks to all.



(Dr. Lohit Hazarika)  
Principal  
Lakhimpur Commerce College  
North Lakhimpur, Assam

Principal  
Lakhimpur Commerce College  
North Lakhimpur

**Action Taken Report of IQAC Meeting with Principal and Working Committee,  
Lakhimpur Commerce College held on 13.02.2024 at 2 PM in the Conference Room**

1. **Resolution No 1:** The principal of the college discussed on the Recommendation of NAAC

**Action Taken:** A thorough discussion on recommendations of NAAC was held and principal of college revealed that all the activities have been improving including research and development.

2. **Resolution No 2:** The principal reviewed the criteria wise performance of AQAR.

**Action Taken:** All coordinators of seven criteria prepared action plans and implementing accordingly.

3. **Vote of thanks**

The Principal and Chairman concluded the meeting with vote of thanks to all.



(Dr. Lohit Hazarika)

Principal

Lakhimpur Commerce College

North Lakhimpur, Assam

**Principal**  
**Lakhimpur Commerce College**  
**North Lakhimpur**

**Action Taken Report of IQAC Meeting with Principal and Working Committee,  
Lakhimpur Commerce College held on 22-04-2024 at 2 PM in the Conference Room**

3. **Resolution No 1:** The principal of the college specially discussed on the Research and development and project work
1. **Action Taken:** A discussion on Research and development and project work by the teachers was held and the principal of college asked all the teachers to engage research and development and project work and application for seminar grants.
2. **Resolution No 2:** The principal reviewed on the new criteria of NAAC.

**Action Taken:** The principal instructed the coordinator of IQAC to review the draft NAAC New Guideline and make presentation on the same.

**3. Vote of thanks:**

The Principal and Chairman concluded the meeting with vote of thanks to all.



(Dr. Lohit Hazarika)  
Principal  
Lakhimpur Commerce College  
North Lakhimpur, Assam

Principal  
Lakhimpur Commerce College  
North Lakhimpur