

## **IQAC Meeting Minutes** **SAZOLIE COLLEGE**

15 June 2019

1. AQAR for 2017-2018 was submitted on 21 December 2018 to NAAC, Bangalore.
2. Preparation for submission of AQAR for 2018-2019 is underway. All the reports and documents required for the AQAR have to be collected by June 2019.
3. Research Committee to maintain records/documents of publications, research activities/projects of the faculty, etc. and submit the report to the IQAC Coordinator.
4. Ms. Veralü Vero and Kesolo-ü Khutso, Asst. Professors, Dept. of English, were appointed as members of the Media Cell from 2018-2020. They will be responsible for the press releases, newspaper clippings, etc. of the College.
5. In line with the IQAC action plan 2019, the Sazolie College Alumni Association held a meeting on 8 June 2019 and resolved to conduct a seminar in the coming months.
6. Feedback of the parents collected during the Parents-Teachers Meet held on 8 March 2019 to be prepared by the IQAC Coordinator.
7. College website to be frequently updated with reports of the different activities, programmes and articles.
8. Mr. Temsuakum, Asst. Professor, Dept. of Sociology and Ms. Limanaro Imsong, Asst. Professor, Dept. of Pol. Science, were appointed as Para-legal Volunteers to look after the Legal Services Clinic. A programme to be organised on 15 July 2019 to revive the Clinic which has been non-functional for some time.
9. The following departments have been entrusted to organise National Seminars:
  - a) Sociology Department – 2019.
  - b) History Department – 2020.
  - c) English Department – 2021.
10. For proper implementation of the grievance redressal mechanism, SCSC representatives were asked to encourage the students to make use of the Suggestion Boxes provided in the College and Hostels.
11. To generate a sense of discipline and motivate the students in the hostels for holistic development, SCSC representatives were encouraged to continue to extend their active participation in the College activities and to initiate innovative ideas and make campus life more vibrant.
12. Proper monitoring of the attendance of the hostellers to be initiated through regular communication among the faculty, hostel wardens and chaplain.
13. The Dean of Students to continue to prepare and display the monthly attendance report of the students.
14. Ms. Vetsuzolu, Asst. Professor, Dept. of Education, was appointed as Assistant Coordinator, IQAC, with effect from June 2019.
15. Next IQAC meeting to be held on 7 September 2019.

Dr. Puspanjoli D. Nakhro  
IQAC Coordinator