

**IQAC MEETING**

**AGENDA**

The Internal Quality Assurance Cell (IQAC) of DHSK Commerce College organized the Core Committee Meeting on 10<sup>th</sup> June, 2023 at 03:00 pm to discuss the following agenda:

1. Welcome address by IQAC Co-ordinator
2. Agenda handover to the Principal of the College cum President of the meeting
3. Objectives of the meeting by IQAC Coordinator (Dr. TP Upadhyaya)
4. Review and approval of the minutes of the previous meeting
5. To discuss about Re - accreditation of NAAC (3<sup>rd</sup> Cycle) and IIQA/AQAR submission
6. To discuss about IQAC plan for the next
7. Any other matter with the permission of the Chair
8. Presidents comments
9. Vote of Thanks by Dr. Bidisha Mahanta, Assistant Coordinator, IQAC

The Following Members were present in the meeting

| SL No | Name                  | Designation                         |
|-------|-----------------------|-------------------------------------|
| 1.    | Dr. KM Bhagawati      | Principal                           |
| 2.    | Mr. Sailen Gogoi      | Vice - principal                    |
| 3.    | Dr. B. Bhagawati      | Associate Prof. & HOD, Commerce     |
| 4.    | Dr. TP Upadhyaya      | Associate Prof. & HOD, Banking      |
| 5.    | Mr. N. Dutta          | Assistant Prof. & HOD, Assamese     |
| 7.    | Dr. Ajit Goswami      | Assistant Professor                 |
| 8.    | Dr. Bidisha Mahanta   | Assistant Professor                 |
| 10.   | Dr. Mintu Kr. Das     | Assistant Prof. & HOD, Statistics   |
| 11.   | Mr. Dhruvorshi P. Sen | Advocate, Dibrugarh Bar Association |
| 12.   | Mr. Mausum Bharali    | Entrepreneur & Businessman          |
| 13.   | Ms. SS Gogoi          | Librarian, DHSK Com College         |


1. The meeting was started with President Dr. KM Bhagawati taking the chair
2. The IQAC Coordinator explained the objective of the meeting followed by presentation of minutes of the previous meeting.
3. The minutes of the previous IQAC meeting held on 18/06/2022 were presented for confirmation. After a thorough review, the minutes were approved unanimously.
4. The progress of the implementation of the recommendations from the previous IQAC meeting was discussed. IQAC Coordinator provided an update on the status of the assigned tasks, and necessary actions were taken to ensure timely completion of pending activities. He stated that during the period, more than 100 various activities have been organised in the college including Academic and Administrative Audit, Environment Audit, ISO Certification of the College etc.
5. The Principal Dr. KM Bhagawati and IQAC Coordinator shared updates on the NAAC accreditation process, including the submission of the Self-Study Report and the upcoming visit of the NAAC peer team. The house discussed in details about the present status of IQAC and the future readiness for the upcoming NAAC invitation for 3<sup>rd</sup> cycle of assessment in 2023. The necessary arrangements and preparations were discussed and assigned to respective individuals.
6. The Annual Quality Assurance Report (AQAR) 2021-22 was presented to the committee for review and approval. The report highlighted the achievements, initiatives, and challenges faced during the academic year. After a detailed discussion, the AQAR was approved with minor suggestions for improvement.


*[Signature]*

*[Signature]*  
Principal  
D.H.S.K. Commerce Co. Dibrugarh

## IQAC: DHSK COMMERCE COLLEGE: DIBRUGARH: ASSAM

7. The meeting discussed Strategies for enhancing co-curricular and extracurricular activities in the college. It was decided to organize research workshops, encourage faculty members to pursue research projects, and provide necessary support for publishing research papers and participating in conferences.
8. The house unanimously opined to continue the process of conducting Academic Audit, Green Audit, Energy Audit etc. in the next year also
9. Mr. Dhruborshi P. Sen, members enquire about the ongoing infrastructure development works in college and Banipur campus. In this regard, the Principal provided details the following issues
  - Seat capacity of Girl's Hostel has been increased with construction of waiting room and warden's residence
  - Construction of Boy's Hostel is going on
  - Development of Banipur land to make is suitable for sports facilities is going on
  - Construction of New auditorium to start soon
  - Renovation of classroom to start soon
10. Mr. Dhruborshi P. Sen raised the issue of career counselling in collaboration with fifth madras regiment and Dr M.K Das, coordinator ICGC informed the house that necessary steps will be taken in this regard.
11. The Principal informed the house that the college is going to organize the Diamond Jubilee Celebration with a yearlong Programme and College will celebrate 15<sup>th</sup> June, 2023 as introductory programme by organizing the following events
  - Celebration of "Diamond Jubilee Talk Programme on Commerce Education in the light of NEP 2020 – Opportunities and Challenges" to be delivered by Prof D.K.Chakraborty, Dean, Social Science, Dibrugarh University.
  - Felicitation to all retired employees and relatives of expired employees, alumni Members of the college and press personals on 15<sup>th</sup> June, 2023
12. The members discussed about the status of the 2<sup>nd</sup> Issues research book to be published by IQAC. The members unanimously suggested a name "INSIGHT" for the upcoming book to be published by 30<sup>th</sup> June, 2023
13. The IQAC Coordinator informed the house about the upcoming ICT Academy's 100 hours programme on 'Youth Empowerment Programme' on 'BFSI- Overview and Financial Product' for the BPL students of B.Com. 5<sup>th</sup> Semester and the program will be of and will be coordinated by Department of Business Management.
14. Members expressed their satisfaction over the completed and ongoing construction works under RUSA fund and other funds.
15. The meeting was adjourned with a vote of thanks offered by Dr. Bidisha Mahanta to all attendees for their active participation and valuable contributions.

  
(Dr. Tanka Prasad Upadhyaya)  
IQAC Coordinator  
DHSK Commerce College

  
(Dr. KM Bhagawati)  
Principal  
DHSK Commerce College  
Dibrugarh  
Principal  
DHSK Commerce College  
Dibrugarh

**ACTION TAKEN REPORT  
IQAC: DHSK COMMERCE COLLEGE**

1. Construction of top floor of the Extended Blocks (A, B &C) of the College building has been completed.
2. Improvement of covered parking facility for students and staff in the campus has been done.
3. Renovation of canteen facilities has been done.
4. Construction of multistoried building is in progress
5. Construction of Boys' Hostel is in progress
6. Development of second campus at Banipur is in progress.
7. Setting up of a computer lab in the College with 50 computers
8. Improvement of College's Banipur Land by completing constructing of boundary walls
9. Publication of peer reviewed research Journal 'Utkarsh' with ISSN.
10. Publication of multilingual Research book with ISBN
11. Regular collection and review of feedback and suggestions from faculty members, students, alumni and parents and actions are taken accordingly
12. Purchase text books and reference books for library under RUSA fund.
13. Organized many college level, national level and international level workshops, webinars, seminars, for teachers and students
14. Preparation for 3rd Cycle of NAAC's assessment and accreditation is going on
15. Three Teachers have complete their Ph.D. degrees since last NAAC accreditation
16. Construction of rain water harvesting system in the campus is completed
17. Vermicompost project in the girls' hostel has been initiated.
18. Installation of solar panels in the college campus
19. A number of environment friendly initiatives are taken by NSS, NCC, Women Cell etc. and ensuring participation of maximum students in such initiatives
20. A number of social and welfare activities are conducted by the various cells and departments of the college like free eye check up camp, blood donation camp, cloth distribution drive etc.
21. Blended mode of teaching-learning is encouraged after the pandemic.
22. The College has been ISO certified.
23. Green and Environment audit has been conducted in the college.
24. Academic and administrative audit has been conducted in the college
25. Energy audit has been conducted.
26. Four MoUs has been signed during the last five years.



(Dr. Tanka Prasad Upadhyaya)  
IQAC Coordinator  
DHSK Commerce College



(Dr. KM Bhagawati)  
Principal  
DHSK Commerce College  
Dibrugarh  
Principal  
D.H.S.K. Commerce College  
Dibrugarh