CHHAMARIA ANCHALIK COLLEGE

P. O. Chhamaria, District- Kamrup, State- Assam (India), PIN-781136

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FIRST CYCLE NAAC ACCREDITATION 2023

CRITERION 6

Governance, Leadership and Management

6.1.1. The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

NEP implementation, sustained growth

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Executive Meeting
NEP Task Force, CAC/2022
Time: 2.P.M.
Venue: Education Department.
Date: 12-07-2022

Agenda:

1) Presidents taking Chair.
2) Purpose of the meeting.
3) Discuss about the preparation and submission of Institutional Development Plan (IDP) with mail reference, dated - 6 th July.
4) Presidents Speech.
5) Vote of Thanks.
6) End of the meeting.

Signatures:

1).

2) Dr. Jamal Uddin Ahmed

3) Hiramani Rabha

4) Nurul Islam.

Enclosure with:

1) DHE Mail
2) IDP Criteria.
3) Way forward.

Proceeding : An important executive meeting of the NEP Task Force, CAC was convened under the Presidentship of P.K. Dev Nath, Principal of this college at 2 P.M. on the dated - 12/07/2022. The purpose of the meeting was declared by the Co-ordinator of Hiramani Rabha. The Co-ordinator stated about the preparation and submission IDP to DHE on or before 27-07-2022. following the criteria given in Govt. notification. The House made a significant discussion on it and took the following decision.

Proposal NO. 1 : The House was decided to organise a meeting along with all teaching & Non-Teaching staff and G.B. of this college within very short time.

Proposal NO. 2 : The House took an other important decision for all teacher member to study well all the Criterias of the IDP & NEP before the commencement of this meeting.

There after, Hon'ble President of this meeting delivered his valuable speech to take preparation properly with the greater interest for the welfare of this College.

Hence, the Co-ordinator wished the vote of thanks to all for their solicit presence in the meeting. And, at the end, this meeting was come to end declared by the Chairperson of this meeting.

Approved
12/7/2022
Principal
Chhamaria Anchalik College

Thanking You
Hiramani Rabha
Co-ordinator, NEPTF, CAC

General Meeting
NEP Task Force, CAC/2022
Time: 1:30 P.M. Venue: Teachers' Common Room.
Date: 16/07/22.

Meeting Agenda:

1) Chair taken by the president.
2) Purpose of the meeting.
3) Explanation of the IDP, NEP & NAC linkage:
   Speech by Co-ordinator, IQAC.
   Dr. Jamal Uddin Ahmed.
4. Suggestive points from faculty members.
5. Others.
6. President's speech.
7. Vote of thank
8. Dismiss of the meeting.

Signatures:

1) [illegible signature]
2) Dr. Jamal Uddin Ahmed
3) Nurul Islam.
4) [illegible signature]
5) [illegible signature]
6) Ram Mandal.
7) Nur Mohammad Al Aman
8) [illegible] Salam.
9) Sofir Uddin Ahmed,
10) Jayanta Kumar
11) Dhireswar Das
12) [illegible] Mondal.
13) Sheikh Barkatullah.

classmate
Date
Page

14) Abu Shama Ahmed
15) Mirza Abdur Rohim Mollah
16) Baser Ali
17) Hiramani Rabha
18) [illegible]
19) Shah Alom
20) Dr. Lohit Rabha

Proceeding:

An important general meeting organised by the NEP Task Force, CAC was convened under the Presidentship of Nurul Islam, HOD, Education of this college at 1:30 P.M on the dated- 16-07-22. The purpose of the meeting was declared by the co-ordinator Hiramani Rabha. The purpose of the meeting stated about the IDP preparation and discussion with teaching & non-teaching staff. That was decided by the executive meeting which held on dated- 12-07-22.

The IQAC, Co-ordinator Dr. Jamal Uddin Ahmed speeced about the IDP and linkaged with NEP and NAC surrounding with college development.

The proposals and suggestions of IDP prepartion by the different faculty members were recorded and paste opposite side of this page.

Others problems also discussed by this meeting which directly related with the college.

After that the Hon'ble president delivered his valuable speech and hence the co-ordinator wished vote of thanks to all of the faculty members for their solicit presence in the meeting. At last end of the meeting announced by the President.

Approved by-

Principal
Chhamaria Anchalik College

Thanking You
Hiramani Rabha
Co-ordinator, NEP, TF.

OFFICE OF THE
CHHAMARIA ANCHALIK COLLEGE STUDENTS' UNION
CHHAMARIA
P.O. - P. CHHAMARIA, Dist. Kamrup (Assam), PIN-781136

Ref. No...................

Date. 28|10|2022

To

Sri ....

Sir/Madam

I have the honour to inform you that a G.B. meeting of Chhamaria Anchalik College is convened on 03/11/, 2022 at 11 AM in the Principal room to execute the following agenda.

You are therefore requested to attend the meeting without fail.

Thanking You

Yours Sincerely

28|10|2022
Principal

Agenda

1. President taking Chair
2. Purpose of the meeting
3. Confirmation of last meeting proceeding.
4. To approve IDP
5. To approve RCC building construction expenditure
6. To appoint Institutional Academic In-Charge
7. (A). Autohorization to principal for taking additional policies for the betterment of the college.
   (B) To approve the inclusion of IQAC Coordinator as co-opted member of GB
8. To appoint an Asst. Librarian.
9. To appoint a LDA on contractual Basis (to expedite the work of NAAC)
10. To approve DDO.
11. Discussion to rejuvenate solar plant
12. To approve college gate drawing
13. Other
14. President's Speech.
15. End of meeting

3/11/2022 ~~2/11/2022~~

Signature of the members present in meeting

① Tapan Majumdar.

② Ganeswar Saikia

③ Mani gopal Mandal

④ Nurul Islam.

⑤ P.K. Nath 3/11/2022

⑥ Smt. P. Kumar Kalita

⑦ Sheikh Barkat Ullah

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A meeting of the Governing Body of Chhamaria Anchalik College was held on 3/11/2022 under the Chairmanship of Tapan Majumdar, the honble president of the Governing Body of the college.

As soon as the president took chair, the meeting ~~funct~~ started functioning. All together 7 members present in the meeting. As per the decorum of the meeting, Principal cum Secretary of the college read out

Date → 3/11/2022

the proceeding of the last meeting. As all the matters discussed in the earlier meeting included, the G.B. has approved the proceeding without making any changes.

Regarding agenda No 4:- The principal of the College has informed the house that Director of Higher Education has directed the colleges of Assam to prepare Institutional Development plan (IDP) as per NEP 2020 and submit the same to its office within a specifice period of time. Accordingly the NEP 2020 task force of the college make all arrangement to prepare the IDP for the college. The coordinator of the IQAC of the college has played a major role in preparing the IDP. Then the members of the Governing Body has directed Dr. Jamal Uddin Ahmed, the coordinator of IQAC to read out the IDP. After a prolong and threadbare discussion, the G.B. has ~~approved~~ suggested to include some more information in the IDP and to later approved it and asked principal to submit it to higher authority (DHE)

~~Regarding~~ Agenda No 5:- Initiating discussion regarding agenda No 5, the principal of the college informed the house that the Director of Higher Education, Assam, has released 2nd instalment for Infrastructure development of the college vide letter no PC/HE/SOPD/7/2022/22 date 2/7/2022. The Construction Committee of the college has discussed the matter in severals

Principal
...amaria Anchalik College

times, examine the ~~pragrage~~ progress of the works and expenditure related matters of the project. The Construction Committee has also selected two members - one from college teacher and another from construction Committee member to examine the expenditure materials like vouchers, cash book, bank statement etc. After checking out all relevant documents, the internal auditors submitted the audit report. After a prolong discussion, the Construction Committee approved the audit report vide its meeting held on 17/9/2022. Then the member of the G.B. has directed principal to read out the audit report prepared by internal auditors and ~~Garfered~~ Chartered Accountand. After a meaningful discussion, the G.B. has approved the audit reports and directed principal to submit the required documents to DHE for further necessary action.

Regarding agenda no 6 - The Principal of the college has informed the house that for smooth functioning of the college the need to appoint an institutional academic in-charge is very essential. So he requested all members of the G.B. to give their views for appointment an academic inchange. After a prolong discussion the G.B. has selected the name of Nurul Islam, the senior most Asst. Professor as the Academic Inchange of the college.

Agenda No. 7 (A) - The house of the meeting has resolved that principal is likely to take any additional ~~st~~ steps for Execution of Policy documents.

Agenda NO 7(B)- The Governing Body has approved the ~~op~~ selection of IQAC coordinator as the Co-opted member of the Governing Body of the College.

Regarding agenda No 8:- The Governing Body of the college has decided to appoint an Assistant Librarian on contractual basis to expedite the NAAC preparation work and authorize President, Principal, Academic in-charge, Librarian to do needful action for it. The G.B. also has decided to pay Rs 10000 (Ten thousand) only ~~per month~~ as salary per month.

Agenda No 9:- To expedite the NAAC preparation work, the Governing Body of the college has decided to appoint a Junior Assistant on contractual basis. A Selection Committee ~~has been~~ consisting of president, principal, Academic in-charge, Coordinator IQAC and Dr. Ganeswar Saharia has been formed to select the right candidates. It was also decided to publish a local advertisement to invite more candidates for the post.

Regarding agenda No-10, The governing body of the college has approved the DDO extension from May/2022 to July/2022, August/2022 to October/2022 and November/2022 to January/2023.

Regarding agenda No 11- The principal of the college has informed the house that the solar plant project of the college has been lying inactive since 2017. All batteries and inverter set of the plant were gradually getting damaged. The power conversion efficiency of the solar panels were also dwindling year by year. So the principal of the college has requested all members of G.B. to give their views whether the project will be continued/~~further or to discon discontinue~~ reinstate ~~&~~ revive or to discontinue. After a prolong discussion, the Governing Body has formed a committee to look into the matter. To examine the matter, a committee has been formed consisting of President, principal, DDO, co-ordinator IQAC, Dr. Ghulam Hussain, Abdus Salam and ~~Amrit~~ UDA Amrit Kalita.

Regarding agenda No 12, the principal of the college has informed before the house that ~~a plan & estimate & for construction of college gates~~ of ~~design~~ design and estimate of college gate and requested all member to check the design carefully. After a moderate modification the Governing body has approved the design and estimate of college gate.

Regarding agenda No 13. The following resolution were taken

(A) The Governing Body has approved the application submitted by Mr. Dhireswar Das for one ~~co~~ month earned leave (from 21/11/2022 to 20/12/2022) to complete his Ph.D thesis.

B. The Governing Body of the college has approved opening of a study centre of Assam State open schooling program under Council to our college campus.

C. The Governing Body of the college has taken a resolution to open an NCC unit in the college campus and directed principal to take necessary action for it.

D. The Governing Body of the college has also taken a resolution to open a Rover and Ranger unit in the college campus.

E. After a prolong discussion, the governing body of the college has resolved to open P.G. course under KKHSOU.

After that the president of the college has delivered his speech. In his speech he thanked all member present in the meeting for their cooperation, suggestions and positive approached for ~~the~~ overall development of the college. He also directed principal to executive the resolutions taken in the meeting.

Approved

21/12/22

President, G.B
Chhamaria Anchalik College
Date ....

Principal

Principal
Chhamaria Anchalik College

Executive Meeting.
NEP Task Force, Chhamaria Anchalik College.
Venue: Principal Room. Dated: 8th August Time: 3 PM

Agenda:
1) Chaired by the President.
2) Meeting Purpose.
3) IDP preparation & Submission.
4) President Speech.
5) Meeting End.

Signature:
1) Pankrishna D. Nath
2) Dr. Jamal Uddin Ahmed
3) Hiramani Rasha
4) Nurul Islam.

Proceeding:
The meeting was chaired by the Chairperson P.K. Dev Nath, based on the agendas. The purpose of the meeting shared by the Co-ordinator Hiramani Rasha.

Proposal No. 3: The House decided and discuss about the IDP preparation & Submission.

3.1: The House decided and handed over the responsibility of IDP preparation to Dr. Jamal Uddin Ahmed, Coordinator, IQAC, as like his interested.

3.2: The House decided the proposals of teaching & Non-teaching staff. ~~of~~ ~~for~~ which recorded from the last general meeting on 16/07/2022, included with IDP as possible as.

3.3 : The House decided to consultation of final IDP with Governing Body of Chhamaria Anchalik College.

At last the Hon'ble President delivered his valuable speech and meeting was over.

Approved by

Principal
Chhamaria Anchalik College

Thanking You
Hiramani Rasha,
Co-Ordinator, NEP, TF.

FYUGP Progression