

**Proceedings of the EXECUTIVE MEETING of IQAC held on 03/12/2020**  
**Venue: IQAC, Meeting Room, Sipajhar College**  
**Time: 1:00 PM**

**Agenda:**

1. Confirmation of the proceedings of the last IQAC meeting held on 30/05/2020.
2. Discussion on preparation of AQAR 2019-2020
3. An AQAR preparation committee to be constituted.
4. Inclusion of new members to the IQAC executive
5. Miscellaneous.

**Members Present:**

1. Dr. Pradip Chandra Deka, Principal and Chairman, IQAC, Sipajhar College
2. Mr. Ananta Baruah, Vice Principal, Member
3. Dr. Sultana Rezia, Coordinator, IQAC
4. Dr. Ram Chandra Deka, Member
5. Dr. Malini Mair, Member
6. Dr. Barnali Sharma, Member
7. Dr. Prasanna Kumar Nath, Member
8. Dr. Shastri Ram Kachari, Member
9. Dr. Aswini Kalita, Member

A meeting of the IQAC of Sipajhar College was held on 03/12/2020 in the IQAC Meeting Room, Sipajhar College under the chairmanship of Dr. Pradip Chandra Deka, Principal, Chairman, IQAC, Sipajhar College.

After thread bare discussion on each topic of the agenda the following resolutions were adopted unanimously.

**Resolution No. 1:**

The meeting discussed and confirmed the proceeding of the last IQAC Meeting held on 30/05/2020.

**Resolution No. 2:**

A committee was constituted for the preparation and submission of the AQAR 2019-2020 with the following members:

1. Dr. Sultana Rezia, Coordinator, IQAC
2. Dr. Malini Nair
3. Dr. Barnali Sharma
4. Dr. Aswini Kalita
5. Dr. Dibya Jyoti Saikia
6. Mr. Tonuj Deka
7. Mr. Lakhminandan Goswami

**Resolution No. 3:**

The names of Dr. Dibya Jyoti Saikia, Assistant Professor, Department of Zoology and Mr. Tonuj Deka, Assistant Professor, Department of Physics was proposed to be included in the IQAC executive.

With this, the agenda for the day was completed and the Chairman dissolved the meeting after offering vote of thanks to the members for their cooperation in smooth conduct of the meeting.

Verified by  
P  
15/12/20  
Principal Sipajhar College