

## Minutes of the Meeting

Day/Date: Saturday, 20<sup>th</sup> November 2021

Time: 10:30 AM

Venue: Auditorium

### Member Present:

- |  |                      |
|--|----------------------|
| 1. Dr. (Fr.) Allwyn Mendoz, Principal      | -Chairperson         |
| 2. Fr. Thomas Kollakompil, Vice Principal  | -Vice Principal      |
| 3. Fr. John K.J. Governing Body Member     | -Member (Mgmt. Rep.) |
| 4. Dr. Utpal Talukdar, Senior Faculty      | -Coordinator         |
| 5. Dr. Bhaboklang Sohkhlet, Senior Faculty | -Dy. Coordinator     |
| 6. Dr. Sonisha R. Syiem, Senior Faculty    | -Member              |
| 7. Mr. Dani Lalyang, Senior Faculty        | -Member              |
| 8. Ms. Withoam Socia, Senior Faculty       | -Member              |
| 9. Dr. Vajana Thakuria, Senior Faculty     | -Member              |
| 10. Mr. Jeremiah Modi, Senior Faculty      | -Member              |

The Meeting began with the words of welcome by Dr. Bhaboklang Sohkhlet, the Dy. Coordinator, IQAC.

### Agenda discussed:

#### Perspective plan for 2021-22

The perspective plan 2021-22 which was proposed in July 2021 was presented by Dr. Utpal Talukdar, Coordinator, IQAC to the house for review and input.

- To organize Faculty Development Program on NAAC Metrics, Documentation, and Preparedness for Accreditation and CBCS.
- To conduct various events/awareness programs under AZADI KA AMRUT MAHOTSAV
- Students' orientation program on the theme "Vision, Mission, and Core Values; Campus culture directives; & CBCS" for the first-year batch will be organised
- To streamline TalentLMS and update the digital repository; access of e-contents for students and staff.
- To organize international conferences/Workshops in collaboration with external agencies/organizations/departments.
- Thought on possibilities on implementation of NEP 2020.
- Preparedness on Autonomy to SCCZ.
- To conduct and analyze the feedback of the stakeholders.

#### First Draft of NAAC SSR (Cycle-2)

The house also discussed and planned on the preparation and submission of the first draft of SSR by all working committees. All data/documents (QnMs & QIMs) for data validation and verification (DVV) will be as per the Manual for Self-Study Report for Affiliated/constituent Colleges and Standard Operating Procedures (SOP). The Steering Committee will follow up on the process and provide progress status to the chairperson from time to time.

The meeting concluded with a vote of thanks proposed by Mr. Dani Lalyang, Member, IQAC.

  
Coordinator, IQAC  
**Coordinator**  
Internal Quality Assurance Cell  
Saint Claret College  
Ziro - 791 120

  
Chairperson, IQAC  
Chairperson  
Internal Quality Assurance Cell  
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