

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC MEETING MINUTES

Date: 5.9.22

Time: 1:00 PM

Venue: IQAC Room

In Attendance: (attendance sheet attached)

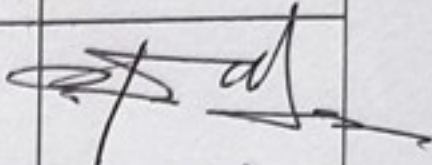
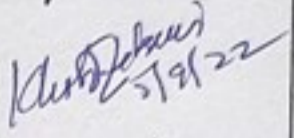
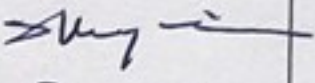
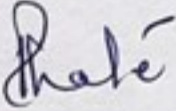
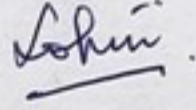




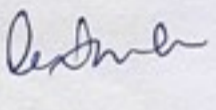
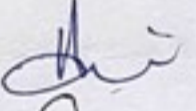
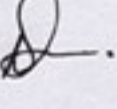
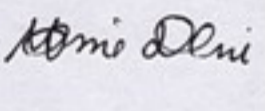
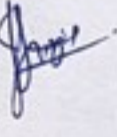
On the Chair: Principal, Dr Rukhono K. Iralu

- Chairperson welcomed all to the meeting followed by self- introduction of the members of the Cell.
- IQAC Coordinator, Ms Jennifer Veyie highlighted the last IQAC Meeting's minutes and the continuous activities, strategies and functional areas of the Cell.
- Points for consideration in formulation of Plan of Action:
 - Proposal for a workshop on mentoring
 - Programme on Gender Issues
 - Seminar on Student - Centric Teaching Methods
 - Cleanliness Drives
 - Semestrial Workshop/Seminar
- IQAC Coordinator briefed the house about the need for more collaborative programmes. Presently, Department of Tenyidie and Department of English are in talks with Northeastern Institute of Language and Culture, Guwahati for a collaborative programme. Head, Department of English provided the details about the lecture on 'The Linguistic Edge: Speaking your Heritage Language for better and Smarter Future' scheduled for September 8, 2022 to be presented by Dr Vijay D'Souza, Director, NEILAC.
- Board members suggested the possibility of bringing in more student - centric learning methods in the form of projects, interviews, reasearch, case studies etc.

- Discussion was done on innovative ideas such as craft and traditional practices that can be incorporated in the teaching practices of the institution.
- IQAC Coordinator presented a detailed report of the feedback mechanism in place. Feedback is gathered from the students through the physical Suggestion Box as well as the digital format that is periodically sent to the students.
- Important feedback from students were discussed in detail, many of which have been redressed in the current academic session.
 - The need for publicity and increasing the institution's social media presence were particularly considered.
 - The decision to upgrade the college Basketball Court was made. (ACTION PLAN)
 - Students will have access to the college gym.
- Suggestions for increase in co-curricular activities in the college have been received as alumni feedback. While the present academic session sees more co-curricular activities being conducted in the college, the Cell made the decision to organise and conduct more academic activities. (ACTION PLAN)
- Teachers feedback had been discussed at length. IQAC had been informed about the management's plan of constructing a reading room above the Library in the main building. (ACTION PLAN/ITEM)
- Students' Outreach Activities
Suggestions have been made by members regarding initiation and hosting of activities by cells/clubs with agencies and non-governmental organisations. Cells and Clubs are encouraged to explore more areas related to the above.
- Discussion on hosting an Inter-Collegiate Handicraft Competition was held and the decision taken that the college will make the necessary planning for organizing the event.
- The constitution of Alder College Students Union requires amendment in areas related to the roles of the union and the responsibilities of the office bearers. Hence, it was decided that a committee will be constituted to look into the matter.
- A set of guidelines are felt to be necessary for the functioning of Alder College Staff Welfare Union. The Cell approved the drafting of guidelines for the union to be done by the present office bearers.
- Deliberation on Grievance Redressal Cell was done and the decision taken that GRC will meet once each semester starting from the present semester. Further, the proposal for an online grievance redressal mechanism was discussed.

IQAC meeting attendance

DATE: 5.09.22

Sl.No	Name	Designation	Signature
1.	Huzo MERU	Board Member	
2.	N. KHOTO ZETSUVI	''	
3.	Keri Lingira	Chairman	
4.	Dr. Rukhona K. Dhalu	Principal	
5.	Kholi Lohari	Vice principal	
6.	S. Amos	Asst. Professor	
7.	Sungnongti	Asst. Professor	
8.	Z. I. KROSE	Asst. prof.	
9.	VIZADEL YONGO	Asst. Professor	
10.	KETOULENUO M. BELHO	Asst. Professor	
11.	KE NEISENO CHASE	Asst. Professor	
12.	NUNESENO MEYASE	Asst, professor	
13.	Momi Deni	Asst. Library	
14.	Zhapuri Liegise	Administrator	
15.			

- IQAC Coordinator presented a report on the Mentor-Mentee Programme in the college. The college's Mentee Profile prepared by the Mentoring Cell was highlighted and its objectives defined.
- A Teachers' Logbook was prepared and presented in the meeting by IQAC Coordinator. The logbook which has several segments is meant to record personal, professional and academic details and is meant to aid teachers in organising their records and activities. IQAC's gave its approval and decided on the maintenance of the logbooks by teachers to start from the current session.
- IQAC approved the proposal for bringing out a Student's Handbook wherein a student can maintain and record academic activities and schedules. Upon further discussion, suggestion was made that a review of the handbook may be carried out towards the end of a semester. Incentives may be given to student/students for proper maintenance of the handbook.
- The Cell deliberated on the distinctive/ objective target blueprint of the college. Details are to be provided by management.
- As regards to long term plan of the institution, Chairman spoke on the introduction of B Ed. Programms in the college in addition to the current BA Programme.
- The distinctive feature of the college, the hosting of Inter-College Wrestling Competition was discussed. Recognition of the college as the first institution to organise inter-college wrestling meet from Nagaland Wrestling Association remains pending. IQAC Coordinator suggested a step in encouraging the event further, and accordingly, the decision to procure a wrestling mat was taken.
- IQAC decided that preparation of AQAR for 2021-2022 and SSR will tentatively commence in October 2022 and submission of SSR by May 2023.
- The meeting concluded with the Principal sharing her appreciation to the members for their presence and invaluable inputs in the meeting.

Recorder


Ketouenuo Belho

IQAC, Member Secretary