

**10. No. of IQAC meetings held during the year : 04**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: **Yes**

(Please upload, minutes of meetings and action taken report).

**Minutes of the IQAC Meeting held on the 4<sup>th</sup> April 2017 at 11:00 AM**

At the very outset the Chairman Dr. P. Nongtdu, Principal welcomed the entire member present and called the meeting to order. The chairman expressed his thankfulness to the entire member present. Thereafter, he requested the IQAC coordinator to read out the agenda for deliberation:

The meeting made the following decisions:

**Agenda: 1**

- i). Confirmation of the last IQAC meeting held on 13<sup>th</sup> October 2016.
- ii). Resolved to prepare action plan for quality initiative – action by various departments and sub committees.
- iii). Resolved to obtain feedback from parents, students, alumni, teaching and non teaching staffs – Action by IQAC Coordinator.

**Agenda: 2**

- i). Draft AQAR 2017-18 was placed in the meeting for discussion after threadbare discussion it was decided to bring it to the next IQAC meeting with some rectification.

There being no business to transact the meeting concludes with a vote of thanks from the chair.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

## **Action Taken Report**

Meeting 04/04/2017

1. Confirmation of last IQAC meeting dated 13/10/2016.
2. Notified to HoDs and Member Secretary of various sub-committee dated 08.03.17 to prepare and submit Action Plan for the academic session of 2017-18. Action Taken by Coordinator, IQAC.
3. Obtain feedbacks from students, parents and Alumni and the same has analysis. Action Taken by Coordinator, IQAC.
4. Discussed on Draft AQAR 2017 – 18 and decided to further discuss it in the next IQAC meeting. Action Taken by Coordinator, IQAC.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

## **Minutes of the IQAC meeting held on the 11<sup>th</sup> August 2017 at 11:00 AM**

At the very outset the Chairman Dr. P. Nongtdu, Principal welcomed the entire member present and called the meeting to order. The chairman expressed his thankfulness to the entire member present. Thereafter, he requested the IQAC coordinator to read out the agenda for deliberation:

The meeting made the following decisions:

### **Agenda: 1**

- i). Confirmation of the last IQAC meeting held on 4<sup>th</sup> April 2017.
- ii). Decided to accept the IQAC reports 2017-18 for the approval of the GB – Action by IQAC Coordinator.
- iii) Decided to accept the AQAR 2017-18 for approval of the GB - Action by IQAC Coordinator.
- iv). Decided to remind to some HoDs and member secretary to submit Action Report in time. Action by IQAC Coordinator.
- v). Discussed on the Action Plan received from HoDs and Member Secretary and also requested to those (HoDs & Member Secretary) who have not submitted yet.

There being no business to transact the meeting concludes with a vote of thanks from the chair.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

## Action Taken Report

Meeting 11/08/2017

1. i). Confirmation of the last IQAC meeting held on 4<sup>th</sup> April 2017.
2. ii). Accepted the IQAC reports 2017-18 for the approval of the GB – Action Taken by Coordinator, IQAC.
3. iii) Accepted the AQAR 2017-18 for approval of the GB – Action Taken by Coordinator, IQAC.
4. iv). Reminded the HoDs and member secretary to submit Action Report in time. Action Taken by Coordinator, IQAC.
5. v). Discussed on the Action Plan received from HoDs and Member Secretary and inform to those (HoDs & Member Secretary) who have not submitted yet. Action Taken by Coordinator, IQAC.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

**Minutes of the IQAC meeting held on the 30<sup>th</sup> November 2017 at 11:30 AM**

At the very outset the Chairman Dr. P. Nongtdu, Principal welcomed the entire member present and called the meeting to order. The chairman expressed his thankfulness to the entire member present. Thereafter, he requested the IQAC coordinator to read out the agenda for deliberation:

The meeting made the following decisions:

**Agenda: 1**

- i). Confirmation of the last IQAC meeting held on 11<sup>th</sup> August 2017.
- ii). The IQAC coordinator read out the new NAAC framework of 2017 and decided to instruct all the HoDs and member secretary of various sub - committee to follow the new format - action by IQAC coordinator.
- iii). The AQAR of 2017-18 was placed in the meeting for modification as per new NAAC format - action by IQAC coordinator.
- iv). Received remaining Action Plan from HoDs & Member Secretary.

There being no business to transact the meeting concludes with a vote of thanks from the chair.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

## Action Taken Report

Meeting 30/11/2017

- i). Confirmation of the last IQAC meeting held on 11<sup>th</sup> August 2017.
- ii). The IQAC coordinator read out the new NAAC framework of 2017 and instruct all the HoDs and member secretary of various sub - committee to follow the new format - Action Taken by Coordinator, IQAC.
- iii). The AQAR of 2017-18 was placed in the meeting for modification as per new NAAC format - Action Taken by Coordinator, IQAC.
- iv). Received remaining Action Plan from HoDs & Member Secretary - Action Taken by Coordinator, IQAC.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

## **Minutes of the IQAC meeting held on the 2<sup>nd</sup> February 2018 at 11:00 AM**

At the very outset the Chairman Dr. P. Nongtdu, Principal welcomed the entire member present and called the meeting to order. The chairman expressed his thankfulness to the entire member present. Thereafter, he requested the IQAC coordinator to read out the agenda for deliberation:

The meeting made the following decisions:

### **Agenda: 1**

- i). Confirmation of the last IQAC meeting held on 30<sup>th</sup> November 2017.
- ii). Decided to upload approved AQAR 2017-18 in the college website with weblink - Action by IQAC coordinator.
- iii). Decided to prepare the AQAR in time for the preceding years - Action by IQAC coordinator.
- iv). Like, precedent years it is decided that the HoDs and member secretary of various sub-committees shall submit their Action Plan of 2018-19- Action by IQAC coordinator.
- v). To obtained feedback from parents, students, alumni, teaching and non teaching staffs of the college - Action by IQAC coordinator.

There being no business to transact the meeting concludes with a vote of thanks from the chair.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat

## Action Taken Report

Meeting 02/02/2018

- i). Confirmation of the last IQAC meeting held on 30<sup>th</sup> November 2017.
- ii). Uploaded approved AQAR 2017-18 in the college website with weblink - Action Taken by Coordinator, IQAC.
- iii). Prepared the AQAR in time for the preceding years - Action Taken by Coordinator, IQAC.
- iv). Like, precedent years the IQAC inform all the HoDs and member secretary of various sub-committees to submit their Action Plan of 2018-19- Action Taken by Coordinator, IQAC.
- v). Obtained feedback from various parents, students, alumni, teaching and non teaching staffs of the college - Action Taken by Coordinator, IQAC.



Dr. P.A Shadap  
IQAC Coordinator  
Jaintia Eastern College  
Khliehriat