

MINUTES

The meeting was called to assess the progress of work in preparation for the upcoming NAAC peer team visit and to chalk out dates for certain programmes to be carried out in current semester session.

1. CULTURAL PROGRAMME: Practice sessions to start from the current week under the supervision of the in charges and in charges are to be informed to be ready for final rehearsal by 1st week of February.
2. SPORT ACTIVITIES: Mr. Yashiliba along with the Sports Committee will be responsible for chalking out some sports activities to engage the students after class hours during the peer team visit days.
3. PHOTO MONTAGE: Ms. Sumita, Ms. Rentsani and Ms. Jeuti will be undertaking the task of preparing a photo montage for the purpose of decorating the walls of the IQAC lounge.
4. TEACHERS' SEMINAR: IQAC will take the initiative of conducting another seminar on teaching learning practice on 12th February'18.
5. HISTORY MUSEUM: The department of History along with help from the department of Sociology is to work on building of a History museum utilizing the space available in the conference room and be as ready as is possible within the February- March'18 duration.
6. NEW APPOINTEES: Dr. Temsunungla will undertake the task of putting newly appointed staff Ms. Streamlet into suitable committees.
7. IQAC MEETINGS: Dr. Temsunungla will also be responsible for chalking out a timetable of IQAC meetings (at least one every month) which will not compromise the classes of the teaching members.
8. STUDENTS' MEETING: Once the staff meeting gets conducted, a NAAC Orientation session with the students to be conducted initiated by the IQAC tentatively around second week of February'18.
9. BOTANICAL GARDEN: Dr. Jana along with the Eco Club will undertake the task of organizing plantation and cleaning activities to create awareness

among students about the institution's botanical garden during the period 12TH -17TH March'18.

10. NON-ACADEMIC CALENDAR: In view of the fact that election will be conducted for the state of Nagaland on 28th of February'18 ,National Science Day celebration will pre-poned to 9th of February and Literary and Cultural Day will be celebrated on the same day. Valedictory Programme will be conducted in the month of March.

PROPOSALS:

1. For the IQAC initiated seminar a speaker from outside the institution is to be considered.
2. For NAAC Orientation session of the students there should be more than one speaker with each speaker speaking on a designated sections.
3. For the events to be conducted on 9th of February'18 the Literary and cultural committee, Science club and Event Management committee to work together.