



## SALESIAN COLLEGE OF HIGHER EDUCATION

Post Box – 43, Kuda – A, Block – 9, Half Nagarjan,

Dimapur – 797 112, Nagaland

Email: [scheiqac18@gmail.com](mailto:scheiqac18@gmail.com), Phone: 03862291901 / +919678234412

www: <https://schedimapur.edu.in>

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### Minutes of the IQAC Meeting of SCHE held on 3<sup>rd</sup> July 2021 at 3.30 pm

A meeting of the IQAC members of Salesian College of Higher education Dimapur was held on 3<sup>rd</sup> July 2021 (ONLINE) under the presidency of Principal Dr. Paul Punii

#### The members present for the meeting (03 July 2021)

SI No	Name	Designation
1.	Fr. (Dr.) Paul Punii	Principal
2.	Fr. V.A Thomas	Director
3.	Fr. C. D Mathai	IQAC Coordinator
4.	Fr. Avay Kumar Baxala	Financial Administrator
5.	Prof. L. Daiho	N U Representative
6.	Fr. (Dr.) Maria Joseph Vianney	HoD –Philosophy
7.	Ms. Vitsino Haikam	HoD, English
8.	Ms. Gloria Kamei	HoD, History
9.	Mr. Dominic K Khyano	HoD, Political Science
10.	Ms. Kevirienuo Angela	HoD, Sociology
11.	Ms. Mhiesisono Monica	Librarian
12.	Ms. Hriizii-a Domenica	Office Assistant
13.	Mr. Sebastian Subenthung	Administrative Officer
14.	Ms. Kaisa	Local Society
15.	Ms. Rita Kikon	Local Society
16.	Dr. Jose George	Alumni President
17.	Ignatius Panmei	Student Coordinator

#### Agenda of the meeting:

1. Presentation of the Report of the previous meeting and Evaluation of the implementation the resolutions
2. Appointment of new faculty member
3. Evaluation of the university Result of the college
4. Evaluation of Action Plan 2020-2021
5. Annual Plan 2021-2022
6. FDP
7. Online admission and classes

The meeting began at 2.45 pm in college conference room.

The report of the previous meeting was read and passed with a few minor modifications.



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### **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

An Evaluation of the implementation of the previous meeting was done and it was found that all of them were carried out for the full satisfaction of the committee members

#### **Discussion and Resolution1**

- To advertise in the newspaper and to conduct interview along with university officials for the post of a new Asst. professor as faculty in English department by the end of the month.

#### **Discussion and Resolution2**

The total performance of the students brought joy and honour to the college as a student a philosophy bagged Gold Medal in the university. Out of 63 students 62 students passed with good results while 1 from the department of English failed. It was a matter of consolation to see that all the General Department students had passed. Although the overall CGPA was satisfying not securing a gold medal in the university was a matter of concern for the group.

- It was decided that teachers would check on the brighter students and on the weak students while others are not neglected for better performance in the examinations. The HoDs were given responsibility to chalk out programmes for better performance of the students in the university examination

#### **Discussion and Resolution3**

- All the Faculty to attend an FDP which will be organized by St. Joseph's university Dimapur from 19 – 24 August 2021

#### **Resolution 4**

- To continue all the classes online using Google meet platform to facilitate teaching learning during the pandemic

The meeting came to an end at 4.40 pm



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### Minutes of the IQAC Meeting held on 23<sup>rd</sup> October 2021 at 3.00 pm

A meeting of the IQAC members of Salesian College of Higher education Dimapur was held on 23<sup>rd</sup> October 2021 under the presidency of Principal Fr. (Dr.) Paul Punii to enhance educational excellence

#### The members present for the meeting (23 October 2021)

Sl. No	Name	Designation
1.	Fr. (Dr.) Paul Punii	Principal
2.	Fr. V A Thomas	Director, Managing committee
3.	Fr. C. D Mathai	IQAC Coordinator
4.	Fr. Lonuo Linus	Financial Administrator
5.	Fr. (Dr.) Maria Joseph Vianney	HOD –Philosophy
6.	Ms. Vitsino Haikam	HOD, English
7.	Ms. Gloria Kamei	HOD, History
8.	Mr. Yanvungthung Kikon	HOD, Political Science
9.	Ms. Kevirienuo Angela	HOD, Sociology
10.	Ms. Mhiesisono Monica	Librarian
11.	Ms. Hriizii-a Domenica	Office Assistant
12.	Prof. L. Daiho	N U Representative
13.	Mr. Sebastian Subenthung	Administrative officer
14.	Ms. Kaisa	Local Society
15.	Ms. Rita Kikon	Local Society
16.	Dr. Jose George	Alumni President
17.	Pezangulie Soukhrie	Student Coordinator

The agenda of the meeting

1. Presentation of the Report of the previous meeting
2. Club activities
3. Academics
4. College week celebration
5. NAAC
6. Varia

The meeting started at 3.00 pm with a prayer by the principal Dr. Fr. Paul Punii.

The report of the previous meeting was read by IQAC Coordinator and was passed by the members with minor clarifications and changes



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### **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

#### **Discussion and Resolution 2**

- The third agenda in discussion was club activities. The meeting felt the need of making the clubs vibrant and effective by conducting various programme.
- A webinar to be conducted by the Women's Cell of Salesian College under the theme **CAPACITY BUILDING AND PERSONALITY DEVELOPMENT** in collaboration with National Commission for women, Govt. of India. It was for the benefit of all the female students of the college

#### **Discussion and Resolution 3**

The IQAC members discussed on Academics and came to the following conclusions

- To conduct of model examination prior to the university examinations for the good of the students
- Framework for end semester and model examination were discussed and the duties were assigned to Madam Gloria and Ms. Kevierienuo for the conduct of examinations
- Evaluation of the answerscripts to be completed 20<sup>th</sup> December and the submission of the results to the university on 22 December
- Winter break for the college from 23<sup>rd</sup> Dec to 16 January and the classes to resume on 19 January

#### **Discussion and Resolution 4**

The IQAC members briefly evaluated the previous academic session's college week and decided the following for the College week to be organized in the coming semester

- College week to be celebrated by the end of January
- Participation in the individual games to be restricted to five opportunity for more students participation
- A sports committee to be set up soon after reopening of the college after winter break

#### **Discussion and Resolution 5**

Preparation of the college for assessment by National Accreditation Agency (NAAC) was a felt need by all. Though it was discussed earlier the work had not begun seriously mostly due to lockdown and the transfer of the administrative staff. So the IQAC decided for the following



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### **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

- IQAC coordinator will study the guidelines from NAAC website and initiate the proceedings to the faculty under the guidance of the principal.
- For facilitating the progress of the work divide all the seven criteria among the teachers
- To submit IIQA by July or August 2022

The meeting came to end by 5.00 pm over a cup of tea