



OFFICE OF THE CONVENOR
Internal Quality Assurance Cell (I.Q.A.C.)
JHANJI HEMNATH SARMA COLLEGE

Established - 2004
JHANJI - 785683
Dist. - Sivasagar (Assam)

Website - www.jhanjihnscollege.edu.in
e-mail - jhnscollege@gmail.com

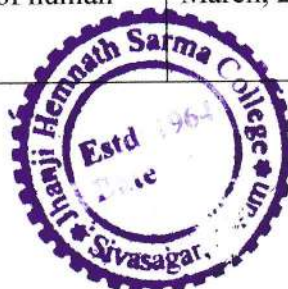
Ph. - 03772-228046

ACTION TAKEN REPORT

THE SESSION 2021-2022

DATE	RESOLUTIONS	ACTION TAKEN REPORT
21/10/2021	To finalize and submit AQAR 2019-20	AQAR 2019-20 has been uploaded on 08/12/2021
21/10/2021	To constitute SSR preparation committee.	The SSR preparation committee was constituted formally.
21/10/2021	To re-constitute IQAC Cell	The IQAC cell was reconstituted with addition and alteration of few members.
21/10/2021	To take initiative for preparation of IIQA and SSR for 3 rd cycle of NAAC assessment from 1 st week of December, 2021.	The initiative has been taken to process the subject matter.
17/12/2021	To introduce certificate course on Yoga and Tourism Management separately.	a)Yoga certificate course- One batch completed successfully b)Tourism Management- Work-in-progress
17/12/2021	To organize an awareness programme on Yoga.	Yoga awareness programme was organized successfully.
17/12/2021	To introduce certificate course on Yoga in collaboration with Sati Joymoti Yoga Mahavidyalaya	The certificate course was successfully conducted for the said session.
17/12/2021	To organize a programme on lecture series on "Academic Bank of Credit" as per NAAC notification.	Work-in-progress
17/12/2021	To sign a Memorandum of Understanding with ARGUCOM by Research, Innovation and Extension Cell for exchange of human resources.	A Memorandum of Understanding was signed on 7 th March, 2022 with ARGUCOM.


Principal
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ACTION TAKEN REPORT (CONT)

THE SESSION 2021-2022

DATE	RESOLUTIONS	ACTION TAKEN REPORT
17/12/2021	To develop a Botanical Garden in the college campus.	Work-in-progress
17/12/2021	To invite Dr. Sarat Barkataki, member of NAAC core committee in order to conduct Academic Audit of the college for the session 2020-21 and 2021-22.	The said audit was has been successfully completed by Dr. Sarat Barkataki and Mr. Jogen Ch Kalita.
17/12/2021	To establish a "Day Care Centre" for the children of the college staff.	Work-in-progress
17/12/2021	To organize a workshop on Evaluation and Question paper setting.	Implemented among secondary school teachers of Sivasagar and Charaideo district in collaboration with Inspector of Schools, Sivasagar.
17/12/2021	To introduce Incubation centre to promote innovative practices among faculty members and students.	Work-in-progress
17/12/2021	To organize student centric seminar, group discussion and lecture programmes.	Implemented successfully.
17/12/2021	To introduce Dr. Bhupen Hazarika Study Centre in the college campus.	Work-in-progress
17/12/2021	To organize Entrepreneurial Development Programme in collaboration with ARGUCOM	The programme was held on 5/03/2022 at college premises.
22/02/2022	To inform all HODs to submit the departmental reports for the session 2020-21 including all documentary evidences in respect of activities of the departments.	The HODs of all the departments have been informed.


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ACTION TAKEN REPORT (CONT)

THE SESSION 2021-2022

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22/02/2022	To finalize AQAR 2020-21 and different cells of IQAC are informed to submit all necessary information concerning cells and co-operate with IQAC.	AQAR 2020-21 has been finalized and uploaded on 31/03/2022
25/04/2022	To introduce the PG course in Assamese department in the college from the academic session 2022-23.	Resolution has been taken.
25/04/2022	To send proposal for approval of Governing Body of the college and to acquire necessary permission from the University Authority	Proposal has been send and approved.
29/04/2022	Composition of task force for implementation of National Education Policy 2020	A committee was formed as per DHE guidelines.
30/05/2022	To make necessary arrangements of supporting documents for each department in the systematic order for academic audit.	Concerned person has been informed regarding the subject matter.
30/05/2022	To collaborate with Teaching Learning Centre, Tezpur University in order to organize Faculty Development Programme on "Effective Teaching in Blended Learning Era".	The Faculty Development Programme on "Effective Teaching in Blended Learning Era" was successfully conducted from 9 th June 2022 to 15 th June 2022.
30/05/2022	To take initiative for preparation of SSR prior to submission of IIQA of the college.	The cells have been informed to take necessary steps in order to complete at least 50% of SSR before submitting the IIQA.
06/06/2022	To review and update the activity register of the college as well as by the concern cells and sub-committees in a systematic order with detailed information.	The register was updated with new format and design by the authority.


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ACTION TAKEN REPORT (CONT)


THE SESSION 2021-2022

DATE	RESOLUTIONS	ACTION TAKEN REPORT
06/06/2022	To submit all necessary documents in support of activities conducted by cells and sub-committees of the college for authenticity of the IIQA information.	The required documents were submitted.
06/06/2022	To inform all HODs of all departments to collect and submit the email addresses with valid phone numbers of the students of each semester class.	The email addresses and phone numbers of all the students have been collected by the concerned members of the college.
23/06/2022	To review the existing code of conduct for uploading in college website.	The review has been made and uploaded in the college website.
23/06/2022	To develop and submit e-learning contents by the faculty members of the college for creation of an e-learning hub.	Work-in-process
23/06/2022	To collect data and information regarding students' achievement in co-curricular and academic activities for last five years.	The said data has been collected and necessary steps have been taken.
23/06/2022	To re-constitute the existing Sports Board Members.	The sports board has been reconstituted with new members.


(Dr Manjit Gogoi)
Chairperson & Principal
Principal
JHANJI H.N.S. COLLEGE



Internal Quality Assurance Cell


(Mr Bidyadhar Baruah)
Coordinator
Coordinator
I.Q.A.C., J.H.N.S. College