

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
PEREN GOVERNMENT COLLEGE
PEREN: NAGALAND.**

Ref.No. PGC/PRN/IQAC-52/CORE-/2016.

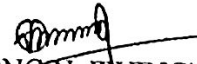
Dated 16/03/2021

Meeting Minutes of IQAC Core Committee and Sub-Committees held at the faculty room, Peren Government College, Peren.

The meeting was chaired by the Principal Dr. A Nshoga in which he briefed the House on the urgency of the College to gear up for the much required NAAC ACCREDITATION lest the College be closed down and the following points were deliberated upon:

- Check the manual of IQA & SSR in the NAAC portal for latest updates.
- Emphasised on documentation both in paper & Photos / publishing it in mass media.
- All Committees must have regular Meetings and Conveners of respective Committees shall initiate the process and shall be accountable for it.
- IQAC Coordinator must convene joint meetings often.
- All HoDs must write the Dept's Profile taking into consideration the following points:-
 - 1) Date of Estd. Supported by Order No. From the Directorate.
 - 2) From the inception period.
 - 3) Five Years period of Teacher's achievement.
 - 4) All HoD's to present a power point presentation during NAAC Team Visit.
- Committee conveners to present power point presentation during NAAC Team Visit.
- All reports/documentations to make three copies – a) Hard Copy b) Office Copy c) Soft copy
- Every Dept. Must Have Enrolment Nos. and Result Analysis (how many passed/failed, Names, Roll Nos. No of Male/Female.
- To conduct a PPP of SSR for necessary rectification at the earliest.
- AAA Team Report (SWOC Analysis) to be followed up.
- Contributions from the Teachers, Students, Alumnae & Parents a necessity.
- Faculty Development such as Research work, Paper presentation, Publications, Academic Program, Guidelines for Faculties on Trainings/Leave, Institutional Calendar.
- 60% of Grade comes from Faculty Development and Students Progression.
- All the SSR (View Document) should be in PDF format and should not exceed 1 MB.
- Requirements for uploading IQA – a) Affiliation to NU (Original Copy) b) 2(f) c) Latest AISHE Certificate d) Change of College Name (Statutory Document) e) Stand Alone Certificate (download from the NAAC Helpdesk @gmail.com)
- Require Statutory Documents such as – a) Undertaking Certificate whether College is under Govt, Semi- Govt. or Private b) Self Declaration.
- Five Years Sanction Post of the College
- Certificates of Orientation/Refresher Course undergone by the Teachers
- DVV
- SSS
- Acts and Statutes of NU
- Grievances Cell and Anti Sexual Harassment Cell to come up with Guidelines
- Annual Report for two Years
- Master Plan of the College
- Records of Students Feedback/Alumnae/Parents
- Annual Budget
- MOU with Corporates
- Special Recognition Awards
- Audit Accounts for the last 5 Years

Recording Secretary


(IGONG N. IPUING)
Coordinator IQAC