

PHEK GOVERNMENT COLLEGE
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dated: 7th February, 2020

Time: 12:30 Hours

Venue: IQAC Hall

Meeting Minutes:

The IQAC director, who chaired the meeting, welcomed the members to the first meeting of the IQAC with the HoDs of the Phek Government College in 2020. He brought forward the following agendas:

1. Academic Performance Index (API)
2. Annual Academic Calendar (AAC)
3. Governor's Young Fellows Visit
4. NAAC Steering Committee
5. Action Plan 2020

The members after thorough discussion and deliberation, resolved upon these points:

1. Academic Performance Index (API):
 - a. In the College, the API applications with regard to the Career Advancement Scheme for placement and promotion should follow the right procedure of screening and verification i.e.,

Teachers → HoD → IQAC

After which, it would be send to the Directorate for further action.

- b. The API application needs to be supported by required documents.
- c. The Principal asked the IQAC coordinator to give a copy of the latest Service Rule and API format to all the HoDs of the College.

2. Annual Academic Calendar (AAC):

The tentative dates with respect to various events were discussed.

Date	Event
4 th Feb.	Re-opening/Commencement of classes
10 th Feb.	Last date for submission of home assignments
12 th Feb.	Internal Assessment schedule begins
3 rd March	Last date for submission of Internal Marks and attendance to the Exam Committee
8 th to 12 th March	Declaration of result/filling of examination forms
7 th March	PGCSU Election

21 st March	Parting Social
1 st – 5 th April	Preparatory leave for Exams
6 – 24 th April	End Semester Exams
4 th May	Declaration of Results (BA/BSc. 2 nd Sem.)
4 th May	Sale of Prospectus and Admission forms
5 th – 9 th May	Admission of old students to BA/BSc. 3 rd & 5 th Sem.
11 th – 15 th May	New Admission/Scrutiny and screening tests
18 th May	Orientation of new students and parents
19 th May	Commencement of classes
8 th June – 7 th July	Semester/Summer break
8 th July	College reopens
10 th July	Last date for submission of home assignments
18 th July	Fresher's Day
3 rd Aug.	Internal Assessment schedule begins
31 st August	Last date for submission of Internal Marks and attendance to the Exam Committee
1 st to 5 th Sept.	Declaration of result and filling up of examination forms
3 rd – 4 th Oct.	Preparatory leave
7 th – 23 rd Oct.	End Semester Exam
26 th – 31 st Oct.	Sports Week (Autumn Fest)
2 nd – 7 th Nov.	Declaration of result and admission to 2 nd , 4 th & 6 th Semesters
9 th Nov.	Even Semester begins
13 th Dec 2020 – 20 th Jan. 2021	Winter break
21 st Jan. 2021	College reopens

3. Governor's Young Fellows Visit:

A team of young professionals group under Governor's Young Fellowship Program would be visiting the College and interact with the faculty and staff on 10th February, 2020 at 2:00 pm.

4. NAAC Steering Committee:

- a. Dr. Nutazo Lohe was elected as the New Coordinator.
- b. Mr. Zhokusheyi Rhakho was inducted as the new member.

5. Action Plan 2020:

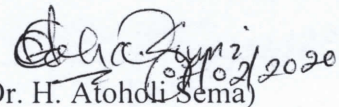
- a. Swayam Prabha: Activation
- b. Start Lanye Girls Hostel

- c. National and State Level Seminar to organize.
- d. Upgradation of library
- e. Research Publication
- f. Blacktopping from water reservoir to the College
- g. Water pipeline fitting: replacement of old with new pipe
- h. RUSA Science Laboratory upgradation.

The meeting concluded with the Chairman thanking the members present at 15:00 hours.

Enclosed:
Attendance list

Recorded by


(Dr. H. Atohdi Sema)

Assistant Professor and
Member, IQAC

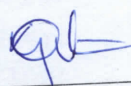
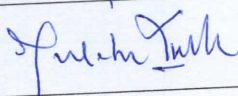
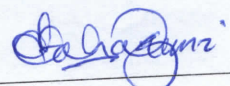
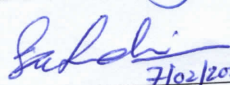
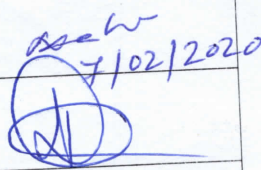
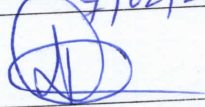
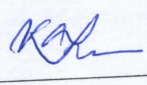
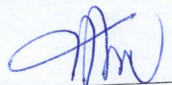
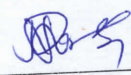
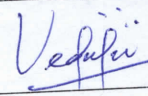
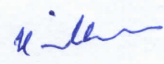
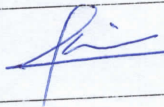
**PHEK GOVERNMENT COLLEGE
IQAC MEETING**

Date: 07/02/2020

Time: 12:30

Venue: IQAC HALL

ATTENDANCE SHEET

Sl.no	Name	Designation	Signature
1.	DR. MEDONGULIE ZATU	IQAC DIRECTOR	
2.	MULETU KHOSU H	Member	
3.	Dr. H. Akohali Sena	Member	
4.	Dr. I. Kokhla	"	 7/02/2020
5.	Dr. Nuhago Lohu	"	 7/02/2020
6.	Dr. VIZOVOL MEKRO	Principal	
	<u>HOD'S</u>		
1.	SOLO LORIN	Asst. prof (Chemistry)	
2.	BORBOI	Maths	
3.	NUTHISA RHAKHO	Asst. Professor ENGLISH	
4.	VEDILIU THINGO	Asst. Professor Zoology	
5.	Dr. NEILHOUSANO NAKHRO	Asst. Professor BOTANY	
6.	Ronald Difoe	Asst. prof (Polse)	
7.			
8.			
9.			
10.			
11.			

IQAC

PHEK GOVERNMENT COLLEGE
INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting

Dated: 29th September 2020

Time: 12:30 PM

Venue: Principal's Office

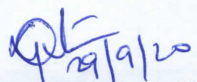
Meeting Minutes

The meeting was attended by 9 members (Attendance sheet enclosed).

Dr. Vizovol Mekro, the Principal, chaired the meeting. The Principal apprised the members regarding the ongoing online examination. The following decisions were taken in the meeting.

1. The members deliberated on the present situation with regard to conduct of online classes and preparedness for the forthcoming odd semesters' examination.
2. For the present semester, students' attendance percentage shall be relaxed due to poor network connectivity in the district. As for internal assessment, there shall be no relaxation.
3. The college from now on will be collecting mark sheets from Meriema Campus, Nagaland University instead of going to the Head Quarters.
4. The Exam Committee will prepare list of students who have not done internal assessments and are irregular; inform their parents regarding their performance; and give another opportunity to students who have not completed internal assessment. The Vice-Principal is entrusted to look into the matter.
5. Dr. Seyiezolie Khoubve will make a list of missing tools and equipments in the Skill Development Centre.

Recorder


DR. MEDONGULIE ZATSU

