



OFFICE OF THE PRINCIPAL  
LALIT CHANDRA BHARALI COLLEGE

Maligaon : Guwahati-781 011 : Assam (INDIA)

Mobile Phone : 9435147991

Website: www.lcbecollege.co.in :: E-mail : lcbecollege.csc@gmail.com



Date : 23/9/22

Faculty Meeting convened by IOAC

A meeting is convened for opening the confidential report and reading out the same to the staff of L.C.B. College. The meeting was presided over by the Principal, L.C.B. College.

Agenda

1. Opening of confidential report by the Principal
2. Reading out the report of peer team
3. A.O.B with due possession from the chair

Members Present:

1. Chandra Kalita 23/9/22
- 2.
3. Ratneswar Mili 23/9/2022
4. Shilpani Dey 23/9/22
5. Bibhuti Choudhury 23/9/2022
6. Khan Usin Ahmad 23/9/22
7. Poojoy Kamal Bhattacharyya 23/9/22
8. Pulak Mishra 23.9.22
9. Shikha Das 23.9.22
10. Juni Kalita 23/09/2022
11. Mitamani Sarma 23/9/22
12. Kakali Kalita 23/9/22
13. Manisha Deka 23.9.22
14. Anila Bhagabati 23/9/22
15. Priyanka Prakash Devi Sarma 23-9-2022
16. Dibakar Das 23/09/2022
17. Livee Datta 23-9-22
18. Ritu Singh 23/9/2022
19. Indrani Choudhury 23/9/2022
20. Basistha Ram Bhuyan 23/09/2022
21. Gitanjali Devi 23/09/2022
22. Aradhana Datta 23/09/2022
23. Manalisha Goswami 23/09/2022
24. Nazima H. Borah 23.09.2022
25. Bijaya Borah 23/9/2022
26. Manisha Phukan 23/9/22



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- |     |                         |            |
|-----|-------------------------|------------|
| 27. | PRANTAL SARMA           | 23/9/22    |
| 28. | Rijismita Sarma         | 23/9/22    |
| 29. | Siba Boruah             | 23/9/22    |
| 30. | Rujalata Brahma Bathari | 23/9/22    |
| 31. | Sanjita Sharma Baruah   | 23/9/22    |
| 32. | Mamoni Lalima Sarma     | 23/09/22   |
| 33. | Xi:the Barman           | 23/09/2022 |

Agenda 1: The Principal, L.C.B. College opened the confidential report given by NAAC-peer team.

Agenda 2: The Principal read out the report of NAAC peer team.

Agenda 3: The President of today's meeting instructed the I.Q.C. co-ordinator to state before the house the criterion-wise score and state where the college has scope for progress.

After thorough discussion the members present in the meeting resolved the following

- 1) The college has to and will work on research aspects and publication of faculty
- 2) The college will respective criterion members will analyse their inadequacies
- 3) A B. Ed course committee will be formed that will highlight the necessary infrastructure available and required for initiating B. Ed course and intimate authority at the earliest.

*[Signature]*  
12/11/22  
I.Q.C.  
Co-ordinator,  
L.C.B. College

*[Signature]*  
12/11/22  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11



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Date: 12.10.22

Meeting on Digital Leave

A meeting is convened today by IQAC on Digital Leave application system with the following members with the agenda of modifying the existing ERP software of digital leave. The meeting was presided over by Dr. J. Goswami in the absence of Principal, LCB College.

- Members
1. Nabarun Misra, Managing Partner, S.S. Technologies, 12/10/22
  2. Bikram Sharma, Software Developer, S.S. Technologies 12/10/22 (Bhar)
  3. Priti Prakash Devi Sarin ~~12/10/2022~~
  4. Rita Saha 12/10/2022
  5. Dr. Jublee Goswami 12/10/22

After thorough discussion among the members present the following resolutions were taken

- 1) The available digital leave application software will be modified.
- 2) The new digital leave software shall include intimation to HOD for forwarding or otherwise and to the Principal for grant / rejection of leave.
- 3) The existing offline leave format will be retained for submission online.
- 4) The resolutions of today's meeting shall be forwarded to college authority for approval and advice.

Josna  
12/11/22  
IQAC  
Co-ordinator,  
L.C.B. College

Confirmed  
[Signature]  
12/11/22  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11



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Date: 15.10.2022

IQAC Review Meeting

A meeting of the IQAC, LCB College is held today with the help of the following agenda

Agenda:

1. Review of meeting work of sub-committee, NAAC - SSR
2. Decision of plan of activities of college
3. Re-constitution of sub-committee, NAAC SSR
4. A.O.B., with due permission from the chair.

Members Present:

1. Chandra Kalita - Ch 15/10/22
2. Nilima Goswami Barua 15/10/22
3. Dr. J. Goswami, JGS 15/10/22
4. Indira Choudhury 15/10/22
5. Bibhuti Choudhury B. 15/10/2022
6. Pulak Mili JGS 15/10/22
7. Ratneswar Mili Ch 15-10-22
8. Dibakar Das Ch 15-10-22
9. Jumi Kalita Ch 15/10/2022
10. Nishikanta Hazarika Ch 15/10/22
11. Lilee Datta Ch 15/10/22
12. Puja Das Ch 15/10/2022
13. Mitamoni Sarma 15/10/22
14. Rita Sinha Ch 15/10/2022
15. Bijaya Borah Ch 15/10/2022
16. Samudra Bhushan Jaji Ch 15/10/22
17. Basitha Ram Bhuyan Ch 15/10/2022
18. Manasi Sarma Sarma 15/10/2022
19. Kallali Kalita Ch 15/10/22
20. Meralika Goswami Ch 15/10/2022
21. Nazima Hussain Barua. 15.10.22
22. Sangita Sharma Barua Ch 15.10.22
23. Siba Boruah Ch 15/10/22
24. Gunjalata Brahma Barua Ch 15/10/22
25. Gitanjali Deka Ch 15/10/22
26. Manisha Phukan Ch 15/10/22

Ch 15/10/22  
Ch 15/10/22



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27. Lejismita Sarma. *15/10/22*
28. Shilomi Dey. *15/10/22*
29. Anila Gogoi *15/10/22*
30. Juna. N. Khatun. *15/10/2022*
31. Dr. Manomi Roy Baruah *15-10-2022*
32. Rania Bignam *15-10-22*
33. Priti Prakash Devi Sarma *15-10-2022*

Agenda 1: The various criterion convenors/chairpersons talked about the progress of the works of the respective criterion for upcoming year.

Agenda 2: The IQAC coordinator placed a vision of perspective plan of activities. The president of today's meeting, Mr. Anarendra Kalita said that the expert of Academic audit 2020-21 recommended that extra-curricular, co-curricular and ~~co~~ curricular activities be planned for long term and short term based on the vision of the college and other aspects.

Resolution: The IQAC coordinator will prepare the perspective plan. Prior to that all academic departments, committee and cells will upload & submit their proposals of such activities for long and short term. On the basis of such proposals the IQAC coordinator will prepare the detailed perspective plan.

Agenda 3: The president of today's meeting opined that the sub-committee of NAAC sub-criterion should be restructured so that all faculty get a chance to work on different aspects of HEI as suggested by NAAC.



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Resolution: The members after thorough discussion resolve that the sub-committee members of IQAC should be changed and the previous members must guide new members in the respective sections.

Agenda: The President, Dr. Ananda Kalita raised an issue of working hours of IQAC and. He opined that IQAC should be a full time work, and all faculty members take part in the work. He said that the work of IQAC co-ordinator is challenging and that after 2nd cycle the work will be more challenging. So he suggested that a part-time faculty be appointed to the department of economics to assist in the departmental work. He also says that an IT officer has been appointed with due approval from Governing Body to assist in IQAC work. He asked everyone to put

Resolution their views. After thorough discussion the members resolve that the present IQAC co-ordinator should continue in office after the 2nd cycle and as her work at IQAC are challenging an IT officer should be appointed to assist. Besides the meeting resolves to appoint a guest faculty in the department of economics subject to the approval of Governing Body.

Jasmin  
12/11/22  
IQAC  
Co-ordinator,  
L.C.B. College

Confirmed

[Signature] 12/11/22  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11



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Date: 22.10.22

IQAC Meeting & IQAC Presentation

A meeting of the Convenors and Chairpersons of IQAC, NAAC SSR sub-committee was held today from 2:30 p.m. with the agenda of discussing the role of IQAC and the significance of Seven Criteria of NAAC.

Members Present:

1. Nishikanta Hazarika *NH* 22/10/22
2. Priti Das *PD* 22/10/22
3. Mousumi Roy Baruah *M.R.B.* 22/10/22
4. Jayasree Saikia *JS* 22/10/22
5. Rajya Bora *RB* 22/10/22
6. Barishta Rom Boruah *BR* 22/10/22
7. Rejismita Sarma *RS* 22/10/22
8. Adhita Gosai *AG* 22/10/22
9. Pulak Mishra *PM* 22.10.22
10. Fakhon Mhdin Ahmed *FM* 22.10.22

The meeting of the Convenors and Chairpersons of IQAC, NAAC SSR held today have discussed the role of IQAC and the significance of the Seven Criteria of NAAC SSR with the objective of orienting the newly appointed criteria convenors of the seven sub-committee of NAAC-SSR. The IQAC co-ordinator, Mr. J. Goswami gave a power-point presentation on the said topic.

After thorough discussion on the presentation made the members must resolve the following

- 1) The newly appointed convenors will work in-tandem with the chairpersons of the sub-committee.
- 2) Each member will read the SSR of the college and equip himself / herself with the requisite of the criterion/sub-criterion of NAAC-SSR. (Report in soft copy)

Confirmed

*Principal*  
L.C. Bharali College  
Maligaon, Guwahati-781

Confirmed

*Co-ordinator*  
IQAC  
L.C.B. College



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Date: 22-10-22

Meeting on Project Plan completion

A meeting of a committee of the following members constituted in a meeting of the Academic Development Council is held today to review the proposals submitted by various academic departments, cells, sub-committee.

Members Present:

1. Anita Bhargava
2. J. Goswami
3. Prayalata Brahma Borthoi
4. Gitanjali Devi

22/10/22  
 22/10/22

The committee members met today in a meeting held at 2:30 p.m. at IQAC. The proposals of respective plans were priority invited and all academic departments have submitted the same.

The committee members resolved to approve all planned activities in the short term, medium term and long term and forward the same to IQAC.

The committee members further resolved to approve activities, which were found to be common, to be organized in collaboration. The same is forwarded to IQAC.

For activities which are at par with the interest/ideology of other cells such activities would be, as per resolved today in the meeting organized in collaboration with the relevant cells and committee. The same is forwarded to IQAC.

Confirmed

Principal  
 L.C. Bharali College  
 Maligaon, Guwahati-781 011

Confirmed

22/10/22  
 IQAC  
 Coordinator,  
 L.C.B. College



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Date: 5/11/22

IQAC Meeting

A meeting of the IQAC, NAAC sub-committee of NAAC SSR is held today on the following agenda.

1. Submission of AQAR, 2021-22
2. Conduct of Green Audit, Environment Audit, Energy Audit
3. A.O.B.

Members Present:

1. Chandana Kalita — AB
2. Basanta Ram Bhuyan — *Basanta* 05/11/2022
3. Mitamani Sarma — *Mitamani* 05/11/22
4. Rajeswari Sarma — *Rajeswari* 05/11/22
5. Jayesree Saha — *Jayesree* 5/11/2022
6. Indira K. — *Indira* 5/11/22
7. Priti Das. — *Priti* 05/11/2022
8. Mousumi Roy Baruah. — *Mousumi* 5/11/2022
9. Adrita Gogoi — *Adrita* 5/11/2022
10. Ratneswar Mili — *Ratneswar* 5/11/2022
11. Jumi Kalita — *Jumi* 05/11/2022

Agenda: After thorough discussion among the members present the following resolutions were taken in today's meeting.

Resolution 1: The AQAR 2021-22 of the institution will be prepared and the proposal of its timely submission shall be prepared.

Resolution 2: Green Audit, Environment Audit and Energy Audit will be conducted as requirement for criterion 7. A committee for the same will be constituted.

*Basanta*  
12/11/22  
IQAC  
Coordinator,  
L.C.B. College

Confirmed

*AB*  
12/11/22  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11



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12-11-2022

Meeting of IBAC

Venue: IBAC office

Time : 3:00 PM

Agenda :

1. Taking of chair by chairperson.
2. Confirmation of proceeding.
3. Submission of Action Taken Report
4. Submission of Report on 2nd cycle of NAAC
5. Regarding submission of AQAR 2021-22
6. AOB with due permission from the chair.

Members present :

<u>Sr No</u>	<u>Name</u>	<u>Signature</u>
1.	Amarendraha Kalita	
2.	Utpal Sarma	
3.	Chinmoy Talukdar	
4.	Manu Mahanta	
5.	Dr. Ananyati Kashyap	
6.	Biswatha Ram Bhuyan	
7.	Ratneswar Mili	
8.	Jumi Kalita	
9.	Bijaya Barua	
10.	Bishal Kalita	
11.	Luit Nath	



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12. Rajeswari Sarma

*[Signature]*  
12/11/2022

13. Bibhuti Choudhury

*[Signature]*  
12/11/2022

14. Dr. Jublee Gosua

*[Signature]*  
12/11/2022

A meeting of the IQAC, LCB College is convened held today on 12<sup>th</sup> November, 2022. The members of IQAC, LCB College attended the meeting. The meeting is presided by the Principal, LCB College cum Chairperson, IQAC of the College, Dr. Amarendra Kalita.

Agenda: Confirmation of Proceedings of the last IQAC meeting.

The Co-ordinator, IQAC, LCB College, <sup>has</sup> reads the proceedings of the last IQAC meetings.

Brief. Utpal Sarma, member, IQAC, LCB College suggest that the proceedings may be circulated henceforth, prior to the meeting. He further says that meetings may be conducted in hybrid mode to facilitate participation of all members.

Mr. Chinmayee Bhattacharya, member, IQAC, LCB College also says that meetings may be arranged in hybrid mode so that everyone can attend despite busy.

Resolution 1: The proceedings of the last IQAC meetings were re-confirmed in today's meeting.

Resolution 2: The meeting resolves to circulate proceedings of previous meeting for confirmation prior to the meeting and also arrange IQAC meetings in hybrid mode.

Agenda: Submission of Action Taken Report:

~~Reads~~ The IQAC Co-ordinator reads out the Action Taken Report against resolutions of previous IQAC meeting.

Resolution 3: The meeting resolves that IQAC coordinator may upload the minutes of last IQAC meetings in institutional website alongwith Action Taken Report as per NAAC requirements.



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Agenda : Submission of Report on 2<sup>nd</sup> Cycle of NAAC Assessment.

The IQAC Coordinator reads out the report given by the NAAC peer team members.

Principal ~~Bharali~~ LCB College, cum chairperson B+C, LCB College, Dr. Amarendra Kalita states that steps are initiated to incorporate the recommendations as far as being feasible. He also informs that a committee for B.Ed courses had been constituted as initiation of B.Ed courses is recommended by the NAAC peer team.

The committee has submitted its report which shall be placed in next Governing Body meeting. He further says that declining enrollment in Science stream is a cause of concern for the institution.

~~Resolution 3~~ Further <sup>Prof. Utpal Sarma</sup>, member, IQAC suggest that student feedback on aspects pertaining to criterion 1 and the SSS of criterion 2 may be collected together.

Resolution 4: After thorough discussion the meeting resolves that college approach Government of Assam on the basis of NAAC cycle-2 recommendations to the College for requesting to initiate full fledged Science stream in the college. The meeting further resolves to place the matter in the Governing Body for necessary approval.

Resolution 5: Today's meeting resolves to collect student feedback for criterion 1 of NAAC - AQAR and SSS of criterion 2 together.

Agenda : Regarding submission of AQAR 2021-22

Coordinator IQAC intimated the house that IQAC has been preparing the AQAR 2021-22 of the institution.



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Prof. Utpal Sarma, member IQAC says that IQAC may proceed with the work. Dr. A. Kalita, Principal informs that 8 new teachers have recently joined and they are given a chance to learn IQAC work.

Resolution 6: Today's meeting resolves to place AQAR 2021-22 in the floor of the Governing Body for approval of submission.

Resolution 7: The IQAC will be re-constituted post 2nd cycle but co-ordinator will continue her term.

Agenda: Regarding placement of students, A.O.T, agenda.

Coordinator IQAC intimated the fact that placement assistance to students can help the institutions students. She says the Principal Dr. A. Kalita has given immense emphasis on T & P Cell too.

Prof Utpal Sarma, member IQAC says that the alumni of the College is a huge resource base of the institution and should be tapped for such good prospects.

Resolution 8: The meeting resolves to intimate the T & P Cell of the College so as to interact with alumni for such cause.

The meeting ended with a vote of thanks from the chair.

Confirmed  
11/11/23  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed  
11/11/23  
IQAC  
Co-ordinator  
L.C.B. College



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IQAC Meeting

Date: 19.01.23

A meeting of the convenors of sub-committees of NAAC-SSR criterion is convened by IQAC today

Agenda

1. To discuss on future course of action
2. A.O.B, with permission from the chair

Members Present :

1. Anarendra Kalita - 19/1/23
2. Jublee Goswami
3. Nishidhrata Hazarika - 19/1/23
4. Moranji Roy Baruah - 19-01-2023
5. Jayasree Saikia - 17-01-2023
6. Adrita Gogoi Omla - 19/01/2023
7. Pratik Das - 17/1/2023
8. Fakhar Uddin Ahmed - 17/1/2023
9. Samudra Bhushan Jogi - 19/01/2023
10. Pulak Nils - 19/1/23

After a thorough discussion on the agenda the meeting resolves the following:

1. All committee convenors will maintain daily records of events pertaining to the criterion.
2. All convenors in consultation with members of the sub-committee shall prepare a road map for ensuring greater height in all dimensions. The convenors shall report the same in the next criterion meeting.
3. The convenors shall report of problems faced in any matter relative to the criterion in the last AQAR, 2022-2023 and the same shall be adopted for discussion in the next criterion meeting.

Confirmed

19/1/23  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-781

Confirmed  
19/1/23



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IQAC Meeting

Date: 23/1/23.

A meeting of the teachers of Science Stream was convened by the IQAC, L.C.B. College on 23<sup>rd</sup> of January in the IQAC room. Principal, L.C.B. College and the following teachers were present in the meeting.

Agenda :

1. To discuss about opening MCA / HSc in computer Science.
2. To start Honours course in Physics.
3. HOPB with permission for class.

Members present :

1. Anwesha Kalita — 23/1/23
2. Barsha Ram Bhuyan. — 23/01/2023
3. Rijusita Saime — 23.1.23.
4. Sanjal Sarma — 23/1/23
5. Pojjoy Kamel Bhattacharyya — 23/1/23
6. Manisha Phukan — 23/01/2023
7. Samudra Bhushan Jogi — 23/01/23
8. Prity Prakash Dora Borua — 23/1/2023
9. Ritabandha — 23/1/2023
10. Mitamoni Saha — 23/1/23
11. Kakali Kalita — 23/1/23
12. Manalisha Goswami — 23/01/2023
13. Rahul K Das — 23/1/23
14. Sneha Senja — 23/01/2023
15. Bilwadi Devi — 23/1/23
16. I Goswami — 23/1/23
17. Jumi Kalita — 23/01/2023
18. Farhan Hddin Ahmed — 23/01/2023



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Date: 14/2/23

Meeting for formulating budget

A meeting of criterion IV - NAAC SSR and faculty department of Economics is convened today with the agenda of formulating budget for the session 2023-24. The meeting is presided over by the Principal, convener chairperson IQAC Dr. Anshendra Kalita.

Members Present:

- 1.
2. Jublee Goswami
3. Bisahini Chakraborty
4. Indira Devi
5. Anshu Kumar Deka
6. Samudra Bhushan Josi
7. Rumia Begum
8. Nichihata Hojariha

Resolutions:

- 1) The meeting resolved to prepare the College budget on the principles of performance based budget of the earlier sessions.
- 2) The meeting resolved to authorize the faculties of Economics to collect all relevant data on expenses and receipt from College Office of the Principal, L.C.B. College.
- 3) The budget shall include expenses and receipt per head of accounts.

Confirmed  
AS

Principal  
L.C. Bharali College  
Maligaon, Guwahati-781 011

Confirmed  
Jocun  
10/2/23  
IQAC  
Co-ordinator  
L.C.B. College



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Date: 17.02

Meeting of HODs

A meeting of HODs of all academic department has been convened today on the following agenda; by the IQAC.

1. To discuss on programmes by academic departments on the basis of perspective plan.
2. To discuss on qualitative works that can be undertaken.
3. A.O.B.

The meeting is presided over by the Principal, emceed by the IQAC.  
Members Present

1. Anaswara Khatun - 17/2/23
2. Shilpani Das - 17/2/23
3. Dibakar Das - 17-02-2023
4. Mitamoni Sarma 17/2/23
5. Rajismita Sarma - 17-2-23
6. Shubpi Das - 17/02/2023
7. Nazima Hussain Barbora - 17.02.2023
8. Mamoni Sarma 17/02/2023
9. Nehema Goswami Sarma 17/02/2023
10. Anila Bhargabati 17/2/23
11. Siba Boruah 17/2/23
12. Manika Phukan 17/2/23
13. Tula Jena 17/2/23

Resolutions: Today's meeting resolves the following

- 1) All academic departments shall extend their respective departmental library.
- 2) All academic departments shall take initiative in establishing MOUs/linkages with other departments of other institutions, etc. for mutual benefit.
- 3) All academic departments shall prepare and upload their respective departmental academic calendar in department tab of website.



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- 4) All extension activities shall be conducted with NSS/NCC.
- 5) The criterion 7 members along with IQAC shall look into adopting village (s) under UBA, scheme.
- 6) Extension activities including environmental awareness, women related issues, etc. shall be organised in adopted village (s).
- 7) The departments shall initiate respective departmental alumni associations.

Confirmed

  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed

  
10/1/23  
IQAC  
Coordinator  
L.C.B. College



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Date: 3/3/23

Meeting on NEP 2020 Implementation

A meeting of all faculty members of the College is organised today on the following agenda:

- 1) Implementation of NEP 2020
- 2) Leave Rules
- 3) A.O.B.

The meeting is presided over by the Principal, Dr. Amarendra Kalita.

Members Present: Signature with date

- 1) Amarendra Kalita - AK 3/3/23
- 2) Nilima Goswami Sarma
- 3) Jubin Goswami JB 3/3/23
4. Manalata Goswami MG 03/03/2023
- 5 - Shree Singh. SS 03/03/2023
6. Rijusmita Sarma RS 3/3/23
7. Jumi Kalita JK 03/03/2023
- 8 Adrita Gogoi AG 3/3/23
9. Julia Nengaitat Kiatang JN 3/3/23
10. Mironi Roy Baruah MRB 03/03/2023
11. Kallali Kalita KK 3/3/23
12. Nazima Hussain Bobera NB 3/3/23
13. Pranjal Sarma PS 3/3/23
14. Penjolata Brahma Bahari PBB 3/3/2023
15. Bijaya Barua BB 3/3/23
16. Kanishma Talukdar KT 3/3/23
17. Rumia Begum RB 3/3/23
18. Nishikanta Hazarika NH 3/3/23
19. Basoitha Ram Bhuyan BRB 03/03/2023
20. Ratneswar Mili RM 3/3/2023
21. Pular Mishra PM 3/3/23
22. Dibaka Das DD 03-03-2023



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23.	Manisha Phukan	Mr	3/3/23
24.	Liptanjali Dwi	Dr.	3/3/23
25.	Prity Prakash Deka Sarma	Ms	3/3/23
26.	Masud Alam	Prof	03/03/2023
27.	Rahul Kumare Das	Dr	3/3/23
28.	Anita Bhagabati	Dr	3/3/23.
29.	Anchali Choudhury	Dr	3/3/23.
30.	Mamoni Sarma Bhunia	Dr	3/3/23..
31.	Rita Smita	Dr	3/3/2023
32.	Devkant Saranyang	Dr	3/3/2023
33.	Fanchan Mishra	Dr	3/3/2023
34.	Shilpani Dey	Dr.	3/3/23
35.	Siba Boruah	Dr	3/3/23
36.	Jayanta Barua	Dr	3/3/2023
37.	Priti Das	Dr.	3/3/2023
38.	Anadhara Dutta	Dr	3/3/2023

At the outset Mr. Anamunda Kalita made a power point presentation on NEP 2020 on the Office Memorandum, Government of Assam dated 27<sup>th</sup> Jan, 2023; the credit and curriculum framework - UGC and NEP 2020 document.

Mr. Kalita explained the proposed progress pathway and the credit structure in NEP as proposed in the said Office Memorandum.

Mr. Kalita also made a power point presentation on leave rules of teaching and non-teaching staff of colleges vide rules contained in the service rules as per government of Assam.

Resolutions: The meeting resolves that

- 1) All faculties will equip themselves with the O.H. dated 27<sup>th</sup> Jan, 2023
- 2) CCR of women employees will be granted after due approval in Governing Body meeting
- 3) Restricted holidays shall be available with prior intimation.
- 4) Lr car will be granted subject to the approval of governing body.

Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed  
19/03/23  
Co-ordinator,  
College



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Date: 9/3/23

Meeting of all faculty

A meeting of all faculty members is convened today, the 9<sup>th</sup> March, 2023 to discuss on the following agenda

1. Financial Position of the College
2. IQAC works and APAR reviews
3. A.O.P, with permission from the chair

Members Present:

- |                             |   |                           |
|-----------------------------|---|---------------------------|
| 1. Chalesndha Kalita        | — | OK 9/3/23                 |
| 2. Nilima Goswami Sarma     | — | OK 09/03/2023             |
| 3. Bibhuti Chakraborty      | — | Present                   |
| 4. PRANJAL SARMA            | — | Present 09/03/2023        |
| 5. Mitansoni Sakma          | — | MJ 09/03/23               |
| 6. Anila Bhargava           | — | OK 9/3/23                 |
| 7. Purni Das                | — | OK 9/3/23                 |
| 8. Monami Roy Baruah        | — | M. Baruah 9/3/23          |
| 9. Farhad Uddin Ahmad       | — | OK 9/3/2023               |
| 10. Liba Boruah             | — | L. Boruah 9/3/23          |
| 11. Adrita Gogoi            | — | Anila 09/03/2023          |
| 12. Julia Wengchhak Kerkong | — | Julia Kerkong 09/03/2023  |
| 13. Indira Choudhury        | — | Indira Choudhury 9/3/2023 |
| 14. Jayanta Bora            | — | OK 9/3/2023               |
| 15. Anadhana Dutta          | — | Dutta 9/3/2023            |
| 16. Bijaya Borah            | — | OK 9/3/23                 |
| 17. Kallali Kalita          | — | OK 9/3/23                 |
| 18. Monalisha Goswami       | — | Present 09/03/2023        |
| 19. Namoni Lubana           | — | Namoni 9/3/23             |
| 20. Pita Saha               | — | OK 9/3/23                 |
| 21. Dibakar Das             | — | OK 09-03-2023             |
| 22. Pranjata Brahma Borthoi | — | Borthoi 9/3/23            |
| 23. Jilmi Kalita            | — | OK 09/03/2023             |
| 24. Rujasita Sarma          | — | OK 9/3/23                 |
| 25. Nazima Hussain Borah    | — | OK 9/3/23                 |
| 26. Gitanjali Devi          | — | OK 9/3/23                 |
| 27. Pulak Mishra            | — | OK 9/3/23                 |



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


- |                         |     |           |
|-------------------------|-----|-----------|
| 28. Ratneswar Mili      | --- | 9/3/2023  |
| 29. Nishikanta Hazarika | --- | 9/5/2023  |
| 30. Rumia Begum         | --- | 9/3/2023  |
| 31. Basista Ram Bhuyan  | --- | 9/03/2023 |
| 32. Manisha Phukan      | --- | 9/3/23    |
| 33. Jublee Goswami      | --- | 9/5/23    |

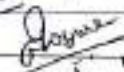
The meeting resolves the following:

- 1) A committee consisting of Dr. Diba Boruah (Chairperson), Dr. Jublee Goswami (Convener), Dr. Rijusmita Sarma, Dr. Anita Boruah and Dr. Babhanching is formed to ~~see~~ suggest on resource generation ways and to suggest on the appointment of hostel warden.
- 2) A committee on VAC / certificate courses is formed consisting of Dr. Jublee Goswami (Chairperson), Dr. F. U. Ahmed (Convener), Dr. Diba Boruah, Dr. Rijusmita Sarma, Shilpi Singh to propose guidelines for initiating such courses.
- 3) The committee will submit report as soon as possible.

Confirmed

  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-781 011

Confirmed

  
10/4/23



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Date: 27/3/23

IQAC Meeting of Criterion SSR

A meeting is convened today with notification through whatsapp of Criterion I (SSR) members pertaining to the following agenda

1. Quality initiatives with respect to criterion I
2. Initiation of certificate course
3. A.O.B., with permission from chair.

The meeting is chaired by Principal cum chairperson, IQAC  
Dr. Anamudra Kalita.

Members Present:

- 1.
2. Jublee Goswami *27/3/23*
3. Puniti Das *April-27/3/2023*
4. Kunalata Brahma Balthasi *Balthasi 27/03/2023*
5. Mitamani Sarma *M 27/3/23*
6. Rahul Kumar Das *RKD 27/3/23*

Resolutions: Today's meeting resolves the following:

1. The Academic departments shall upload the academic calendar of respective department and also the departmental routine in the respective tab of college website in advance for the benefit of students.
2. The criterion I convener shall collect the departmental routine and teaching plans vide notification.
- 3) The necessary documents relating to teacher participation in BOS/CCS, evaluation, Question paper setting, designing of syllabus shall be collected by the convener, criterion I vide notification.
- 4) The teaching diary shall be reviewed by IQAC from next academic session along with criterion I members after every 6 months.
- 5) Every department shall collect employee feedback atleast 2

per session  
Confirmed

Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed  
Jana S.  
Co-ordinator  
C.B. College



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DATE - 29.03.2023

Time - 2:30 pm.

A meeting is convened today vide notification through whatsapp of CRITERION III members pertaining to future planning related to the criteria

The meeting is chaired by Principal sun Chaiapresh, IGAC, Dr. Amarendra Kalita

Members present -

- 1) Amarendra Kalita — AB 29/3/23
- 2) Manisha Phukan 29/3/23
- 3) Rahul Kumar Das 29/3/23
- 4) Kakali Kalita @White 29/3/23
- 5) Adrita Gogoi 29/03/2023
- 6) Rumia Begum Paria 29/03/2023
- 7) Rakeshwar Mah. 29/03/2023

The meeting resolves the following:

- 1) The resolutions pertaining to Research activities as in RDC, college, meeting of the college shall be upheld to promote research of faculties of the college.
- 2) RDC cell convenor, Dr. Adrita Gogoi is to look into advice the finance branch of RDC to enlist various funding schemes/agencies of research projects.
- 3) The college will register in IIL, Government of India for creating a conducive innovative ecosystem in the college.
- 4) A committee consisting of Rumia Begum, Dr. M. Phukan and Dr. Kakali Kalita is formed to facilitate IIL registration and work.
- 5) Extension Activities will be conducted by the college in collaboration with NCC, NSS and Extension & Village adoption committee.
- 6) Dr. Adrita Gogoi will look into various collaboration/linkage

P.T.O.



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prospects of the college.

Confirmed

  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed  
Shree

15/6/23  
IQAC,  
Co-ordinator,  
L.C.B. College



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Date: 1/4/23

A meeting of criticism & examination branch, HODs, IT & econ department is convened today to discuss on the following agenda

Agenda

- ① Infrastructural expenses
- ② Maintenance of physical and infrastructural expenditure
- ③ A.O.B.

The meeting is chaired by Principal, Dr. Anarandra Kalita

Members Present:

- ①
- ② Nilima Goswami Sarma *AS* 01/04/2023
- ③ Bijumita Sarma *AS* 1/4/23
- ④ Mst Kamoni Sarma *M* 1/4/23
- ⑤ Jute Debnat Khatun *Jute* 1/4/23
- ⑥ Anilmoni Choudhury *an* 1/4/23
- ⑦ Rumla Begum *Ban* 1/4/23
- ⑧ Nishikanta Hazarika *gh* 1/4/23
- ⑨ Nazima Hussain Farbera *gh* 1/4/23
- ⑩ Manisha Phukan *ml* 1/4/23
- ⑪ Principal Sarma *S* 1/4/23
- ⑫ Bijoy Kamal Bhattacharyya *AS* 1/4/23
- ⑬ Pulak Mishra *AS* 1/4/23
- ⑭ Pimok Loshan Patowary *Patowary* 01/04/23
- ⑮ Rahul K Das *RKD* 1/4/23
- ⑯ Masud Alam Rafe *MAM* 01/04/23
- ⑰ Shikhi Singh *Shikhi* 01/04/2023
- ⑱ Fakhar Uddin Ahmed *FU* 01/04/23
- ⑲ Ananta Das *AS* 01/04/23
- 20) Basantha Ram Bhuyan *Bhuyan* 01/04/2023
- 21) Raikheti Choudhury *B.* 01/04/2023
- 22) Shikoni Das *AS* 01/04/23
- 23) Jublee Goswami *JG* 01/04/23
- 24) Liba Boruah *L* 1/4/23
- 25) Mamoni Sarma *M* 1/4/23



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Resolutions :

The meeting unanimously resolves that :

- 1) The college stock book should be properly maintained and a committee consisting of members of within & staff guide the accounts section in the regard
- 2) A policy document for maintenance of academic and other infrastructure should be made and within & staff do the needful in the context.
- 3) The college budget will include separately the <sup>tentative planned</sup> expenditure for maintenance and new purchase of any material/goods relating to infrastructure of the college.

Confirmed  
CS

Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed  
Jyoti

10/4/23  
IQAC  
Co-ordinator,  
L.C.B. College



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Date : 10/4/23

A meeting of all departmental HODs, teachers and members of different committees is convened today i.e. 10<sup>th</sup> April, 2023 to discuss on the following agenda. The meeting is chaired by Principal cum Chairperson, LBAC.

- Agenda :
- 1) Confirmation of Proceedings of previous meetings of LBAC.
  - 2) Action to be taken on criterion II
  - 3) Proposed concept of clustering of colleges in the state
  - 4) Formulation of admission policy for 2023-24
  - 5) Action for undisciplined activities
  - 6) Action to activate newly formed cooperative society
  - 7) AOB, with due permission from the chair

Members Present : (Name, signature with date)

- 1) Anorekha Kalita 10/4/23
- 2) Nilima Goswami Sarma 10/04/2023
- 3) Jublee Goswami 10/4/23
- 4) Nazima Hussain Borbora 10/4/23
- 5) Shilpani Dey
- 6) Anila Bahaganali 10/4/23
- 7) Elamoni Sarma 10/4/23
8. Karishma Bhukhari 10/04/23
9. Bijaya Borah 10/04/2023
- 10 Julia Nageswari Siallag 10/4/2023
- 11 Adrita Gogoi 10/04/2023
12. Jayasree Sarma 10/04/2023
13. Fakhru Uddin Ahmad 10/04/23
14. Harud Alam Rofi 10/04/2023
15. Mozoni Roy Baruah 10-04-2023
16. Pinal Loshan Patowary 15/04/2023
17. Rohini Kumar Das
18. Anandhara Datta 15/4/23
19. Monalisa Goswami 15/4/23
20. Kalkali Kalita 10/04/2023
21. Pratik Prakash Sen Sa 10/4/23



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Cont.

- |                         |              |
|-------------------------|--------------|
| 22. Bibhuti Choudhury   | P. 10/4/2023 |
| 23. Pulak Nair          | Mr 10/4/2023 |
| 24. Nishikanta Hazarika | Mr 10/4/23   |
| 25. Rumfa Begum         | Mr 10/4/23   |
| 26. Ratneswar Mili      | Mr 10/4/2023 |
| 27. Basanta Ram Bhuyan  | Mr 10/4/2023 |
| 28. Indrani Choudhury   | Mr 10/4/2023 |
| 29. Rita Saha           | Mr 10/4/2023 |
| 30. Mamisha Phukan      | Mr 10/4/23   |

At the outset, Mr. Jubee Goswami, Coordinator IQAC stated that since all faculties are present the proceedings of earlier meetings of IQAC, held for different purposes and with different agenda needs to be reviewed. He also stated that these were the internal meetings of IQAC. She read out the proceedings of IQAC meetings of 26<sup>th</sup> Nov. 2022, 19<sup>th</sup> January 2023, 17<sup>th</sup> Nov. 2022, 3<sup>rd</sup> Dec. 2022, 6<sup>th</sup> Dec 2022, 14<sup>th</sup> Feb and 17<sup>th</sup> Feb, 2023, 3<sup>rd</sup> Mar 2023, 9<sup>th</sup> Mar 2023, 27<sup>th</sup> & 28<sup>th</sup> Mar 2023 and 1<sup>st</sup> April 2023. The meeting approves the same wide agenda.

Against agenda 2 a motion of the citation 2 is advised by the house.  
 Against agenda 3 a committee is resolved to be formed by the following members to study the feasibility of collaboration with different colleges -  
 1) Dr. P. Barua, 2) Dr. Rajeswari Sarma, 3) Dr. J. Goswami 4) Dr. Diba Boruah  
 5) Dr. Anita Bhagabati

Against agenda 4: Mr. Anandaraja Kalita, Principal, LCB College stated that a committee will soon be formed to facilitate the admission committee. He also stated the significance of formulation of clear policy regarding subject combinations in the light of NEP 2020 implementation.

Agenda 5: Mr. A. Kalita informed the house of some indiscipline of students during college week. He stated that the matter is placed before the discipline committee.

Agenda 6: Upon advice of the Chair, Mr. J. Goswami intimated the house of the formation and significance of the college cooperative society.

Confirmed  
 Principal  
 L.C. Bharali College  
 Maligaon, Guwahati-11

Confirmed  
 10/4/23  
 IQAC  
 Coordinator,  
 C.B.C.



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Date: 20.04.2023

Meeting with criterion 2 (NAAC-SSR)

A meeting is convened today, i.e. 20.4.2023 vide WhatsApp notification dated April 17<sup>th</sup> 2023 of the members of criterion 2 of NAAC-SSR to discuss on the following agenda. The meeting is presided over by Principal cum chairperson, Dr. Amarendra Kalita.

- 1) Future plan of teaching-learning and evaluation practices of the college
- 2) To discuss on strategies to keep records of admission and results according to requirements
- 3) A.O.B., with the permission from chair

Participation

Members Present:-

- 1) Amarendra Kalita - Chair
- 2) Tulua Jorain - 20/4/23
- 3) Shikhami Bora - 20/4/23
- 4) Jayson Saikia - 20/4/2023
- 5)
- 6)

Resolutions: Today's meeting resolves the following

- 1) Admission to various program's data as per the reservation policy will be forwarded to SE, ST, OBC/MOBC cell and the document of submission will be retained at the office of the Principal, L.C.B. College and a copy of the same will be retained by convenor criterion 2, NAAC-SSR
- 2) The data relating to faculty (appointment details / PAN Card / Ph.D / M.Phil, etc.) as required for NAAC-SSR will be retained by criterion 2, NAAC-SSR. As such data of faculty already was collected for NAAC-2<sup>nd</sup> cycle only that of new faculties will be required.
- 3) A note explaining to the various faculties about the meaning of experiential learning, problem solving pedagogical practices and participatory learning practices.



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On this basis teachers will submit teaching plan including such pedagogical practices. They will also retain the same in their respective course files.

- 4) The criterion II (2) convenor will circulate a format of teaching plan and teaching diary maintenance.
- 5) The criterion II will design a format for CO, PO, attainment evaluation.
- 6) Criterion II convenor will arrange for a meeting to further discuss on the resolutions.

Discuss  
20/4/23

Shikhan' Day . 20/4/23

Confirmed  
AB

Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed

Discuss  
9/11/23

IQAC  
Coordinator,  
L.C.B. College



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Date: 10/5/23

IOAC Meeting

A meeting is convened by IOAC today, 10<sup>th</sup> May, 2023 to discuss on the following agenda. The meeting is presided over by the Principal, LCB College, Dr. Anandita Kalita

The meeting has been notified via whatsapp in the IOAC official group.

Agenda:

- 1 Report on departmental perspective plans
- 2 Regarding progress on admission process
- 3 Regarding village adoption
- 4 Regarding proposed clustering of colleges
- 5 Certificate courses
- 6 Regarding workshops through RDC
- 7 Free certificate course by NELLIT
- 8 Change in committee and cells
- 9 Finalization of prospectus
- 10 AOB, with permission from the chair
- 11

Members Present:

- 1 Anandendra Kalita — AS 10/5/23
- 2 Nilima Goswami Sarma — AS 10/5/2023
- 3 Juban Goswami — AS 10/5/23
- 4 Bijoy Kumar Bhattacharya — AS 10/5/23
- 5 Basitha Ram Bhuyan — AS 10/5/2023
- 6 Pulak Mili — AS 10/5/23
- 7 Pranjal Sarma — AS 10/5/2023
- 8 Keonud Kalita — AS 10/5/23
- 9 Ratneswar Mili — AS 10/5/23
- 10 Dibakar Das — AS 10/5/2023
- 11 Tasty Prakash Dora Sarma — AS 10/5/2023
- 12 Julia Nengrebat Silukang — AS 10/5/2023
- 13 Shilpi Behera — AS 10/5/2023
- 14 Pimok Losham Patowary — AS 10/5/2023
- 15 Ritik — AS 10/5/2023
- 16 Kunjalata Brahma Bathari — AS 10/5/2023



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17. Manmaji Sarma Maema 10/05/23
18. Bijaya Barah @h 10/5/23
19. Karinkha Talukdar. @s 10/05/23
20. Siba Boruah @s 10/5/23
21. Jayprince Saikia @s 10/05/2023
22. Prite Das. @s 10/05/2023
23. Manami Roy Baruah. M. P. Baruah 10/05/2023
24. Nazima Hussain Boruah. @s 10.05.2023
25. Shikoni Dey. @s 10/5/23
26. Anila Bhayabati. @s 10/5/23
27. Jumi Kalita DATE 10/05/2023
28. Mitamoni Sarma M. 10/5/23
29. Adrita Gogoi @s 10/05/2023
30. Fakhar Uddin Ahmed @s 10/05/2023
31. Rohul Kumar Das @s 10/5/23
32. Kijumita Sarma. @s 10.5.23.
33. Gitanjali Devi @s 10/5/23
34. Nishidrata Hazarika @s 10/5/23
35. Rumia Begum @s 10/5/23
36. Kakali Kalita @s 10/5/23
37. Monalisa Goswami @s 10/05/2023



OFFICE OF THE PRINCIPAL

# LALIT CHANDRA BHARALI COLLEGE

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After thorough discussion on the agenda the following resolutions are taken in today's meeting.

Agenda 1: On account of agenda 1 the IQAC coordinator was asked to submit a report on the activities performed of the perspective Noe of the session 2022-23. It was resolved that IQAC shall interact with HODs periodically so that planned activities may be carried out in full.

Agenda 2: Regarding the agenda the admission committee 2023-24 coordinator ~~Dr. P. K. Boruah~~ Dr. F. V. Ahmed was asked to update the house on the progress on admission related work. The meeting resolved that an ~~so~~ information has to be gathered on whether fee can be raised for major streets and thereby place the same in next admission committee meeting.

Agenda 3: A team of faculty consisting of Mr. R. Hiti, Dr. J. Goswami, Dr. Manoni Roy Boruah and Dr. B. R. Bhuyan and ~~Dr. D. D. Boruah~~ visited some village in Pabania area. They were asked to submit a report on feasibility of adoption. The meeting resolved that the village adoption committee members visit other places and submit proposal for adopting villages by the college for working for their overall development.

Agenda 5: Certificate course management committee will manage the effective execution of courses proposed by various departments.

Agenda 6: The RDC coordinator reported that a letter has been sent to CIL, Mysore for seeking sponsorship. The meeting resolved to await word from CIL, Mysore.

Agenda 7: The IQAC coordinator stated of a free course offered by NEILIT. She mentioned that NEILIT will not only offer the course free but will give overhead cost to college. The meeting appreciated the offer by NEILIT but resolved that IQAC & Dept. of IT study the feasibility and report.

Agenda 8: A committee consisting of Mr. R. Barua, Mr. P. Barua, Mr. H. Barua, Mr. J. Goswami, Mr. Anita Bhagabati, Dibakar Das, Dr. B. R. Bhuyan and Mr. Dita Boruah is resolved to be constituted to prepare a road map for the government agenda of clustering of colleges under NEP.

Agenda 9: Today's meeting resolved that Joyen Deba, member G.B. will be in construction committee against Dr. Subrata Barua. Dr. Anita Bhagabati will replace Mr. N. G. Barua in purchase committee and Dr. Dita Boruah will replace Mr. N. G. Barua in library committee and IQAC.

Confirmed

Principal  
L. C. Bharali College  
Maligaon, Guwahati-11

Confirmed

Coordinator,  
IQAC  
L. C. College



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Date: 1/9/23

A meeting is convened today of the Chairman and members of the 7 sub-committee. The meeting is presided over by the Principal, L.C.B. College cum Chairman IQAC, LCB College.

Members: Signature, name & date

1. Anandran Kalita - 01/09/23
2. Mr. Jublee Goswami - 1/9/23
3. Dr. Rajesmita Sarma - 01/09/23
4. Dr. Adrita Gogoi - 01/09/23
5. Fakhar Uddin - 01/09/23
6. Jyotirmoy Sarma - 01/09/23
7. Dulal Barman - 01/09/23
8. Dr. Bibhuti Choudhury - 01/09/23
9. Dr. Mitamoni Sarma - 01/09/23
10. Dr. Ratneswar Mili - 01/09/23
11. Bijaya Borah - 01/09/23
12. Nilidhara Hazarika - 01/09/23
13. Palak Mili - 01/09/23
14. Basantha Ram Bhuyan - 01/09/2023
15. Meenai Roy Baruah - 01/09/23
16. Shilpi Roy - Dr.

Agenda: 1) IQAC Assistant Coordinators post creation and IQAC works

2) RUSA proposal submission and cooperative society of the College

3) A.O.B, with permission from the Chair

After a thorough discussion on the agenda the meeting the following resolutions were taken

- 1) The post of two Assistant Coordinators, IQAC LCB College is resolved to be created to ensure continuity and regularity in IQAC works.
- 2) Dr. Rajesmita Sarma, HOD Statistics and Dr. Adrita Gogoi, Assistant Professor, Dept. of Pol. Sc. are resolved to be Assistant Coordinators, IQAC, LCB College.
- 3) Academic Calendar will be prepared by IQAC for the current academic year 2023-24.



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
Mobile Phone : 9435147991


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- 4) The perspective plan will be finalized and uploaded for the current academic year, 2023-24
- 5) The data pertaining to AQR 2022-23 will be prepared for submission.
- 6) A proposal for language lab will be submitted to RUSA.
- 7) A proposal for NCC awareness program will be submitted to RUSA
- 8) The multipurpose cooperative society LCB College will be developed
- 9) The meeting resolves to give the responsibility of the multipurpose cooperative society LCB College to Dr. Bibhuti Choudhury and all official nature are handed to him for planning for the same.
- 10) The college will register in IIC and a body of IIC will be formed.

Confirmed

  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed  
  
9/11/23

I.C.A.C.  
Co-ordinator,  
L.C.B. College



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Date: 08/9/23

A meeting of members/chairpersons of statutory committees (Anti-ragging, IC, women's cell and Grievance Redressal Cell) is held today 09<sup>th</sup> September, 2023. The meeting is presided over by Principal, LCB College, Dr. Ananduro Kabita

Agenda:

1. To review the working of the statutory bodies
2. To discuss future course of action of statutory bodies
3. A.O.B, with due permission from the chair

Members Present:

1. Amalgesha Kalita - AK 9/9/23
2. Jubla Goswami JG 9/9/23
3. Rijumila Sarma - RS 9/9/23
4. Basantha Ram Bhuyan - BRB 09/09/2023
5. Kunjalata B. Bartrai - KB 9/9/2023
6. Nazima H. Begum - NHB 9/9/2023

Resolutions: 9/9/2023 Mamoni Sarma 09/09/2023

After a thorough discussion on the agenda the following resolutions were arrived at in the meeting

1) The meeting resolves to reconstitute the IC cell as the term of Kunjalata Bartrai is over as per government guidelines of the cell. This was pointed out by Mrs. Bartrai herself. The meeting resolves that Mrs. Bartrai will remain a member ~~and~~ and guide the others in the working of the cell.

2) An awareness workshop will be constituted/organised by IC for 1st sem students.

3) The meeting resolves that the other statutory cell office bearers will continue their term and work as per guidelines.

Confirmed AK 9/9/23  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed KB  
Co-ordinator  
L.C.B. College



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Date: 17/10/23

Meeting of Coordinators of Cells.

A meeting of Coordinators of different cells of the College is convened today to discuss on the following agenda.

- 1) To discuss the work of the various cells till date
- 2) To discuss future course of work.
- 3) A.O.B. with permission from the chair.

The meeting is chaired by Dr. Anamika Kalita, Principal, LCB College.

Members Present with name, designation and signature

- 1) Dr. Rijumita Sarma, co-ordinator, Village Adaptation & Extension Education Cell.
- 2) Kunjolata Brahma Baruah [Women's Cell] *Baruah* 17/10/23
- 3) Forhan Uddin Ahmed [IT Cell & website Committee] *Ahmed* 17/10/23
- 4) Shilpi Singh [Training & Placement Cell] *Singh* 17/10/23
- 5) Debora Das (Co-ordinator SC/ST/OBC Cell) *Das* 17/10/23
- 6) Rumia Begum (Co-ordinator Media & Publication Cell) *Begum* 17/10/23
- 7) Adrita Gogoi (Research & Development Cell) *Gogoi* 17/10/23
- 8) Pojjoy Karan Bhattacharyya (Disaster management cell) (D.M.C) *Bhattacharyya* 17/10/23
- 9) Rita Saha (Co-ordinator - Minority Cell) *Saha* 17/10/23

Resolutions: After thorough discussions on the agenda the meeting reaches the following

- 1) An awareness program will be organised by the disaster management cell on disaster management and they will verify the validity of fire extinguishing equipments.
- 2) The Entrepreneurship and Skill Centre will be formed as per



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- government directives. The <sup>Training and</sup> Placement cell, IT Cell, etc. will all be clubbed into the placement and entrepreneurship cell.
- The above cell will consist of the following members;  
Chairperson: Dr. Jubla Goswami; Coordinator: Rita Sinha;  
Members: Shilpi Singh, M.F.V. Ahmed, Dibakar Das, Dr. Rajwita Sarma, Pulak Mili
  - As per government directives the college will register in IIC (Institutional Innovation Council) and the same body as noted in point 3 will be members of IIC.
  - The publication cell will actively manage website, facebook, twitter for greater publicity of the college.
  - The publication cell will publish two edited volumes; one in science discipline to be edited by Dr. Jurni Kalita and Dr. Manisha Phukan and the other in Humanities which will be bilingual and will be edited by Dibakar Das, Rumia Begum, Ratneswar Mili.

Confirmed  
9/11/23  
Principal  
L.C. Bharali College  
Maligaon, Guwahati-781

Confirmed  
9/11/23  
IQAC  
Coordinator,  
L.C.B. College



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Date: 19/10/23

A meeting of the language department cluster is convened today at 12:00 pm. to discuss on the following agenda. The meeting is chaired by Dr. Anandita Kalita, Principal, LCBC College

Agenda:

- 1) Perspective Plan
- 2) Departmental Activities
- 3) Academic Audit
- 4) Students' Attendance
- 5) Internal exams
- 6) Stay hours
- 7) Leave matters
- 8) A.O.Ps.

Anandita Kalita  
19/10/23

Members Present: 1)

- |                     |             |
|---------------------|-------------|
| 2) Mr. Boruah       | Dr 19/10/23 |
| 3) Shilpani Das     | 19/10/23    |
| 4) Liza Datta       | 19/10/23    |
| 5) Bijaya Borah     | 19/10/23    |
| 6) Monni Roy Boruah | 19/10/23    |
| 7) Punita Bar       | 19/10/2023  |
| 8) Ratneswar Mili   | 19/10/2023  |

Resolution:

- 1) After thorough review of the perspective plan the meeting resolves to organize the upcoming planned activities. Further the meeting resolves to undertake translation works of Nilmoni Phukan in all the language departments of the college. This publication will be a monthly work. It is a long term plan.
- 2) The meeting resolves that the language departments will make wall magazines and also submit proposals for seminar and seek suitable sponsorship. The meeting resolves to seek collaboration with other organisations.
- 3) The meeting further resolves to organize lectures every month from diverse disciplines of noted personalities for motivation of students. The language department will do make the needful.



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- 4) The meeting resolves to organize for academic audit of various departments in December, 2023
- 5) The meeting resolves to monitor the students attendance on September October 30, 31, 2023 after college reopens.
- 6) The meeting resolves that all faculty should reach at 9 and in case of genuine issue time may be extended to 9:15 a.m.
- 7) The meeting resolves to apply for leave in new format issued.

H. Boruah 19/10/23

Rabhaswar Mili 19/10/23

Apri. 19/10/2023

Shikha Dey - 19/10/23

Manomikya Baruah - 19/10/23

Bijaya Borah - 19/10/23

Linee Dutta - 19.10.23

Confirmed

Principal  
L.C. Bharali College  
Maligaon, Guwahati-11

Confirmed

9/11/23

I.O.A.C.  
Co-ordinator,  
L.C.B. College



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Date: 19/10/23

A meeting of the arts cluster departments are convened today to discuss the following agenda. The meeting is chaired by Mr. Amarendra Kalita, Principle, LCB College

Agenda

- 1) Perspective Plan
- 2) Departmental Activities
- 3) Academic Audit
- 4) Students Attendance
- 5) Internal exams
- 6) Stay hours
- 7) Leave matters
- 8) A.O.Ps.

Members Present:

- X 1) ~~Kiba Boruah~~ 19/10/23
- 1) Amarendra Kalita — 19/10/23
- 2)
- 3) Nazima Hussain Barbora. 19/10/2023
- 4) Indira Choudhury
- 5) Punjalata Brahma Barhali 19/10/2023
- 6) Shadhara Dutta 19/10/2023
- 7) Anvita Gogoi 19/10/2023
- 8) Masumi Barua 19/10/2023
- 9) Dibakar Das 19/10/23
- 10) Anvita Bhagabati 19/10/23

- 1) The meeting resolves to organise all the activities in the perspective plan.
- 2) The meeting resolves to publish a book by three cluster department with four editors from each of these departments.
- 3) The meeting resolves that these cluster shall submit a proposal for national/international seminar and seek suitable activities sponsorship.
- 4) The academic audit will be held by December.
- 5) The departments shall organise all departmental activities



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like wall magazine etc. as has been carried out while  
 are student oriented

- 6) Student attendance will be monitored on Oct 30, 31<sup>st</sup>, 2023
- 7) The meeting resolves that leave application be submitted in new format.

Amli 19/10/23

Meemai Sarma 19/10/23

New chandry 19/10/23

Kunjolata Brahma Barthari

Abdhana Dutta

Nazima Hussain Barboza 19/10/23

Orbaker Sar

Amita Bhargabati 19/10/23

Pratima 19/10/2023

Dutta 19/10/2023

Confirmed  
 AS

Principal  
 L.C. Bharali College  
 Maligaon, Guwahati-11

Confirmed  
 AS

9/11/23  
 I.O.A.O.  
 Controller  
 L.C.E. Sibsaga



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Date 19/10/23

A meeting of the cluster departments Economics, Statistics and Mathematics is convened today to discuss on the following agenda.

Agenda :

- 1) Perspective Plan
- 2) Departmental activities
- 3) Academic Audit
- 4) Students Attendance
- 5) Internal exam.
- 6) Staff house
- 7) Leave matters
- 8) A.O.B

Members Present

- 1) Anandrasa Karita — AB — 19/10/23
- 2) Bijaymala Sarma.
- 3) Jumi Kalita 19/10/2023
- 4) Pradip Sarma 19/10/2023
- 5) Pradyot Kumar @Shahacharppan. 19/10/2023
- 6) Nishikanta Bhagavata — 19/10/23
- 7) Basistha Rom Bhuyan.
- 8) Rumia Begum (B) — 19/10/23
- 9) Pulak Mish 19/10/2023
- 10) Jubke Goswami 19/10/2023.

Resolutions

- 1) The meeting resolves to publish a book on research articles. Dr. Jumi Kalita, Dr. Jubke Goswami & Dr. P.R. Bhuyan will be editors.
- 2) The meeting resolves to invite noted personalities for deliberation periodically.
- 3) Academic Audit will be held on December, 2023.

B  
19/10/23

19/10/23

19/10/23

19.10.23

B  
19/10/2023

Continued

Principal  
L.C. Bharali College  
Guwahati-781

19/10/2023

19/10/23

19/10/2023

Coordinator



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Date 19/10/23

A meeting of the science cluster is convened today at 2:15 p.m. to discuss on the following agenda.

Agenda

- 1) Perspective Plan
- 2) Departmental Activities
- 3) Academic Audit
- 4) Students Attendance
- 5) Internal Test Exams
- 6) Academic Stay Home
- 7) Leave matters
- 8) A.O.B

The meeting is chaired by Dr. Anasundra Kalita, Principal LCB College

Members Present: D. Anasundra Kalita - DL 19/10/23

- 1) Mamisha Phukan
- 2) J. Goswami
- 3) Rita Sena
- 4) Monalisa Goswami
- 5) Kalkali Kalita
- 6) Mitamoni Sarma
- 7) Arity Prakash Deka Sarma
- 8) Faizan Uddin Ahmad
- 9)

Resolutions:

Confirmed  
DL

Principal  
L.C.B. College  
Maligaon, Guwahati-781-11

1) The meeting resolves to publish a book with ISBN with editors from each department in the cluster.

2) A seminar proposal will be submitted and sponsorships sought

3) A noted scientist or noted figure working on science aspects will be invited for deliberation

4) Academic Audit will be undertaken.

5) Departmental activities will be carried out by all the departments like wall magazine, etc.

6) Students attendance will be monitored on Oct 30, 31<sup>st</sup> 2023

DL  
19/10/23  
IQAC  
Co-ordinator  
C.B. College

DL  
19/10/23

DL  
19/10/23

DL  
19/10/23

DL  
19/10/23

DL  
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DL  
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DL  
19/10/23

DL  
19/10/23



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Date: 19/10/23

A meeting of the 17 department faculty is convened today on 19<sup>th</sup> Oct 2023 at 2:15 pm. to discuss on the following agenda. The meeting is chaired by Dr. Anandendra Kalita, Principal, LCBC College.

Agenda

- 1) Perspective Plan
- 2) Departmental Activities
- 3) Academic Audit
- 4) Students Attendance
- 5) Internal Exams
- 6) Stay hours
- 7) Leave Matters
- 8) A.O.P.

Members Present: 1) Anandendra Kalita - A - 19/10/23  
 2) Swapnil Singh - SHS - 19/10/2023  
 3) Manisha Deka - mdk - 19.10.23  
 4) PINAK LOSHAN PATOWARY - plp - 19/10/23  
 5) RAHUL KUMAR DAS - rkd - 19/10/23  
 6) MASUB ALAM ROFI - mrofi - 19/10/23  
 7) Jublee Goswami - jg - 19/10/23

Resolution:

- 1) Perspective plan activities will be carried out.
- 2) National Seminar proposal will be submitted with and sponsorship will be secured
- 3) A publication shall be made by the department either by the dept. alone or in collaboration with science department
- 4) A noted personality will be invited for deliberation.
- 5) Academic audit will be done in December 2023.
- 6) A digital magazine will be published by the department on a regular basis. One faculty of the department will be the editor for each volume.

Confirmed

Principal  
L.C. Bharali College  
Maligaon, Guwahati-781 011

Swapnil Singh  
19/10/23

Manisha Deka  
19.10.23

Pinak Loshan Patowary  
19/10/23

Rahul Kumar Das  
19/10/23

Anandendra Kalita  
19/10/23  
Co-ordinator,  
- a College