

Minutes of the Meeting

Date: 21.04.2025

Time: 03.00 PM

Venue: Principal's Chamber, NERIE

Agenda: IQAC meeting.

Members Present:

1. Prof. F.G.Dkhar, Principal I/C
2. Prof. Subhas Chandra Roy, Head, Department of Education
3. Prof. Balaida R. Dkhar, Department of Extension Education
4. Prof. Elizabeth Gangmei, Department of Education
5. Dr. Ph. Brajayanti Devi, Head & Associate Professor, DESM
6. Dr. Tulika Dey, Associate Professor in Geology, DESM
7. Dr. Sima Saigal, Associate Professor in History, DELSS
8. Dr. Sarajubala Devi, Associate Professor in Linguistics, DELSS
9. Dr. Melissa G. Wallang, Head & Associate Professor in Linguistics, DELSS
10. Dr. Basansy Kharlukhi, Head & Assistant Professor in Education, DEE
11. Dr. Tasongwi Newmei, Assistant Professor in Sociology, DELSS
12. Shri Arnab Sen, Assistant Professor in Physics, DESM
13. Shri B. Umesh Kumar Sharma, Assistant Professor in Special Education, DEE
14. Dr. Seema. R Nambiar, Assistant Professor in Botany, DESM
15. Dr. Shanmugam Bhasha, Assistant Professor in Zoology, DESM
16. Dr. Nirjesh, Assistant Professor in Mathematics Education, DESM
17. Dr. Sagnika Sahoo, Assistant Professor in Education, DE

In the meeting with Faculty members held on 21.04.2025 at 03.00 pm in the Principal's Office regarding the IQAC meeting in connection with NAAC, the following points were discussed:

1. The Institute has not been recognized under section 12 (B) of UGC Act, 1956. In spite of many efforts it has not been possible to get the indemnity bond prepared. Principal agreed to personally look into the Indemnity Bond and following which Dr. Tulika Dey along with one staff from academic section will visit NEHU.
2. Dr. T. Dey placed before the house the draft Institute's Vision and Mission and requested for its finalization. All the faculty members were asked to give their

input by 28th April, 2025. One meeting for this purpose will be held on 29th April, 2025.

3. NAAC Core Committee needs to be revised due to the retirement of Prof. N. Pradhan and Prof. F.G. Dkhar, assuming the post of Principal I/C.
4. For each NAAC Criteria the concerned coordinator will select the members to form committee.
5. The assessment year for NAAC will be started from the **academic year 2023-24**.
6. Curriculum review needs to be done for the upcoming short term and long term courses. For this Prof. S.C. Roy will contact with Prof. Sharad Sinha of DTE, New Delhi.
7. Prospectus of the institute to be prepared and Prof. E. Gangmei was given the responsibility to take up the matter.
8. There should be regular updates in social media with geotagged photos for each programme within 12 hrs of the programme. Programme Coordinators to facilitate the work.
9. In the time table peer tutoring, team teaching, collaborative learning, students' seminar should be included. Principal i/c to look into the matter.
10. One separate room for IQAC cell will be allotted with one dedicated LDC staff.
11. One copy of the document related to concerned committee will be handed over to the coordinator of the concerned committee. The coordinator will look for every order or circular related to the concerned criteria.
12. Different Clubs (like- cultural club, sports club, literary club, science club, etc.) were formed and students can be the inducted as members of these clubs.
13. Alumni Association will be formed and one room will be there for the association. Mr. Arnab Sen will be the coordinator of the NERIE Alumni Association.
14. Students' feedback should be taken regularly every year on the overall functioning of the institute. In this regard google form will be shared with the students.
15. A Cooperative store in the campus may be started.
16. A proposal for Employees' Welfare Fund was floated and to be examined
17. Under Best Practices- Herbal garden, compost pit, gym, solar panel for street light, plastic free campus, etc. may be introduced.

18. Google space will be created for uploading documents related to teaching-learning and assessment.
19. Dr. Melissa requested for inclusion of Dr. Sarajubala in the teaching-learning and assessment committee.
20. Target date for submitting SSR is beginning of 2026.
21. Format for each criterion should be given to all faculty members against each bullet point which includes quantitative and qualitative data.



Tulika Dey
(IQAC Coordinator)