

Proceedings of the meeting of IQAC held on 17th Nov., 2018 at 2 p.m. at the office chamber of the Principal with Dr. S. Ranjit Singh, Principal of the College to discuss the following agenda:

- Agenda:
1. On-going action taken report of the resolutions of the last-meeting,
 2. Mise-ifany, with permission of the chair.

In the meeting the following members of IQAC were present:

<u>S. No.</u>	<u>Name</u>	<u>Signature</u>
1.	L. Mani Singh	Mani Singh
2.	H. Pomeha Singh	Pomeha Singh
3.	R.D. Japkumar	R.D.J. (Eng.)
4.	A. Anuradha Singh	(Assist. Prof. S.G.)
5.	Ch. Robindra Singh	Dept. Ch. Robindra Singh
6.	L. Wernika Hugro.	Anthro. Geography
7.	G. Mangat Singh	Botany
8.	Dr. M.L. Achrekar	Mathematics
9.	Kh. Seema Devi	Adm.
10.	R.K. Meghchand Singh	Chemistry
11.	Kh. Keshavkanti Devi	Physics
12.	L. Ibnei Devi	Mathematics
13.	Ch. Somender Singh	Economics
14.	M. Yusuf Ali	Education

At the outset, the coordinator welcomed the members present and place the resolutions adopted in the last-meeting and with action taken progress report of the action plans therein. After minute discussions about the achieved and pending action plans with problems or constraints faced in the execution of the activities, the Cell meeting decided unanimously the following resolutions to be adopted.

Resolution NO. 1.

In view of unsatisfactory level of achievement against the target of the action plans adopted in the last meetings, it is resolved that the college authority be persuaded to lend the fastest administrative attention materialising the plans.

Resolution NO. 2.

Resolved that the college Central Library be revamped by reinforcing manpower and material inputs as far as possible from any manageable sources.

Resolution NO. 3.

Resolved that Skill-based vocational courses, at least five specialised trades listed in NSQF, under UGC Vocation Scheme be applied for offering in the college from the next session.

Resolution NO. 4.

For the benefit of students and other stakeholders it is resolved that the curriculum and syllabus of the college be compiled and published in book form.

Resolution NO. 5

In addition to the above, it is resolved that the following plans of action be chalked out for the coming year-

- i.) To organise awareness programme on gender issues,
- ii.) To encourage collaborative venture and MOU with industry,
- iii.) To take up extension services and outreach programmes,
- iv.) To organise workshop / seminar on academic / social issues,
- v.) To initiate and complete curriculum designing at BOS level - a step for introduction of CBCS.
- vi.) To organise programmes relating to environmental issues and campus cleanliness.

Shanji - S

Proceedings of the meeting of Internal Quality Assurance Cell of the College held on 25th May, 2019 at 1 P.m. in the office chamber of the Principal with Dr. S. Ranjil-Singh, Principal in the chair to discuss and transact the following agenda:

1. Action taken report of the meeting last held,
2. To chalk out plans of action in the next year.
3. Misc., if any, with the permission of the chair.

Members present:-

Sl. no.	Name	Signature
1.	Ch. Somendra	Dafre
2.	L. Warma Hungya	aw. Hungya
3.	Kh. Kuniabali Devi	Kuniabali
4.	D. Ibeni Devi	Ibeni
5.	Kh. Dibender Maiki	Dibender
6.	L. Mani Singh	Mani
7.	S. Jibanta Devi	Jibanta
8.	Md. Yusuf ACI	Yusuf
9.	H.D. Jayaram Singh	R.D. Jay
10.	Kh. Aruna Devi	Aruna
11.	Padmaja S	Padmaja
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At the outset, the Principal welcomed the members present and opened for deliberation on the agenda items. The Coordinator, L. Mani Singh, placed the action taken report of the previous meeting and the list of plans to be taken up during the next period. After minute discussion, the following resolutions were adopted unanimously.

Resolution no.1.

Resolved that the action taken report of the previous year placed before the cell be passed.

Resolution no. 2

Considering the shortage of staff including support staff in College Central Library and administrative offices it was resolved that the concerned higher authority be especially requested to send or appoint the required staff.

Resolution no. 3

Resolved that B.Voc Degree programme be introduced by applying for the same to the UGC.

Resolution no. 4.

Resolved that student Mentorship Programme be introduced in view of its importance ~~and~~ in higher education and NAAC assessment.

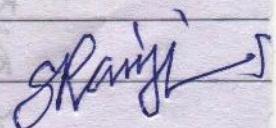
Resolution no. 5

Resolved that the curriculum of Choice Based Credit System be developed for implementation from the next academic session.

Resolution no. 6

Resolved that the following activities be carried out in the year ahead.

- i) to organise awareness programmes on social issues and gender equality.
- ii) to encourage MOU and collaborative venture.
- iii) to take-up extension and outreach programme.
- iv) to organise seminar/workshop on improvement of teaching-learning and evaluation-examination.
- v) to develop digital class-rooms under RUSA scheme.
- vi) to maintain clean and pollution free campus.
- vii) to encourage online mode of admission and examination fee payment.
- viii) to organise faculty development / short term courses.
- ix) to replace desks & benches by single-seat ones.



ORIENTAL COLLEGE (AUTONOMOUS), IMPHAL

Action taken report of the previous meeting held on 17th November, 2018

Resolution No.1:

The college authority was duly apprised.

Resolution No.2:

The concerned higher authority of the government requested for sending staff to fill the vacant positions of the Library.

Resolution No.3:

Four B. Voc. Courses, namely, Tourism & Hospitality Management, Fashion Designing, Aquaculture and IT & ITES applied in UGC format for opening in the college.

Resolution No.4:

Compilation and printing work of the college curriculum and syllabus in book form completed.

Resolution No.5:

*The college performed 'Swachhta Hi Seva' on Gandhi Jayanti (2nd October, 2018) in and around the campus. NSS volunteers, Students' Union and staff led by the Principal jointly organised the cleanliness service.

*A one day College social service was carried out on 8th October, 2018 as part of the National Cleanliness Day / Swachhta Bharat Abhiyan.

*State Level Open Written Quiz Competition was organized on 24th February, 2019 in the college in collaboration with History Club of the college.

*The World Environment Day was observed on the theme- Air Pollution on 5th June, 2019 in the college with teachers and students. The activities were (i) Continuous plantation of plants and (ii) Post Plantation Care with Shri L. Iboyaima Singh, Joint Director, Directorate of University & Higher Education, Govt. of Manipur as special guest of the programme.

*The International Yoga Day observed on 21st June, 2019 by the staff and the student volunteers of NSS Unit-I and Unit-II of the college. Meditation and Yoga practice was performed by the participants in the Conference Hall with two lady instructors.

*The IQAC, the NSS Units and the Students' Union jointly organised an awareness programme in relation with the International Day Against Drug Abuse and Illicit Trafficking on 26th June, 2019 in the College.

*A 1-Day State Level Faculty Development cum Workshop programme on 'Text and Narrative: Reflections on Quantitative Research Methodology' was organised on 28th June, 2019.

S Ranji →
Principal
Oriental College, Imphal
Government of Manipur