Darrang College (Autonomous)
Tezpur-784001, Sonitpur, Assam
Minutes of the First IQAC meeting of Darrang College (Autonomous)
Date: 06-06-2025

Members present

Sl No.	Name	Designation
1	Dr. Palash Moni Saikia	Principal
2	Dr. Sweta Mahanta	Coordinator
3	Mrs. Manisha Baishya	Member
4	Dr. Anamika Das	Member
5	Dr. Arpita Sharma Nath	Member
6	Dr. Himaxee Bordoloi	Member
7	Dr. Pallabika Sarmah	Member
8	Mr. Gulap Sonowal	Member
9	Dr. Pinky Gogoi	Member
10	Dr. Rajib Kr. Basumatary	Member
11	Dr. Jwngdaw Basumatary	Member
12	Dr. Pranjal Protim Das	Member

The first meeting of IQAC, after grant of autonomous status was held on 6th June, 2025 at IQAC office under the chairmanship of Dr. Palash Moni Saikia, Principal, Darrang College to discuss the following agenda and adopted following resolution.

Agenda	**Resolutions**
1. Constitution of cells and committees required for autonomous colleges.	**Discussion** The IQAC proposed the formation different cells and committees such as Examination cell, Academic council, Finance committee and board of studies (BoS) in accordance with UGC regulation 2023 for autonomous colleges for smooth function of administrative and academic activities.
	Resolution: DC(A)/IQAC/2025/01/A1/01 The Examination cell, Academic council, Finance committee and board of studies (BoS) will be constituted to implement the autonomous system from the academic session 2025-26.
2. Academic planning	**Discussion** The Principal emphasized the importance of systematic academic planning, preparation of academic calendar, effective curriculum implementation, and continuous improvement in teaching-learning practices aligning with NEP 2020.

	Resolution: DC(A)/IQAC/2025/01/A2/01 The academic calendar and departmental academic plans shall be prepared and implemented systematically. **Resolution: DC(A)/IQAC/2025/01/A2/02** Departments shall ensure timely syllabus completion, effective teaching-learning practices, and transparent internal assessment. **Resolution: DC(A)/IQAC/2025/01/A2/03** Student mentoring, remedial teaching, skill development, internships, and experiential learning shall be strengthened.
3. Any other matter.	**Discussion** The IQAC proposed to integrate Indian Knowledge System (IKS) into the curriculum of College under autonomous system.
	Resolution: DC(A)/IQAC/2025/01/A3/01 The IKS will be integrated in the curriculum of FYUGP under the autonomous system of the college

IQAC DARRANG COLLEGE

Co-Ordinator
IQAC, Darrang College (Autonomous)

Dr. Sweta Mahanta
Coordinator, IQAC
Darrang College (Autonomous)
Tezpur, Assam

Darrang College (Autonomous)
Tezpur-784001, Sonitpur, Assam
Minutes of the Second IQAC meeting of Darrang College (Autonomous)
Date: 08-08-2025

Members present:

Sl No.	Name	Designation
1	Dr. Sweta Mahanta	Coordinator
2	Mrs. Manisha Baishya	Member
3	Dr. Anamika Das	Member
4	Dr. Arpita Sharma Nath	Member
5	Dr. Himaxee Bordoloi	Member
6	Dr. Pallabika Sarmah	Member
7	Mr. Gulap Sonowal	Member
8	Dr. Pinky Gogoi	Member
9	Dr. Rajib Kr. Basumatary	Member
10	Dr. Jwngdaw Basumatary	Member
11	Dr. Pranjal Protim Das	Member

The second meeting of IQAC, after grant of autonomous status was held on 8th August, 2025 at IQAC office under the chairmanship of Dr. Sweta Mahanta, Coordinator, IQAC, Darrang College to discuss the following agenda and unanimously adopted the following resolutions:

Agenda	**Resolutions**
1. Prevention of Ragging in college campus	**Discussion** The IQAC proposed to observe the anti-ragging week from 12th to 18th of August 2025 to spread awareness on penalties on ragging of newly admitted students. The IQAC also proposed to arrange frequent visit by anti-ragging squad to college hotspot.
	Resolution: DC(A)/IQAC/2025/02/A1/01 The anti-ragging day will be observed on 12th August and subsequently the anti-ragging week will be observed from 12th to 18th of August 2025. The Anti-ragging squad shall visit college hotspots to prevent from ragging within the college campus.
2. Formulation of research policy document	**Discussion** The IQAC proposed to formulate policy document on code of ethics to check malpractices and plagiarism in research and publication.
	Resolution: DC(A)/IQAC/2025/02/A2/01 The policy document on code of ethics to check malpractices and plagiarism in research and publication will be formulated by Research and Development (R&D) Cell of the college.

3. In-house research project.	**Discussion** IQAC proposed to introduce in-house research funds through minor research project to encourage the faculty members to improve their research work.
	Resolution: DC(A)/IQAC/2025/02/A3/01 The proposal for In-house research project will be invited from faculty members to provide them fund for promoting their research work.
4. Organizing national level seminar	**Discussion** IQAC proposed to organize a national level seminar on the theme " Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities" by February 2026.
	Resolution: DC(A)/IQAC/2025/02/A4/01 A national level seminar on the theme " Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities" will be organized by February 2026. The department of economics will take the initiative to collaborate with different organizations to sponsor the seminar.
5. Extension activities	**Discussion** The IQAC proposed to organise World Photography Day, National Sports Day. The IQAC also proposed to suggest all departments to organize outreach activities involving students in community services
	Resolution: DC(A)/IQAC/2025/02/A5/01 It is resolved that the World Photography Day shall be observed on 19th August and National Sports Day on 29th August. A notice shall be circulated to all departments to organize outreach activities involving students in community services. The NSS and NCC units of the college shall also be informed to carry out outreach activities in the adopted village of Darrang College (Autonomous) and nearby villages.
6. Organizing talk on Indian Knowledge System	**Discussion** IQAC proposed to organize a talk on Indian Knowledge system.
	Resolution: DC(A)/IQAC/2025/02/A6/01 A talk will be organized on Indian Knowledge system in the month of September.

7. Student related programme	**Discussion** IQAC proposed to organize one week intensive training programme on badminton for college students. IQAC also discussed to organize an awareness programme on cyber security to sensitize the students on cyber-crimes and cyber security.
	Resolution: DC(A)/IQAC/2025/02/A7/01 One week intensive training programme on badminton for college students will be organized by IQAC by the end of August 2025. **Resolution: DC(A)/IQAC/2025/02/A7/02** A one day awareness programme on cyber security shall be organized in the month of October to sensitize the students on cyber-crimes and cyber security. **Resolution: DC(A)/IQAC/2025/02/A7/03** Career counselling programme shall be held in the month of September-November.
8. Mental health of students	**Discussion** In view of the importance of students' mental and psychological well-being, the IQAC proposed organizing a mental health counselling programme in September 2025 to promote emotional well-being and provide appropriate psychological support to students.
	Resolution: DC(A)/IQAC/2025/02/A8/01 A mental health counselling programme shall be held to promote mental and psychological well-being of the students. It was also resolved to the conduct regular mental health counselling sessions for well-being of students.
9. Academic and Administrative Audit for academic session 2024-25	**Discussion** In view of Academic and Administrative Audit (AAA) for the academic session 2024-25, IQAC conducted detailed discussion on the preparation for AAA visit.
	Resolution: DC(A)/IQAC/2025/02/A9/01 IQAC resolved to conduct the visit of external peer team for AAA in the month of November 2025. It was also resolved to expedite the collection of the requisite information from the academic departments and office to complete the exercise on time.

Action take report of first IQAC meeting held on 06-06-2025

The following are the action taken on the resolutions adopted at the first IQAC meeting:

Resolutions	Action taken
Resolution: DC(A)/IQAC/2025/01/A1/01 The Examination cell, Academic council, Finance committee and board of studies (BoS) will be constituted to implement the autonomous system from the academic session 2025-26.	The Academic council, Finance committee and board of studies (BoS) in accordance with the UGC regulation 2023 for autonomous colleges.
Resolution: DC(A)/IQAC/2025/01/A2/01 The academic calendar and departmental academic plans shall be prepared and implemented systematically.	• The academic calendar of Darrang College was prepared by Member Secretary of the Academic Council and published in the college website. • Preparation and circulation of a centralized timetable to ensure the systematic scheduling and effective curriculum delivery.
Resolution: DC(A)/IQAC/2025/01/A2/02 Departments shall ensure timely syllabus completion, effective teaching-learning practices, and transparent internal assessment.	• Departments have been communicated to ensure timely completion of syllabus, effective teaching-learning practices, and transparent internal assessment in accordance with the requirements of the autonomous college
Resolution: DC(A)/IQAC/2025/01/A2/03 Student mentoring, remedial teaching, skill development, internships, and experiential learning shall be strengthened.	• All departments have been communicated to form mentor-mentee system. • Slot allotted in the centralized time table for remedial/tutorial classes. • Skill enhancement courses and practical components have been incorporated in the curriculum to promote experiential learning. • Departments and students have been communicated on the mandatory internship programme of 120 hours to be introduced in the FYUGP 4th semester.
Resolution: DC(A)/IQAC/2025/01/A3/01 The IKS will be integrated in the curriculum of FYUGP under the autonomous system of the college	A value added course on IKS have been integrated into the curriculum.

IQAC DARRANG COLLEGE

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Dr. Sweta Mahanta
Coordinator, IQAC
Darrang College (Autonomous)
Tezpur, Assam

Darrang College (Autonomous)
Tezpur-784001, Sonitpur, Assam
Minutes of the Third IQAC meeting of Darrang College (Autonomous)
Date: 05-12-2025

Members present:

Sl No.	Name	Designation
1	Dr. Sweta Mahanta	Coordinator
2	Mrs. Manisha Baishya	Member
3	Dr. Anamika Das	Member
4	Dr. Arpita Sharma Nath	Member
5	Dr. Himaxee Bordoloi	Member
6	Dr. Pallabika Sarmah	Member
7	Mr. Gulap Sonowal	Member
8	Dr. Pinky Gogoi	Member
9	Dr. Rajib Kr. Basumatary	Member
10	Dr. Jwngdaw Basumatary	Member
11	Dr. Pranjal Protim Das	Member

The 3rd meeting of IQAC, after grant of autonomous status was held on 5th December, 2025 at IQAC office under the chairmanship of Dr. Sweta Mahanta, Coordinator, IQAC, Darrang College to discuss the following agenda and unanimously adopted the following resolutions.

Agenda	**Resolutions**
1. Discussion on upcoming National level seminar	**Discussion** IQAC conducted a detailed discussion on the upcoming national seminar, funds received for seminar and different committees required for smooth conduct of the seminar to be held in the February.
	Resolution: DC(A)/IQAC/2025/03/A1/01 The two day national level seminar was finalised to he held on 20th and 21st February, 2026. IQAC resolved to constitute different committees for smooth conduct of the seminar
2. Community outreach programme at adopted village of the Darrang College	**Discussion** IQAC decided to organize a women empowerment programme to provide awareness on welfare schemes of government for women.
	Resolution: DC(A)/IQAC/2025/03/A2/01 IQAC resolved to conduct an awareness programme on Women Empowerment at adopted Village of Darrang College on 11th December 2025.
	Discussion

3. Discussion on planning for the upcoming semester	IQAC discussed on different activities to be conducted during January to June 2026 session. IQAC prioritized activities such as professional development programme for non-teaching staff, outreach activity at adopted village of Darrang College, e-content development, career counselling and other student related activities.
	Resolution: DC(A)/IQAC/2025/03/A3/01 IQAC resolved to conduct a one week professional development programme for non-teaching staff of the college in the month of March 2026. **Resolution: DC(A)/IQAC/2025/03/A3/02** IQAC resolved to organize mental health counselling for students during February-March 2026.

Action report of 2nd IQAC meeting held on 08-08-2025

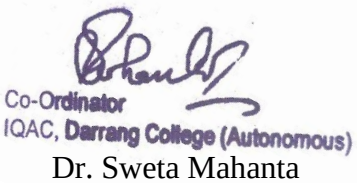
The following are the action taken report of the resolutions adopted in the 2nd IQAC meeting

Resolutions	Action taken
Resolution: DC(A)/IQAC/2025/02/A1/01 The anti-ragging day will be observed on 12th August and subsequently the anti-ragging week will be observed from 12th to 18th of August 2025. The Anti-ragging squad shall visit college hotspots to prevent from ragging within the college campus.	The anti-ragging day was observed by the college on 12th August 2025. The anti-ragging week was observed from 12th to 18th of August 2025.
Resolution: DC(A)/IQAC/2025/02/A2/01 The policy document on code of ethics to check malpractices and plagiarism in research and publication will be formulated by Research and Development (R&D) Cell of the college.	The policy document on code of ethics to check malpractices and plagiarism in research and publication is prepared and published on the college website
Resolution: DC(A)/IQAC/2025/02/A3/01 The proposal for In-house research project will be invited from faculty members to provide them fund for promoting their research work.	The invitation for In-house research project has been circulated among the faculty members of the college on 18-08-2025
Resolution: DC(A)/IQAC/2025/02/A4/01 A national level seminar on the theme " Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities" will be organized by February 2026. The department of economics will take the initiative to collaborate with different organizations to sponsor the seminar.	The flyer for the national level seminar on the theme "Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities" has been circulated among the researchers, academician, students and industries for abstract submission.

Resolution: DC(A)/IQAC/2025/02/A5/01 It is resolved that the World Photography Day shall be observed on 19th August and National Sports Day on 29th August. A notice shall be circulated to all departments to organize outreach activities involving students in community services. The NSS and NCC units of the college shall also be informed to carry out outreach activities in the adopted village of Darrang College (Autonomous) and nearby villages.	• World Photography Day celebrated on 19th August. • National Sports Day celebrated on 29th August. • Darrang College (Autonomous) NCC, under the aegis of 5 Assam Bn NCC, conducted a 'Cleanliness Drive' on 2nd October 2025. • Darrang College NSS unit conducted mass cleanliness drive on 27th October 2025.
Resolution: DC(A)/IQAC/2025/02/A6/01 A talk will be organized on Indian Knowledge system in the month of September.	A talk on the titled "The Idea of Information, Knowledge & Wisdom with Special Focus on the Profounder Indian Sense of the Word 'Jnana'" was delivered by Dr. Diganta Biswa Sarma on 8th September 2025
Resolution: DC(A)/IQAC/2025/02/A7/01 One week intensive training programme on badminton for college students will be organized by IQAC by the end of August 2025.	One week intensive training programme on badminton for college students was organized from 26th to 31st August 2025
Resolution: DC(A)/IQAC/2025/02/A7/02 A one day awareness programme on cyber security shall be organized in the month of October to sensitize the students on cyber-crimes and cyber security.	One day awareness programme on cyber security conducted on 30th October 2025
Resolution: DC(A)/IQAC/2025/02/A7/03 Career counselling programme shall be held in the month of September-November.	• Career Counselling Programme on the theme "From Campus to Newsroom" was organized on 9th September 2025 • Career Counselling Programme on "How to Join Defence Services" was organized on 24th October 2025 • Awareness Campaign on Career Prospects in Reserve Bank of India was conducted on 10th November 2025
Resolution: DC(A)/IQAC/2025/02/A8/01 A mental health counselling programme shall be held to promote mental and psychological well-being of the students. It was also resolved to the conduct regular mental health	• One Week Mental Health Counselling Session was conducted from 15th to 20th September 2025 • Mental Health Counselling Programme was conducted on 30th October 2025

counselling sessions for well-being of students.	
Resolution: DC(A)/IQAC/2025/02/A9/01 IQAC resolved to conduct the visit of external peer team for AAA in the month of November 2025. It was also resolved to expedite the collection of the requisite information from the academic departments and office to complete the exercise on time.	The visit of external peer team members of AAA for the academic session 2024-25 was held on 20th and 21st November 2025.





Dr. Sweta Mahanta
Coordinator, IQAC
Darrang College (Autonomous)
Tezpur, Assam

Darrang College (Autonomous)
Tezpur-784001, Sonitpur, Assam
Minutes of the Fourth IQAC meeting of Darrang College (Autonomous)
Date: 23-01-2026

Members present:

Sl. No.	Name	Designation
1	Dr. Sweta Mahanta	Coordinator
2	Mrs. Manisha Baishya	Member
3	Dr. Pallabika Sarmah	Member
4	Mr. Gulap Sonowal	Member
5	Dr. Pinky Gogoi	Member
6	Dr. Rajib Kr. Basumatary	Member
7	Dr. Jwngdaw Basumatary	Member
8	Dr. Pranjal Protim Das	Member

The 4th meeting of IQAC, after grant of autonomous status was held on 23rd January, 2026 at IQAC office under the chairmanship of Dr. Sweta Mahanta, Coordinator, IQAC, Darrang College to discuss the following agenda and unanimously adopted the following resolutions.

Agenda	**Resolutions**
1. Professional development programme for non-teaching staff	**Discussion** In view of the growing importance of Artificial Intelligence (AI) and digital literacy, IQAC proposed to organise a Professional Development Programme (PDP) for the non-teaching staff to enhance their digital competencies and equip them with essential AI-related skills
	Resolution: DC(A)/IQAC/2026/04/A1/01 IQAC resolved to conduct the Professional Development Programme (PDP) for the non-teaching staff in the month of March 2026
2. National Seminar	**Discussion** A detailed discussion on the preparedness of upcoming national seminar was held.
	Resolution: DC(A)/IQAC/2026/04/A2/01 IQAC resolved to finalise the date of national seminar on the theme " Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities " on 20th and 21st February 2026
	Discussion

3. Workshop on Intellectual Property Right	A discussion was held at the IQAC office regarding the organisation of a workshop on Intellectual Property Rights (IPR)
	Resolution: DC(A)/IQAC/2026/04/A3/01 IQAC resolved to conduct the One-Day Workshop on Artificial Intelligence and Intellectual Property Rights in the month of March.
4. Mental health counselling for students	**Discussion** In view of the importance of students' mental and psychological well-being, the IQAC proposed to continue the mental health counselling programme in to promote emotional well-being and provide appropriate psychological support to students.
	Resolution: DC(A)/IQAC/2026/04/A4/01 The Mental Health and Awareness programme shall be conducted in the month of March 2026

Action report of 3rd IQAC meeting held on 05-12-2025

The following are the action taken report of the resolutions adopted in the 3rd IQAC meeting:

Resolutions	Action taken
Resolution: DC(A)/IQAC/2025/03/A1/01 The two day national level seminar was finalised to he held on 20th and 21st February, 2026. IQAC resolved to constitute different committees for smooth conduct of the seminar	• The abstracts for the paper presentation in the national seminar was accepted and acceptance reports are shared with the participants. • The proposal for different committees required for smooth conduct of the seminars are submitted to the Principal of the college.
Resolution: DC(A)/IQAC/2025/03/A2/01 IQAC resolved to conduct an awareness programme on Women Empowerment at adopted Village of Darrang College on 11th December 2025.	The awareness programme on Women Empowerment programme was conducted on 11th December 2025 at adopted village of the college.

Resolution: DC(A)/IQAC/2025/03/A3/01 IQAC resolved to conduct a one week professional development programme for non-teaching staff of the college in the month of March 2026.	The theme for one week professional development programme for non-teaching staff of the college has been finalised.
Resolution: DC(A)/IQAC/2025/03/A3/02 IQAC resolved to organize mental health counselling for students during February-March 2026.	IQAC decided to organize mental health counselling programme in the month of March to be counselled by a licenced child and adolescent counsellor.

IQAC DARRANG COLLEGE

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Dr. Sweta Mahanta
Coordinator, IQAC
Darrang College (Autonomous)
Tezpur, Assam

Darrang College (Autonomous)
Tezpur-784001, Sonitpur, Assam
Minutes of Fifth IQAC meeting of Darrang College (Autonomous)
Date: 08-05-2026

Members present:

Sl. No.	Name	Designation
1	Dr. Sweta Mahanta	Coordinator
2	Mrs. Manisha Baishya	Member
3	Dr. Anamika Das	Member
4	Dr. Himaxee Bordoloi	Member
5	Mr. Gulap Sonowal	Member
6	Dr. Pinky Gogoi	Member
7	Dr. Rajib Kr. Basumatary	Member
8	Dr. Jwngdaw Basumatary	Member

The 5th meeting of IQAC, after grant of autonomous status was held on 8th May, 2026 at IQAC office under the chairmanship of Dr. Sweta Mahanta, Coordinator, IQAC, Darrang College to discuss the following agenda and unanimously adopted the following resolutions.

Agenda	**Resolutions**
1. Development of e-content	**Discussion** In view of the growing demand for e-learning and digital pedagogy, IQAC held a detailed discussion on organising a training programme on e-content development to enhance the digital teaching competencies of faculty members.
	Resolution: DC(A)/IQAC/2026/05/A1/01 IQAC resolved to organize a workshop on development of e-content development for the college in the month of May 2026
2. Career counselling	**Discussion** IQAC held a meeting with the Placement and Career Guidance Cell of the college to discuss the organisation of a programme on career prospects and opportunities available to students after graduation.
	Resolution: DC(A)/IQAC/2026/05/A2/01 IQAC resolved to organize a career counselling programme in the month of May-June 2026
3. Formation and reconstitution of clubs	**Discussion** The meeting discussed the need for the formation and reconstitution of various clubs to promote students' participation in co-curricular and extracurricular activities and foster their overall development.

	Resolution: DC(A)/IQAC/2026/05/A3/01 It was unanimously resolved to form and reconstitute various clubs with designated faculty coordinators and student representatives to ensure their effective functioning and regular activities.

Action taken report of 4th IQAC meeting held on 23-01-2026

The following are the action taken on the resolutions adopted in the 4th IQAC meeting:

Resolutions	Action taken
Resolution: DC(A)/IQAC/2026/04/A1/01 IQAC resolved to conduct the Professional Development Programme (PDP) for the non-teaching staff in the month of March 2026	The one week Professional Development Programme (PDP) for non-teaching staff was held from 17th to 20th March 2026 on the theme "Basic computer applications, MS Office, use of AI tools for official work, communication skills, and soft skills"
Resolution: DC(A)/IQAC/2026/04/A2/01 IQAC resolved to finalise the date of national seminar on the theme " Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities " on 20th and 21st February 2026	The two day SBI sponsored national on the theme "Preserving Indigenous Heritage: The Cultural Identity of Assam's Indigenous Communities " was held on 20th and 21st February 2026
Resolution: DC(A)/IQAC/2026/04/A3/01 IQAC resolved to conduct the One-Day Workshop on Artificial Intelligence and Intellectual Property Rights in the month of March.	The One-Day Workshop on Artificial Intelligence and Intellectual Property Rights was conducted on 12th March 2026
Resolution: DC(A)/IQAC/2026/04/A4/01 The Mental Health and Awareness programme shall be conducted in the month of March 2026	The Mental Health and Awareness programme was conducted on 16th March 2026

IQAC DARRANG COLLEGE

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