



INTERNAL QUALITY ASSURANCE CELL (IQAC)

TINSUKIA COMMERCE COLLEGE

ARTS & COMMERCE

P.O. SRIPURIA, DIST. - TINSUKIA, ASSAM - 786 145

WEBSITE : www.tinsukiacomcollege.org

Ref. No.


Date 15/05/2020

NOTICE : 15-05-2020

A meeting of IQAC, Tinsukia Commerce College will be held on 20-05-2020 (Wednesday) at 11.00 AM to discuss the following agenda:-

- (1) Approval of proceedings of last meeting.
- (2) Budget allocation for IQAC related activities
- (3) Discussion of Covid19 Pandemic related issues.
- (4) Conduction of Online classes during pandemic.
- (5) Conduction of Awareness programme in adopted villages regarding Covid19.
- (6) Distribution of foods during lock down among daily wage earners.
- (7) Any Others

Co-ordinator, IQAC
Tinsukia Commerce College


Principal
Tinsukia Commerce College

Principal
Tinsukia Commerce College
Tinsukia

Copy to:

Teacher members (1) Mrs. S.R.Dutta, V.P. (2) Mr. P. K. Haloi (3) Dr. Surajit Saikia
Dr. Sadananda Nath, G.B. member
Mr. Amarjit Hatikakoti, Alumni member
Mr. Nayanmoni Buragohain, Guardian Nominee member
Mr. Rajarshi Gogoi, Industrialist, Assam, Assam Computers, Tinsukia
Mr. Rajib Dutta, Local Society Nominee, Ex-Chairman, Tsk. Municipal Board
Ms. Borokha Gohain, Student Nominee member
Mr. Ranjan Kalita, Coordinator

Minutes of Meeting

Date: 20-05-2020

A meeting of the IQAC, Tinsukia Commerce College was held on 20-05-2020 (Wednesday) in chairmanship of Dr Chaytanya Bora, Principal, Tinsukia Commerce College and discussed the matters as mentioned in the agenda and taken following resolutions:

Resolution No. 1. Members of the Committee has unanimously approved the resolutions of the last meeting held on 08-08-2019

Resolution No. 2. After detailed discussion, committee has approved the Budget submitted by Associate Professor Ranjan Kalita, IQAC Coordinator of Tinsukia Commerce College for the financial Year 2020-21.

Resolution No. 3. A sub-committee is formed to initiate awareness programme in adopted villages regarding Covid19. The Committee is constituted with following members:

- a) Chairman : Principal, Tinsukia Commerce College
- b) Convenor : Co-ordinator, IQAC, Tinsukia Commerce College,
- c) Members : Dr. S. N. Nath, Dr. S. Saikia, Ms. Nayana Buragohain, Mr. S. Chakraborty

Resolution No. 4. It is resolved that all the teachers have to take classes of HS and Degree Online using Zoom meet, Google meet, Webex etc. applications during pandemic of Covid19.

Resolution No. 5. It is resolved that committee approved and appreciate the initiatives taken by the members of the college for distribution food items to the wage earners of nearby colleges on 22/04/20.

Resolution No. 5. It is decided to purchase Webex Online Meeting App for conduction of Virtual National Seminars and Workshops.

Resolution No. 6. It is resolved to empower Principal, Tinsukia Commerce College for MoU with ICT Academy, IIT Chennai for different academic programmes.

GM
20/05/2020
Principal
Tinsukia Commerce College
Tinsukia



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ARTS & COMMERCE

P.O. SRIPURIA, DIST. - TINSUKIA, ASSAM - 786 145

WEBSITE : www.tinsukiacommcollege.org

Ref. No.

Date 05/08/2020

NOTICE : 05-08-2020

A meeting of IQAC, Tinsukia Commerce College will be held on 10-08-2020 (Monday) at 11.00 AM to discuss the following agenda:-

- 1) Approval of proceedings of last meeting.
- 2) Independence Programme regarding.
- 3) Academic progress during pandemic.
- 4) Approval of Academic Calendar.
- 5) Conduction of National level Webinar.
- 6) Distribution of mask.
- 7) Online Exam related
- 8) Any Others

Co-ordinator, IQAC
Tinsukia Commerce College

Principal
Tinsukia Commerce College
05/08/2020

Copy to:

Teacher members (1) Mrs. S.R.Dutta, V.P. (2) Mr. P. K. Haloi (3) Dr. Surajit Saikia
Dr. Sadananda Nath, G.B. member
Mr. Amarjit Hatikakoti, Alumni member
Mr. Nayanmoni Buragohain, Guardian Nominee member
Mr. Rajarshi Gogoi, Industrialist, Assam, Assam Computers, Tinsukia
Mr. Rajib Dutta, Local Society Nominee, Ex-Chairman, Tsk. Municipal Board
Ms. Borokha Gohain, Student Nominee member
Mr. Ranjan Kalita, Coordinator

Minutes of Meeting

Date: 10-08-2020

A meeting of the IQAC, Tinsukia Commerce College was held on 10-08-2020 (Monday) in chairmanship of Dr Chaytanya Bora, Principal, Tinsukia Commerce College and discussed the matters as mentioned in the agenda and taken following resolutions:

Resolution No. 1. Members of the Committee has unanimously approved the resolutions of the last meeting held on 20-05-2020.

Resolution No. 2. It is resolved to organize Independence Day Programme by maintaining Covid protocol.

Resolution No. 3. Principal of the college has placed detailed report on academic progress during pandemic. Accordingly house appreciate and approved the initiatives taken by the faculty members for progression of academic affairs of the college. Further, it resolved to conduct different Sessional examinations through online mode.

Resolution No. 4. House approved the Academic Calendar prepared by the authority based on affiliating University's Academic Calendar.

Resolution No. 5. IQAC Committee has decided to conduct Webinar series on present days relevant issues. For this purpose, following faculty members are selected as convenors :

- i) Ms. Ritu Singh, Convenor to conduct Webinar on Commerce and Management related topics.
- ii) Dr. Bajarang Chauhan, Convenor, to conduct Webinar on Hindi Literature
- iii) Mr. Anupam Hazarika, Convenor, to conduct Webinar on English Literature.

Resolution No. 7. It is resolved to distribute Face Mask among public in nearby market place as part of Covid19 awareness campaign. In view of this, programme co-ordinator, NSS Dr. Sadananda Nath to initiate this Nobel activity with the help of NSS Volunteers.


10/08/2020
Principal
Tinsukia Commerce College
Tinsukia



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Ref. No.....

Date 26/12/2020

NOTICE : 26-12-2020

A meeting of IQAC, Tinsukia Commerce College will be held on 02-01-2021 (Saturday) at 1.30 PM to discuss the following agenda:-

1. Approval of proceedings of last meeting.
2. Analysis of Result of the college.
3. Conduction of Career Counseling Programme.
4. Republic Day programme regarding
5. Annual maintenance agreement for electrical works of Tinsukia Commerce College
6. Any Others

Co-ordinator, IQAC
Tinsukia Commerce College

Principal
Tinsukia Commerce College
26/12/2020

Copy to:

Teacher members (1) Mrs. S.R.Dutta V.P.(2) Mr. P. K. Haloi (3) Dr. Surajit Saikia
Dr. Sadananda Nath, G.B. member
Mr. Amarjit Hatikakoti, Alumni member
Mr. Nayanmoni Buragohain, Guardian Nominee member
Mr. Rajarshi Gogoi, Industrialist, Assam, Assam Computers, Tinsukia
Mr. Rajib Dutta, Local Society Nominee, Ex-Chairman, Tsk. Municipal Board
Ms. Borokha Gohain, Student Nominee member
Mr. Ranjan Kalita, Coordinator

Minutes of Meeting

Date : 02-01-2021

A meeting of the IQAC, Tinsukia Commerce College was held on 02-01-2021 (Saturday) in chairmanship of Dr Chaytanya Bora, Principal, Tinsukia Commerce College and discussed the matters as mentioned in the agenda and taken following resolutions:

Resolution No. 1. Members of the Committee has unanimously approved the resolutions of the last meeting held on 10-08-2020

Resolution No. 2. Resolved that the Result of HS and Degree should be analysed among the teachers

Resolution No. 3. Resolved to conduct Career Counseling Programmes twice in a year for the benefit of students of the college by inviting Experts, Research scholar, Entrepreneur etc.

Resolution No. 4. It is resolved to organize Republic Day programme by maintaining Covid protocol.

Resolution No. 5. The IQAC of the college resolved and directed Principal to do a contract with Mr. Prahlad Saikia son of Late Dimbeswar Saikia, Bordoloi Nagar, P.O. & P.S. Tinsukia Pin – 786125 for annual maintenance work from 1st January 2021 to 31st December 2021.

Resolution No. 6. It is also resolved that cultural programmes are also organized by maintaining Covid protocol.

QSM
02/01/2021
Principal
Tinsukia Commerce College
Tinsukia



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Ref. No.....

Date 15/03/2021

NOTICE : 15-03-2021

A meeting of IQAC, Tinsukia Commerce College will be held on 20-03-2021 (Saturday) 11.00 AM to discuss the following agenda:-

1. Approval of proceedings of last meeting.
2. Approval of AQAR 2019-20.
3. Action taking plan and plan of action for the financial year 2021-22

Co-ordinator, IQAC
Tinsukia Commerce College

Principal
Tinsukia Commerce College
Tinsukia

Copy to:

Teacher members (1) Mrs. S.R.Dutta V.P.(2) Mr. P. K. Haloi (3) Dr. Surajit Saikia
Dr. Sadananda Nath, G.B. member
Mr. Amarjit Hatikakoti, Alumni member
Mr. Nayanmoni Buragohain, Guardian Nominee member
Mr. Rajarshi Gogoi, Industrialist, Assam, Assam Computers, Tinsukia
Mr. Rajib Dutta, Local Society Nominee, Ex-Chairman, Tsk. Municipal Board
Ms. Borokha Gohain, Student Nominee member
Mr. Ranjan Kalita, Coordinator

Minutes of Meeting

Date: 20-03-2021

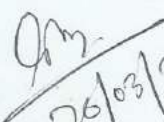
A meeting of the IQAC, Tinsukia Commerce College was held on 20-03-2021 (Saturday) in chairmanship of Dr Chaytanya Bora, Principal, Tinsukia Commerce College and discussed the matters as mentioned in the agenda and taken following resolutions:

Resolution No. 1. Members of the Committee has unanimously approved the resolutions of the last meeting held on 02/01/2021.

Resolution No. 2. After detailed discussion on AQAR 2019-20, the IQAC committee of Tinsukia Commerce College approved and directed to Co-ordinator, IQAC, Tinsukia Commerce College for further proceedings.

Resolution No. 3. IQAC, Tinsukia Commerce College has directed Mr. Ranjan Kalita, Associate Professor/Co-ordinator, IQAC to prepare action taken report for 2020-21 based on AQAR. Further he has been directed to draw a plan of action for the financial year 2021-22.

Resolution No. 4. IQAC of the college has directed, Principal and Co-ordinator, IQAC, Tinsukia Commerce College to do Memorandum of Understanding with SKILLFINITY, Guwhati for Career Counseling, Placement Assistance to students and collaboration for FDP and support staff training programmes.


26/03/2021
Principal
Tinsukia Commerce College
Tinsukia



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WEBSITE : www.tinsukiacommcollege.org

Ref. No.....

Date 08/05/2021

NOTICE : 8-05-2021

A meeting of IQAC, Tinsukia Commerce College will be held on 17-5-2021 (Monday) 2.00 PM to discuss the following agenda:-

- 1) Approval of proceedings of last meeting.
- 2) Online Examination regarding.
- 3) Admission for the session 2021-22.
- 4) Contractual relationship with Softecsol for online admission system and ERP.
- 5) To develop contractual relationship with Career Master Educare & Training Pvt. Ltd., Thane, Maharashtra

Co-ordinator, IQAC
Tinsukia Commerce College

Principal
Tinsukia Commerce College
Tinsukia

Copy to:

Teacher members (1) Mrs. S.R.Dutta V.P.(2) Mr. P. K. Haloi (3) Dr. Surajit Saikia
Dr. Sadananda Nath, G.B. member
Mr. Amarjit Hatikakoti, Alumni member
Mr. Nayanmoni Buragohain, Guardian Nominee member
Mr. Rajarshi Gogoi, Industrialist, Assam, Assam Computers, Tinsukia
Mr. Rajib Dutta, Local Society Nominee, Ex-Chairman, Tsk. Municipal Board
Ms. Borokha Gohain, Student Nominee member
Mr. Ranjan Kalita, Coordinator

Minutes of Meeting

Date: 17-5-2021

A meeting of the IQAC, Tinsukia Commerce College was held on 17-05-2021 (Monday) in chairmanship of Dr Chaytanya Bora, Principal, Tinsukia Commerce College and discussed the matters as mentioned in the agenda and taken following resolutions:

Resolution No.1. Resolution No. 1. Members of the Committee has unanimously approved the resolutions of the last meeting held on 20/03/2021.

Resolution No. 2. Committee resolved and instruct Principal of the college to form a strong committee to conduct different examinations through online mode.

Resolution No. 3. Resolved and directed Principal of the college to form an admission committee for initiating admission process of the college as per the government rules. Further committee has directed Principal of the college to continue the admission process through online mode with the help of 'myclasscampus' of Softecsol.

Resolution No. 5. It is resolved to conduct courses on professional education leading to certificate, diploma, advance diploma and bachelor of vocation, PG diploma etc. by developing contractual relationship with Career Master Educare & Training pvt. ltd. Thane Maharashtra.

Am.
17/05/2021
Principal
Tinsukia Commerce College
Tinsukia

TINSUKIA COMMERCE COLLEGE



ANNUAL ACTION TAKEN REPORT OF IQAC 2020-2021

INITIATIVE 1:

The pandemic affected the society at large. The IQAC took necessary measures to conduct online classes for the students during the first wave of the pandemic, especially after the IQAC meeting held on 20.05.2020. The teachers held online classes using Zoom, Google Meet and Cisco Webex during the pandemic. Budget was allocated for IQAC related activities. The Webex Online Meeting App was purchased to conduct Virtual National Seminars and Workshops. The Principal drafted an MOU with ICT Academy, IIT Chennai for different academic programmes.

INITIATIVE 2:

The IQAC held awareness programmes in nearby villages to raise the consciousness amongst people to help save themselves from being affected by the deadly virus. A sub-committee was formed to initiate the awareness programme under the chairmanship of Dr. Chaytanya Bora, Mr Ranjan Kalita as the Convenor and Dr. S. Nath, Dr. S. Saikia, Ms. Nayana Buragohain and Mr S. Chakraborty as members. Food grains and other necessity supplies were distributed during lockdown among daily wage earners.

INITIATIVE 3:

With the curb in lockdown protocols, the IQAC recommended the observation of the Independence Day by following the pandemic protocols especially after the meeting held on 10.08.2020. The Principal placed a detailed report on the academic progress during the pandemic and the house appreciated the initiatives taken up by the faculty members for the better facilitation of academic activities during the pandemic. The academic calendar for the following session was approved in this meeting.

INITIATIVE 4:

The IQAC took up a drive to distribute masks amongst the common public as a part of the awareness campaign and the students of NSS along with their programme co-ordinator, Dr. Sadananda Nath, played an active role to conduct this drive. The IQAC held webinar series under the strong guidance of Ms. Ritu Singh on Commerce and Management related issues, Dr. Bajrang Chauhan on Hindi Literature and Mr. Anupam Hazarika on English Literature.

INITIATIVE 5:

The teachers submitted an analysed report of the HS and Degree results after the meeting held on 02-01-2021. A resolution to hold Career Counselling programmes twice a year was taken up the resolution to observe republic day by following covid-19 norms was taken up in this meeting. The IQAC directed the Principal of the college to draft a contract with Mr. Prahlad Saikia, son of Late Dimbeshwar Saikia, Bordoloi Ngar, P.O. and P.S. Tinsukia, PIN 786125, for annual maintenance work from 1st January 2021 to 31st December 2021.

INITIATIVE 6:

After detailed discussions on the AQAR 2019-20 in the IQAC meeting held on 20.03.2021, the Co-ordinator of IQAC, Mr. Ranjan Kalita had submitted the action taken report for 2020-21 based on AQAR. Further, he had drawn out the plan of action for the financial year 2021-22. On recommendation of the IQAC Co-ordinator, Mr Ranjan Saikia, the Principal drafted an MOU with SKILLFINITY, Guwahati for Career Counselling, Placement Assistance to students and collaboration for FDP and staff support training programmes.

INITIATIVE 7:

As per the recommendations of the meeting held on 17.05.2021, a committee was resolved by the Principal to conduct different examinations through online mode. The Principal also formed a committee for initiating the admission process of the college as per government rules. This committee initiated the admission process through online mode with the help of 'myclasscampus' of Softecsol. Further recommendations were laid down to conduct courses on professional education leading to certificate, diploma, advance diploma, bachelor of vocation, PG diploma etc, by developing contractual relationship with Career Master Educare

& Training Pvt. Ltd. Thane, Maharashtra.

INITIATIVE 8:

As per direction of Director of Higher Education, Govt. of Assam college authority has distributed 752 Scooters to the Girls student of the district. A ceremonial function was organized on 3rd of January 2021 where Union Minister of State, Ministry of Food Processing Industries, Govt. of India and Minister of state for Tea tribe welfare and Labour welfare have graced the occasion as Chief Guests. The distribution ceremony was organized by maintaining Covid19 protocol.

Co-ordinator

IQAC

Tinsukia Commerce College
IQAC Coordinator

Tinsukia Commerce College

Principal cum Chairman

Tinsukia Commerce College

14/1/21
Principal
Tinsukia Commerce College