

## MEETING MINUTES OF IQAC

The IQAC Steering team of Don Bosco College Kohima, conducted a meeting on 11-03-2019, at 1:30 PM, in Hall-7. The purpose of the meeting was to evaluate the working of each department internally and to discuss on the upcoming departmental plans and SWOT analysis prepared by the H.O.Ds.

The sitting started after an hour of discussion and meeting held among each respective department separately. In the session with the IQAC Team, each departments H.O.Ds represented their respective departmental upcoming activities and the SWOT analysis, followed by a discussion and suggestions by the team.

In the meeting, the team also addressed to the following general common issues for every departments for improving the quality of teaching-learning process in DBCK.

- 1<sup>st</sup> Assignment for the honors subject will be report on the field trip to encourage original and creative writing. It will carry the same mark as given to other assignment.
- Create departmental Library in each department as reference section of the department.
- To give more/repeated honors class instead of general class.
- If possible to have General Department especially to cater and sustain those students who finds difficulty in continuing honors due to various reasons.
- Faculty must attend Refresher/Orientation course as per the UGC norms.

The following members were present for the meeting:

1. Dr. Lanukumla Ao (H.O.D. History) *Lanukumla Ao* 13/3/19
2. Dr. Velhou Koza (H.O.D. Sociology) *Velhou Koza* 13/3/19
3. Mrs. Pinky Sagolsem (H.O.D. English) *Pinky Sagolsem* 13/3/19
4. Mr. N. Zupenthung Shitiri (H.O.D. Pol.Science) *N. Zupenthung Shitiri* 14/3/19
5. Dr. Aosunep (Nodal Officer, Students' Forum) *Aosunep* 13/3/19
6. Mrs. Kezienuo (Controllr of examination) *Kezienuo* 13/03/19
7. Ms. Jarani Mao (Co-ordinator) *Jarani Mao* 13/3/19

*fr. P. Suresh.*  
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