



INTERNAL QUALITY ASSURANCE CELL

DON BOSCO COLLEGE, KOHIMA

Ref. No. : DBC/IQAC/cir -05-2021

Date : 16/03/2021

CIRCULAR

The Don Bosco College Kohima, Internal Quality Assurance Cell (IQAC) Internal meeting will be held on 22-03-2021 at 02:30 pm in IQAC Office.

Therefore, all are requested to make it convenient to attend the meeting.

Agenda:

1. Leader: Mrs. Jarani Mao
2. Prayer- Dr. Lanukumla Ao
3. Updates of the Criteria- Mrs. Jarani Mao
4. Distribution of Work- Ms. Zevisanuo Khate
5. Peer Team Preparation Dates- Ms. Zevisanuo Khate
6. Agenda Discussion for the IQAC External Meeting- Mrs. Jarani Mao
7. Any Suggestion
8. Conclusion- Mrs. Jarani Mao

fr. P. Suresh.

Principal
Don Bosco College
PB - 430
Kohima - 797 001, Nagaland

(Mrs. Jarani Mao)

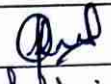
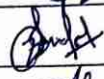

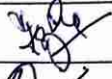
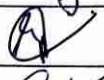
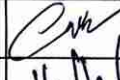


IQAC Co-ordinator



Cordinator

Minutes of the DBCK, IQAC meeting held on 22nd March 2021 in IQAC Office at 2:30pm

The following members were present:

Sl.No	Name	Designation	Signature
1.	Mrs. Jarani Mao	IQAC Co-ordinator	
2.	Ms. Zevisanuo Khate	IQAC Asst. Co-ordinator	
3.	Dr. Lanukumla Ao	H.O.D History	
4.	Dr. Velhou Koza	H.O.D Sociology	
5.	Dr. Pinky Sagolsem	H.O.D English	
6.	Mr. N. Zupenthung Shitiri	H.O.D Pol. Science	
7.	Dr. Imtinaro	H.O.D Education	
8.	Mrs. Kezienuo	Controller of Examination	

The Meeting was led by IQAC Co-ordinator Mrs. Jarani Mao and prayer by Dr. Lanukumla Ao.

Discussions:

1. All the 7 Criteria Update was given, on what has been achieved and the upcoming plan for 2021-2022
2. Work Distribution was discussed.

- Videographer and Photographer- Hire i/c Ms. Lanukumla Ao
- Vehicle
 - Dr. Tovika
 - Mr. George
 - Ms. Shiirhonuo
- Assistant in the Hotel
 - Dr. Tovika
- Reception in the Hotel
 - Principal
 - IQAC Co-Ordinator
 - Dr. Velhou
 - Dr. Imtinaro
 - Dr. Lanukumla
- Refreshment and Lunch
 - Dr. Adenuo
 - Ms. Sentuile
- Cultural and Extravaganza
 - Students Forum
 - Ms. Tsutshoweii
- Arranging the Cultural Students- Mrs. Viphre i/c
- Parents & Alumni
 - Mr. Zupen i/c

3. Peer Team Preparation Dates were discussed.

- The Staff were asked to inform the Students and their respective department for the Higrade Portal Update before 25th Feb 2021
- 25th Feb- Final Submission dates of the Principal, IQAC and Department RPT

Dr. P. Suresh
Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland



- 27th Feb- Parents and Teachers Orientation
 - 01st March- Alumni Executive Meeting
 - 02nd March- Students and Alumni Orientation
 - 13th March – IQAC External Meeting
 - 15th-16th March- Mock Drill
 - 28th- 29th March 2021- Peer Team Visit
4. Agenda for the IQAC External meeting was discussed.
- Update of the preparation
 - Criteria Updates
 - College Updates
 - Any Suggestions
 - Conclusion

fr. P. Suresh.

Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland



IQAC internal meeting report

The IQAC internal meeting was held on 22-03-2021 at 2:30 P.M. in IQAC office. The meeting was attended by 8 members (NAAC steering team DBCK).

The agenda of the meeting were to discuss on the updates of the 7 criteria, distribution of works among staff, peer team preparations dates, agenda for external meeting followed by suggestions and conclusion.

The meeting was chaired by the coordinator, and prayer by Dr. Lanukumla Ao. All the agenda were presented and handled by the coordinator and Asst. coordinator respectively.



Fr. P. Suresh.
Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland