



INTERNAL QUALITY ASSURANCE CELL
K.C. DAS COMMERCE COLLEGE

A Provincialised College under the Government of Assam
Chatribari, Guwahati: 781 008, Assam
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Phones: +91 361 27333691; +91 94357 07157

Dr. Bijoy Kalita
Coordinator

Ref. No.:

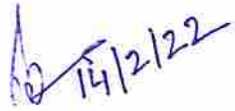
Date: 14th February, 2022

NOTICE

This for information of the members of the IQAC Committee that a meeting will be held on 18th February, 2022 at 12:00 noon at the College Conference Hall to discuss the following agenda. Therefore, all the members are requested to attend the meeting positively.

Agenda of the Meeting:

1. Submission of AQAR 2020-21.
2. Discussion on SSR preparation.


14/2/22


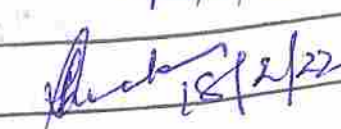
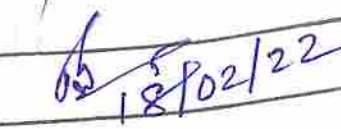
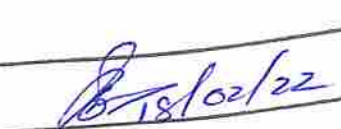
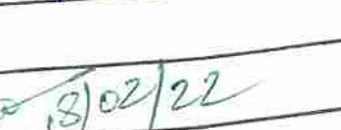
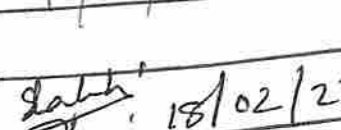
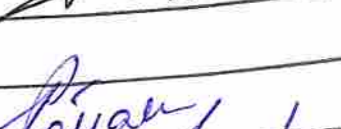
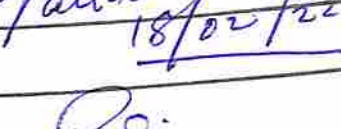
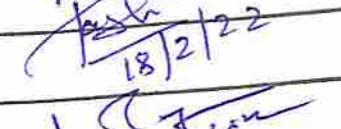
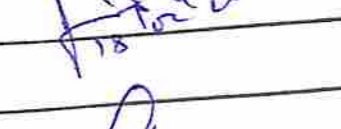

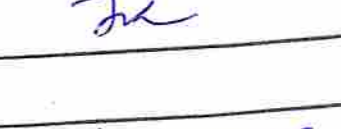
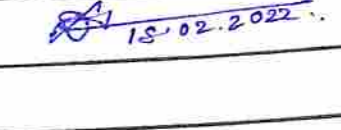
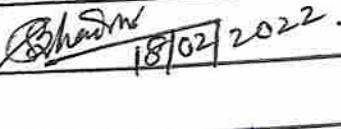
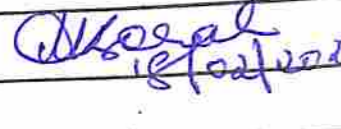
(Dr. Bijoy Kalita)
Coordinator

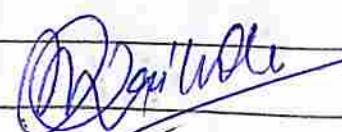
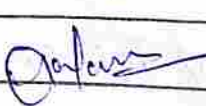

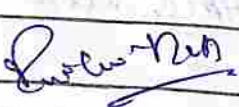

Allowed



Date: IQAC Meeting
18/02/2022

Members Present:

Sl. No.	Name	Signature
1.	Dr. Hrishikesh Baruah Principal	
2.	Dr. Ranjun Phookun	
3.	Dr. Bijoy Kalita	
4.	Dr. Bhababhuti Sarma	
5.	Dr. Parthana Barua	
6.	Dr. Swapna Smriti Mahanta	
7.	Jayashree Pathak	
8.	Rashmi Tiwari	
9.	Tony Bayan	
10.	Tabinuddin Ahmed	
12.	Jitumoni Borah	
13.	Dipankere Hazarika.	
14.	Dr. Shrabani Bhadra.	
15.	Dr. Mandurini Borah, A.V College (External Member)	
16.	Dr. Uparasana Chakravarty	

17. Shailesh Sharma 
18. Jitesh Jalan (Alumni) 
19. Apurba Jalan 
20. Pratim Deb General Secretary 
21. Prarana Saha Magazine Secy. 

Proceedings of the IQAC Meeting held on 18th February, 2022

A meeting of the IQAC was held on 18/02/2022 to discuss the following agenda:

1. Submission of AQAR 2020-21
2. Discussion on SSR preparation

In the meeting, Dr. Bijoy Kalita, IQAC Co-ordinator, presented the AQAR 2020-21 and briefly explained all the criterions.

Dr. Hrishikesh Baruah, Principal, suggested to include some new information in respect of enrolment of students and institutional distinctiveness.

Dr. prasanta Kr. Deka, Librarian of the College, also suggested to include some information in the Criterion IV. He also requested all the members to visit the library regularly and assured that he would organize one Orientation Programme for the teachers to avail the benefits available in the library. He also informed that the library has been offering books to the neighborhood area regularly.

Some of the members suggested that contribution of one day salary to the CM Relief Fund may be included as services towards society at the time of Covid-19 situation.

Dr. Mousumi Borah of Arya Vidyapeeth College said that AQAR 2020-21 has been excellently prepared by the IQAC.

Lastly, Dr. Bijoy Kalita explained about the progress of preparation of SSR and solicited cooperation from all concerned members and Cells for timely completion of SSR.


COORDINATOR IQAC
K.C.DAS COMMERCE COLLEGE
CHATRIBARI, GUWAHATI-8



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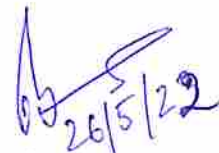
Date: 26.05.2022

Notice

This is for information of all the faculty members and librarian that a general meeting of IQAC will be held on 31st May, 2022 at 1.00 p.m. in the Conference Hall. Therefore all are requested to be present in the meeting.

Agenda of the meeting:



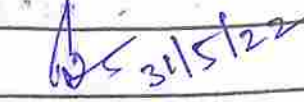
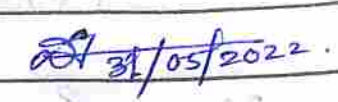



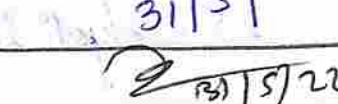
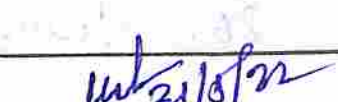

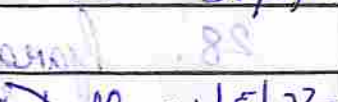
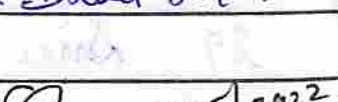
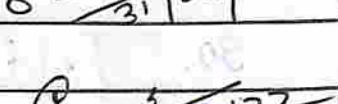
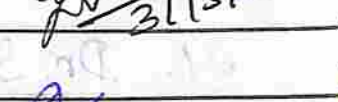

1. Discussion regarding course curriculum & class attendance of students.
2. Discussion relating to examination.
3. Discussion on students' discipline in the college campus.
4. Discussion on updation of Institutional Perspective plan.
5. Any other matters, if any.


(Dr. Bijoy Kalita)
Co-ordinator

General Meeting of IQAC
Date: 31/05/2022

Members Present in The meeting

Signature

1. Dr. Hrushikesh Baruah Principal 
2. Dr. Bhababhuti Sarma Vice Principal 
3. Dr. Bijoy Kalita, Co-ordinator 
4. Mr. Dipankar Hazarika Asstt. Coordinator 
5. Dr. Prasanta Kumar Deka Librarian 
6. Dr. Shebani Bhadra 
7. Dr. Runumoni Lakkar Das 
8. Dr. Kukin Borah 
9. Dr. Murali Krishna Sarma 
10. Dr. Bipul Ch. Kalita 
11. Dr. Malamoni Dutta 
12. Mrs. Purnima Singh 
13. Dr. Chandan Goswami 
14. Jayashree Palak 
15. Archana Bora 

16. Dr. Pratiksha Bani

Pratiksha

17. Dr. Swapna Smriti Mahanta

Dr.

18. Sudipta Karmakar

Dr.

19. Marami Moni Chandray

Mun

20. Jaysree Talukdar

J. Talukdar

21. Rashmi Tiwari

R. Tiwari

22. Rimplee Borah

R. Borah

23. Indrani Bhagwati

Indrani

24. Chinmayi Das

Chinmayi

25. Jyotseka Biswas

Jyotseka

26. Jyotsna Kalita

Jyotsna

27. Dr. Chandra Prabha Behera

Chandra Behera
31/5/22

28. Gangi Sarma

Ganga Sarma
31/5/2022

29. Smrita Lankar

Smrita Lankar
31/5/22

30. Kuldip Sarma

Kuldip Sarma
31/5/22

31. Dr. Satyajit Sarmal

Satyajit Sarmal
31/5/22

32. Dr. Dhani K. Kalita

Dhani Kalita
31/5/22

33. Himanku Sarma

Himanku Sarma
31/5/22

34. Jitumoni Borah

Jitumoni Borah
31/5/22

35. Sourick Baruah

Sourick Baruah
31/5/22

36. Hirajyoti Sarma

Hirajyoti Sarma
31/5/22

37. Jayanta Kr Dm

Jayanta Kr Dm
31/5/22

38. Bikashka Jain

Bikashka Jain
31/5/2022

39. Rejaul Hogue

Rejaul Hogue
31/5/22

40. Dr. Sabiqul Haque

Sabiqul Haque
31/5/22

41. Amit Das

Amit Das
31/05/22

42. Tony Bayan

Tony Bayan
31/05/22

43. Apurba Haloi

Apurba Haloi
31/5/22

44. Nabimuddin Shriv

Nabimuddin Shriv
31/5/22

45. Bhargav Talukdar

Bhargav Talukdar
31/5/22

46. Sankar Jyoti Choudhury

Sankar Jyoti Choudhury
31.5.22

47. Memois Kr. Uedie

Memois Kr. Uedie
31/5/22

48. Ananta Pegu

Ananta Pegu
31/5

49. Nitu Mani Bosa

Nitu Mani Bosa
31/05/22

50. Uppama Chakraverty

Uppama Chakraverty
31/05/22

51. Dr. Chaitali Das

Chaitali Das
31/05/22

52. Nitesh Borah

Nitesh Borah

53. Vishal Jaiswal (G.S)

Vishal Jaiswal

Proceedings of the IQAC Meeting held on 31st May, 2022

A General Meeting of the IQAC was held on 31st May, 2022 at 1:00 pm at the conference hall to discuss the following agenda:

1. Discussion regarding course curriculum and students' class attendance.
2. Discussion relating to examination.
3. Discussion on students' discipline in the College campus.
4. Any other matters, if any.

At the beginning of the meeting Dr. Bijoy Kalita, Coordinator IQAC, explained the objectives of the meeting and handed over the SSR 2020-21 draft to the Principal for review. Dr. Kalita acknowledged the wholehearted support and cooperation of the Principal, Head of the departments, all the faculty members, Dipankar Hazarika Assistant Coordinator, Dr. Runjun Phookun, the Librarian, Office Staff, Accounts Branch, In-charge of different cells and Students' Union in preparing the SSR. Subsequently, the agenda of the meeting was handed over to the Principal to continue the meeting.

Dr. Hrishikesh Baruah, Principal, thanked team IQAC and all faculty members involved in the preparation of SSR. He also pointed out about the internal examination, particularly home assignment questions. He emphasized on setting home assignment questions in a way to improve students' creative writing skills apart from questions from the curriculum. He also emphasized on using the LMS for home assignments. He explained in brief the overall academic and administrative activities of the College including construction of a new building, a conference hall, installation of Saraswati Idol and statue of Ramesh Chandra Choudhury. He advised the Publication Cell of the College for online registration in marketing portals, and also the MOOCs Team to complete their job at the earliest for the benefit of the students.

AGENDA 1: As per the agenda, the Coordinator requested the Head of the Departments to present the course progress of their departments. Accordingly the following departments presented their course progress in the meeting:

1. Department of Management: Dr. Bhababhuti Sarma, HoD, informed that overall 30 percent of the course has been completed till date.
2. Department of Accountancy: Dr. Bijoy Kalita, HoD, informed that in B.Com 2nd semester 35 percent of the course has been completed. In B.Com 4th semester, 40 percent course has been completed in Cost Accountancy paper and for E-Filing of returns paper course completion is 40 percent. For the 3 papers in B.Com 6th semester viz. Auditing and Corporate Governance,

Indirect Tax Laws, and Advanced Corporate Accounting, course completion is 40 percent, 35 percent and 40 percent respectively.

3. Department of Finance: Dr. Murali Krishna Sarma informed that in B.Com 2nd semester, for both the papers Insurance & risk management and Corporate Laws, 40 percent course have been covered. In B.Com 4th semester, 70 percent of the course has been completed in Micro Finance paper. For B.Com 6th semester, course completion of Fundamentals of Investment and International Business papers are 60 percent and 50 percent respectively.

4. Department of Economics: Dr. Upasana Chakravarty, HoD, presented course completion report as follows:

Class	Stream	Paper	Syllabus Covered (%)
2 nd Semester	BA	Introductory Macroeconomics	20
		Mathematical methods for Economics-II	25
	B.Sc.	Principles of Microeconomics-II	25
	B.Com	Macroeconomics	15
6 th Semester	BA/B.Sc./B.Com	Environmental Studies	35
		Intermediate Microeconomics-II	30
		Intermediate Macroeconomics-II	25
	BA/ B.Sc.	Introductory Econometrics	25
		SEC- Data Analysis	15
	B.Sc.	Principles of Macroeconomics-I	25
	B.Com	Indian Economy	30

5. Department of Mathematics & Statistics: Mrs. Jayashree Pathak, HoD in-charge, presented the course completion report as follows:

Class	Stream	Paper	Syllabus Covered (%)
2 nd Semester	B.Sc.	Algebra	20
		Introductory Statistics	40
4 th Semester	BA/B.Sc.	Business mathematics	25
	B.Com	Real Analysis	15
6 th Semester	B.Sc.	Applied Statistics	40
	BA/B.Sc.	Business research methods and project Work	95

6. Department of IT: Mr. Jitumoni Bora, HoD, presented the course progress of his department and informed that 80 percent of the E-Commerce paper in B.Com 4th Semester has been completed.

Proceedings of the IQAC Meeting held on 31st May, 2022

A General Meeting of the IQAC was held on 31st May, 2022 at 1:00 pm at the conference hall to discuss the following agenda:

1. Discussion regarding course curriculum and students' class attendance.
2. Discussion relating to examination.
3. Discussion on students' discipline in the College campus.
4. Any other matters, if any.

At the beginning of the meeting Dr. Bijoy Kalita, Coordinator IQAC, explained the objectives of the meeting and handed over the SSR 2020-21 draft to the Principal for review. Dr. Kalita acknowledged the wholehearted support and cooperation of the Principal, Head of the departments, all the faculty members, Dipankar Hazarika Assistant Coordinator, Dr. Runjun Phookun, the Librarian, Office Staff, Accounts Branch, In-charge of different cells and Students' Union in preparing the SSR. Subsequently, the agenda of the meeting was handed over to the Principal to continue the meeting.

Dr. Hrishikesh Baruah, Principal, thanked team IQAC and all faculty members involved in the preparation of SSR. He also pointed out about the internal examination, particularly home assignment questions. He emphasized on setting home assignment questions in a way to improve students' creative writing skills apart from questions from the curriculum. He also emphasized on using the LMS for home assignments. He explained in brief the overall academic and administrative activities of the College including construction of a new building, a conference hall, installation of Saraswati Idol and statue of Ramesh Chandra Choudhury. He advised the Publication Cell of the College for online registration in marketing portals, and also the MOOCs Team to complete their job at the earliest for the benefit of the students.

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6 th Semester	BA	Intermediate Microeconomics-II	30
		Intermediate Macroeconomics-II	25
		Introductory Econometrics	25
	BA/ B.Sc.	SEC- Data Analysis	15
	B.Sc.	Principles of Macroeconomics-I	25
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6 th Semester	B.Sc.	Applied Statistics	40
	BA/B.Sc.	Business research methods and project Work	95

6. Department of IT: Mr. Jitumoni Bora, HoD, presented the course progress of his department and informed that 80 percent of the E-Commerce paper in B.Com 4th Semester has been completed.

7. Department of BBA: Ms. Rashmi Tiwari, HoD, informed that BBA classes were started from 17th May, 2022 and till date 20 percent of the syllabus has been completed,

8. Department of M.Com: Dr. Chandrababha Bohra, HoD, informed that classes started from March 2022 and the whole course was completed in all subjects.

9. Department of Computer Science: Mr. Tabiruddin Ahmed, HoD, presented the course completion report and informed that BCA classes were started from 20th May, 2022. He informed that till date 10 percent of the course has been completed.

It is discussed in the meeting that students' class attendance is not satisfactory. Therefore every member urged upon 75% class attendance of the students. From the next academic session to be started from 1st August 2022, class attendance is to be calculated before the commencement of first sessional examination and attendance of the students is to be notified in the notice board. If any student fails to attend required number of classes before the first sessional examination, he/she will not be allowed to appear in the first sessional examination. One committee is to be formed for the calculation of students' class attendance.

AGENDA 2:

It is discussed in the meeting that sessional examination to be held in offline mode. Home assignments are to be given in online mode through LMS. As suggested by the Principal, all the members of the meeting agreed that home assignments will contain two compulsory questions carrying 6 marks each, out of which one question should be for assessing creative writing within limited words and the other question should be given from the course curriculum

AGENDA 3:

It is discussed in the meeting that students must maintain the discipline of the College in the campus during the College hour. Some of the members suggested that the Disciplinary Action Committee and Campus management Committee should strictly monitor students' discipline in the College campus.

AGENDA 4:

It is discussed in the meeting that the Institutional Perspective Plan is required to be updated keeping in mind the NEP 2020 and also for all-round development of the College. The meeting suggested to prepare a draft of the Institutional Perspective Plan 2019-2029, and also suggested to form a committee to prepare the draft of the same.

After a threadbare discussion, the following resolutions are unanimously adopted in the meeting:

Resolution 1: Resolved that the Sessional Examination for every semester be held in offline mode, and home assignments to be given in online mode through LMS. It is also resolved that home assignments will contain two compulsory questions carrying 6 marks each, out of which one question should be for assessing creative writing within limited words and the other question should be given from the course curriculum.

Resolution 2: Resolved that 75% class attendance of the students is compulsory from the next academic session to be started from 1st August 2022. Class attendance is to be calculated before the commencement of first sessional examination and attendance of the students is to be notified in the notice board. If any student fails to attend required number of classes, he/she will not be allowed to appear in the first sessional examination. It is also resolved that one Attendance Committee be formed for the calculation of students' class attendance.

Resolution 3: Resolved that the students must maintain the discipline of the College in the campus during the College hours. It is also resolved that the Disciplinary Action Committee and Campus management Committee should strictly monitor students' discipline in the College campus.

Resolution 4: Resolved that Institutional Perspective Plan 2019-2029 be updated keeping in mind the NEP 2020 and a committee for drafting the updated Institutional Perspective Plan be formed with the following members:

1. Dr. Hrishikesh Baruah, Principal
2. Dr. Bijoy Kalita, Coordinator, IQAC
3. Dr. Bhababhuti Sarma, Vice Principal
4. Dr. Runjun Phookun, Advisor, IQAC
5. Mr. Dipankar Hazarika, Asstt. Coordinator, IQAC.


(Dr. Bijoy Kalita)
Coordinator IQAC,
K.C. Das Commerce College



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Phones: +91 7002038872

IQAC Meeting
Date: 27/09/2022

Date: 23.09.2022

Notice

A meeting of the IQAC will be held on 27th September, 2022 to discuss the following agenda. Therefore all the members of the IQAC are requested to attend the meeting.

Agenda of the meeting:

1. Placement of Self Study Report (SSR) for 2nd Cycle of Accreditation.
2. Placement of Institutional Perspective Plan, 2019-2029.

Agenda of the Meeting:

1. Placement of SSR for 2nd Cycle of Accreditation.
2. Placement of Institutional Perspective plan 2019-2019.

Proceedings of the Meeting:

A meeting of the IQAC is held on 27th September, 2022 to discuss above mentioned agenda. Dr. Bijoy Kalita, IQAC Coordinator placed the SSR before the members present in the meeting for discussion and acceptance of the same. After a threadbare discussion the SSR is accepted in the meeting.

The Institutional Perspective Plan (2019-2029) Drafting Committee placed the updated Institutional perspective Plan before the members present in the meeting for discussion and acceptance of the same. After a threadbare discussion the updated Perspective Plan is accepted in the meeting. It is also decided to upload the Perspective Plan in the website of the College.


(Dr. Bijoy Kalita)
Co-ordinator


(Dr. Bijoy Kalita)
Coordinator, IQAC
KCDCC