



# NONGTALANG COLLEGE, NONGTALANG

West Jaintia Hills District, Meghalaya, India – 793019

Internal Quality Assurance Cell (IQAC)

<http://www.nongtalangcollege.org> [nongtalangcollege@gmail.com](mailto:nongtalangcollege@gmail.com)

+91 89742 32644

No.

Date: 22<sup>nd</sup> March, 2022

## Minutes of the Meeting with members IQAC held on 22<sup>nd</sup> March 2022

### Members Present:

1. Dr. Ryan Reid Kharkongor
2. Shri. Kmen Myrchiang
3. Shri Jubor Sing S Nongrum
4. Mr. Tensingh Nongpoh
5. Dr. Solony Bareh
6. Shrimati. Seeta Merry Lyngdoh
7. Shri. Spainlinmi B Lapasam
8. Shri. Famous Syiem
9. Shri. Arness Mannar
10. Shri. Michael Myrchiang
11. Shri. Fernando Myrchiang
12. Shri. Eleazer Rymbui

### List of recommendation of NAAC peer team visit in the year 2017, that has been fulfilled by the College

1. Transportation services plying from Amlarem to Nongtalang.
2. New salary structure of teachers salary under the Meghalaya People College Grant –In-Aid Scheme.
3. Introduction of Add On courses such as Communication in English, Traditional music and others, which are subjected to availability of funds. The college intends to introduce more Add on courses on a Permanent basis.

### Alumni.

There was discussion among the members to re-constitute the Alumni Association of the college.

### IIQA

To fix the time for submission of IIQA after the submission of the AQAR of the year 2021-21

### Important days

Days which are mandatory for all members of the college to organize and observed :

- i) Republic Day on 26<sup>th</sup> January
- ii) Independence Day on 15<sup>th</sup> August
- iii) World Environment Day on 5<sup>th</sup> June
- iv) International Women Day

### **List of days selected by member from the list of important days**

- Intellectual Property Day: The responsibility given to IQAC to organize events on this day
- Anti- Tobacco Day: NSS and RRC
- World Blood Donor Day: NSS and RRC
- Drugs Abuse Day: RRC
- Thomas Jones Day: Khasi Department
- Yoga Day: NSS
- World Indegenous Day: College
- Sambhavna Divas
- Tourism Day: Yuva Tourism Organisation
- Non-Violence Day: College
- Ekta Divas or National Unity Day: NSS
- World Aids Day: RRC
- Soso Tham Day: History and Khasi Department
- Tirot Singh Day: History and Khasi Department
- National Constitution Day: Oath to Preamble

The holding of events on important days mentioned above must be co-ordinate with IQAC along with the department or Cell. In matters pertaining to the generation of funds for holding such events, the Secretary of the Governing Body, Mr. Kmen Myrchiang will communicate to the Governing Body.

### **Remedial Classes**

The members agreed that remedial classes should be a continuous process as it would improve the learning outcomes of the student. For the purpose, there is a need of regular funding to organise the holding of such classes. The members has put forward a suggestion through the principal and the Secretary to the Governing Body of the college.

The members also agreed that the remedial classes should be a part of the mentoring system.

### **Feedbacks**

It was agreed in the meeting, that feedbacks should be distributed, collected, analyse and compile for each Semester. The feedbacks should be for either employers, Alumni, students, teachers, parents and stakeholders of the college. Report and analysis of the feedbacks should be submitted to the office of IQAC. The IQAC office shall analyse the reports on feedbacks and take up for discussion in one of its meetings and to take decision on the course of action to be taken.

### **Projects and Fieldworks**

Each departments are given the responsibility base on their discretion to organise project works or field trips that meets up with the contents in their syllabus. As a point of example, the Principal suggested that Political Science Department can take students to Meghalaya Legislative Assembly or Jaintia Hills Autonomous Council during one of its session. Interested department can contact Mr. Andrew Simons for any kind of field trip to Jaintia Hills Autonomous District Council.

### **Extension activities**

The Nongtalang College Students Council has been given the responsibility to plan and organise any extension activities in the college. However, the council must submit details of its extension activities to the principal for his approval before its execution.

Provisions with matters of Teachers pursuing Higher studies

The College must work out the details in matters related to teacher pursuing higher studies which are as follows

- a) Matters of appointing officiating teacher.
- b) Matters of duration and salary of the officiating teacher. The college must be clear with regard to the duration of officiating. It must also be clear whether the salary to the officiating teacher should be borne from the college or from the teacher pursuing higher studies.

### **Mentoring System**

There is a need to improve the Mentoring System that was implemented in the year 2020.

For this purpose a meeting will be call with the teachers for suggestions with the objective to improve on the existing Mentoring System

#### **Administrative Training**

The college must organise programs that provides training to improve the administrative skills of the non-teaching staffs of the college. The trainings can be in the basic computer skills, NLIST, and others

#### **Teachers Training**



The IQAC must organise programs in the college that seeks to improve the teachings of teachers.

### **Budget and Audit**

The matter of maintaining a college budget was discussed, a decision was reached that as per AQAR metrics that was a need to maintain budget and also to carried out administrative, financial and environmental audit from time to time

It was decided that the above matters will be brought up the Governing Body for discussion.

The meeting was close with a speech from the Principal of the college Dr. R.R. Kharkongor and secretary of the Governing Body, Mr. Kmen Myrchiang.

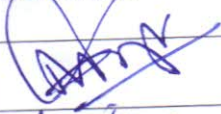
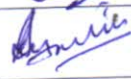

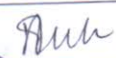
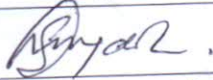
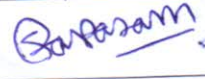



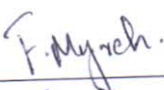



  
Mr. Jubot Sing S Nongrum  
IQAC Co-Ordinator  
Nongtalang College, Nongtalang  



  
Dr. R.R. Kharkongor  
Nongtalang College  
Nongtalang College, Nongtalang  



IQAC MEETING ATTENDANCE

TIME: 2.P.M.

DATE: 22/03/2022

SI.NO.	NAME	DESIGNATION	SIGNATURE
1	Dr. R.R. Kharkongor	Chairperson	
2	Shri Glorystar Syiemlieh	Teacher	
3	Shri Tensingh Nongpoh	Teacher	
4	Dr. Solony Bareh	Teacher	
5	Smt. Seeta Merry Lyngdoh	Teacher	
6	Shri Spainlinmi B Lapasam	Teacher	
7	Shri Famous Syiem	Teacher	
8	Shri Kmen Myrchiang	Secretary of Governing Body	
9	Shri Kat Kassar	Local Body Representative	
10	Shri Arness Mannar	Senior administrative Officer	
11	Shri Siangmin Lyngdoh Giri	Alumni Representative	
12	Shri Fernando Myrchiang	President of Student Union	
13	Shri Eleazer Rymbui	Gen.Secretary of Student Union	
14	Shri Michael Myrchiang	Industrialist	
15	Shri Jubor Sing S Nongrum	IQAC Co-Ordinator	

  
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 IQAC Co-Ordinator  
 Nongtalang College, Nongtalang

  
 Dr. R.R. Kharkongor  
 Principal  
 Nongtalang college, Nongtalang

