



## NAZIR AJMAL MEMORIAL COLLEGE OF EDUCATION, HOJAI

Recognised by NCTE and Affiliated to Gauhati University

Run by - AJMAL FOUNDATION

### Action taken report of 2<sup>nd</sup> IQAC meeting

#### Establishment of IQAC room and requirement of staff at IQAC, NAMCE:

As per the resolution of the 2<sup>nd</sup> IQAC meeting, the Exam cell was shifted to the 1<sup>st</sup> floor and the existing Exam cell was converted to IQAC room which is located at the 2<sup>nd</sup> floor of NAMCE. Also, the IQAC room was provided with a desktop, a printer, an almirah, and a white board. Further, an IQAC executive was also appointed to maintain proper documentations in soft copies as well as in hard copies.

#### Action taken on resolutions of miscellaneous matters:

As per the resolutions of the miscellaneous matters, special desks and benches were arranged for the students belonging to the Divyangjan category. The photographs taken at any kind of college events are now taken using the Geo tagged camera. Also, talks are still going on to conduct the Academic and Administrative audit in the college.

Ms. Halima Abdul Matin  
Coordinator, IQAC

Co-Ordinator, IQAC  
Nazir Ajmal Memorial College of Education  
Hojai, Assam-782435

