



Nazir Ajmal Memorial College of Education, Hojai

Recognised by NCTE and Affiliated to Gauhati University
Run by - AJMAL FOUNDATION

4th Governing Body Meeting

Dated: 30th March, 2024

Venue: Principal's Chamber, Nazir Ajmal Memorial College of Education, Hojai.

Time: 2 pm

AGENDA

Sl. No.	List of Items
1.	Welcome address by Dr. Ashis Saha, Principal and Joint Secretary, Governing Body.
2.	Ratification of the minutes of last Governing Body Meeting.
3.	Information on change of IQAC Coordinator and Co-Coordinator and appointment of NAAC Coordinator and Co-Coordinator.
4.	Discussion on replacement of Teachers' representative of Governing Body.
5.	Discussion on reapplication for NAAC Assessment & Accreditation process.
6.	Recruitment of new teachers for B.Ed. section.
7.	Discussion for conducting Alumni Meet.
8.	Miscellaneous.
9.	Vote of Thanks by Dr. Intekhab Alam Khan.

Members Present:

Sl. No.	Name	Designation
1.	Dr. R.K Rath	President Nominee
2.	Dr. Khasrul Islam	Secretary
3.	Dr. Ashis Saha	Joint Secretary
4.	Prof. Gayatree Goswamee	Lady Representative
5.	Prof. Dulumoni Goswami	University Nominee
6.	Dr. M.R.H Azad	Educationist
7.	Mr. Jahidul Haque Choudhary	Donor Member Nominee
8.	Dr. Md. Intekhab Alam Khan	Asst. Professor, Nazir Ajmal Memorial College of Education, Hojai
9.	Sonali Debnath	Asst. Professor, Nazir Ajmal Memorial College of Education, Hojai

Members Absent:

1.	Dr. Ajmal H. Choudhury	University Nominee
2.	Mr. S.H Choudhury	Guardian Representative

Minutes of the meeting:

1. Welcome address by Dr. Ashis Saha, Principal and Joint Secretary, Governing Body.

The meeting commenced with a warm welcome address delivered by Dr. Ashis Saha, extending his greetings to all the members of the Governing Body of Nazir Ajmal Memorial College of Education, Hojai.

2. Ratification of the minutes of last Governing Body Meeting.

Dr. Saha read out the minutes of the 3rd Governing Body Meeting. He stated that the action has been taken as per the resolutions of the last meeting. He also informed that the MoU with HAMM hospital is under process and it will be signed soon.

3. Information on change of IQAC Coordinator and Co-Coordinator and appointment of NAAC Coordinator and Co-Coordinator.

Discussion: Citing the resolutions of the 7th IQAC meeting held on 20th February, 2024 at the Conference Hall of Nazir Ajmal Memorial College of Education, Dr. Saha said that Ms. Sonali Debnath and Ms. Sajida Begum were selected as the IQAC Coordinator and Co-Coordinator respectively while Dr. M.R.H Azad and Dr. Md. Intekhab Alam Khan were selected as the NAAC Coordinator and Co-Coordinator respectively.

Resolution: The Governing Body, in partial correction to the 7th IQAC meeting resolved Dr. M.R.H Azad to be appointed as the IQAC Coordinator and Ms. Sonali Debnath as the Co-Coordinator. The body also stated that since there will be no Peer Team visit under the newly introduced Binary Accreditation system, it was resolved that the need for appointing NAAC Coordinator and Co-Coordinator is negligible.

4. Discussion on replacement of Teachers' representative of Governing Body.

Dr. Saha stated that since the former teacher representative of the governing body has resigned from the college, it was unanimously decided to select Dr. Md. Intekhab Alam Khan as the new teachers' representative. The decision was approved by the Governing Body.

5. Discussion on reapplication for NAAC Assessment & Accreditation process.

Discussion: Dr. R.K Rath informed the Governing Body that due to some unavoidable circumstances, a lot of invaluable inputs have been missed out while submitting the Self Study Report (SSR) and subsequently, it was withdrawn. He also informed that the college will be able to reapply for Assessment and Accreditation process only after a period of one year from the date of submission of the SSR.

Resolution: It was resolved that the college should go for the Binary Accreditation system which will be introduced in the month of May, 2024. Additionally, it was suggested that interactive sessions should be organized to familiarize the faculty with the new format, with efforts to contact relevant resource persons for assistance.

6. Recruitment of new teachers for B.Ed. section.

Dr. Saha announced the recruitment of four new teachers for the B.Ed. section namely Ms. Anuradha Roy for Teaching of Geography and Mrs. Sumi Saikia, Mr. Shankha Shekhar Rakshit and Mr. Kaji Minhajul Hoque for Teaching Pedagogy (Education).

7. Discussion for conducting Alumni Meet.

It was decided that the Alumni Meet would be held during the Aluminium Jubilee Celebration of the college, scheduled for August 2024.

8. Miscellaneous.

The Governing Body emphasized the necessity of increasing faculty publications, citing it as a significant factor considered by NAAC. To encourage faculty members, it was suggested that the Principal issue a notice mandating a minimum of two publications per faculty member annually, with corresponding increments and incentives. Additionally, the Governing Body proposed that the College establish a journal under the auspices of the Research Committee. The Body also suggested the introduction of Integrated Teacher Education Program (ITEP) in the college.

9. Vote of Thanks by Dr. Md. Intekhab Alam Khan.

The meeting culminated with a vote of thanks delivered by Dr. Md. Intekhab Alam Khan, Assistant Professor at Nazir Ajmal Memorial College of Education, Hojai. Dr. Khan expressed his sincere appreciation to all the members of the Governing Body for their presence, cooperation, and invaluable suggestions.



Dr. R.K Rath
President Nominee

Minutes prepared by:



Ahmed Mohi Uddin
Office Assistant, IQAC