

Minutes of IQAC Meetings

2018-2019

Meeting 1

The first IQAC meeting was held at the IQAC Office chaired by the Principal on the 2nd of June 2018 to discussed and planned out for the new session 2018-2019.

Members Present:

| | |
|--------------------------|-------------|
| 1. Dr. L. Khiloni | Principal |
| 2. Monica Jasmine Langhu | Coordinator |
| 3. RoelOmilan | Member |
| 4. AlitaTarao | Member |
| 5. S. Shyamchandra | Member |
| 6. Cliff Serbum | Member |
| 7. CR. William Moyon | Member |

The meeting had many agendas to discuss on for the new academic session.

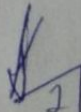
- i. Teachers' and Students Orientation programmes to be conducted for the new academic session.
- ii. Observance of World Environment Day on the 5th of June 2018.
- iii. HOD Meetings, Departmental meetings and maintenance of Departmental Activity Records.
- iv. Teachers' activity and records - Lesson Plans, updation of their profiles etc...
- v. Organizing of exposers trips for the college staff.
- vi. To sit for a regular/monthly IQAC meeting.
- vii. Preparation of Institutional and IQAC Calender.

Sd/-

(MONICA JASMINE LANGHU)
IQAC Coordinator

Sd/-

(DR.L.KHILONI)
Principal


27/6/2018
Principal
South East Manipur College
Komlatnabi

Meeting 2

The 2nd IQAC meeting was held at the IQAC Office chaired by the Principal on the 16th of July 2018 at 1:00 pm.

Members Present:

| | |
|--------------------------|-------------|
| 1. Dr. L. Khiloni | Principal |
| 2. Monica Jasmine Langhu | Coordinator |
| 3. RoelOmilan | Member |
| 4. AlitaTarao | Member |
| 5. S. Shyamchandra | Member |
| 6. Cliff Serbum | Member |
| 7. CR. William Moyon | Member |

The following agendas were discussed and planned out:

- i. Entrusting of Activities to related Committees.
- ii. Conducting of Self- financed programmes like Seminars, Workshops and other extracurricular activities for both staffs and students.
- iii. To called for teaching staff meeting on the 25th of July 2018 with the permission of the Principal.
- iv. To conduct All Staff meeting quarterly at least or whenever need arises.
- v. Preparation of 3 days Workshop on accounting for the Non Teaching staff on the 7th - 9th of August 2018.
- vi. To organize a One Day Cleanliness Drive in the College Campus.
- vii. To conduct an Awareness programme on Deen Dayal Upadhaya Grameen kaushalya Yojna on 23rd of August 2018.

Sd/-
(MONICA JASMINE LANGHU)
IQAC Coordinator

Sd/-
(DR.L.KHILONI)
Principal

16/7/2018
Principal
South East Manipur College
Komiathabi

Meeting 3

The 3rd IQAC meeting was held at the IQAC Office chaired by the Principal on the 7th of September 2018 at 1:30 pm.

Members Present:

| | |
|--------------------------|-------------|
| 1. Dr. L. Khiloni | Principal |
| 2. Monica Jasmine Langhu | Coordinator |
| 3. Roel Omilan | Member |
| 4. AlitaTarao | Member |
| 5. S. Shyamchandra | Member |
| 6. Cliff Serbum | Member |
| 7. CR. William Moyon | Member |

The following agendas were discussed and planned out:

- i. Conducting of NSS Programme on the 10th – 16th September 2018.
- ii. One Day Regional Outreach Bureau under Publicity Campaign on Ayushman Bharat on 20th September 2018.
- iii. Observance of Mahatma Gandhi Jayanti under the theme Clean India.
- iv. To organized a One Day workshop on Memory Training on Eximious Mind- 24th October 2018.
- v. To organized a One Day Awareness programme on Breast Cancer – 30th October 2018.
- vi. To organized an Interdisciplinary study tour/exposer trip for the students.
- vii. To organized Fresher's Meet/Felicitation program during the month of Nov. 2018.

Sd/-

(MONICA JASMINE LANGHU)
IQAC Coordinator

Sd/-

(DR.L.KHILONI)
Principal

7/9/2018
Principal
South East Manipur College
Komlathabi

South East Manipur College

Meeting 4

The 4th IQAC meeting was held at the IQAC Office chaired by the Principal on the 28th of November 2018 at 1:30 pm.

Members Present:

- | | |
|--------------------------|-------------|
| 1. Dr. L. Khiloni | Principal |
| 2. Monica Jasmine Langhu | Coordinator |
| 3. RoelOmilan | Member |
| 4. AlitaTarao | Member |
| 5. S. Shyamchandra | Member |
| 6. Cliff Serbum | Member |
| 7. CR. William Moyon | Member |

The following agendas were discussed and planned out:

1. To organized World AIDS Day on 1st Dec. 2018.
2. To organized International Human rights Day on 10th Dec 2018.
3. To organized College Foundation day on 2nd Jan. 2019.

Sd/-

(MONICA JASMINE LANGHU)
IQAC Coordinator

Sd/-

(DR.L.KHILONI)
Principal

28/11/2018
Principal
South East Manipur College
Imlathabi

Meeting 5

The 5th IQAC meeting was held at the IQAC Office chaired by the Principal on the 4th of March 2019 at 1:30 pm.

Members Present:

- | | |
|--------------------------|-------------|
| 1. Dr. L. Khiloni | Principal |
| 2. Monica Jasmine Langhu | Coordinator |
| 3. RoelOmilan | Member |
| 4. AlitaTarao | Member |
| 5. S. Shyamchandra | Member |
| 6. Cliff Serbum | Member |
| 7. CR. William Moyon | Member |

The following agendas were discussed and planned out:

1. Organizing International Women's Day on 8th March 2019.
2. To collect & prepare data for AQAR (2018-2019).
3. IQAC Meeting on 20th June 2019, with the Management on AQAR.
4. To upload AQAR for the academic year in the month of July 2019.

Sd/-

(MONICA JASMINE LANGHU)
IQAC Coordinator

Sd/-

(DR.L.KHILONI)
Principal

4/3/2019

Principal
South East Manipur College
Komlathabi