



IQAC MEETING MINUTES
AND
ACTION TAKEN REPORT (ATR)
(1st June 2023 to 31st May 2024)

ACTION TAKEN REPORT 2023-24

1. The NAAC Second Cycle completed successfully and C-Edge College was graded B with 2.45 CGPA.
2. Parents Guardian Teachers Conference 2023 was held successfully on 18 October 2023. There were 35 parents/guardians who turned up and 25 completed feedback forms were collected from them.
3. NSS members and students successfully participated at the World Cleanup Day on 16 September 2023. This was part of the College community work.
4. Free Entrepreneurship Training for the students was successfully conducted by Mini Tool Training Centre Nagaland from 25-29 September 2023.
5. As part of the MOU process, Faculty Exchange Programme was successfully conducted between C-Edge College and Unity College on 25 October 2023. This was initiated by the Department of Sociology.
6. An MOU was successfully signed with Life Ministry Learning Centre Society on 9th February 2024 to execute, collaborate and work within the areas of mutual interest utilising resources on mutual agreement in the field of Education, Research and Training.
7. IQAC Coordinator attended the NAAC Reforms Consultation online for the north east region on 20 March 2024.
8. Faculty and Staff Development Programme (FSDP) was held effectively on 28 March 2024. The theme for the one day FSDP 2024 was “Mind-set transformation, Pioneering spirit and Good living.”



Wapanginla Ao
IQAC Coordinator

IQAC MEETING MINUTES

Date: 26 June 2023

Time: 1:30 PM

Place: Conference Room

In Attendance: *Dr. Chubatola Aier, Apangben Aier, Duvolu Rhakho, Wapanginla Ao, Daisy Shitio, Imsuakum Longkumer, Obed Patton, Wawe-u.*

Reason for the Meeting: *Review of the NAAC Second Cycle Result & upcoming events.*

1. Principal welcomed all members present.
2. Review and confirmation of the last meeting minutes was presided by the IQAC Chairperson.
3. IQAC Coordinator, Wapanginla Ao shared the Peer team report, score report, assessment score record and the final grade declared by NAAC. She also deliberated that based on the Grade Sheet, it was found that there were some discrepancies in three Key Indicators in different Criteria:
 - Key Indicator no. 1.4 – Feedback System is graded as 0 (zero).
 - Key Indicator no. 3.3 – Research Publication and Awards is graded as 0 (zero).
 - Key Indicator no. 5.2 – Student Progression is graded as 0 (zero).
4. Dr. Chubatola Aier mentioned that the IQAC submitted the Appeal on 2 May 2023. Thus, the College was permitted and scheduled to present the appeal on 29 May 2023 with a virtual meeting with 82nd Appeals Committee (NAAC). On 23 June 2023, based on the recommendation by the Appeal Committee and approved by the EC (Executive Council) of NAAC, it was declared that there is no change in the CGPA and Grade Awarded. Hence, the Second Cycle of Assessment and Accreditation for C-Edge College stands at 2.45 CGPA with B Grade.
5. She also mentioned that despite everything, the CGPA was better than the College first NAAC first cycle and that we should continue to work towards providing quality education to the younger generation and hope for a much better grade in the next cycle.
6. The Coordinator of the IQAC, Wapanginla Ao expressed her gratitude to all the members and the other stakeholders for their constant support during the NAAC second cycle process.
7. Discussion on activities and events for Anti-Ragging and Anti-Sexual Harassment, Gender Equity and Sensitivity was put forward by the IQAC Coordinator, which will be put forward during the monthly faculty review meeting.
8. Assistant IQAC Coordinator Duvolu Rhakho also put forward the agenda on the measures for each department to continuously celebrate the Commemorative Days by each department on the already set dates and events.
9. The meeting concluded with a group prayer especially remembering the successful completion of the NAAC Second Cycle.

Recorder:



Wapanginla Ao
IQAC Coordinator

IQAC MEETING MINUTES

Date: 5 September 2023

Time: 1:30 PM

Place: Principal Office Chamber

In Attendance: *Dr. Chubatola Aier, Apangben Aier, Duvolu Rhakho, Wapanginla Ao, Daisy Shitio, Imsuakum Longkumer, Obed Patton, Wawe-u, Student Representative*

Reason for the Meeting: *Upcoming events and activities*

1. The Chairperson of the IQAC, Principal Dr Chubatola Aier welcomed all members present and shared on the agenda for the meeting.
2. Review and confirmation of the last meeting minutes was presided by the IQAC Chairperson.
3. The IQAC Coordinator, Wapanginla Ao presented on the upcoming events namely, Parents Guardian Teachers Meeting for the year. Tentative date decided as 18 October 2023. Yimwapangla, Assistant Professor of English Department will be the Convenor.
4. She also shared about the confirmation of the NSS members and the College community work for the World Clean Day that will be held on 16 September 2023.
5. The members present discussed and deliberated on the other events which will be put forward in the next monthly faculty review meeting namely, World Mental Health Day or World Suicide Prevention Day for the Psychology department, EU event by NBCC to be held on 15 September 2023, Free Entrepreneurship Training by Mini Tool Training Centre, Dimapur and the Fine Arts Day to be held on 13 October 2023.
6. The meeting concluded with a prayer by the Principal.

Recorder:



Wapanginla Ao
IQAC Coordinator

IQAC MEETING MINUTES

Date: 6 February 2024
Time: 11:30 AM
Place: Conference Room

In Attendance: *Dr. Chubatola Aier, Apangben Aier, Duvolu Rhakho, Wapanginla Ao, Daisy Shitio, Imsuakum Longkumer, Obed Patton, and Wawe-u.*

Reason for the Meeting: *Upcoming events and activities*

1. The Chairperson of the IQAC, Principal Dr Chubatola Aier welcomed all members present and shared on the agenda for the meeting.
2. Review and confirmation of the last meeting minutes was presided by the IQAC Chairperson.
3. The Asst. IQAC Coordinator, Duvolu Rhakho shared the update on the Parents Guardian Teachers Conference that was held successfully with 35 parents/guardians who attended. And also added that 25 completed feedback forms were collected.
4. Wapanginla Ao, IQAC Coordinator shared on the successful process of the Faculty Exchange programme with Unity College Dimapur who is also our MOU partner for academic collaboration. This was worked together by Department of Sociology.
5. The members present discussed on the Faculty & Staff Development Programme (which is organised by the College IQAC annually during the month of March/April. It was decided that since NU had approved the Value Added Course (VAC) paper on Canaan Farmers Spirit (CFS) to be taught from the present semester, one of the topic for the FSDP will be on CFS. In addition, Peer mentorship which will be introduced as one of the College Best Practices will also be another topic for the FSDP.
6. Discussions on the recently concluded events like Beyond Gravity, Sports Meet, and Cultural & Fine Arts Day were deliberated for improvement in the future.
7. IQAC Coordinator also shared that an MOU was signed with Life Ministry Learning Centre Society on 9th February 2024.
8. Meeting concluded with a mass prayer.

Recorder:



Wapanginla Ao
IQAC Coordinator

IQAC MEETING MINUTES

Date: 15 April 2024

Time: 11:30 AM

Place: Conference Room

In Attendance: *Dr. Chubatola Aier, Apangben Aier, Duvolu Rhakho, Wapanginla Ao, Daisy Shitio, Imsuakum Longkumer, Obed Patton, and Wawe-u.*

Reason for the Meeting: *End of Semester & upcoming events.*

1. The Chairperson of the IQAC, Principal Dr Chubatola Aier welcomed all members present.
2. She shared that the Faculty & Staff Development Programme 2024 (FSDP) held on 28 March was one of the best and was productive with the active participation by all.
3. She also stressed on Peer mentorship and how this has to be implemented from the coming ODD semester.
4. Wapanginla Ao, IQAC Coordinator also updated on the successfully completion of FSDP 2024 and thanked all the people involved and was a part of it.
5. Dean of Social Sciences & Humanities, Daisy Shitio also shared on the summer internship for BA V Semesters students from this year onwards, according to the guidelines of the FYUGP. The members shared their suggestions for the smooth process of the student internship.
6. Obed Patton, CEC Student Forum Advisor also updated on the upcoming Commencement Day to be held on 25 April 2024 for the outgoing students. He mentioned that everything is on track and that suggestions from the members are welcome.
7. Wapanginla Ao, IQAC Coordinator shared about the Disciplinary Guidelines which comprised of the Do's and Don'ts for all to follow will be put up in all the classrooms and lobbies for all to see and be reminded. She also shared about the diligent work by the Disciplinary Committee on this.
8. The meeting concluded with a mass prayer.

Recorder:



Wapanginla Ao
IQAC Coordinator