

**Staff/IQAC Meeting 04/01/2023**

**Venue- Smart Classroom**

**Time: 11 am**

**Members present:**

1. Pamchuila Kashung Shimray
2. Horrion Shingnaisui
3. KAS Soreishang
4. Dr. Esther Keishing
5. Dr. Ersilia jajo
6. Rinngamla Shimrah
7. Moses Shaiza
8. Thuisem Shadang
9. Dr. Ng. Mataisang
10. Dr. Khayi Philawon
11. Leishiwon Marchang
12. R.V.S. Yaingamla
13. Dr. M. Hormi
14. R. Peter Horam
15. Dr. R.M. Vino
16. M. Kaphungsing
17. Dr. Ramyo Simon
18. Md. Feroz Khan
19. K. Mayonmi
20. Shunringla Rungsung

**Absentees:**

1. Thotshang Luikham
2. A.S.Thotwon
3. R.A. Canaan
4. Dr. H. Shimreingam
5. Dr. V.S. Khathing
6. Dr. Gaikhuanlung Ngaomei
7. Karaiba James
8. Ksh Binokumari Devi
9. Eunice Lalrenmoi
10. R.A. Chihanngam

**Apologies:**

1. Dr. Sinalei Khayi
2. Dr. Y. Sunanda Devi
3. Charmi Raleng

**Minutes of the meeting:**

The first Staff cum IQAC Meeting for 2023 was held on 04/01/2023.

Horron Shingnaisui, Assistant Professor, English, chaired the meeting. The meeting began with New Year greeting from the Chairperson, who also briefed the members about the agenda for the meeting.

Sir Kaphungsing, Co-coordinator, IQAC, gave a presentation on criteria wise preparedness for NAAC SSR. Dr. R.M. Vino highlighted on the details of the mandatory fee structure for NAAC accreditation. Sir Mayonmi also briefed the members on SSS (Students Satisfaction Survey).

Sir Soreishang addressed the members and expressed his appreciation to all the faculty members for their hard work.

**Resolutions:**

1. It is resolved that all the teaching and non-teaching staff shall make a 10% contribution of basic pay.
2. Contribution must be made within January 2023.
3. All the departments must prepare a Departmental profile to be put up in the college website.
4. All the teachers in-charge of the various cell/committees must prepare a profile and activities report of respective cell.
5. Parent- Teachers Meeting is to be organized by the Alumni Cell within January.
6. Mock Test will be conducted for the Principal, the Co-ordinator IQAC and all the HODs as part of preparation for NAAC Team Peer Visit.
7. SSR copies will be made available for every teacher and non-teaching staff for necessary awareness and preparedness.

Sd/-

Pamchuila Kashung Shimray

Recording Secretary

sd/-

Horron Shingnaisui

IQAC Co-coordinator