

SAO CHANG COLLEGE
Tuensang-798612, Nagaland
Affiliated to Nagaland University, Lumami



NAAC Accredited

INTERNAL QUALITY ASSURANCE CELL

E-mail: iqacscctsg@gmail.com

website: www.saochangcollege.com

NO. SC/IQAC/INT-1/2017-18/_____

Dated Tuensang, the 17th Oct. 2022

NOTICE

It's for information to all the members of SCCSU and members of IQAC that, there shall be a joint meeting at 2.00 PM on 19.10.2022. The meeting will be in the IQAC office.

All the members are requested to attend the meeting without fail.

Agenda

1. Extension programme.
2. Any other

(DR. SANTOSH KUMAR SINGH)

Coordinator
IQAC, SCC

MEETING MINUTE

Date: 19-10-2022

Venue: IQAC conference room

Meeting with SCCSU regarding extension service by SCCSU

Members present

1. Ridiba Sangtam: Vice President, SCCSU
2. Bumat Wangto: Sports Secretary, SCCSU
3. L. Pukoi: Student: AGS, SCCSU
4. Tsungdilila: Cultural Secretary, SCCSU
5. Dolim S: Boys Common Room Secretary
6. Akyuba Sangtam: : IQAC Member
7. Santosh Kumar Singh : IQAC Coordinator
8. Mantok Konyak: IQAC Member
9. Imnazenla Longkumer : IQAC Member
10. Tongpangkokla Chang: IQAC Member
11. Chongshenmongba Chang: G S SCCSU
12. Limayangla Pongener: : IQAC Member

Meeting Minutes

Agenda: Extension program

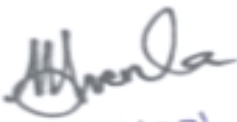
Resolution:

1. It was proposed that an awareness programme on wildlife protection shall be taken up by the Students Union with active assistance by IQAC, SCC.
2. The proposed awareness programme shall be conducted at Helipong Village.
3. General Secretary, Mr. Chongshenmongba Chang was entrusted to contact the Chairman, Helipong village council and get permission for conducting the awareness programme.
4. Students Union volunteered to prepare banner form the union fund.
5. It was decided that a meeting shall be conducted again in which final decision shall be taken with regard to conduct of awareness programme.

Action taken

1. Sao Chang college student union decided to have extension program at Helipong village.

Authenticated


Principal
Sao Chang College
Tuensang : Nagaland



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Dated Tuensang the 19th Oct. 2022

NOTICE

It is for information to all the members SCCSU and members of IQAC that, there shall be a meeting at 2.00 PM on 21.10.2022 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members concern is requested to attend the meeting without fail.

Agenda

1. Extension Programme
2. Any Other

(DR. SANTOSH KUMAR SINGH)

Coordinator
IQAC, SCC

MEETING WITH SCCSU REGARDING THE EXTENSION SERVICE PREPARATION

Date: 21-10-2022

Venue: IQAC

Members present:

1. Chongshenmongba C Chang: GS, SCCSU
2. Dolim S: Boys Common Room Secretary
3. Ridiba Sangtam: Vice President, SCCSU
4. Visangla L Thur: Girls Common Room secretary
5. L. Pukoi: AGS, SCCSU
6. Bumat Wangto: Sports Secretary, SCCSU
7. Santosh Kumar Singh: IQAC Coordinator
8. Akyuba Sangtam: IQAC Member
9. Dipak Nath: IQAC Member
10. Imnazenla Longkumer: IQAC Member
11. Tongpangkokla Chang: IQAC member

Review of previous meeting: Previous meeting minutes were reviewed

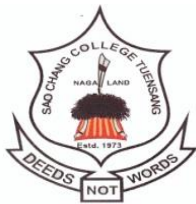
Agenda: Extension program

Resolution:

1. Student Council shall write to the Principal for bus transportation to and from Sao Chang College to Helipong Village.
2. Mr. Mantok Konyak and Ms. Tongpangkokla Chang were entrusted to accompany the students to Helipong village.
3. The tentative date for the seminar shall be on 24/10/2022.
4. Banner for the programme shall be taken charge by the Student Union.
5. All refreshment shall be borne by IQAC.
6. Mr. Akyuba Sangtam shall draft all necessary certificates for presentation.

Action taken

1. Sao chang college student union conducted extension program and report was submitted to IQAC.



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Dated Tuensang the 21st Oct. 2022

NOTICE

It is for information to all the members of IQAC that, there shall be a meeting at 1.30 PM on 27.10.2022. The meeting will be held in the IQAC office.

All the members are requested to attend the meeting without fail.

Agenda

3. Review of ITI workshop.
4. IQAC activity

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC (Internal) Meeting Minutes

Date: 27/10/2022

Venue: IQAC conference room

Members Present:

1. Dr. Santosh Kumar Singh: IQAC Coordinator
2. Mr. Akyuba Sangtam: Member, IQAC
3. Mr. Dipak Nath: Member, IQAC
4. Mr. Mudang Khamniungan: Member, IQAC
5. Miss. Tongpangkokla Chang: Member, IQAC
6. Dr. Imnazenla Longkumer: : Member, IQAC

Review of previous meeting: Previous meeting minutes were reviewed

Agenda 1:

Review of 3- Days certificate workshop

Resolution:

Mr akhyuba Sangtam presented to the house a brief report on the three day certificate workshop which was conducted at ITI Tuensang. A total of rupees 4500 was collected as registration fee from the students. It was decided that all the participants will be given certificate of appreciation.

Agenda 2:

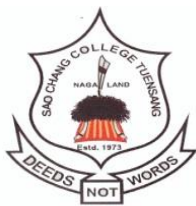
Awareness campaign

Resolution:

Ms. Tongpangkokla Chang gave a brief report on the awareness camping on wildlife protection held at helipong village on 27th October 2022 to the house.

Action taken: -

1. Certificate of participation was given to all participants.
2. Copy of report presented by Ms. Tongpangkokla is kept in document file of IQAC.



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Dated Tuensang the 30.01.2023

NOTICE

It is for information to all the members of IQAC that, there shall be a meeting at 12.00 PM on 01.02.2023. The meeting will be held in the IQAC office.

All the members of the committee are requested to attend the meeting without fail.

Agenda

1. Committee list
2. AQAR 2021-22 submission.
3. External audit
4. College permanent affiliation.
5. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC (Internal) Meeting Minutes

Date: 01/02/2023

Venue: IQAC conference room

Members Present:

1. Dr. Vitsosie Vupru, Principal
2. Dr. Santosh Kumar Singh: Coordinator
3. Mr. Akyuba Sangtam : Member, IQAC
4. Mr. Dipak Nath: Member, IQAC
5. Mr. Mudang Khamniungan: Member, IQAC
6. Miss. Tongpangkoka Chang: Member, IQAC
7. Mr Mandok Kongyak: Member, IQAC

Review of previous meeting: Previous meeting minutes were reviewed

Agenda 1:

Issue of committee list

Resolution:

The updated list of the IQAC composition will be issued on 2nd February 2023.

Agenda 2:

AQAR 2021-2022 submission

Resolution:

With 28 February 2023 as deadline for AQAR 2021-2022 submission the house decided to start the activities from 4th February 2023

Agenda 3:

External audit

Resolution:

The college external audit will be initiated by Shri Longtichang Tzudir vice-principal. In this regard he will be reminded to speed up the audit activities through the principal

Agenda 4:

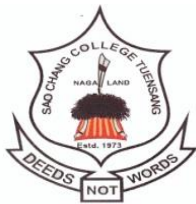
Permanent affiliation

Resolution:

The house proposed to draft an appeal letter for permanent affiliation status of the college to Nagaland University at the earliest.

Action taken

1. Updated list of IQAC composition was issued on 6th February 2023.
2. IQAC started the process of AQAR submission on 4th February 2023.
3. Intimation for external audit was given to vice principal.
4. A letter drafted by IQAC was given to the principal for permanent affiliation for further necessary action



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Dated Tuensang the 02nd feb.2023

NOTICE

All the members of IQAC are hereby informed that, there shall be a meeting at 2.00 PM on 04.02.2023 for an urgent rectification. The meeting will be in the IQAC office.

All the members of the committee are requested to attend the meeting without fail.

Agenda

1. Committee list
2. Any Other.

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator

Sao Chang College

IQAC (internal) Meeting Minutes

Date: 04/02/2023

Venue: IQAC conference room

Members Present:

1. Dr. Vitsosie Vupru: Principal
2. Dr. Santosh Kumar Singh: IQAC Coordinator
3. Mr. Akyuba Sangtam : IQAC Member
4. Mr. Dipak Nath: IQAC Member
5. Mr. Mudang Khamniungan: IQAC Member
6. Ms. Tongpangkola Chang : IQAC Member
7. Mr Mandok Konyak : IQAC Member
8. Dr. Aola Supong : IQAC Member
9. Mr. Shumong Tikhir : IQAC Member
10. Miss. Vidila Jing : IQAC Member
11. Mr. Sashiba Jamir : IQAC Member

Review of previous meeting: Previous meeting minutes were reviewed

Agenda 1:

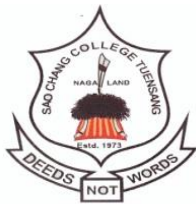
To make some changes in committee list

Resolution:

- Mr. Dipak Nath and Mr. Mudang Khamniungan were selected as coordinator for ICT committee and students support cell respectively
- Ms. Vidila Jing, Mr. Mudanf Khamniungan and Dr. Aola Supong were designated to be co-ordinators for criteria 5, 2 and 7 respectively.
- Dr. Aola Supong shall henceforth be the member secretary of IQAC in place of Ms. Limayangla who has been transferred
- Mr. Mantok Konyak, librarian and member IQAC was assigned to tie up with Mr. Rejuba Pongen to learn website uploading from the latter.

Action taken

1. Necessary changes made in committee list and same was submitted to principal for approval.



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Dated Tuensang the 17th Feb. 2023

NOTICE

All the members of IQAC are hereby informed that, there shall be a meeting at 12.00 PM on 21.02.2023 to discuss some important agenda. The meeting will be in the IQAC office.

All the members are requested to attend the meeting without fail.

Agenda

1. AQAR 2021-22 submission.
2. IQAC contribution.
3. Fund mobilization
4. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC (Internal) Meeting Minutes

Date: 21/02/2023

Venue: IQAC conference room

Members Present:

- 1 Dr. Santosh Kumar Singh: IQAC Coordinator
- 2 Mr. Akyuba Sangtam : IQAC Member
- 3 Mr. Dipak Nath : IQAC Member
- 4 Mr. Mudang Khamniungan : IQAC Member
- 5 Miss. Tongpangkola Chang : IQAC Member
- 6 Mr Mandok Konyak : IQAC Member
- 7 Dr. Aola Supong : IQAC Member
- 8 Miss. Vidila Jing : IQAC Member

Review of previous meeting: Previous meeting minutes were reviewed

Agenda 1:

Deadline for AQAR submission

Resolution: It was decided that AQAR must be submitted by second week of March 2023.

Agenda 2:

Fund for Infrastructural development

Resolution: The house decided to submit a proposal to RUSA for funding on Infrastructural development.

Agenda 3:

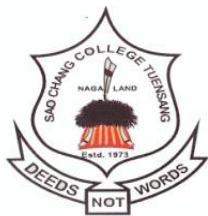
Fund Mobilization

Resolution:

The house decided to deposit an amount of rupees 7 lakhs only as fixed deposit. It was also decided that Mr. Dipak Nath will do the necessary.

Action taken:

1. Could not submit by second week of march due to technical problem.
2. A letter of proposal for infrastructural development was submitted to RUSA.
3. The amount of seven lakh was deposited to fix deposit.



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Dated Tuensang the 3rd march 2023

NOTICE

It is hereby notified to all the members of research committee and members of IQAC that, there shall be a joint meeting at 2.00 PM on 6th march 2023. The meeting will be held in the IQAC office.

All the members of the concern committee are requested to attend the meeting without fail.

Agenda for discussion: -

1. Faculty development program
2. College journal
3. Interdepartmental seminar
4. Any other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC MEETING WITH RESEARCH COMMITTEE ON 6TH MARCH 2023

Members Present:

1. Dr. Santosh Kr Singh- IQAC Coordinator
2. Shri Dipak Nath- IQAC Member
3. Dr. T Lal Veda Chandra Kumar: Coordinator, Research Committee
4. Shri Mudang Khamniungan-- IQAC Member
5. Dr. Limamanen Phom: Member, Research Committee
6. Smti Tongpangkokla Chang- IQAC Member
7. Smti Shilumongla T Sangtam: Member, Research Committee
8. Smti Vidila Jing- IQAC Member
9. Shri Mantok Konyak- IQAC Member
10. Dr. Aola Supong- IQAC Member
11. Dr. Soyimla Akum: Member, Research Committee
12. Shri Akyuba sangtam- IQAC Member

Meeting Minutes:

The meeting was chaired by Dr. Santosh Kr Singh, Coordinator, IQAC. He welcomed the research Committee & all other members of the meeting and all the agenda were highlighted before the house.

Agenda 1: Faculty Development Programme

Resolution: IQAC requested Research committee to organize a one week online Faculty Development programme on research related topic preferably in last week of March 2023 or 1st week of April 2023. In this regard research committee responded that they shall discuss the matter among themselves and update to IQAC at the earliest.

Agenda 2: Sao Chang College Journal

Resolution: House discussed about the resumption of Publication of Sao Chang College journal and in this matter, IQAC requested to research committee to make the journal as peer reviewed.

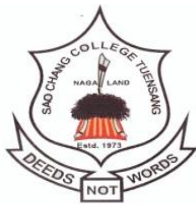
Agenda 3: Interdepartmental Seminar

Resolution: IQAC reminded to Research committee to conduct monthly Interdepartmental Seminar.

Meeting ended with vote of thanks by IQAC,Coordinator.

Action taken:

1. Research committee could not hold FDP due to time constraint.
2. Research committee is working on publication of Sao Chang College journal.
3. (i) Interdepartmental seminar held on 1st April 2023.
(ii) Interdepartmental seminar held on 5th May 2023.



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Dated Tuensang the 11th march 2023

NOTICE

It is hereby notified to all the members of mentoring committee and members of IQAC that, there shall be a joint meeting at 2.00 PM on 14th march 2023. The meeting will be held in the IQAC office.

All the members of the concern committee are requested to attend the meeting without fail.

Agenda for discussion: -

1. Mentoring program
2. Professional development program
3. Any other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC MEETING WITH RESEARCH COMMITTEE ON 14TH MARCH 2023

Members Present:

13. Dr. Santosh Kr Singh- IQAC Coordinator
14. Shri Dipak Nath- IQAC Member
15. Smti Rangbenkumla Chang: Coordinator, Mentoring Committee
16. Shri Mudang Khamniungan-- IQAC Member
17. Smti Chideno Shitire: Member, Mentoring Committee
18. Smti Tongpangkokla Chang- IQAC Member
19. Dr. T Lal Veda Chandra Kumar : Member, Mentoring Committee
20. Smti Vidila Jing- IQAC Member
21. Shri Mantok Konyak- IQAC Member
22. Dr. Aola Supong- IQAC Member
23. Shri Akyuba sangtam- IQAC Member

Meeting Minutes:

Dr. Santosh Kr Singh, IQAC Coordinator, welcomed all the members of the meeting and reviewed the the previous meeting minutes. He highlighted the agenda need to be discussed

Agenda 1 : - Mentorship Programme

Resolution:- The following points regarding mentorship programme were discussed and resolved

- (a) There should be two mentoring sessions in this semester
 - At the 1st week of April
 - Before end semester Examination
- (b) Strict attendance needs to be maintained during mentoring sessions
- (c) For conducting mentoring session, one week duration will allotted.
- (d) For 1st mentoring session of this semester, notification and other related information shall be served tentatively in the 3rd week of March 2023.
- (e) Absence of mentor during mentoring session shall be reported to the principal for further necessary action.
- (f) The following points should be included in mentor's report
 - Issues raised by the mentees
 - Resolved action by the mentor
 - Geo-tag Photos

Agenda 2 : - Professional Development Programme

Resolution: House decided that Mentoring committee shall organize an online Professional Development Programme during this semester for which financial assistance shall be given by IQAC

Agenda 3: Any Other

Resolution: A counselling session for all the mentors by a trained counsellor shall be conducted on or before 31st May 2023. House decided that this counselling session shall be initiated and organized by mentoring committee.

Action taken:

1. Notice for information about the mentoring session was given on 27.03.2023 with mentor mentee list
2. Mentoring committee organized a one day seminar on “Teacher as mentor” on 30th march 2023



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Dated Tuensang the 15th march 2023

NOTICE

It's for an information to all the members of career guidance committee and members of IQAC that, there shall be a meeting at 2.00 PM on 17.03.2023 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members of the concern committee are requested to attend the meeting without fail.

Agenda

1. Committee activities.
2. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC meeting with Career guidance committee

Date: 17/03/2023

Venue: IQAC conference room

Members Present:

1. Dr. Santosh Kumar Singh
2. Mr. Akuba Sangtam
3. Mr. Dipak Nath
4. Dr. Aola Supong
5. K.Chongliu Khamniungan
6. Hotoni Yephtho

Meeting Minutes:

Agenda 1: Update and Future plans of the career guidance committee

Resolution: Ms. Chongliu khamniungan updated on the progress and future plans on the committee.

- Continuation of life skill program
- To Conduct of seminar on 12th April
- Requested IQAC for financially assistance
- To engage resource person for seminar

Action taken

1. Career guidance committee organized seminar on 12th April 2023 with resource person from District administration and district hospital.
2. IQAC provided financial assistance to career guidance committee.



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Dated Tuensang the 16th march 2023

NOTICE

It is for information to all the members of Hostel committee and members of IQAC that, there shall be a meeting at 2.00 PM on 19.03.2023 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members of the concern committee are requested to attend the meeting without fail.

Agenda

1. Committee activities.
2. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator

Sao Chang College

IQAC meeting with Hostel committee

Date: 19/03/2023

Venue: IQAC room

Members Present:

1. Dr. Santosh Kumar Singh
2. Mr. Akyba Sangtam
3. Mr. Dipak Nath
4. Dr. Aola Supong
5. K.Chongliu Khamniungan
6. Hotoni Yephtho

Meeting Minutes:

Agenda 1: Update and Future plans of committee

Resolution:

- Dr. Kenilo Kath, warden boys Sochum, explained the core meaning of Sochum and emphasis on carrying out activities related to actual meaning of Sochum
- Miss Vidili Jing was given the incharge to engage individuals for giving trainings/practical lessons on traditional crafts by 1st half of April
- It was decided that atleast two activities of Sochum should be carried out before May 2023
- The IQAC also assured financial assistance for the Sochum.

Action plan:

1. Sochumers presented a program on “Folktale Retold” on 24th April 2023.
2. Financial assistance was provided for “Sochum activities by IQAC.



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Dated Tuensang the 17th Feb. 2023

NOTICE

It is for information to all faculties of History Department and members of IQAC that, there shall be a meeting at 1.30 PM on 23.03.2023 to discuss about the best practice of the college, tribal museum. The meeting will be in the IQAC office.

All the faculties of the concern department are requested to attend the meeting without fail.

Agenda

1. Current status of tribal museum and future plan
2. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC Meeting with History department

Meeting Minutes

Date: 23/03/2023

Venue: IQAC conference room

Members Present:

- 1 Dr. Santosh Kumar Singh
- 2 Mr. Akyuba Sangtam
- 3 Mr. Dipak Nath
- 4 Mr. Mudang Khamniungan
- 5 Mr Mandok Konyak
- 6 Dr. Aola Supong
- 7 Miss. Vidila Jing
- 8 Dr Iris Odyuo
- 9 K.Chongliu Khamniungan
- 10 Neken Jamir

Meeting Minutes:

Agenda 1:

Current Status and Future plan of Tribal Museum

Resolution: Dr. Iris Odyuo briefed the house about the status of the tribal museum. The following future plans were discussed

- History department will organise one day workshop/discussion on the importance of Tribal museum
- Tribal museum will be opened periodically for the students to pay a visit
- IQAC will extend necessary assistance to the department in any possible manner, as tribal museum is college best practice
- The history department will celebrate the world heritage day on 18th April 2023

Action taken

A seminar on “Living Traditions” was conducted



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Dated Tuensang the 11th April 2023

NOTICE

It's for information to all the members of green audit committee and members of IQAC that, there shall be a meeting at 2.00 PM on 14.04.2023 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members of the concern committee are requested to attend the meeting without fail.

Agenda

1. Green audit
2. Internal marks
3. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IQAC MEETING MINUTES

Date 14/4/23

Venue: Committee Room

Members Present:

1. Dr. Vitsosie Vupru : Principal
2. Mr. Longtichang Tzudir: Vice Principal
3. Dr. Santosh Kumar Singh: IQAC Coordinator
4. Mr. Akyuba Sangtam: IQAC Member
5. Mr. Dipak Nath: IQAC Member
6. Mr. Tekameren Walling : Member, Green Audit Committee
7. Mr. Mantok Konyak: IQAC Member
8. Dr. Aola Supong: IQAC Member
9. Miss Tongpangkokla Chang: Coordinator, Green Audit Committee
10. Miss Vidila Jing: Member, Green Audit Committee

Meeting Minutes:

Agenda1. Modification of Internal marks tabulation format

Resolution: It was resolved that the IQAC shall prepare the format accordingly which will be forwarded to the vice-principal for further circulation to all HODs

Agenda 2 Regarding green audit

Resolution:

1. Green audit committee coordinator Mr. Tekameren Walling suggested the house to seek assistance from “cluster Group” wherein it was agreed upon that the IQAC shall bear all expenses for logistics and facilitate them during their period of stag in Tuensang
2. The house also resolved that the IQAC shall seek help from Mr Tekameren Walling while corresponding with the IQAC cluster group and necessary follow up action shall be taken up at the earliest.

Action taken

1. Format for internal marks tabulation was prepared by IQAC and same was given to vice principal
2. Green audit is in process with collaborative effort of IQAC and green audit committee



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Dated Tuensang the 1st May 2023

NOTICE

It is for information to all the members of IQAC that, there shall be a meeting at 2.00 PM on 04.05.2023 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members of are requested to attend the meeting without fail.

Agenda

1. AQAR
2. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

Meeting Minutes

Date: 04/05/23

Venue: Committee Room

Members Present:

1. Dr Santosh Kumar Singh: IQAC Coordinator
2. Mr Akyuba Sangtam: IQAC Member
3. Mr Dipak Nath: IQAC Member
4. Mr Mudang Khamniungan: IQAC Member
5. Ms Tongpangkoka Chang: IQAC Member
6. Mr Mantok Konyak: IQAC Member
7. Mr Shumong Tikhir: IQAC Member
8. Miss Vidila Jing: IQAC Member
9. Dr Aola Supong: IQAC Member

Review of previous meeting: Previous meeting minutes were reviewed

Agenda 1

Criteria wise division for aqar 2022-23

Resolution: Allotment of teachers under each criterion was done to facilitate the preparation of upcoming aqar 2022-23 (1st sept -31st may)

Notification with final allotment of teachers under each criteria will be circulated

Agenda 2

Discussion about the pending work scheduled for academic year 2022-23 (1st sept -31st may)

Resolution: Notice will be served to all departments and committees to complete future plan of action 2022-23 by 31st may 23

Criteria 6: To prepare questionnaire on structured feedback from the institution by May.

Agenda 3 Feedback Analysis

Resolution: FA on curriculum form to be circulated on 9th May 2023

Structured feedback analysis committee formed

Members:

1. L.J. Neken Jamir (Convenor)
2. Dr. Limamanen (Member)
3. Ms Shilumongla
4. Ms Hotoni
5. Ms Nungsangtola

Agenda 4 Student Satisfaction Survey

Resolution: SSS form to be circulated on 13th May 2023

Agenda 5: Any other

Resolution

1. Action Plan for 2022-2024: To discuss about signing MoU with Better Life Foundation (NGO)
2. A meeting shall be convened with advisory boards committee and external IQAC members tentatively on June 2023
3. Meeting with alumni committee to be convened on 9th May 2023.

Action taken

1. Final list of criteria wise division of teachers is done and circulated.
2. Notice for future plan is served to the respective teachers.
3. Feedback prepared and shared with stakeholders.
4. Feedback analysis committee formed
5. Process of discussion has begun for MOU with better life foundation.



SAO CHANG COLLEGE
Tuensang-798612, Nagaland
Affiliated to Nagaland University, Lumami



NAAC Accredited

INTERNAL QUALITY ASSURANCE CELL

E-mail: iqacscctsg@gmail.com

website: www.saochangcollege.com

NO.SC/IQAC/INT-1/2017-18/_____

Dated Tuensang the 3rd May 2023

NOTICE

It is for information to all the members of Alumni committee and members of IQAC that, there shall be a meeting at 1.30 PM on 05.05.2023 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members of the concern committee are requested to attend the meeting without fail.

Agenda

1. Alumni association and its progress
2. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator
Sao Chang College

IOAC meeting with Alumni Committee

Date: 05-05-2023

Venue : Committee room

Members present :

- 1.Dr. Santosh Kumar Singh, Coordinator, IQAC
- 2.Mr.Akyuba Sangtam, member, IQAC
- 3.Mr.Dipak Nath , member, IQAC
- 4.Ms. Bendangla Sangtam, member, Alumni Committee
- 5.Ms.Tongpangkokla Chang, member, IQAC
- 6.Ms. K.Vidila Jing, member, IQAC
- 7.Dr.Aola Supong, member secretary, IQAC

Meeting Minutes:

Agenda 1: Alumni contribution

Resolution: Alumni committee will discuss about the Alumni contribution with Alumni association at the earliest and report to IQAC.

Agenda 2: Tenure ship of Alumni association office bearers

Resolution: With regard to tenure ship of office bearers, the Alumni committee shall suggest the association to reduce the tenure of holding the post for 3 (three) years.

Agenda 3: Maintenance of personal details of all alumni

Resolutions: (a) To create a WhatsApp group of 6th semester students (batch-wise and department wise) every year and share the link to outgoing students to join mandatorily. Notification shall be served accordingly at the earliest.

(b) With regard to registration, the Alumni committee shall resolve the matter with the college authority.

Agenda 4: Conduct of external audit

Resolution: The Alumni committee shall insist the Alumni association to conduct external audit for the period 2022-2023. External audit should be conducted every academic year.

Agenda 5: Alumni association office bearers to hold meeting with IQAC.

Resolution: Alumni committee shall request the office bearers of the association to hold meeting with IQAC after Golden Jubilee celebration tentatively in the month of August 2023.

Agenda 6: Alumni tracking/progression – all departments/faculty to carry forward WhatsApp group of 6th semesters.

Resolution: Notification will be served to all departments in this matter.

Any other: Nil/-

Action taken

1. Not reported to IQAC about Alumni contribution.
2. It's decided to have 3 years tenure for association.
3. All the departments have been informed to creat WhatsApp group to track their students.



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Dated Tuensang the 10th may 2023

NOTICE

It is for information to all the members of IQAC that, there shall be a meeting at 1.30 PM on 12.05.2023 to discuss the progress of the committee. The meeting will be in the IQAC office.

All the members of are requested to attend the meeting without fail.

Agenda

1. NAAC sponsored workshop
2. Any Other

(DR. SANTOSH KUMAR SINGH)

IQAC Coordinator

Sao Chang College

IOAC meeting

Date: 12- 05 -2023

Venue : Committee room

Members present :

1. Dr. Santosh Kumar Singh, Coordinator, IQAC
2. Mr.Akyuba Sangtam, Member, IQAC
3. Mr.Dipak Nath , Member, IQAC
4. Ms.Tongpangkokla Chang, Member, IQAC
5. Dr.Aola Supong, Member secretary, IQAC

Review of previous meeting: Previous meeting minutes were reviewed

Agenda for discussion: NAAC sponsored workshop

Resolutions:

- (a) Proposal to organize a state level Seminar (sponsored by NAAC) tentatively in the month of April 2024
- (b) Theme of the Seminar will be 'NEP 2020' and Prof. Dipak Sinha (Nagaland University) will be consulted for the same by the coordinator
- (c) Workshop proposal will be submitted to NAAC in the month of November 2023

Any other : Nil/-

Action taken: The process is yet to begin.