

**GOVERNMENT OF ARUNACHAL PRADESH**  
**DONYI POLO GOVERNMENT COLLEGE**

KAMKI, AALO, DIST. WEST SIANG, ARUNACHAL PRADESH, INDIA  
(Re-accredited by NAAC with B Grade, Dated: 05<sup>th</sup> of May, 2014)  
Website: [www.dpgc.ac.in](http://www.dpgc.ac.in) , Email: dpgckamki@gmail.com  
Phone/Fax:.....

No. ....

Dated: 29<sup>th</sup> May, 2019

**Minutes of the Meeting**

A meeting was held on 29<sup>th</sup> May, 2019 in the Internal Quality Assurance Cell (IQAC) Office to discuss the AQAR preparation, Self-Study Report (SSR) and plan of action for next academic session & the same to be tabled for discussion on next staff council meeting. After a prolong discussion, the following point were resolved.

1. Since 2014, the college has not submitted any AQAR. Therefore, AQAR for every year has to be prepared and the same has to be uploaded to website as well as submit it to NAAC within the month of June 2019.
2. SSR should be completed on or before mid of July 2019.

**Plan of action for next academic session to be tabled for discussion on next staff council meeting 2019 – 20:**

1. Conduct of Inter – Departmental seminar by IQAC, tentative date September 20<sup>th</sup> to 30<sup>th</sup> of 2019
2. Installation of first aid box in administrative block, department of Commerce and all the hostels.
3. Conduct of workshop on entrepreneurship, tentative date 10<sup>th</sup> to 20<sup>th</sup> October 2019.
4. Conduct of Internal audit for academic and administrative audit. Tentative date November 20<sup>th</sup> to 30<sup>th</sup> of 2019.
5. Construction of mini children park.
6. Computer class for teaching and non – teaching staff in the month of August 2019.
7. Initiation of Principal Meritorious Awards and felicitation of departmental toppers in the eve of fresher's meet.
8. Students' Help desk, during the admission time.
9. Office setup of Students' Grievance Cell.
10. Formation of library management committee.
11. Monthly display of best library users for students and teachers.
12. Revival of wall magazine under the aegis of literary cell.
13. Arrangement of mini kitchen, initiated by women's cell.
14. NIRF enrollment.
15. Installation of notice boards for all cells.
16. Campus map
17. Installation of street solar lightings.

18. Exemption of college admission fees for 3<sup>rd</sup> & 5<sup>th</sup> semester for toppers of semester (excluding university fees).
19. Preparation of 6 no. of NAAC certificate scroll.

The Following members of IQAC were present during the meeting:

Name of the Members

Signature

1. Dr. Teshi Sohang. Coordinator
2. Dr. Doge Ngomdir. Member
3. Ms. Nyaja Tesia. Member
4. Mr. Sange Tsering. Member

*Handwritten signatures and dates:*  
1. Dr. Teshi Sohang: *Teshi Sohang*, 31-05-2019  
2. Dr. Doge Ngomdir: *Doge Ngomdir*, 31/05/2019  
3. Ms. Nyaja Tesia: *Nyaja Tesia*, 31/5/19  
4. Mr. Sange Tsering: *Sange Tsering*, 31/5/2019

**COORDINATOR**  
**IQAC, DPG COLLEGE, KAMKI**

Copy to:

1. P.A to Principal for Information.
2. NAAC file.
3. IQAC file.