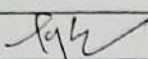
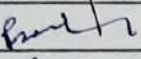
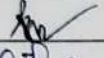
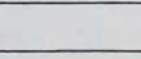


Proceeding of the Meeting held on 24/09/2017

Signatures of the members Present

Agenda

- (1) 
- (2) 
- (3) 
- (4) 
- (5) 
- 6/ 
- 7/ 
- 8/ 

- (1) President takes chair
- (2) Approval of the proceeding of the previous meeting
- (3) An analysis of the completed and remaining works.
- (4) A discussion of new projects / events to be undertaken
- (5) Vote of thanks

President and Principal of SEC, Dr. S. J. Malhotra takes chair to preside the meeting of IQAC core committee and asks IQAC coordinators to give an account of the activities undertaken by concerned departments.

The IQAC Coordinator reads the proceeding of the previous meeting and gave an account of all the activities which have been successfully completed and what remains

to be done. The proceeding was unanimously
approved by all the members.

A thorough discussion was held on the
upcoming tasks to be undertaken by
different departments. Accordingly the Coll-Committee
decided to organise the following programmes -

(1) Based on members' suggestions, it was decided
that a Quiz, debate and eloquent competition
should be organised on the occasion of
National Voter's Day.

(2) An interview with tribal king Bisanan
Singpho at Margherita, Assam by ICAE
Coordinator.

(3) A round table conference on "Indians
North-East and South-East Asia: The Ethnic
Connect" to be organised by ICAE in
collaboration with Center for South-East Asian
Studies, Gauhati University.

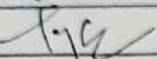
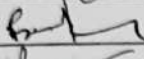
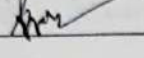
At the end, the coordinator offered his vote
of thanks.

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Proceeding of the meeting held on 08/01/2018

Signatures of the members present

- (1) 
- (2) 
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- (19)

AGENDA

- (1) President takes chair
- (2) Approval of the proceeding of the previous meeting
- (3) An analysis of the completed and remaining works
- (4) A discussion of new programmes to be undertaken
- (5) Vote of thanks

President and Principal of SCE, Dr. S. J. Mahanta takes chair to preside the meeting of IQAC Core Committee and asks IQAC coordinator to state about the activities undertaken by concerned department.

The IQAC coordinator read the proceeding of the previous meeting and gave an account of all the activities that have been conducted and what remains to be done. The proposal was accepted by all the members.

A discussion was held among members regarding installation of solar streetlight system in the campus as a part of clean energy process.

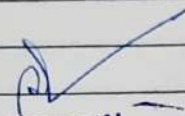
The T&AE coordinator informed the members that district administration has undertaken a project called "Soulful Sivalagar" under which streetlights will be installed in important locations within the ~~Sivag~~ Sivalagar town. He requested the clompesar (principal) to submit a proposal on behalf of the college to provide a few street lights within the campus.

The need for a workshop on office management for the office staff was emphasized by coordinator and accordingly a workshop was finalised entitled a Interpersonal Relationship and Record Keeping.

One of the members requested the authority to install few squareyard purifiers at different locations of the college as a measure of ~~pur~~ providing pure drinking water facility for the students.

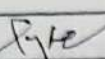
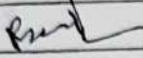
A proposal for constructing New Girls Hostel in the college campus was also discussed among the members.

At the end, the coordinator offered his vote of thanks.


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Proceeding of the meeting held on 16/05/2018

Signatures of the members Present

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- 5) 
- 6) 
- 7) 
- 8) 
- 9) 

AGENDA

- 1) President takes chair
- 2) Approval of the proceeding of the previous meeting
- 3) A discussion on various activities to be conducted during the academic session 2018-19.
- 4) Any other matters
- 5) Vote of Thanks

President takes chair and ~~says~~ asks IQAC coordinator to give an account of the implementation on various activities by concerned departments.

The IQAC coordinator informed the esteemed members that almost all the activities decided in the previous meeting have been successfully conducted by different departments. He thanked all the members for their cooperation in this regard.

A thorough discussion was held on the upcoming task to be undertaken by different departments of the college. It was decided the following programmes to be undertaken by the college during the period 2018-19:-

1) One day Literacy Programme in collaboration of Sahitya Academy.

2) Documentary Festival in association with Sibsagar Central Jail.

3) A workshop on Academic Audit.

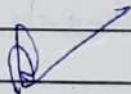
4) A workshop on Communication Skill Development for Non-Teaching Staff by English Department.

5) An Academic Discussion on Tax Planning by department of Accounting and Finance.

6) A motivational programme to be organised.

Also respective departments should continue with Programs on Numerical Ability Test, training programmes in CA firms and agricultural firms, Life Skill development programmes for benefit of SHG people, introduction of new courses as required, student exchange programmes etc.

At the end, coordinator offered vote of thanks.



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THE SIBSAGAR COMMERCE COLLEGE

(Re Accredited by NAAC with B Grade, 2015)

P.O. & Dist. Sivasagar, Assam- 785640

Estd. : 1969

E-mail: principalsec@yahoo.com

Ref. No. SCC/S/.....

Date 24 / 09 / 2017

Action Taken Report of IQAC Meeting Held on 24/09/2017

Plans	Actions Taken
A quiz, debate and eloquent competition to be organised on the occasion of National Voter's Day	Organised successfully by IQAC
An interview with the Tribal King BisananSigpho at Margherita, Assam	Done Successfully by IQAC Co-ordinator
A Round Table Conference on 'India's North-East and South-East Asia: The Ethnic Connect'	Conducted successfully by IQAC in collaboration with Centre for South-East Asian Studies, Gauhati University

Dr. P.N. Sharma
IQAC Coordinator
Sibsagar Commerce College

Dr. Saumar Jyoti Mahanta
Principal
Sibsagar Commerce College

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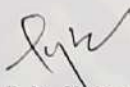
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Date. 08 /01 /2018

Action Taken Report of IQAC Meeting Held on 08/01/2018

Plans	Actions Taken
Installation of Solar Street lights under the project of 'Soulful Sivasagar'	Completed with the help from Sivasagar District Administration
A Workshop on Office Management for the office staff	A weeklong workshop on 'Interpersonal relationship and Record keeping' was successfully organised
Installation of Aqua guard Purifiers	Done
Proposal for constructing New Girls Hostel	The process has started


Dr. P. N. Sharma
IQAC Coordinator
Sibsagar Commerce College
Sivasagar, Assam


Dr. Saumar Jyoti Mahanta
Principal
Sibsagar Commerce College
Sivasagar, Assam
PRINCIPAL
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E-mail: principalscc@yahoo.com

Ref. No. SCC/S/.....

Date 16 / 05 / 2018

Action Taken Report of IQAC Meeting Held on 16/05/2018

Plans	Actions Taken
Literacy Programme	Could not be done
Organising a Documentary Festival	Could not be done
Introduction to Financial Planning for students	Done by Career Counselling Cell
A workshop on Communication Skill Development for Non-Teaching Staff	Could not be done
An Academic Discussion on Tax Planning	Could not be done

Dr. P. N. Sharma

IQAC Coordinator

Sibsagar Commerce College

Dr. Saumar Jyoti Mahanta

Principal

Sibsagar Commerce College

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