

**Minutes of Meeting of IQAC held on the 8th May 2023 at 2.00. PM in the Conference Room,
Synod College**

Members present: All the members of IQAC except for one member, were present in the meeting and their names have been duly recorded in the Attendance Sheet.

Apologies: were accepted from absent member, Shri Vincent Pala (MP, Lok Sabha, Govt of India) who had to attend to other pressing engagements.

The Meeting was chaired by the Principal, Dr R.M.Lyngdoh who welcomed the members, after which Rev S.S. Majaw, President, Governing Body said a word of prayer before the start of the formal proceedings.

The Minutes of the last meeting held on the 30th September 2022 were placed before the House and the same were confirmed.

Agenda:

1. **NAAC Updates:** The Coordinator, IQAC apprised the House of the latest update in the process of its A&A submission:
 - SSR was accepted by NAAC Bengaluru on the 28th February 2023
 - DVV process was initiated on the 7th March 2023
 - After re-clarification of certain issues the DVV was resubmitted on the 15th April 2023 and passed the Pre-Qualifying process on the 8th May 2023.
 - Students' response to SSS = 16% students responded to the NAAC survey
2. **Presentation of IQAC activities for the last five years:** The coordinator presented the IQAC activities and initiatives to the House and sought for suggestions/clarification from the members. The members made relevant and pertinent recommendations that have been duly incorporated into the PPT:
 - Re-phrasing of certain points in the slides
 - Projecting our students as being at par with the best in the world by highlighting the achievements of some of our alumni and present students.

With no other business to discuss, the meeting was closed with a vote of thanks from the Chair.

Dr.R.M.Lyngdoh
Chairperson


Dr. G. Lyngdoh
Coordinator, IQAC
Co-ordinator,
IQAC, Synod College, Shillong.

Minutes of Meeting of IQAC held on the 18th August 2023 at 1:00 P.M in the Conference Room, Synod College

Members present: 12 members were present in the meeting. Attendance sheet is attached herewith.

Apologies: were accepted from absent members.

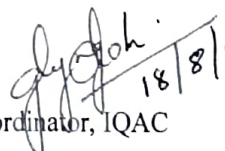
The meeting was chaired by the Principal, Dr R.M.Lyngdoh, who welcomed the members, after which the President of the Governing Body, Rev.S.S. Majaw, opened the meeting with a prayer.

Agenda discussed:

1. The Principal formally shared about the 4th cycle NAAC grading(A+ with CGPA of 3.28) and the Peer Team Report of the last NAAC visit which took place on the 25th and 26th July 2023. He congratulated and thanked the IQAC for their contribution and role in this great achievement.
2. Review of Peer Team Report (PTR): The Peer Team Report was discussed in detail by the Coordinator of IQAC. Based on the report, the following recommendations were made by the House to further improve quality assurance practices in the college:
 - (i) The college will make all out efforts to promote quality research by encouraging all teachers to publish at least two papers per year in high impact factor journals.
 - (ii) Teachers will also be encouraged to write proposals for projects.
 - (iii) Data of students progressing to higher studies and job placements will be systematically maintained.
 - (iv) Explore options of conducting Job Melas and increased placement drives in the campus.
 - (v) Phase-wise exploration of MOU/Collaborations with universities/ Industrial and corporate houses to facilitate internship, apprenticeship and placement.
3. Future plans:
 - (i) The IQAC will prepare a road map for the college for the next five years, in consultation with the management. In this regard, a sub-committee may also be constituted to formulate working strategies and look into the implementation of recommendations given in the Peer Team Report.
 - (ii) All departments will be asked to formulate their own department plans for the next five years, which will be in alignment with the overall vision and mission of the college while keeping in view the need for an individual approach which will be relevant to their specific needs and context.
4. The following suggestions were also made by the house:
 - (i) To incorporate physical education into the curriculum of the college in the next three years.
 - (ii) To tap into the solar mission Scheme offered by the government.
 - (iii) To put in place a health package for the staff and teachers in the coming years.

With no other matter to discuss, the meeting closed with a vote of thanks from the Chair.

Principal


Coordinator, IQAC