



**THOMAS JONES SYNOD COLLEGE, JOWAI**  
**WEST JAINTIA HILLS DISTRICT, MEGHALAYA**  
**Regn. No. SR/TJSCJ-80/97 of 1997**  
**Internal Quality Assurance Cell (IQAC)**  
**NAAC Accredited 'B' Grade**



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**Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 9<sup>th</sup> March, 2023 at 11:00 in the Principal's Room.**

**Members Present:**

1. Dr. D.G. Lyngdoh	Principal and Chairman
2. Smt. C. Bapui	Coordinator IQAC
3. Elder B.N. Lamare	Management Representative
4. Shri O. Lamin	Representative Local Society
5. Shri P. Nongdu	Representative Stakeholder
6. Smt. L Lytan	Vice Principal
7. Smt. E.N. Lamare	Office Superintendent
8. Smt. T. Bareh	Librarian
9. Shri. M.J. Lamare	Member
10. Shri W. E. H. Lamin	Member
11. Smt R.M. Khonglah	Member
12. Smt. U.G. Lamare	Member
13. Smt. L. E. Langstang	Member
14. Shri L. Ryngkhlem	Member
15. Shri F. Lamare	Alumni
16. Smt. Trewasara Hadem	Student Nominee
17. Shri. Tremidaki Dkhar	Student Nominee

The Meeting was opened with a prayer by Smt. T. Bareh.

**Agenda :**

1. Confirmation of the minutes of the last meeting.
2. Matter Arising.
3. Resignation of Smt. L. E. Langstang as coordinator.
4. Formation of committees for SSR Criteria.
5. Suggestion for Best Practice of the college.
6. Visit of Dr. S.R. Lyndem regarding NAAC preparation.

**Confirmation of the Minutes of the last meeting:** The minutes of the last meeting were read and discussed after which it was confirmed.

**Matter Arising:**

1. The National Webinar was organised by the IQAC on the 1<sup>st</sup> November, 2022.
2. The IQAC organised a One Day Workshop on NAAC Accreditation on 10<sup>th</sup> February, 2023 and the reports were maintained by the IQAC Coordinator.

## **Agenda Discussed:**

1. **Resignation of Smt. L. E. Langstang:**Smt. L. E. Langstang submitted her resignation as the IQAC Coordinator due to health issues. Due to time constraint with the upcoming second cycle of NAAC, it was decided by the IQAC members to appoint Smt. C. Bapui as the Coordinator with post approval from the Governing Body.
2. **Formation of committees for SSR Criteria:** Dr. S. R. Lyndem, NAAC Consultant, RUSA, Govt. of Meghalaya, suggested that the IQAC should constitute various committees for SSR Criteria. Since there are seven criteria, there will be seven committees with one convenor and other members. The 7 (seven) criteria committees will collect the required data, documents and information to fulfill the criteria requirements. The following are the criteria, convenors and committee members.

### Criteria 1: Curricular Aspect

Convenor – Shri. L. Ryngkhlem

Members – Smt. B. Kharbithai, , Smt. R. Lapasam, Shri. S. Plain, Smt. R. Rymbai.

### Criteria 2: Teaching Learning and Evaluation

Convenor – Smt. R. M. Khonglah

Members –Shri H.K. Nongpluh, Smt J.E.Langstang, Smt A.M. Mawlong, Shri. F. M. Lyngdoh, Dr. K. Tariang.

### Criteria 3: Research Innovation and Extension

Convenor - Shri. W. E. H. Lamin

Members – Smt. I. Dkhar, Shri. E. M. Umlong, Shri. L. Dkhar, Smt. S. Dkhar, Shri. M. Tyngkan.

### Criteria 4: Infrastructure and Learning Process

Convenor – Smt. T. Bareh

Members – Smt. I. Kyriemmujat, Smt. R. Dkhar, Smt. E. N. Lamare, Shri. D. Challam

### Criteria 5: Student Support and Progression

Convenor – Shri. M. J. Lamare

Members –Smt. D. Lamare, Shri. M. Pachiang, Shri. D. M. Shanpru, Smt. R. Talang, Smt. S. Phawa.

### Criteria 6: Governance Leadership and Management

Convenor – Smt. U. G. Lamare

Members – Smt. R. D. Pariat, Smt. B. Bareh, Smt. N. O. Lyngdoh, Smt. D. E. Rymbai.

### Criteria 7: Institutional Values and Best Practices

Smt. C. Bapui and Smt. L. E.Langstang

The IQAC coordinator was suggested to call for a meeting to highlight on the requirements of different criterias.

A committee was also constituted to look into the matters related to RTI and the following are the selected members.

1. Dr. D. G. Lyngdoh - Principal
2. Smt. R. D. Pariat – Public Information Officer (PIO)
3. Smt. K. Ryngkhlem –Upper Division Officer (UDA)

- 3. Suggestion for Best Practice of the college:** The committee discussed on the selection of the best practices of the college which is a requirement for the Self Study Report (SSR). The committee suggested to consider 'Earn While you Learn' as the best practice which is an initiative of the library. The committee also advised the coordinator to find out other activities that may be used as the best practice by the college.
- 4. Visit of Dr. S.R. Lyndem regarding NAAC preparation:** Since the criteria committees were formed, it was suggested that Dr. S. R. Lyndem should be invited for a four-day workshop to sensitize on the various requirements for NAAC preparation.
- 5. AOB:**
- i) It was discussed that the principal should request the Jowai Municipal Board to provide a letter confirming that wastes from the college are collected by the municipal van.
  - ii) It was also suggested that a training may be organized for the cleaners and gardeners to sensitize on garbage collection (wet/dry), burning of wastes, etc.

The meeting ended with a prayer by Smt. R. M. Khonglah.



Dr. D. G. Lyngdoh,  
Principal,  
Thomas Jones Synod College, Jowai

Principal  
Thomas Jones Synod College  
Jowai



Smt. C. Bapui,  
IQAC, Coordinator,  
Thomas Jones Synod College, Jowai

Co-ordinator  
IQAC  
Thomas Jones Synod College  
Jowai