



INTERNAL QUALITY ASSURANCE CELL (IQAC)

St. Edmund's College

NAAC Accredited A

Affiliated to North Eastern Hill University

Recognized by the University Grant Commission under 2 (f) and 12 (B) of the UGC Act 1956

Awarded STAR STATUS COLLEGE (DBT, Govt. of India)

 iqac@sec.edu.in

 <http://sec.edu.in>

MINUTES OF THE MEETING OF IQAC MAIN BODY HELD ON 28th March 2026

TIME: 15:30 hrs

VENUE: Conference Room

The meeting of the **Internal Quality Assurance Cell (IQAC)** was held on **28 March 2026** under the chairmanship of the **Principal**. The members discussed the agenda items circulated earlier and the following resolutions were recorded

⇒ **Confirmation of Previous Minutes**

- Minutes of the last IQAC meeting, held on 9th August, 2026, were read out and duly approved by the members.

⇒ **Feedback Analysis**

- The IQAC Coordinator presented the analysis of feedback collected from Students, Parents, Alumni and Employees.
- The compiled feedback reports were reviewed and Action Taken Reports (ATR) based on the feedback were prepared and submitted to the Executive Committee (EC) for approval.
- Members emphasized continuous monitoring and timely implementation of feedback-based improvements.

⇒ **Institutional Audits**

- The IQAC informed the members that the following institutional audits have been initiated: Water Audit, Green Audit, Energy Audit, Waste Audit, Air Quality Index (AQI) Audit, Fire and Safety Audit, Sustainable Development Goals (SDG) Audit
- The reports from the concerned committees are awaited. IQAC will review the audit reports once submitted and prepare necessary recommendations.

⇒ **CURE 2.0 Programme**

- The College Undergraduate Based Research Engagement (CURE 2.0) programme has been initiated.
- Participation of 2nd and 4th semester students with a duration of one year with faculty mentors assigned.
- A total of 20 student research projects will be supported and two Research Coordinators are overseeing the programme.
- IQAC encouraged departments to actively mentor students and ensure timely progress of research projects.

Laitumkhrach, Shillong - 793003, Meghalaya, India



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⇒ College Journal - VERITAS

- The meeting reviewed the progress of the college journal: VERITAS - Edmund Journal of Multidisciplinary Research
- Application for e-ISSN is in process.
- Editorial Board has been formed.
- Identification and communication with reviewers are ongoing.
- Target date for publication: 25 April 2026.
- The editorial board will expedite reviewer confirmation and manuscript processing to meet the publication deadline.

⇒ PM-USHA Grants on Equity

- The IQAC discussed the infrastructure development under PM-USHA grants.
- Procured facilities include Atomic Absorption Spectrophotometer (AAS), Fourier Transform Infrared Spectrometer (FTIR), NanoDrop Spectrophotometer, HPLC, Animal Cell Technology facility, Digital LED screens, Drinking water facilities, Laptops and desktop computers
- Members suggested that the research instruments procured under Government grants should be made publicly accessible to researchers with the support of SECAA.
- IQAC will coordinate with the concerned office to develop a framework for access to research facilities.

⇒ Add-on Courses

- It was informed that Seven add-on courses are currently in progress.
- One add-on course is being conducted for St. Anthony's College.
- Departments were encouraged to expand interdisciplinary add-on courses and strengthen collaborative programmes.

⇒ Reconstitution of NAAC Committees

- The IQAC Director informed the members about the overhaul and restructuring of NAAC-related committees, including: Research & Publication Cell, College Journal Committee, CURE 2.0 Committee, Equity/Women Cell, Green Initiative Cell, Grievance Redressal Cell, Feedback Committee, Bioethics Committee, Internal Complaints Committee (ICC), Website Committee, Canteen Committee, Alumni Felicitation Committee
- Additionally: 14 Single Point of Contact (SPOC) coordinators have been appointed and 41 student clubs are currently active.
- Members appreciated the restructuring and recommended periodic review of committee activities.

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⇒ Roadmap to Autonomy

- The principal entrusted the IQAC with initiating preparatory work for institutional autonomy with emphasis on Preparation of Perspective Operational Plan, registration on the UTSAH portal with adoption of Professor of Practice
- IQAC will form a task group to prepare documentation required for autonomy.

⇒ Binary Accreditation

- The meeting noted that the NAAC portal for Binary Accreditation has not yet opened for submission of institutional data.
- IQAC will monitor the portal updates and begin preparatory documentation in advance.

⇒ Memorandum of Understanding (MoU)

- The members discussed exploring collaboration opportunities with international universities. IQAC will identify potential partner institutions and initiate discussions for academic and research collaborations.

⇒ AOB

- It was also mentioned that the College has conducted Mini Ideathon and Mega Ideathon for UG students sponsored by PRIME, Meghalaya. All together 78 ideas were exhibited by students
- The College has also organized Peace Harmony and Declaration with all religious stakeholders on occasion of World Social Work Day
- It was also informed to the members that the college has forwarded 7 Students project proposals to SCSTE, Meghalaya

The meeting concluded with a vote of thanks to and from the Chair

The attendance is appended

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ATTENDANCE OF IQAC MEETING held on 28th March 2026

Time: ~~2:00 PM~~ 3:30 PM Venue: Conference Room

SL NO	NAME	SIGNATURE
1	Br Sunil Britto	
2	Mr Sumit Deb	
3	Br Sameer Ferrao	
4	Dr V R Rao	
5	Mr Gaurav Bajaj	
6	Mr Charles Pyngrope	
7	Mr Ramesh Bawri	
8	Mr S Lyngdoh	
9	Dr Samrat Adhikari	
10	Mr Rajesh Dutta	
11	Dr Jasmine T Sawian	
12	Ms Finley E J Syngai	
13	Ms Eujunita Bamon	
14	Ms Minakshi Rawat	
15	Mr Sambuddha Das	
16	Dr (Br) Simon Coelho	
17	Mr Rajeev Chakravarty	

Director IQAC Chairman & Principal

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Prof Sumit Deb
 IQAC COORDINATOR
 St. Edmund's College
 Shillong - Meghalaya

Br Sunil Britto

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