

RAYBURN COLLEGE



(Autonomous, Accredited B++ Grade, 2.96 CGPA out of 4 by NAAC 2023)

Affiliated to M.U: No. MU/1-65/98/CDC/136:07.08.2012.

Recognized by UGC under Section 2(f) & 12(B) of 1956 Act: No.8-29/2015(CPP-I/C):23/04/2015.

BSF ROAD, GANGPIMUAL, LAMKA, CHURACHANDPUR, MANIPUR - 795 006, INDIA.

Email: admin@rayburncollege.ac.in

Website: www.rayburncollege.ac.in

Ref No. RBC/IQAC/2024/02

Dated: 21/10/2024

MEETING NOTICE

21/10/2024

Date: 22/10/2024

Time: 2:00 PM

Venue: IQAC office

You are, hereby, inform to attend a meeting of the Internal Quality Assurance Cell (IQAC) at the date, time and venue given above to discuss important matters related to the quality enhancement and assurance initiatives of our institution.

Agenda:

1. Review of AQAR (2022-23) submission process
2. Appointment of Criteria-in-Charges
3. Discussion on upcoming AQAR (2023-2024) processes due for 31st December, 2024
4. Any other business

Your participation is crucial for the effective functioning of IQAC.

Sd/-

Director
IQAC
Rayburn College

Copy to:

- i. All Concerned
- ii. Guard File

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Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

Tuesday, 22/10/2024

A meeting of the Internal Quality Assurance Cell (IQAC) of Rayburn College was held on Tuesday, 22nd October 2024 at 2:00 PM in the IQAC office.

Members present:

Rev. Dr. Khen P Tombing	- Principal
Kh Thianminlian Vaiphei	- Vice Principal
Lalnghaihawmi	- Director, IQAC
Dr Dorothy Lalneizo	- Asst. Director, IQAC
Dr Samuel G Ngaihte	- Registrar
Mercy Chingnunhoih	- Academic Dean
Dr Ginnehching Simte	- Assistant Professor
Emmanuel Lalneimawi Hmar	- Assistant Professor
Thangmuansang Guite	- Director, Tunnu Engineering & Consultancy
Langkhanpau Guite	- Local community leader

Leave of absence

Kamkholal Sitlhou (on leave)

S Muansangluai Ngaihte (on leave)

The meeting started with a welcome remark from the Principal. The Principal presented an overview of the issues to be discussed in the meeting.

Resolution No. 1:

The Director gave a brief report on the successful submission of AQAR (2022-23) on the 16th Oct 2024, and thank all the members for their cooperation during the process of submission.

Resolution No. 2:

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The IQAC team has started the preparation of AQAR (2023-24) which is due for 31st Dec. 2024. However, for faster and smoother collection of data and submission, the meeting resolved to form Criteria-in-Charges as under:

Criterion I In-charge: Mercy Chingnunhoih

Members: Ngaizakim, Hosea Lalremrout, Dr Niangpi Guite

Criterion II In-charge: Kimzalun

Members: K Lhingboi, Dr Siambiakmawi, Zamitlian Thangsing, Thanghmingliani

Criterion III In-charge: Dr Samuel G Ngaihte

Members: Pau lian thang

Criterion IV In-charge: Dr Ginnehching Simte & Cyndi Lalhmingmawi

Members: L Lhingzalam Haokip, Pausawnthang Gangte

Criterion V In-charge: K Thangliankhup

Members: Jambiakmuan Laingek, Puginlun, T Tawnkhansiam, Niangthianmawi

Criterion VI In-charge: Lalngaihawmi, Dr Dorothy Lalneizo, Kamkholal Sithhou

Criterion VII In-charge: Emmanuel Lalneimawi

Members: Khaigoulen Touthang, Mary Chiindeikim Simte, Livia Tinglianhui, Zenhoihmuan

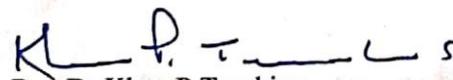
AISHE In-charge: S Muansangluai Ngaihte

The meeting also resolved that the IQAC Director will give out the appointment notice at the earliest.

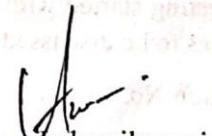
Resolution No. 3:

For timely submission of AQAR 2023- 24, each Criteria-in-Charges will submit the required data by 25th November 2024 which will be deliberated by the committee for any suggestions.

The Meeting ended with vote of thanks from the Chair.


Rev Dr Khen P Tombing

Principal


Lalngaihawmi

Director, IQAC

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Action Taken Report of the Meeting of the Internal Quality Assurance Cell (IQAC)

Tuesday, 22/10/2024

At 2:00 PM in the IQAC office

The following have been appointed as Criterion In-Charges and members for NAAC accreditation for the academic year 2024-2027 effective from 23rd October, 2024 as per Meeting Resolution No. 2 of the IQAC meeting, dated 22nd October 2024. Your expertise and commitment to excellence are invaluable to our institution.

Details of appointment-

Criterion I In-charge: Mercy Chingnunhoih

Members: Ngaizakim, Hosea Lalremrout, Dr Niangpi Guite

Criterion II In-charge: Kimzalun

Members: K Lhingboi, Dr Siambiakmawi, Zamitlian Thangsing, Thanghmingliani

Criterion III In-charge: Dr Samuel G Ngaihte

Members: Pau lian thang

Criterion IV In-charge: Dr Ginnehching Simte & Cyndi Lalhmingmawi

Members: L Lhingzalam Haokip, Pausawnthang Gangte

Criterion V In-charge: K Thangliankhup

Members: Jambiakmuan Laingek, Puginlun, T Tawnkhansiam, Niangthianmawi

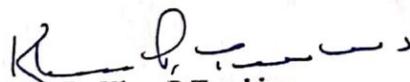
Criterion VI In-charge: Lalngaihawmi, Dr Dorothy Lalneizo, Kamkholal Sithhou

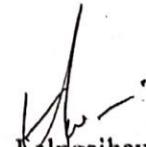
Criterion VII In-charge: Emmanuel Lalneimawi

Members: Khaigoulen Touthang, Mary Chiindeikim Simte, Livia Tinglianhoi, Zenhoihmuan

AISHE In-charge: S Muansangluai Ngaihte

Each Criterion In-Charge will work closely with the respective team members to ensure the successful preparation of the Self-Study Report (SSR) and Annual Quality Assurance Report (AQAR) in adherence to NAAC guidelines.


Rev Dr Khen P Tombing
Principal


Lalngaihawmi
Director, IQAC