MODEL CHRISTIAN COLLEGE
Internal Quality Assurance Cell
Minutes of the Meeting

Date: 27th September 2019
Time: 10:00 AM
Venue: Conference Hall

The following members were present:

	Name	Designation
1.	Mr. S.P. Francis	Managing Director
2.	Dr. Luke Rymbai	Principal & Chairman
3.	Dr. Nungshikokla Jamir	Vice Principal
4.	Mr. Albert Arucho	Administrator
5.	Dr. Vituo Belho	Local Society Representative
6.	Mr. Vikhoho Sothu	Dean of Students Welfare
7.	Mrs. Jamkhanmoi	Academic Dean
8.	Mrs. Kevileno Zao	Teacher Representative
9.	Ms. Nenggilhing Singson	Teacher Representative
10.	Mr. Graceson Mohobo	Office Superintendent
11.	Dr. Mhabemo Odyuo	Coordinator

The meeting was held in the Conference Hall under the Chairmanship of Dr. Luke Rymbai, Principal, Model Christian College. It started with a prayer pronounced by Mr. S.P. Francis, Managing Director.

Before the commencement of meeting, the IQAC Chairman Dr. Luke Rymbai introduced the members of IQAC induction of newly appointed IQAC coordinator Dr. Mhabemo Odyuo for the tenure 2019-2024.

The following items were taken up for discussion.

Agenda
1. Internal Assessment Examination (I.A.E.)
2. Academic Calendar
3. College Website

Agenda 1: I.A.E
After a thorough discussion on and a collective analysis of the IAE 70 marks, the members made the following changes, w.e.f. the next even semester 2019.

1. The total marks for IAE will be 30 marks, instead of 70 marks.
2. The duration for general papers will be 45 minutes and for honors, 90 minutes.
3. The above changes made for IAE will be further looked into after the routine for the conduct of the exam is formulated by the Academic Dean along with the Vice Principal and the Dean of Students Welfare.

Agenda 2: Academic Calendar

1. The date for Phoenix, which was earlier conducted on the 1st Saturday of August, was changed to the 2nd Saturday of August.
2. Parting Social would be held in March 2019.
3. To organize a science exhibition day, in which all the Science Departments of Model Christian College would take part and Model Higher Secondary School would be invited for the occasion.

Agenda 3: College website

The college website being not updated for quite some time, the administration of the college was asked to update it.

Recorder

Dr. Mhabemo Odyuo
Coordinator, IQAC
Model Christian College
Kohima : Nagaland