

OFFICE OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

Presidency College, Motbung, Manipur

MINUTES

Tuesday, 2nd July, 2025

A sitting of the constituent members of IQAC was held in the IQAC Office on 2nd July, 2025 at 1: 00 p.m. Chaired by the Principal, Dr. Sheikho hao Kipgen. The following are the decisions taken during the meeting.

Agenda item 1: College Foundation Day Celebration

i. The meeting finalized that the celebration would be organised in collaboration with PCTA. The date and time will be 10th July, 2025, 11: 00 a.m. in the college seminar hall.

ii. The theme for this year's Foundation Day will be "Celebrating Legacy, Embracing Future". The program will have two sessions, the first session will be the formal function and the session will include the entertainment session.

First session: Welcome speech from: PCTA- Dr. Onkholun Haokip, PCTA Chairman, Keynote Address by Principal, Dr. Sheikho hao Kipgen, Speech from Founding members of the college and alumni, felicitation and vote of thanks from IQAC, coordinator. The MC for the first session will be MS R.Riphina

Second session: Cultural performances and musical extravaganza from college students and teachers. The MC for the second session will be Ms Kimneithem Kipgen.

ii. Guest invitations:

Invitation letters to be drafted and sent by IQAC, coordinator to Founding members, Alumni's and former principals and teachers of the college.

iii. Budget: Budget proposals to be submitted to the Principal, Dr. Sheikho hao by the respective committee convenor on Tuesday, 8th July 2025.

iv. Committee formation: Various sub-committees were formed and the following are the convenors of the respective sub-committees. Members for the sub-committees will be drafted and notified.

➤ Reception & Stage beautification committee:

i. Dr. Paoginhang Lhouvum – Convenor

ii. Dr. Gaichuimeiliu Palmei- Co-convenor

➤ Refreshment committee:

i. Dr. T. Chongboi Haokip- Convenor

ii. Dr. Hatneilam Touthang – Co-convenor

➤ Cultural Committee:

i. Ronald K. Thangeo- convenor

➤ Sound & Publicity committee

i. Lunthang Hangshing – Convenor

ii. Satkhosei Lhouvum- Co-convenor

Agenda item 2: AQAR completion and submission

The meeting resolved that the AQAR online submission for AY 2022-2023 & 2023-2024, a request will be send to the secretary by the Principal, Dr. Sheikho hao.

Agenda 3: Social Service

The meeting also resolved that a social work to clean up the college campus be carried out jointly by NSS and Eco-Club on 8th July, 2025.

The meeting adjourned at 3:30 p.m and next meeting scheduled on Tuesday, 8th July, 2025 at 12: 00 p.m.

Members Present:

1. Dr. Sheikhohao Kipgen, Principal & Chairman, IQAC
2. Dr. Hoipi Haokip, Coordinator, IQAC
3. Paoginthang Lhouvum, Co-coordinator, IQAC.
4. Ronald K Thangeo, IT Nodal Officer & member
5. Haopu Lhouvum, ALUMNI, Convenor & member
6. Thomas Khongsai, PCTA, Secretary & member
7. Lunthang Hangshing, member
8. Dr. Hatneilam Touthang, member
9. Dr. T. Chongboi Haokip, member

Dr. Hoipi Haokip

Coordinator

Presidency College, Motbung

Copy to:

1. The Principal, Presidency College, Motbung & Chairman of IQAC.
2. Members of IQAC, Presidency College.