

**GARGAON COLLEGE**

ESTD: 1959

Re-accredited by NAAC with B Grade
Simaluguri - 785686, Sivasagar, Assam

E-mail: gargaoncollege@rediffmail.com www.gargaoncollege.org

Record No.:

Revision:

Date:

Page:

Minutes of Meeting

Date: 05/01/2017

Minutes of Meeting of IQAC-1

The meeting of IQAC was held on 05/01/2017 in golden Jubilee Hall. Dr. P.D. Gogoi, Principal was in chair who welcomed all the Committee members.

Minute No. 1: The committee has decided to prepare the academic calendar for the year 2017-2018 so that plan of action can be determined to enhance the quality of the teaching, learning and evaluation process.

Minute No. 2: In addition to the academic calendar, the committee has also elaborately discussed about the proposed workshops, seminar and other programmes which could be organised in the college for enhancing the quality of teaching, learning and evaluation process of the college and requested the departments to approach the funding agencies for the same.

Minute No. 3: The committee has decided to request the departments to bring notice to the IQAC about any discrepancies and shortcomings detected during period for further communication to the higher authority for resolving the problem.

At the end of the meeting the Principal thanked to all the members for their active participation in every aspect.

The meeting ended with the vote of thanks given by the Convener.

Dr. P. D. Gogoi
Principal & Chairman, IQAC
Gargaon College

Principal
Gargaon College
Simaluguri, Sivasagar (Assam)

Dr. P. K. Gogoi
Coordinator, IQAC
Gargaon College

Coordinator
IQAC
Gargaon College