



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE

**MINUTES OF MEETINGS
DEPARTMENT-WISE
2019-20**



Department of Assamese

Meeting No. 1

অসমীয়া বিভাগ
গড়গাঁও মহাবিদ্যালয়
শিমলুগুৰি, শিৱসাগৰ

জাননী

কাইলৈ ইংৰাজী ০৫-০৮-২০১৯ তাৰিখে এখন বিভাগীয় সভা আহ্বান কৰা হৈছে।
সকলো অধ্যাপক-অধ্যাপিকাক এই উপস্থিত থাকিবলৈ অনুৰোধ জনোৱা হ'ল।



বিভাগীয় প্ৰধান

অসমীয়া বিভাগ

বিভাগীয় অফিস-১ (২০১৯-২০ বর্ষ)

স্বার্থবিবরণী: ৫ জাগু, ২০১৯

১। আমি অনুষ্ঠিত বিভাগীয় অফিসে তলত
উল্লেখ করা দিগন্তেটা আলোচনা আঞ্চ
সিদ্ধান্ত গ্রহণ করা হয়।

২। নতুন সিদ্ধান্তের বাবে পৌরস্ব
সিদ্ধান্তের আঞ্চ কার্যকর।

৩। প্রকল্প বাস্তবায়ন দিগন্তে চুক্তির
আঞ্চ অনুষ্ঠিত করার সিদ্ধান্ত গ্রহণ

৪। বিভাগীয় সভা অফিসে প্রকল্প
সিদ্ধান্তের।

৫। ছাত্র-ছাত্রী স্বেচ্ছাসেবক দিগন্তে
সম্মত হইয়া স্বেচ্ছাসেবক স্বেচ্ছা
উল্লেখ দিগন্তে সিদ্ধান্ত গ্রহণ।

উল্লেখিত আঞ্চ

১। মিলনস্থল গৌরব

২। গৌরবীয় বক্তব্য

৩। অনুষ্ঠান পরিচালনা



অসমীয়া বিভাগ
গড়গাঁও মহাবিদ্যালয়
শিমলুগুৰি, শিৱসাগৰ

প্ৰতি

অধ্যক্ষ মহোদয়,

গড়গাঁও মহাবিদ্যালয়

বিষয় – বিভাগীয় সভাৰ কাৰ্যব্যৱস্থা গ্ৰহণৰ সম্পৰ্কে অৱগতকৰণ

মহোদয়,

যোৱা ০৫-০৮-২০১৯ বিভাগীয় সভাৰ সিদ্ধান্ত অনুসৰি পাঠ্যক্ৰম বিভাজন, প্ৰজ্ঞা সন্ধানী দিৱস
আয়োজন কাৰ্যকৰী কৰা হ' ল।



বিভাগীয় প্ৰধান

অসমীয়া বিভাগ

Meeting No 2

অসমীয়া বিভাগ
গড়গাঁও মহাবিদ্যালয়
শিমলুগুৰি, শিৱসাগৰ

জাননী

কাহিলৈ ইংৰাজী ৩০-০৯-২০১৯ তাৰিখে এখন বিভাগীয় সভা আহ্বান কৰা হৈছে।
সকলো অধ্যাপক-অধ্যাপিকাক এই উপস্থিত থাকিবলৈ অনুৰোধ জনোৱা হ'ল।



বিভাগীয় প্ৰধান
অসমীয়া বিভাগ

বিভাগীয় প্রাচীন-২
বঙ্গবন্দনবিভাগ

৩০, ৫৫শে মার্চ

আমি অত্রিক্ত অগ্রমীয়া বিভাগে
বিভাগীয় প্রাচীন ছাত্র-ছাত্রী সকলকে
অগ্রগতি স্বাক্ষর আহ্বান কৰা হয়।
তেওঁলোককে নিশ্চয়কালে শিক্ষা সূচক
আবেদন-পত্ৰ লিখি প্ৰাপ্ত
স্বাক্ষৰ মাৰ্গে তাক চালিকাৰি
হয়। প্রাচীন-সকলো-নিশ্চয়ক
অগ্রগতি সূচক প্ৰতিবেদন
প্ৰাচীন অগ্রগতি কৰা হয়।

উল্লেখিত স্বাক্ষৰ:



- ১। নীলমণি চেতিয়া
- ২। অধ্যক্ষ বঙ্গবন্দন
- ৩। কংজুন শাক্তিক

অসমীয়া বিভাগ
গড়গাঁও মহাবিদ্যালয়
শিমলুগুৰি, শিৱসাগৰ

প্ৰতি,

অধ্যক্ষ মহোদয়

গড়গাঁও মহাবিদ্যালয়

বিষয় – বিভাগীয় সভাৰ কাৰ্যব্যৱস্থা গ্ৰহণৰ সম্পৰ্কে অৱগতকৰণ

মহোদয়,

যোৱা ৩০-০৯-২০১৯ বিভাগীয় সভাৰ সিদ্ধান্ত অনুসৰি পাঠ্যক্ৰমৰ অগ্ৰগতি, গৃহকৰ্ম
প্ৰদান কাৰ্যকৰী কৰা হ'ল।

বিভাগীয় প্ৰধান

অসমীয়া বিভাগ



Department of English



DEPARTMENT OF ENGLISH
GARGAON COLLEGE
P.O. Simaluguri, Dist. Sivasagar (Assam)
Pin: 785686
Email:dept.of.english.gc @gmail.com

Date: 02/08/2019

Meeting No 1

NOTICE

A departmental meeting has been convened on 2nd August, 2019. All the faculty members are requested to attend the same without fail.

(Dr. Rashmi Rekha Saikia)
Head, Department of English
Gargaon College



DEPARTMENT OF ENGLISH
GARGAON COLLEGE
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Pin: 785686
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Minutes of Meeting - 1

Date: 2/08/2019

Minutes of 1st Meeting of the Department of English for the odd session, 2019-20

An offline meeting of the department of English was held on 2/08/2019.

The following members were present at the meeting:

Mr. Rajib Gogoi
Dr. Rashmi Rekha Saikia
Dr. Anjan Konwar
Dr. Jitu Saikia
Bitupal Borgohain
Shyamolima Saikia

Item No. 01 To discuss about the organizing popular talk programme

The head of the department Dr. Rashmi Rekha Saikia discussed about the necessity of organizing a popular talk programme with the faculty members. The members discussed the matter and it was decided that one of the faculty members of the Dept. Of English, Dibrugarh University shall be approached and invited as a resource person for the popular talk. Further, it was decided that the popular talk shall be based on course related topic.

Resolution No. 1 Resolved that a faculty member of the Dept. Of English, Dibrugarh University shall be invited as a resource person for the popular talk and the popular talk shall be based on course related topic.

Item No. 02 To discuss about preparation of routine and course distribution

The head of the department brought up the topic of preparation of routine and course distribution. After due discussion, the task of preparing the departmental routine was given to Dr. Jitu Saikia and the task of course distribution was taken by Dr. Rashmi Rekha Saikia. It was decided that the task of preparation of departmental routine and course distribution shall be completed within a week to facilitate smooth initiation of classes.



**DEPARTMENT OF ENGLISH
GARGAON COLLEGE**

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Resolution No. 2 Resolved that departmental routine and course distribution shall be completed within a week.

Dr. Rashmi Rekha Saikia
Head
Department of English



**DEPARTMENT OF ENGLISH
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Pin: 785686

Email:dept.of.english.gc @gmail.com

Action Taken Report -1

Date: 20/08 /2019

To,
The Principal,
Gargaon College

Sir,

As per decision of the departmental meeting held on 2/08/2019, the following actions have been taken:

1. Discuss about preparation of routine and course distribution.
2. The work of preparation of routine and course distribution were completed within a week.

Dr. Rashmi Rekha Saikia
Head, Dept. of English
Gargaon College



**DEPARTMENT OF ENGLISH
GARGAON COLLEGE**

P.O. Simaluguri, Dist. Sivasagar (Assam)

Pin: 785686

Email:dept.of.english.gc @gmail.com

Meeting No 2

Date: 14/10/2019

NOTICE

A departmental meeting has been convened on 16th October, 2019 to discuss matters pertaining internal assessment and conduct of seminar, viva voce calculation of attendance etc. All the faculty members are requested to attend the same without fail.

(Dr. Rashmi Rekha Saikia)
Head, Department of English
Gargaon College



DEPARTMENT OF ENGLISH
GARGAON COLLEGE
P.O. Simaluguri, Dist. Sivasagar (Assam)
Pin: 785686
Email:dept.of.english.gc @gmail.com

Minutes of Meeting - 2

Date: 16/10/2019

Minutes of 2nd Meeting of the Department of English for the odd session, 2019-20

An offline meeting of the department of English was held on 16/10/2019.

The following members were present at the meeting:

Mr. Rajib Gogoi
Dr. Rashmi Rekha Saikia
Dr. Anjan Konwar
Dr. Jitu Saikia
Bitupal Borgohain
Shyamolima Saikia

Item No. 01 To discuss about internal assessment and conduct of seminar, viva voce etc.

The head of the department brought up the topic of internal assessment for discussion and informed the members that the evaluation of answer scripts of the sessional examination should be completed by 24th of October, 2019. After due discussion, the different tasks such as conduct of seminar, viva voce, preparation and entry of internal assessment marks were distributed among the faculty members of the department. It was decided that all the tasks related to internal assessment shall be completed by 1st week of November.

Resolution No. 1 Resolved that the tasks related to internal assessment shall be completed by 1st week of November.

Item No. 02 To discuss about calculation of attendance

The head of the department brought up the topic of calculation of attendance of students as part of internal assessment. The head of the department and President of the meeting Dr Rashmi Rekha Saikia informed the members that the percentage of attendance of the three semesters of Arts, Science and Commerce should be prepared immediately. After due discussion, the work was distributed among the faculty members and the completion of the work within a week was emphasized.



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Resolution No. 2 Resolved that the work of calculation of attendance of the three semesters be completed within a week.

Dr. Rashmi Rekha Saikia
Head
Department of English



**DEPARTMENT OF ENGLISH
GARGAON COLLEGE**

P.O. Simaluguri, Dist. Sivasagar (Assam)

Pin: 785686

Email:dept.of.english.gc @gmail.com

Action Taken Report -2

Date: 20/08 /2019

To,
The Principal,
Gargaon College

Sir,

As per decision of the departmental meeting held on 2/08/2019, the following actions have been taken:

1. The date for the popular talk was fixed on 28th September, 2019. Dr. Meena Sharma, Assistant Professor of the Dept. Of English, Dibrugarh University was contacted and invitation sent to grace the programme as the Resource Person.
2. The work of preparation of routine and course distribution were completed within a week.

Dr. Rashmi Rekha Saikia
Head, Dept. of English
Gargaon College



Department of Geography

Meeting No 1



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Department of Geography, Gargaon College

Date: 09/08/2019

Notice

It is a general notice to all faculty members of the Department of Geography, Gargaon College, that a departmental meeting has been convened on 9 August 2019 in order to discuss the upcoming academic session from August to December 2019. The discussion will be on the distribution of course content, class load, and timely conduction of Sessional and seminar for the 1st, 3rd, and 5th semester honors students of Geography.

The meeting is scheduled for 10 am at the departmental office. All teachers are requested to attend the same.

Thank you

Aekh
(Dr. Dwijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

HoD, Department of Geography
Gargaon College



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Minutes of the Departmental Meeting

Date: 09/08/2019

Presence of Members

1. Dr. Dwijen Nath
2. Dr. Dilip Kumar Deka
3. Mrs. Monurama Phukan

Item No. 1: Discussion on the Distribution of Course Content and Class Load

The departmental meeting was convened to discuss the upcoming academic session from August to December 2019. The faculty members discussed the distribution of course content and class load for the 1st, 3rd, and 5th semester honors students of Geography. It was emphasized that the allocation should be balanced to ensure that all faculty members share the workload equally.

Resolution No. 1: The department resolved to distribute the course content and class load equally among all faculty members.

Item No. 2: Timely Conduction of Sessional Exams and Seminars

The faculty also discussed the importance of conducting sessional exams and seminars in a timely manner. The discussion included setting the question papers and assigning invigilation duties to ensure smooth execution of the exams.

Resolution No. 2: The department decided on a schedule for the sessional exams and seminars, ensuring that they are conducted punctually. Faculty members were assigned specific responsibilities for question paper setting and invigilation duties.

Aeek
(Dr. Dwijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

Meeting No 2



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Department of Geography, Gargaon College

Date: 22/08/2019

Notice

It is a general notice to the students of 1st, 3rd. and 5th semester students of the Department of Geography, Gargaon College the department has decided to conduct a District Level Students, Workshop on topics related to Geography.

The meeting is scheduled for 12 pm at the department. All students and faculty members are requested to attend the same.

Thank you

Aekh
(Dr. Daijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

HoD, Department of Geography
Gargaon College



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
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Minutes of the Departmental Meeting

Date: 22/08/2019

Presence of Members

1. Dr. Dwijen Nath
2. Dr. Dilip Kumar Deka
3. Mrs. Monurama Phukan

Item No. 1: Discussion on District-Level Student Workshop

The Department of Geography at Gargaon College conducted a meeting on 22nd August 2019 to discuss the organization of a District Level Student Workshop to be conducted in 21/09/2019. The workshop will include topics related to Geography, aiming to involve students from the 1st, 3rd, and 5th semesters.

Key Points Discussed:

- The theme of the Workshop: Topics related to Geography.
- Inclusion of all students from the Geography department within the Sivasagar district of Assam.
- Awareness and application of various geographical concepts and methodologies.

Resolution No. 1: The department resolved to conduct the District Level Student Workshop on a tentative date of 21st September, 2019.

Item No. 2: Planning and Logistics for the Workshop

Further discussions included logistical planning and the roles of faculty members in organizing and supervising the event. Emphasis was placed on collaborative efforts to ensure the workshop's success.

Resolution No. 2: The department decided on the specific responsibilities for faculty members, including coordinating with students, setting up the venue, and preparing the workshop schedule.

Aleeh
(Dr. Dwijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

Meeting No 3



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
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Department of Geography, Gargaon College

Date: 21/01/2020

Notice

It is a general notice to all faculty members of the Department of Geography, Gargaon College, that a departmental meeting has been convened on 21 January 2020 in order to discuss the upcoming academic session from January to July 2020. The discussion will be on the distribution of course content, class load, and timely conduction of Sessional and seminar for the 2nd, 4th, and 6th-semester honours students in Geography.

The meeting is scheduled for 10 am at the departmental office. All teachers are requested to attend the same.

Thank you

Aneek
(Dr. Davijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

HoD, Department of Geography
Gargaon College



গড়গাঁও মহাবিদ্যালয়
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Minutes of the Departmental Meeting

Date: 21/01/2020

Presence of Members

1. Dr. Dwijen Nath
2. Dr. Dilip Kumar Deka
3. Mrs. Monurama Phukan

Item No. 1: Discussion on the Distribution of Course Content and Class Load

The Department of Geography at Gargaon College convened a meeting on 21st January 2020 to discuss the upcoming academic session from January to July 2020. The main focus was on the distribution of course content and class load for the 2nd, 4th, and 6th semester honours students.

Key Points Discussed:

- Ensuring a balanced distribution of course content among faculty members.
- Equitably assigning class loads to maintain teaching efficiency and quality.

Resolution No. 1: The department resolved to distribute the course content and class load evenly among all faculty members, ensuring no single member is overburdened.

Item No. 2: Timely Conduction of Sessional Exams and Seminars

The faculty discussed the importance of conducting sessional exams and seminars in a timely manner. Discussions included setting the schedule for sessional exams, preparing question papers, and assigning invigilation duties.

Key Points Discussed:

- Scheduling of sessional exams for the 2nd, 4th, and 6th semesters.
- Preparation and timely submission of question papers.
- Assignment of invigilation duties to ensure smooth conduct of exams.

Resolution No. 2: The department decided to adhere to a strict schedule for the sessional exams and seminars. Faculty members were assigned specific roles for paper setting and invigilation duties to ensure timely and effective execution.

Aeek
(Dr. Dwijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

Meeting No 4



গড়গাঁও মহাবিদ্যালয়
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Department of Geography, Gargaon College

Date: 3/04/2020

Notice

It is a general notice to all faculty members of the Department of Geography, Gargaon College, that a departmental meeting has been scheduled for April 3, 2020, in the departmental office. The agenda includes discussions on the distribution of marks and internal assessments for students, as well as planning celebratory days and other academic initiatives aimed at enhancing student performance in the upcoming examinations. Additionally, we will address the timely organization of sessional exams and seminars for 2nd, 4th, and 6th-semester honours students in Geography.

The meeting is scheduled for 10 am at the departmental office. All teachers are requested to attend the same.

Thank you

Aeeh
(Dr. Dwijen Nath)
Head
Geography Dept.
Gargaon College
Date.....

HoD, Department of Geography
Gargaon College



গড়গাঁও মহাবিদ্যালয়
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Minutes of the Departmental Meeting

Date: 3/04/2020

Presence of Members

1. Dr. Dwijen Nath
2. Dr. Dilip Kumar Deka
3. Mrs. Monurama Phukan
4. Dr. Rituraj Neog

Item No. 1: Discussion on Distribution of Marks and Internal Assessments

The Department of Geography at Gargaon College held a meeting on 3rd April 2020 to discuss several academic matters. The primary topic was the distribution of marks and internal assessments for students.

Key Points Discussed:

- Establishing a fair and transparent system for internal assessments.
- Methods to ensure consistent and equitable grading across different courses and faculty members.

Resolution No. 1: The department resolved to adopt a standardized rubric for internal assessments to ensure fairness and consistency in the distribution of marks.

Item No. 2: Planning Celebratory Days and Academic Initiatives

The faculty discussed planning celebratory days and other academic initiatives aimed at enhancing student performance in the upcoming examinations.

Key Points Discussed:

- Organizing events that foster a positive academic environment.
- Initiatives to motivate students and encourage academic excellence.

Resolution No. 2: The department decided to organize celebratory days such as Geography Day and to implement additional academic support initiatives, including workshops and guest lectures.

Aeeh
(Dr. Dwijen Nath)
Head
Geography Dept.
Gargaon College
Date:.....

All Action Taken Report 2029-20



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
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ACTION TAKEN REPORT OF DEPARTMENT OF GEOGRAPHY, 2019-20

In accordance with the resolutions passed in the Department of Geography meeting on 9th August, and 22nd August, 2019, the following actions have been carried out:

1. The course content and class load have been distributed equally among all faculty members for the 1st, 3rd, and 5th semester honors students. This ensures a balanced workload for all faculty members and enhances the efficiency of teaching.
2. The sessional exams and seminars have been conducted according to the established schedule. Specific responsibilities for question paper setting and invigilation duties were assigned to faculty members, ensuring the smooth execution of these academic activities.
3. The District Level Student Workshop was successfully conducted on 21st September, 2019. The workshop included topics related to Geography and involved students from the 1st, 3rd, and 5th semesters from the Geography department within the Sivasagar district of Assam. This event raised awareness and demonstrated the application of various geographical concepts and methodologies.
4. Specific responsibilities for faculty members were assigned and executed effectively. Faculty members coordinated with students, set up the venue, and prepared the workshop schedule. This collaborative effort ensured the workshop's success.
5. Logistical planning for the workshop was carried out as discussed. All necessary arrangements, including venue setup, scheduling, and student participation coordination, were completed to facilitate a smooth and successful event.

Heeh
(Dr. Daijen Nath)
Head
Geography Dept.
Gargaon College
Date.....



Department of Statistics

DEPARTMENT OF  STATISTICS


GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 01-08-2019

Notice

A Departmental meeting is called on **02-08-2019 at 2 p.m.** to discuss some academic matters.
All the faculty members are directed to attend the meeting on time.


(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)
HoD, Statistics

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 02-08-2019

MINUTES OF MEETING -1

Date: 2nd August, 2019

Presence of the Members:

1. Dr. Ranjana Gogoi, HoD Statistics
2. Ms. Bornali Dutta, Assistant Professor of Statistics

Item No. 1: To discuss Departmental Routine and Academic Calendar.

Dr. Ranjana Gogoi initiated a meeting to discuss the preparation of departmental routine and allotment of classes to teachers based on the central routine. Dr. Gogoi also discussed the preparation of the Academic Calendar based on the Dibrugarh University Academic Calendar.

Resolution No. 1: Resolved that the Departmental routine and allotment of classes will be made available as soon as the central routine is made available by the College Routine Development Committee. It is also resolved that a departmental academic calendar will be prepared based on the Dibrugarh University Academic Calendar.

Item No. 2: To discuss the course/ syllabus distribution for the B.Sc 1st, 3rd and 5th Semester Courses.

The Head of the Department discussed the syllabus distribution for the Odd Semester Courses.


Resolution: No. 2: Resolved that the course distribution for the Odd Semester (2019) syllabus will be done by the HoD.

Item No. 3: To discuss the Preparation of the Teaching Plan.

Dr. Ranjana Gogoi asked the faculty members to prepare individual teaching plans for the academic session from August, 2019 to December 2019.

Resolution No. 03

Resolved that individual teaching plans will be prepared within a week.


(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)

HoD, Statistics

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 06-8-2019


ACTION TAKEN REPORT-1

To
The Principal
Gargaon College

Sir,

As per the decision of the Department meeting held on **2nd August 2019**, the following actions have been taken.

1. The Departmental routine has been prepared and allotment of classes to teachers based on the central routine has been made.
2. The Departmental Academic Calendar was prepared based on the Dibrugarh University Academic Calendar.
3. The course distribution for the **Odd Semester (2019)** syllabus has been completed.
4. Faculty-wise individual teaching plan has been prepared.


(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)

HoD, Statistics

DEPARTMENT OF  STATISTICS

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
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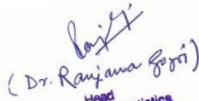
Date: 14-10-2019

NOTICE

A Departmental meeting is called on **15-10-2019 at 2 pm** to discuss the following agenda.

All the faculty members are directed to attend the meeting on time.

Agenda: i) Date for Seasonal Examination.



(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)

HoD, Statistics

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 15-10-2019

MINUTES OF MEETING

Date: 15-10-2019

Presence of the Members:

1. Dr. Ranjana Gogoi, HoD Statistics.
2. Ms Bornali Dutta, Assistant Professor of Statistics.

Item No. 1: To discuss organizing sessional examination for the 1st, 3rd and 5th semester (Hons and generic) students.

Dr. Ranjana Gogoi asked the faculty members to fix the sessional examination date.

Resolution No. 1: Resolved that sessional examination will be held from 21st October to 25th October, 2019.



(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)

HoD, Statistics

DEPARTMENT OF  STATISTICS

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 30.10.2019

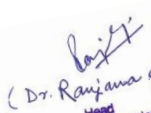
ACTION TAKEN REPORT

To
The Principal
Gargaon College

Sir,

As per the decision of the Department meeting held on **15.10.2019** the following actions have been taken.

1. Sessional examination of B.sc 1st, 3rd & 5th Semester was held on 21st October to 25th October, 2019.


(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)
HoD, Statistics

DEPARTMENT OF  STATISTICS

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 14-05-2020

Notice

A Departmental meeting is called on **16-05-2020 at 2 p.m.** to discuss student's seminars, class tests and group discussions. All the faculty members are directed to attend the meeting on time.



(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)
HoD, Statistics

GARGAON COLLEGE

P.O. : SIMALUGURI; DIST.: SIVASAGAR; ASSAM - 785686
Email ID: statistics.gargaoncollege2020@gmail.com

Date: 16-05-2020

MINUTES OF MEETING

Date: 16th May, 2020

Presence of the Members:

1. Dr. Ranjana Gogoi, HoD Statistics.
2. Ms Bornali Dutta, Assistant Professor of Statistics.

Item No. 1: To discuss about conducting a student seminar for the Hons and Generic students.

The Head called the faculty members to organize student seminars in the department for internal evaluation. The members discussed the matter and decided to organize a student seminar.

Resolution No. 1: Resolved that a student seminar in the department would be organized as per syllabus- related topics.

Item No. 2: To discuss conducting online MCQ class test and sessional examination.

Dr. Ranjana Gogoi asked the faculty members to regularly conduct class tests.

Resolution No. 2: Resolved that class tests would be organized weekly.



(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)

HoD, Statistics

GARGAON COLLEGE

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Email ID: statistics.gargaoncollege2020@gmail.com

Date: 16-05-2020

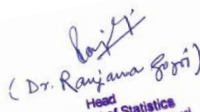
ACTION TAKEN REPORT

To
The Principal
Gargaon College

Sir,

As per the decision of the Department meeting held on 16th May 2020, the following actions have been taken.

1. Student seminar will be organized in the first week of June.
2. The concerned course teacher organized MCQ class tests weekly.



(Dr. Ranjana Gogoi)
Head
Department of Statistics
Gargaon College, Simaluguri

(Dr. Ranjana Gogoi)

HoD, Statistics

