



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE

**MINUTES OF MEETINGS
STAFF MEETING
2020-2021**

Notice of Meeting

অধ্যক্ষৰ কাৰ্যালয় : গড়গাঁও মহাবিদ্যালয় : শিমলুগুৰি

তাৰিখ: ০৩/১১/২০২০

জ্ঞানী

ইয়াৰ দ্বাৰা মহাবিদ্যালয়ৰ সমূহ শিক্ষক-শিক্ষয়িত্ৰীকে জনোৱা যায় যে, তাহা ০৪/১১/২০২০ তাৰিখে দিনৰ ১:০০ বজাত মহাবিদ্যালয়ৰ শৈক্ষিক ভৱনত এখন জৰুৰী সভাৰ আহ্বান কৰা হৈছে। সেয়েহে মহাবিদ্যালয়ৰ সকলো শিক্ষক-শিক্ষয়িত্ৰীকে যথা সময়ত উক্ত সভাত উপস্থিত থাকিবলৈ জনোৱা হ'ল।

Handwritten signature and date: 03/11/2020

(ড° সব্যসাচী মহন্ত)

অধ্যক্ষ

গড়গাঁও মহাবিদ্যালয়।

অধ্যক্ষ

গড়গাঁও মহাবিদ্যালয়
শিমলুগুৰি, শিৱসাগৰ, অসম

Minutes of Meeting

GARGAON



COLLEGE

ESTD: 1959

Simaluguri - 785686, Sivasagar, Assam

E-mail: gargaoncollege@rediffmail.com

Reaccredited by NAAC with B Grade

Tel & Fax: 03772-252251

www.gargaoncollege.org

Fax: 03772-252251

Proceeding of the Staff Meeting No. 05/2020

Held on : 04 /11/2020
Venue : Academic Gallery, Gargaon College
Time : 01:00 PM

At the beginning of the meeting Principal, Dr. Sabyasachi Mahanta welcomes everyone. The agenda of the meeting is to discuss about the academic development strategy of the college after the lockdown of Covid-19.

1. The Principal of the College requested all the teaching and non-teaching staff of the college to follow the Protocol of Covid-19. He also requested the faculties of the college to continue the online classes in addition to the routine classes of the college to develop an e-repository.
2. He requested all the HOD and faculty members to keep a close look of the status of attendance of the students and develop an action plan of the departments.
3. He has given emphasis on the results of the departments and requested all the HODs of the college to develop some sound policy measures to improve the results of the students.
4. He also requested the faculty members of the college to maintain Teachers Diary, develop course plan and class plan etc., at a regular basis.
5. He also suggested collecting individual appraisals from the teachers for teachers' profile.
6. The Principal of the college requested to develop e-contents for future education during some uncertain condition in the society.
7. He requested all the departments to initiate Teachers' Exchange Programme both at National and International level.
8. All the teachers are requested to donate a copy of their PhD Thesis, M.Phil Desertation to the library both in hard and soft.
9. All the teachers are requested to provide soft copy of their different achievements to the IQAC Coordinator at a regular basis.
10. The Vice-Principal of the college has pointed out about the Routine Management and requested to the HODs of all the departments to maintain a smooth routine to continue the classes.
11. Dr. Dilip kr. Deka, Associate Professor, Department of Geography has raised some difficulties relating to routine management and the same matter was discussed among different teaching faculties of the college. He has also pointed out some of the issue of COVID-19 Protocol.

At the end of the meeting, Principal, Dr. Sabyasachi Mahanta, requested all the members to cooperate in all the development activities of the college for its better future.

S. Mahanta
04/11/2020
(Dr. Sabyasachi Mahanta)
Principal
Principal
Gargaon College
Simaluguri, Sivasagar (Assam)

Minutes of Meeting



GARGAON

COLLEGE

ESTD: 1959

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Proceeding of the Staff Meeting No. 06/2021

Held on : 20 /04/2021
Venue : Academic Gallery, Gargaon College
Time : 01:00 PM
Agenda :

- 1) Internal Audit of Youth Festival
- 2) Academic discussion.
- 3) Book release Dr. Poli Konwar Mittal publication "Schedule Cast Education in Assam"

At the beginning of the meeting Principal, Dr. Sabyasachi Mahanta welcomes everyone. The principal

of the College has requested all the faculty members to focus on publication for NAAC assessment. Dr. Dilip Kr. Deka , co-coordinator organizing committee of Youth Festival 2020, Dibrugarh University

organize by Gargaon College has delivered the audit statement of the same. He has praised all staff of the college for their contribution innards the success of the Youth Festival. One minute pray for Late Binod Gogoi, Dr. K. J. Handikque has delivered the audit statement and distributed among the staff of the college. At lest he has praised all the female members of Gargaon College.

Dr. Boluram Das, one of the internal auditor has delivered his speech about the audit process and Challenges.

Dr. Dilip Kr. Deka, has prided all the contributors whoa have contributed in terms of kinds.

The Youth Festival committee has resigned after accepted of the audit statement by the staff.

The Principal has requested to the Head of the Departments to develop some study materials in both Soft and hard form by observing the COVID-19 situation.

The end of the meeting, Principal, Dr. Sabyasachi Mahanta, requested all the members to promotion issue , Sëminar , Workshop , Conference , Participation to maintain COVID protocol

(Dr. Sabyasachi Mahanta)
Principal

Signatures of Attendees

Staff Meeting		Date: 20/04/2021
①	Jatni Ch. Bosman	A
②	Ranjit Dutt	R
③	Dr. Chandakanya Gogoi	cd
4/	Dr. Biswadev Borkhater	B
5/	Nilakshi Chelie	Chelie
6/	Jaya Kharia	J
7/	Pranab Dandan	P
8/	Silpi Boudalai	S
9.	Dr. Ranjana Gogoi	R
10.	Dr. Anna Gogoi	A
11	Dr. Kabita Phukan	Phukan
12	Bonika Buragohain	B
13.	Monusama Phukan	M
14.	Mina Robidas	M
15.	Devayani Bakalial	Bakalial
16	Priyama Dehisi	P
17.	Dr. Ratna D.	R
18.	Shyamolina Sarke	S
19.	Dr. Rashmi Rekta Saitia	R
20	Dr. Meghali Bora	M
21.	Bideepat Borah	B
22.	Dr. Anjan Konwar	K
23	Maharanda Tamel.	T
24.	Dr. Durga Devi	D
25.	Rituraj Tamu	R
26.	Dr. Rakshit Patra	P
27.	Dr. Mintu Gogoi	G
28.	Dr. Minnal Ghosh	M
29.	Dr. Arun Mook	A
30.	Gaetan Gogoi	G
31.	Nityananda Gogoi	N

20/04/2021

32/	Sri Prasad Das	Prasad	
33/	Dr. Rimbhanwar Das	Rimbhanwar	
34/	PINKU Borgohain	Pinku	
35/	Rajib Das	Rajib	
36/	Lalit Das	Lalit	
37/	Arundha Narayan	Arundha	
38/	Yuvraj Gogoi	Yuvraj	
39/	Anil Tanti	Anil	
40.	Pr. Anam Patha	Anam	
41.	Dr. Saajit Saikia	Saajit	
42.	Nitipal Chulia	Nitipal	
43.	Janak Hazika	Janak	
44.	Dr. Balaram Das	Balaram	
45	Jayanta Sonowal	Jayanta	
46.	Dr. Manojmaji Gogoi	Manojmaji	
47.	D. K. Keli Konwar	Keli	
48.	Hanukrishna Mili	Hanukrishna	
49	Uday + Himan	Uday	
50.	Dr. Jitendra Kumar	Jitendra	
51,	Nurkut Ali	Nurkut	
52.	Dipak Gogoi	Dipak	
53.	Himank Jyoti Kalita	Himank	
54.	Dr. Pankaj Kumar Nath	Pankaj	
55.	Ms. Bernali Chutia	Bernali	
56.	Pakira Begum	Pakira	
57	Sabeen Sheikh Begum	Sabeen	
58.	Dr. Pashmi Datta	Pashmi	
59.	Pranab Das	Pranab	

