

**GARGAON COLLEGE**

ESTD: 1959

Re-accredited by NAAC with B Grade

Simaluguri - 785686, Sivasagar, Assam

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Minutes of Meeting

Date: 26/08/2017

Minutes of Meeting of IQAC-3

The meeting of IQAC was held on 26/08/2017 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 complete the A & A process within December, 2017 for 3rd cycle and all process to be completed in Nov- Dec window as per the new format

Minute No. 2: The committee has decided to prepare the SSR within October, 2017 so that the Accessment process can be completed within Nov- Dec window.

Minute No. 3: The cell has decided to inform the department so that they can prepare all necessary documents.

Minute No. 4: The individual member will see one criteria of SSR and a team will be constituted so that everything can be done within stipulated time.

Minute No. 4: The cell has decided to inform the teachers about A & A process through a staff meeting within a short period of time.

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
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