

**OFFICE OF THE PRINCIPAL :: GARGAON COLLEGE – SIMALUGURI**

**Minutes of Meeting : Academic Monitoring Committee**

Date: 06/09/2024

Venue: Golden Jubilee Hall, Gargaon College

Chaired by: Dr. Sabyasachi Mahanta, Principal

**Attendees:**

1. Dr. Sabyasachi Mahanta, Principal (Chairperson)
2. Dr. Rina Handique, Vice Principal
3. Mr. Diganta Konwar, Associate Prof. & HoD, Dept. of Physics
4. Dr. Surajit Saikia, IQAC Coordinator
5. Dr. Nilutpal Chutia, Institute Nodal Officer, SAMARTH
6. Dr. Pankaj Kumar Nath, Librarian
7. Mrs. Runjun Hazarika, Associate Prof., Dept. of Assamese
8. Dr. Kabita Phukan, Assistant Prof. & HoD, Dept. of Mathematics
9. Dr. Chandraditya Gogoi, Assistant prof. & HoD, Dept. of Geology

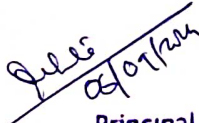
**Agenda:**

1. Monitoring of classes as per the master routine.
2. Analysis of the previous examination results.
3. Assessment of the ongoing mentorship programme.
4. Assessment of use of ICT classes

**Decisions Taken:**

1. The Academic Monitoring Committee shall monitor the classes according to the Master Routine of the college. Members are required to report any irregularities in class delivery by the faculty members to the Principal.
2. The committee assesses the result of the previous end-semester examination of all the departments of the college. The committee urges the faculty members through the HoDs to effectively deliver the mentoring sessions to the students so that they can perform better in the next semester examinations.
3. The committee also assesses the ongoing mentorship programme of the college. The mentorship reports of all the departments have been verified. The committee recommends all the HoDs to allot mentors to the fresher students and ensure continuous mentoring to the fresher mentees as they are onboarding to the NEP- FYUG programmes.
4. The committee examines the ICT class reports of previous semester submitted by the faculty members. The committee recommends all the HoDs to ensure the use of ICT enabled tools in teaching to make the teaching-learning process more effective.

The meeting ended with a vote of thanks from the Chairperson Dr. Sabyasachi Mahanta.

  
Principal  
Gargaon College  
Simaluguri, Sivasagar (Assam)

**OFFICE OF THE PRINCIPAL :: GARGAON COLLEGE – SIMALUGURI**

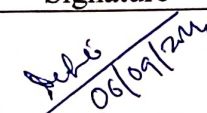


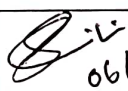
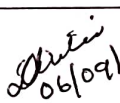
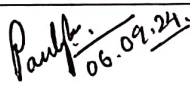
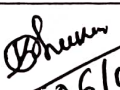

**Meeting of Academic Monitoring Committee**

Date: 06/09/2024

Venue: Golden Jubilee Hall, Gargaon College

Chaired by: Dr. Sabyasachi Mahanta, Principal

**Signature of the Attendees:**

Members	Signature
1. Dr. Sabyasachi Mahanta, Principal (Chairperson)	 06/09/2024
2. Dr. Rina Handique, Vice Principal	 06/09/2024
3. Mr. Diganta Konwar, Associate Prof. & HoD, Dept. of Physics	 06/09/2024
4. Dr. Surajit Saikia, IQAC Coordinator	 06/09/2024
5. Dr. Nilutpal Chutia, Institute Nodal Officer, SAMARTH	 06/09/2024
6. Dr. Pankaj Kumar Nath, Librarian	 06.09.24
7. Mrs. Runjun Hazarika, Associate Prof., Dept. of Assamese	
8. Dr. Kabita Phukan, Assistant Prof. & HoD, Dept. of Mathematics	 06/09/2024
9. Dr. Chandraditya Gogoi, Assistant Prof. & HoD, Dept. of Geology	 06/09/2024