

MINUTES OF MEETINGS
STAFF MEETING
2021-22

Notice of Meeting

অধ্যক্ষৰ কাৰ্য্যালয় : গড়গাঁও মহাবিদ্যালয় : শিমলুগুৰি

তাৰিখ:০১/০৯/২০২১

জাননী

ইয়াৰ দ্বাৰা গড়গাঁও মহাবিদ্যালয়ৰ সমূহ শিক্ষক-শিক্ষয়িত্ৰীকে জনোৱা যায় যে, অহা ০২/০৯/২০২১ তাৰিখে দিনৰ ১১:৩০ বজাত মহাবিদ্যালয়ৰ শৈক্ষিক ভৱনত শিক্ষকসকলৰ এখন সাধাৰণ সভা আহ্বান কৰা হৈছে। সেয়েহে সমূহ শিক্ষক-শিক্ষয়িত্ৰীকে উক্ত সভাত নিশ্চিতভাৱে উপস্থিত থাকিবলৈ জনোৱা হ'ল।

তাৰিখ: ০২/০৯/২০২১

সময়: দিনৰ ১১:৩০ বজাত

স্থান: শৈক্ষিক ভৱন

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অধ্যক্ষ

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গড়গাঁও মহাবিদ্যালয় শিমসুত্ৰি, শিৱসাগৰ, অসম

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 - MID HATE STATEMENT AND ONLINE CLASS & STATET कविवर्त्त् निषालीम भूवर्ती अकलक ब्लुब्स अला कर्ववरीन पाद्रकार्य कुमारेक
 - OFFLINE कार्रियान मुख्याब अल्लंड एडड महून दक्किया क्षामान नावड निवासिम मुख्यी अकतर जातुरवार्व द्याद
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 - निमिष्याच्या स्थाप्ताव एकारण अकारणाहुक वेषावाश्रिकण क्रमण्यानाक प्राप्ताव अकारणाहुक वेषावाश्रिकण क्रमण्यानाक प्राप्ताव क्रमण्या क्रम

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 - अभिन निवंत्रम क्षिति स्थानिक लेबेशक करिं।

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Notice of Meeting

অধ্যক্ষৰ কাৰ্যালয় : গড়গাঁও মহাবিদ্যালয় : শিমলুগুৰি

জাননী

ইয়াৰ দ্বাৰা মহাবিদ্যালয়ৰ সমূহ শিক্ষক-কৰ্মচাৰীকে জনোৱা যায় যে, কেইটামান গুৰুত্বপূৰ্ণ বিষয় সন্দৰ্ভত আলোচনা কৰিবলৈ অহা ০৪/০১/২০২২ তাৰিখে দিনৰ ১২:০৫ বজাত মহাবিদ্যালয়ৰ শৈক্ষিক ভৱনত এখন যুটীয়া সভাৰ আহ্বান কৰা হৈছে । সেয়েহে উক্ত সভাত সকলোকে নিৰ্দিষ্ট সময়ত নিশ্চিতভাৱে উপস্থিত থাকিবলৈ জনোৱা হ'ল ।

(ড॰ সব্যসাচী মহন্ত)
তাধ্যক্ষ
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শিষ্পুণৰ, শিৱসাগৰ, অসম

08-01-2022

-प्रार्च -(युब्बली)

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Notice of Meeting

<u>অধ্যক্ষৰ কাৰ্যালয় : গড়গাঁও মহাবিদ্যালয় : শিমলুগুৰি</u>

জাননী

ইয়াৰ দ্বাৰা মহাবিদ্যালয়ৰ সমূহ শিক্ষক-কৰ্মচাৰীকে জনোৱা যায় যে, অহা ২৩/০২/২০২২ তাৰিখে দিনৰ ১২:০৫ বজাত মহাবিদ্যালয়ৰ শৈক্ষিক ভৱনত এখন যুটীয়া সভাৰ আহ্বান কৰা হৈছে । সেয়েহে উক্ত সভাত সকলোকে নিৰ্দিষ্ট সময়ত নিশ্চিতভাৱে উপস্থিত থাকিবলৈ জনোৱা হ'ল ।

(ড॰ সব্যসাচী মহন্ত) অধ্যক্ষ গড়গাঁও মহাবিদ্যালয়

অধ্যক্ষ গড়গাঁও মহাবিদ্যালয় শিমলুগুৰি, শিবসাগৰ, অসম



GARGAON

COLLEGE

ESTD: 1959

Reaccredited by NAAC with B Grade

Simaluguri - 785686, Siyasagar, Assam F-mail: gargaoncollege/o/rediffmail.com

Tel & Fax: 03772-252251

www.gargaoncollege.org

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Proceeding of the Staff Meeting No. 07/2022

Held on Venue : 23 /02/2022

: Academic Gallery, Gargaon College

Time

:12: 00 PM

Agenda

: "Role of Teachers in Internal Quality Assures in HEI"

IQAC of Gargaon College organized a joint staff meeting of the Office Staff and faculty Members cum one day workshop on "Role of Teachers in Internal Quality Assurance in HEI" on 23rd February 2022 keeping in view the upcoming NAAC accreditation of the college in 2024.

In his chairperson's address, Principal Dr. S Mahanta pointed out that we need introspection as to why the grade of our college is in still "B" while the nearby colleges are achieving better grades.

He said that we need to change our mindset if we want to achieve better grade. Some other highlights of his speech are as follows:-

- (1) E-filing of data of departments
- (2) Maintenance of online class records and e-study materials
- (3) Publication of papers in UGC care listed journals compulsorily by the faculties
- (4) Holding of seminar, conferences etc. (if required in self-finance mode)
- (5) Career guidance and counseling cell need to take proactive steps
- (6) Organization of popular talks either in online and offline mode
- (7) NAAC peer team may ask for information randomly and cross check data(8) Each department should maintain proceedings of its departmental decisions and activities
- (9) Attendance before 10 am. Arrival-departure signatures are compulsory
- (10) HODs to ensure the punctuality of attendance and departure of the faculty members
- (11) Upcoming Academic Audit

The Principal's talk was followed by Vice-Principal's address. She also urged the faculties to be punctual in the greater interest of the college.

This was followed by a presentation made by the IQAC co-ordinator, Dr. Surajit Saikia. He pointed out the minute details and strategy for AQR submission. He said that we have only 22 months before us till NAAC'S next cycle of accreditations. We have to work like a family with solidarity and determination. Most important strategy should be — MAKE STUDENTS HAPPY. MOUs with industries should be conducted.

Concluding remarks were made by the Principal. The following points were highlighted:-

- 1. Uniqueness
- 2. Departmental proactiveness
- New projects, survey can be taken various departments.
- 4. Alumini Association should take up some more measures.
- 5. Importance on mentor-mentee programmes
- 6. Gender-sensitization programmers at the girls' hostel.
- Departmental induction programmes should be conducted instead of freshmen's social meet.
- 8. Picnics should be transformed to projects and field works.
- More focus on publication.

The workshop came to an end with some observations made by Dr. Dilip Kumar Deka. Dr. Deka suggested that departmental initiatives and programmes can be taken for career counseling. Secondly, a *Job Mela* could be organized. Thirdly, placement records of the pass out students of Gargaon College need to be maintained.

Mr. Anil Tanti said the proposed contributions towards the fund for college development should be made to an office staff while the Principal should be entrusted with a power to utilize the same. In response to this the Principal suggested that the fund should be handled by the teachers themselves.

Dr. Jitu Saikia informed the gathering that the ICM be renamed with sight modifications. He strongly urged the staff to show more dedication to the College affairs. Mr. Diganta Konwar expressed his happiness over the announcement by the Secretary and also informed the gathering of an amount already at disposal that could be utilized for the proposed installation of water filters.

Dr. Rimjim Bora, the NSS Programme of Gargaon College, conveyed that the cell has planned for a cleaning drive in and around the Gargaon College. She requested the teachers to let the cadres from respective departments to carry out the various programmes adopted in this connection.

Mr. Raktim Patar, the Secretary of the GCTA, suggested that the proposal for the use of Assamese language should be accepted. In addition to this he wished that there should be a definite format for leave application.

The Principal assured the meeting that he would do everything to lift the UGC ban within April, 2019. He elaborated in details about the steps taken to give the college a new look. He suggested that the departments should take steps to keep records of the departmental meeting. He further opined that orientation sessions for the major students should be arranged. He also spoke about the proposed drinking water facility installation, opening of NCC.

He appealed to the college fraternity for its complete and whole hearted co-operation, assistance to expedite the progressive measures adopted so far and work with the spirit of Team Gargaon College. At the end of the meeting he thanked the entire staff for their valuable suggestions as well as opinions and also for making the meeting a fruitful one.

Principal Gargaon College

Signature of Attendees

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33	Dr. Anna Gogos	\$0

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