

OFFICE OF THE CONVENOR

Internal Quality Assurance Cell (I.Q.A.C.)

JHANJI HEMNATH SARMA COLLEG

Established - 2004 JHANJI - 785683

Dist. - Sivasagar (Assam)

Website - www.jhanjihnscollege.edu.in e-mail - jhnscollege@gmail.com

Ph. - 03772-228046

Minutes and Resolutions of the IQAC Meeting

Session 2019-20

Date: 8th August, 2019

Members Present

- 1. Dr Manjit Gogoi, Chairperson and Principal
- 2. Mr Bidyadhar Baruah, Coordinator
- 3. Mrs Mamoni Gohain, Vice Principal
- 4. Mrs Minati Gogoi, Teacher Representative
- 5. Dr Birinchi Kr Borah, Teacher Representative
- 6. Dr Santana Dutta, Teacher Representative
- 7. Mr Rajiv Gogoi, Teacher Representative
- 8. Mrs Noni Rajkhowa, Teacher Representative
- 9. Dr Akashjyoti Saikia, Teacher Representative

Agenda: Discussion of AQAR 2018-19, Students Mentoring, ICT Class, Activities of NSS and Women Cell

The House opined

- To inform the convenors of IQAC Cells for submission of annual reports of various activities on or before 30th August, 2019.
- 2. To inform all the teachers of the college to conduct Students' Mentoring and to maintain teachers-students ratio at least 1:10.

(Dr Manjit Gogoi) Chairperson

Principal manji H.N.S. College



(Mr Bidyadhar Baruah) Coordinator

Co-ordinator I.Q.A.C., J.H.N.S. College



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Date

- 3. To inform all the faculty members of each department to take at least two ICT classes in a month.
- 4. To organise different occasional activities and programmes under the NSS Unit and Women's Cell of the College during the session.

(Dr Manjit Gogoi) Chairperson

Principal **Jhanj**i H.N.S. Co S CONSTRUCTION OF STREET

(Mr Bidyadhar Baruah) Coordinator

Co-ordinator I.Q.A.C., J.H.N.S. College