

## Minutes of the IQAC Meeting no. 3, 2019-20

Date: 20/02/2020

Day: Thursday

Time: 3.00 PM

Venue: IQAC Office

### Notice

19/02/2020

It is hereby informed to all members of the IQAC that a meeting of IQAC will be held on 20/02/2020 at the IQAC office. Therefore, all concerned are requested to attend the meeting without fail.

#### **The agenda of the meeting:**

1. Confirmation of the minutes of previous meeting.
2. Prospectus for the session 2020-21
3. Academic Calendar 2020-21
4. Other matters.

#### **Minutes of the Meeting:**

Today, on 20<sup>th</sup> of Feb/2020, a meeting of Internal Quality Assurance Cell (IQAC) is held in the IQAC Office at 3.00 PM., Under the presidentship of Dr. Jagat Ch Basumatary, Principal. The IQAC coordinator, Dr. Dulen Basumatary welcomes everyone to the meeting and offers greeting of the day.

#### **The following decisions were taken in the meeting:**

##### **Decision 1 :**

The minutes of the previous meeting are read out and confirmed after review of the same.

##### **Decision 2 :**

It is decide to prepare the prospectus of the ensuing new academic year, 2020-21

##### **Decision 3 :**

The house decided to prepare academic calendar for the year 2020-21

##### **Decision 4:**

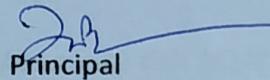
After discussion it is decided to prepare Lesson planning for the ensuing new academic session.

#### **Action taken :**

1. Respective cells are duly intimated regarding the preparation of prospectus and academic calendar.
2. Head of the departments are intimated regarding decision to prepare lesson planning.

**Members present in the meeting:**

1. Dr. Jagat Ch Basumatary, Principal
2. Hemanta Boro, Asst. Prof. of English
3. Trdib Ranjan Thakuria, Asst. Prof. of English
4. Rochen Machahary, Asst. Prof. of Philosophy
5. Durlov kr. Baro, Asst. Prof. of Bodd
6. Hiren Baro, Asst. Prof. of Political Science
7. Gaya Ram Basumatary, Asst. Prof. of Education
8. Dr. Sankhang Basumatary, Asst. Prof. of Economics
9. Dr. Dulen Basumatary, Coordinator, IQAC



Principal

Salbari College  
Principal

Salbari College, Salbari  
Baksa, BTR, Assam