



OFFICE OF THE CONVENOR  
Internal Quality Assurance Cell (I.Q.A.C.)  
**JHANJI HEMNATH SARMA COLLEGE**

Established - 2004  
JHANJI - 785683  
Dist. - Sivasagar (Assam)

Website - [www.jhanjihnscollege.edu.in](http://www.jhanjihnscollege.edu.in)  
e-mail - [jhnscollege@gmail.com](mailto:jhnscollege@gmail.com)

Ph. - 03772-228046

**Minutes of the Meeting and Action Taken Report**

**Session: 2016-17**

Date of the Meeting: 17<sup>th</sup> April, 2017

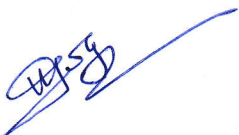
**Members Present:**

1. Dr Manjit Gogoi, Principal/ Chairperson
2. Mr Bidyadhar Baruah, IQAC Coordinator
3. Mrs Mamoni Borgohain, Vice Principal & Ex-Officio Member
4. Dr Birinchi Kr Borah, Teacher Representative
5. Mr Rajiv Gogoi, Teacher Representative
6. Dr Santana Dutta, Teacher Representative
7. Mr Akashjyoti Saikia, Teacher Representative
8. Mrs Navanita Bora, Teacher Representative
9. Mrs Minati Gogoi, Teacher Representative


**Agenda: Review on Sessional Examination, Internal Assessment of Students, Course Progression & Celebration of World Environment Day, 2017**

The House Opined:

1. To take remedial classes for the slow and needy learners in each department.
2. To submit the course progression report by each department on or before 20<sup>th</sup> April, 2017.
3. To celebrate World Environment Day 2017 to be organised by NSS Unit of the College with Plantation programme and Art Competition on the subject "Environment Protection".

  
(Dr Manjit Gogoi)  
Chairperson  
Principal  
Jhanji H.N.S. College



  
(Mr Bidyadhar Baruah)  
Coordinator  
I.Q.A.C., J.H.N.S. College